

**PARENT HANDBOOK  
AND  
CODE OF  
STUDENT CONDUCT  
2011-12**



**Nelson County  
Public Schools**



**Nelson County Public Schools**  
84 Courthouse Square  
P O Box 276  
Lovington, Va. 22949  
Telephone (434) 263-7100 ~ Fax (434) 263-7115  
[www.nelson.k12.va.us](http://www.nelson.k12.va.us)

**Roger D. Collins, Ed. D.**  
Division Superintendent

July 2011

Dear parent or significant other:

Each student has the right to learn in a safe environment. Weapons, drugs and violent behavior are clear dangers to a safe learning environment and to the welfare of the student, staff, and school community. While the elimination of these hazards is the responsibility of all segments of the community, three individuals must accept crucial roles in this task: the student, the parent, and the principal/employee. The student must agree not to present any unacceptable objects or behaviors while at school and to help maintain a safe environment. The parent must agree to teach the dangers and consequences of inappropriate behaviors and acts. The parent must also support the school's policy to eliminate dangerous objects and inappropriate behaviors from the school environment. The principal/employee will communicate and teach the school division's discipline policies and the Code of Student Conduct, while using the school's student leaders to gain insight and ideas in developing a plan that ensures a safe school environment. The principal will report all violations of the law to appropriate law enforcement officials and other appropriate individuals to ensure a productive, secure, and peaceful environment in which all can learn.

Thank you for your support and commitment by working together to make the Nelson County Public School Division one of the safest school systems in Virginia.

Sincerely,

A handwritten signature in black ink that reads "Roger D. Collins".

Roger D. Collins, Ed. D.  
Division Superintendent

**Statement of Receipt and Commitment  
to the 2011-12 Code of Student Conduct**

I have reviewed the 2011-12 Parent Handbook and Code of Student Conduct including the Code of Virginia Section 22.1-279.3 with my child and recognize my responsibility to assist the school in enforcing the standards of student conduct. I understand and have discussed the consequences involved with failure to follow the standards listed in the 2011-12 Code of Student Conduct with my child. I also have reviewed the rights of students and parents under the Family Educational Rights and Privacy Act (FERPA) and the Protection of Pupil Rights Amendment (PPRA).

\_\_\_\_\_  
Student's Name

\_\_\_\_\_  
Student's Signature/Date

Sign Here...



Sign Here...



\_\_\_\_\_  
Parent/Legal Custodian's Signature/Date

\_\_\_\_\_  
Student's School

\_\_\_\_\_  
Principal's Signature

**My signature is evidence that I have received and understand the information provided and does not indicate I agree with the entire contents therein. I expressly reserve the rights protected by the constitutions or laws of the United States or the Commonwealth and that I have the right to express disagreement with a school's or school division's policies or decisions.**

*Va. Code §22.1-279.3.C.*



**Technology Acceptance of Use Policy  
2011-12**

In addition, you and your child must sign one of the following pages, indicating acceptance of the computer use policy before your child will be permitted to use the division's computers. The policy is located on pages 21-24.

**Please sign and date the appropriate Elementary, Middle, or High School acceptance page.**



## Elementary School Technology Resource Use Agreement

- \* I will follow all school rules while I am on the computer. I will not damage the computers. I will not change other people's work without their permission.
- \* I will give out my name only if my teacher says it is O.K.
- \* I will not plagiarize from the Internet.
- \* I will be responsible with my time on the computer and will print only what I need.
- \* I will let my teacher know if someone or something on the internet is making me feel uncomfortable or if I see someone who is not using the computers responsibly.
- \* I have read, understand, and agree to the Acceptable Use Policy.

**Student's Signature:** \_\_\_\_\_

Sign Here...



Date: \_\_\_\_\_

I have read the Nelson County Public Schools' *Technology Acceptable Use Policy*.

I have explained to my child what is expected, and I give my child permission to use the technology resources according to the regulations set forth in that policy.

(circle) YES NO

**Parent/Guardian Signature:** \_\_\_\_\_

Sign Here...



Date: \_\_\_\_\_

Please print your student's name:

\_\_\_\_\_

*Last*

*First*

*Middle*


Grade: \_\_\_\_\_ School: \_\_\_\_\_

**Please return this page within 2 weeks of enrollment of each new school year to your child's Classroom Teacher.**



**Middle School  
Technology Resource Use Agreement**


- \* I will be responsible for following all school rules, using the computer only for legal activities, treating computer equipment with respect, using only my password, and treating other computer users with respect. I will only access and modify my own work; I will access and/or modify someone else's work only if I have permission to do so.
- \* I will not plagiarize from the Internet. If I find something that is obscene (sexting and bullying), illegal, or offensive, I will inform my teacher right away. I will give out personal information only with permission from my teacher.
- \* I will keep my password(s) secret and print only what I need to complete class assignments.
- \* I will report any harassment or inappropriate use of computer resources to my teacher.
- \* I have read, understand, and agree to the Acceptable Use Policy.

**Student's Signature:** \_\_\_\_\_ Sign Here...  
  
Date: \_\_\_\_\_

I have read the Nelson County Public Schools' *Technology Acceptable Use Policy*.

I have explained to my child what is expected, and I give my child permission to use the technology resources according to the regulations set forth in that policy.

(circle) YES NO

**Parent/Guardian Signature:** \_\_\_\_\_ Sign Here...  
  
Date: \_\_\_\_\_

Please print your student's name:

\_\_\_\_\_

*Last*                      *First*                      *Middle*

Grade: \_\_\_\_\_ School: \_\_\_\_\_

**Please return this page within 2 weeks of enrollment of each new school year to your child's Homeroom Teacher.**



## High School Technology Resource Use Agreement

- \* I will use technology resources in a responsible, ethical, and legal manner. I will not access, modify, or destroy other user's data without proper authorization.
- \* I will not knowingly spread a computer virus, impersonate another user, violate copyright laws, install or use unauthorized software, damage or destroy resources, or intentionally offend, harass, or intimidate others.
- \* I will not use school technology resources to create, distribute, download, or view obscene (sexting and bullying), illegal, or inappropriate content. I will not plagiarize from the Internet. I will immediately inform a staff member if I encounter material that is obscene, illegal, inappropriate, offensive, or otherwise makes me feel uncomfortable.
- \* I will not give out personal information (full name, address, telephone number) without teacher or parent/guardian guidance.
- \* I will use electronic mail responsibly and only through an authorized school account. I will not create, distribute or forward offensive messages, harassing messages, or messages that contain false information.
- \* I will use technology resources responsibly. I will not give out my passwords. I will not disrupt network usage by others.
- \* I will immediately notify a staff member or school administrator if I am the subject of harassment while using technology resources or if I witness inappropriate use of technology resources.
- \* I have read and understand, and agree to the Acceptable Use Policy.

**Student's Signature:** \_\_\_\_\_

Sign Here...



Date: \_\_\_\_\_

I have read the Nelson County Public Schools' *Technology Acceptable Use Policy*.

I have explained to my child what is expected, and I give my child permission to use the technology resources according to the regulations set forth in that policy.

(circle) **Parent/Guardian Signature:** \_\_\_\_\_

Sign Here...



YES

NO

Date: \_\_\_\_\_

Please print your student's name:

\_\_\_\_\_

*Last*

*First*

*Middle*

Grade: \_\_\_\_\_ School: \_\_\_\_\_

**Please return this page within 2 weeks of enrollment of each new school year to your child's First Block Teacher.**



**Media Release Form for 2011-12**

Each year schools share school related activities with the community through school newsletters, websites or articles in newspapers (may be electronic). If your child is being recognized for an accomplishment or is part of a school activity, his/her picture may be taken. The school is requesting your permission to publicize your child's picture.

Please sign the form below agreeing or declining permission for your child's picture to be publicized through school newsletters, websites or newspapers (may be electronic).

**Give Permission:**

I hereby **GRANT** the Nelson County Public School Division the right and permission to copyright and/or use, reuse, publish, and/or republish photographic images, digital images, videotape, or pictures of my child during the 2011-12 school year for sharing school related activities with the community. I hereby release, discharge, and agree to hold harmless the Nelson County Public School Division from any liability resulting from the use of the above mentioned photography, videotape, digital image, or other use of my child's name or image.

Student Name: \_\_\_\_\_ School Name: \_\_\_\_\_

\_\_\_\_\_  
Signature of parent/guardian



\_\_\_\_\_  
Date

**Do Not Give Permission:**

I **DECLINE** to give permission for any photograph, digital image, videotape, or other picture to be used for sharing school-related activities with the community.

Student Name: \_\_\_\_\_ School Name: \_\_\_\_\_

\_\_\_\_\_  
Signature of parent/guardian



\_\_\_\_\_  
Date



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**2011-12  
NELSON COUNTY SCHOOL BOARD**

Mr. David Parr, Chair  
Mrs. Margaret Clair, Vice Chair  
Mrs. Mary Cunningham  
Ms. Jane B. Mays  
Mrs. Amy Snapp

**SUPERINTENDENT**  
Dr. Roger D. Collins

**ADMINISTRATIVE STAFF**

Dr. Jo Ann Wagner, Assistant Superintendent for Instruction  
Mrs. Shannon T. Irvin, Assistant Superintendent for Administration  
Mr. Joseph O. Bolling, Supervisor of Student Services  
Mrs. Sandra McKenzie, Director of Federal Programs, CTE & Adult Education  
Mrs. Abby Thompson, Director of Testing & Assessment

**Nelson County School Board Office**

84 Courthouse Square  
P.O. Box 276  
Lovington, VA 22949  
**Phone:** (434) 263-7100  
[www.nelson.k12.va.us](http://www.nelson.k12.va.us)

**School Transportation Office &  
Maintenance Department**

620 Drumheller Orchard Lane  
Lovington, VA 22949  
**Phone:** (434) 263-5095  
**Trans. Supervisor:** Mr. David Johnson  
**Maint. Supervisor:** Mr. Tim Rutherford

**Rockfish River Elementary School**

200 Chapel Hollow Road  
Afton, VA 22920  
**Phone:** (434) 361-1791  
**Principal:** Mrs. Nita Hughes  
**Asst. Principal:** Ms. Kim Candler

**Tye River Elementary School**

5198 Thomas Nelson Highway  
Arrington, VA 22922  
**Phone:** (434) 263-8960  
**Principal:** Mr. Greg Hill  
**Asst. Principal:** Dr. Sharon Williams

**Nelson Middle School**

6925 Thomas Nelson Highway  
Lovington, VA 22949  
**Phone:** (434) 263-4801  
**Principal:** Mr. Matt Schoener  
**Asst. Principal:** Mrs. Amber Hartzog

**Nelson County High School**

6919 Thomas Nelson Highway  
Lovington, VA 22949  
**Phone:** (434) 263-8317  
**Principal:** Mr. Todd Weidow  
**Asst. Principal:** Mr. Butch Dunnick  
**Dean of Students:** Mr. Ryan Yarzebinski

Approved by  
School Board on  
12/9/10

## Nelson County Public Schools 2011-12 Division Calendar

<p style="text-align: center; margin-bottom: 0;">July 2011</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr><th>S</th><th>Mo</th><th>Tu</th><th>W</th><th>Th</th><th>Fri</th><th>Sa</th></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> <tr><td>31</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table> <p style="text-align: center; margin-bottom: 0;">August 2011</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr><th>S</th><th>Mo</th><th>Tu</th><th>W</th><th>Th</th><th>Fri</th><th>Sa</th></tr> <tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td></tr> </table> <p style="text-align: center; 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margin-bottom: 0;">Calendar Legend</p> <ul style="list-style-type: none"> <li> New Teachers Report (August 15)</li> <li> Non-Student Day &amp; Staff Development Day &amp;/or Work Day</li> <li> First Day of School (August 24)</li> <li> Open House &amp; Work Day (August 22)</li> <li> Division Holiday</li> <li> End of 6 Weeks</li> <li> Division Early Dismissal &amp; Parent Teacher Conference (October 20)</li> <li> Non-Student Day &amp; Parent Teacher Conference (March 15)</li> </ul> <div style="border: 1px solid black; padding: 5px; margin-top: 10px; text-align: center;"> <p><b>NCHS SENIOR GRADUATION</b></p> <p>♥ June 9, 2012</p> </div> <div style="border: 1px solid black; padding: 5px; margin-top: 10px; text-align: center;"> <p><b>Inclement Weather Make-Up Days In Order</b></p> <p>January 23 March 5 March 15 June 7 June 8</p> <p>Others TBD as needed</p> </div> <p style="text-align: center; margin-top: 10px;"><i>This calendar may be adjusted as necessary.</i></p>	<p style="text-align: center; margin-bottom: 0;">January 2012</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr><th>S</th><th>Mo</th><th>Tu</th><th>We</th><th>Th</th><th>Fri</th><th>Sa</th></tr> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td></td></tr> </table> <p style="text-align: center; margin-bottom: 0;">February 2012</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr><th>S</th><th>Mo</th><th>Tu</th><th>We</th><th>Th</th><th>Fri</th><th>Sa</th></tr> <tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td></td><td></td><td></td></tr> </table> <p style="text-align: center; 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# Nelson County Public Schools



## 2011-12 Calendar Information

The mission of the Nelson County Public School Division is to educate students to become skilled, responsible, productive and enlightened citizens who contribute to society. We believe students can and will learn; students shall understand the importance of mutual respect, character development and diversity; employees, students, and parents must accept responsibility for learning; community members and businesses are key partners in the educational process; communication, collaboration and teamwork are essential to our success; continuous improvement is a critical component of our organization; positive and proactive public relations impacts our success; maintaining an environment conducive to learning is important; and learning is a lifelong process.

### GRADING PERIODS & REPORT CARD DATES

<u>Grading Period Ends</u>	<u>Report Cards Issued</u>
October 7	October 14
November 18	December 2
January 19	January 26
March 2	March 9
April 27	May 4
Last Day of School	Last Day of School

If instructional days in the first semester are missed due to inclement weather, the end of the first semester and the work days associated with the close of the first semester may be altered. If this option is taken by the Nelson County School Board, information regarding the rescheduling of the semester's end will be sent to all parents.

<b>EARLY DISMISSALS</b>	
<u>Date</u>	<u>Times</u>
October 20	
12:00 PM	Nelson Middle
12:00 PM	Nelson
12:30 PM	Tye River
12:00 PM	Rockfish River



**OPEN HOUSE**  
AT ALL SCHOOLS

**Monday - AUGUST 22<sup>nd</sup> (1-7PM)**



**SPRING BREAK**  
**April 9-13, 2012**

### INCLEMENT WEATHER PROCEDURES

In case of changing weather conditions, one or two-hour delays will be used to properly assess road and safety conditions and are subject to change. The decision to close schools or to delay the opening of schools is usually made by 6 AM. For information about changes to school schedules, students and parents should listen to the radio and TV stations listed below. Radio and TV stations decide whether they will broadcast the information when we notify them. Parents will be contacted via the division's Instant Alert System of all closures and delays.

[www.schools-out.com](http://www.schools-out.com)

### **TEACHER WORKDAYS**

August 16	**October 20
August 17	October 21
August 18	January 20
August 19	January 23
August 22	March 5
August 23	June 7
	June 8

\*\* Student day(am) / Parent Teacher Conference(pm)

### **RADIO & TV STATIONS REPORTING SCHOOL CLOSING INFORMATION**

WTVR (channel 6)	WHSV (channel 3)	WSLS (channel 10)	WSET (channel 13)
WWBT (channel 12)	WVIR (channel 29)	WDBJ (channel 7)	WRIC (channel 8)
XL102	WUMX (107.5)	WVTF (89.3)	WYYD (107.9)
Q94	WUVA	WSLC (94.9)	WXLK (K92)
WCYK	WQMZ	WSLQ (Q99)	WFIR (AM 960)
WCHV	WINA	WJXX (101.7)	WKAV
WWWV	JAMMIN' WJJS (106.1)		

### **\* ADDITIONAL INCLEMENT WEATHER MAKE-UP DAYS**

The school division shall make up the first five days plus one day for each two days missed in excess of the first five by adding teaching days to the school calendar or extending the length of the school day. A school division must meet the 180 day or 990 total clock hour requirement.

The Nelson County School Board does not discriminate in education and employment on the basis of race, color, religion, national origin, political affiliation, handicap, sex, or age.

## PREFACE

As parents and citizens of Nelson County, you are encouraged to review the *Code of Student Conduct* with your children and give your support to the Nelson County Public Schools in our efforts to promote high quality instruction in classrooms which have an atmosphere conducive to learning. The behavioral expectations outlined in this booklet are the official standard for our school division.

To establish a standard of student behavior, each school principal is required to refer to the office of the superintendent for expulsion, any student who:

- 1) is in possession of a firearm, weapon, or dangerous article;
- 2) assaults a staff member;
- 3) distributes, possesses, and/or is under the influence of dangerous or illegal drugs or alcohol;
- 4) endangers the safety of the school community and/or any of its members (including, but not limited to, sexual assault, arson, bomb threats);
- 5) becomes a habitual offender of any component or any combination of components of the *Code of Student Conduct*.

Behavior that detracts from one student's ability to profit from instruction or that infringes on the rights of others warrants disciplinary action. The intent of disciplinary action should be to bring about positive change in the student's behavior. Just as academic instruction should be individualized, discipline should function with guidelines that are broad enough to allow for student differences, extenuating circumstances, and teacher resources.

In compliance with the federal Improving America's Schools Act of 1994 and relevant state *Code*, the school board shall expel from school attendance for a period of not less than one year (365 days) any student whom the School Board has determined to have brought a firearm or drugs onto school property or to a school-sponsored activity. For the purposes of mandatory expulsion, school property means any owned or leased real property or vehicle or any vehicle operated by or on behalf of the School Board. The School Board may, however, determine, based on the facts of the particular case, that special circumstances exist and another disciplinary action or term of expulsion is appropriate.

## RESPONSIBILITIES

This *Code of Student Conduct* has been established for the Nelson County Public School System. The School Board, acting through the Superintendent, holds all school employees responsible for supervising student behavior while students are legally under the supervision of the schools. The School Board holds all students responsible for appropriate conduct as defined in the Nelson County *Code of Student Conduct*. Policies and references within the *Code of Student Conduct* can be found in the Nelson County Public Schools' Policy Manual available at each school and are consistent with Virginia School Laws.

School records related to disciplinary action taken against a student for violating School Board rules or policies on school property or at school-sponsored events shall be included in the student's school record. Whenever a pupil transfers from this school division to another, the scholastic record (or copy), including disciplinary records, shall be transferred to the school division to which the pupil transfers upon request from the school division. Permission of the parent, guardian, or other persons having control or charge of the student shall not be required for transfer of the scholastic record. A copy of the Nelson County written policy and procedure on the management of the education records and their location is available upon request.

Upon recommendation of the Superintendent, the School Board of Nelson County may require a student to attend an alternative education program. This may include, but is not limited to, students who have been: (a) charged with an offense related to state law, or with a violation of School Board policies on weapons, alcohol or drugs, or intentional injury; (b) found guilty or not innocent of a crime which resulted in, or could have resulted in, injury to others, or of a crime for which the disposition ordered by the court is required to be disclosed to the Superintendent; (c) expelled; (d) chronically disruptive to the regular school program. The School Board may require a student to attend an alternative program regardless of where a crime occurred.

### **Educational Team**

The school principal is responsible for facilitating the development of a local school handbook consistent with the *Code of Student Conduct*. Administrators, teachers and support personnel all work together to ensure the rights of each student in the school system. However, students may be suspended or expelled from attendance at school for sufficient cause.

The educational team is responsible for:

- a) Facilitating regular school attendance.
- b) Providing an orderly school environment, a favorable psychological environment for learning and an atmosphere of mutual respect.
- c) Reporting to local law enforcement agency any act that may constitute a criminal offense.

- d) Maintaining open and proactive communication with parents including notice to parents of any student involved in an incident regardless of whether disciplinary action is taken.
- e) Formulating and implementing school rules and regulations in compliance with the *Code of Student Conduct* throughout the school setting.
- f) Disseminating and discussing the local school handbook and the *Code of Student Conduct* at the beginning of each school year to all students and providing both documents to each new student upon registration throughout the school year.
- g) Developing a discipline plan of action, requiring a student to participate in prevention and intervention activities as appropriate, based on the needs of the student and the school environment as a whole.

**Parent(s)/Guardian(s)**

It is the duty of parent(s)/guardian(s) to:

- a) Teach the student to assume responsibility for learning and for conduct that does not infringe upon the rights of others.
- b) Provide upon registration a sworn statement of affirmation indicating whether the student has been expelled from school attendance at a private school or public school division for an offense in violation of School Board policies relating to weapons, alcohol or drugs, or for the willful infliction of injury to another person.
- c) Ensure that their child is appropriately dressed for school as determined by the dress code, which is developed cooperatively at local schools by students, parent(s)/guardian(s) and school staff. Pupils who come to school without proper attention to personal cleanliness or appropriateness of dress may be sent home to be properly dressed for school.
- d) Provide such books, materials, instruments, uniforms and equipment as are required for effective participation in the school program.
- e) Provide emergency information to the school to ensure that the school will have immediate contact with parent(s)/guardian(s) in case of an emergency.
- f) Provide the student's birth certificate, social security number, physical examination, street address, and record of the completed series of immunization, as required by the *Code of Virginia*, upon initial entry to school.

- g) Facilitate regular school attendance in accordance with the attendance policy at the child's school.
- h) Comply with applicable state law regarding parental responsibility and involvement requirements.
- i) Sign and return the Verification Form found in this *Code of Student Conduct*.

## **Students**

Students are responsible for:

- a) Appropriate conduct in compliance with the *Code of Student Conduct*, Athletic Regulations, other Nelson County School Board regulations, local school regulations and applicable state and federal laws.
- b) Accepting responsibility for learning, developing adequate study habits, and completing class assignments and/or requirements.
- c) Regular school attendance.
- d) Contributing to a climate of acceptance and mutual respect within each school.
- e) Maintaining an atmosphere in which learning and extracurricular activities can take place for the growth and pleasure of everyone involved.
- f) Care and wise use of school supplies.
- g) Understanding that the use of illicit drugs and the unlawful possession and use of alcohol is wrong and harmful.
- h) Knowing that the possession of firearms, explosives and dangerous objects is unlawful.
- i) Reimbursement to the Nelson County School Board for any actual breakage or destruction of property owned by or under the control of the School Board.
- j) Participating in prevention and intervention activities as a consequence of violating the standards of student conduct as determined by school administrators.

No suspended student shall be admitted to the regular school program until such student and his parent have met with school officials to discuss improvement of the student's behavior, unless the school principal or his/her designee determines that readmission, without parent conference, is appropriate for the student. Both of a student's parents are responsible for their child's conduct if they have joint legal and physical custody. If the parent fails to comply with this requirement, the School Board

may ask the Juvenile and Domestic Relations Court to proceed against the parent in accordance with the requirements of the *Code of Virginia*.

**This *Code of Student Conduct* applies to any Nelson County Public School student. It is enforced when he/she is on school property, while traveling to school or from school, to, from, and at the bus stops, in School Board vehicles, in attendance at school or any school-sponsored activity. This Code also applies to student's conduct which interferes with or obstructs the orderly operation of the school system or the safety or welfare of students, employees, or volunteers. Students who observe or are subjected to behaviors as described in this Code are expected to report such incidences to their school administration.**

Unlawful acts which will lead to police notification may lead to suspension from classes, exclusion from activities, or expulsion include but are not limited to:

- possession or use of alcohol, illegal drugs, or drug paraphernalia
- selling drugs
- assault/battery
- sexual assault
- arson
- intentional injury (bullying, fighting)
- theft
- bomb threats, including false threats, against school personnel or school property
- use or possession of explosives
- possession of weapons or firearms
- extortion, blackmail, or coercion
- driving without a license on school property
- homicide
- burglary
- sex offenses (indecent exposure, obscene phone calls, sodomy and child molestation)
- malicious mischief
- shooting
- any illegal conduct involving firebombs, explosive or incendiary devices or materials, hoax explosive devices or chemical bombs
- stabbing, cutting or wounding
- unlawful interference with school authorities including threats
- unlawful intimidation of school authorities
- unlawful Internet use
- other unlawful acts including being an accessory to any of these or other unlawful acts.

Any student who has been found to be in possession of or under the influence of drugs or alcohol on school property or at a school sponsored activity may be required to (1) undergo evaluation for drug or alcohol abuse and (2) participate in a drug and/or alcohol treatment program if recommended by the evaluator and if the parent consents.

## TECHNOLOGY ACCEPTABLE USE POLICY

### **Educational Use and Advantages of the Internet**

As successful citizens in the 21<sup>st</sup> Century, our students must learn to utilize the tools and skills necessary to compete in a global economy. Students of today must think critically about global issues, work collaboratively on projects, and understand the significance of intellectual property, fair-use laws, and copyright regulations as they research the world in which they live. Nelson County Public Schools (NCPS) computer system, coupled with Internet access, empowers our students to construct authentic meaning from classroom lessons.

Technology resources include, but are not limited to: computers, printers, software, online catalogs and databases, network file servers, data files, a division-wide email system, and access to the Internet. Internet and computer network and non-network access is available to authorized students, parents, and staff who have read and signed the Acceptable Use Policy (AUP) agreement. The school division provides technology resources for educational purposes. The AUP serves to protect the interest of the school division and its technology resource users. The school system reserves the right to amend this policy at any time and to enforce such amended policy after giving notice of such amendments.

### **Authorized Users**

Students, parents/legal guardians, and employees of NCPS who have read the AUP as well as complete and sign the technology resource use agreement are *authorized users* or *users* of the school division's technology resources. The school shall maintain an accurate record of those who have returned the signed acknowledgement to become authorized users.

### **Technology Privilege**

Use of NCPS Internet and technology infrastructure resources is a privilege, not a right. Inappropriate use may result in an immediate termination of access and other privileges relating to use. Inappropriate use may result in disciplinary action up to and including: suspension or expulsion for students or formal reprimand or dismissal for staff, as well as potential civil or criminal liability and prosecution. Administration, faculty, or staff may request that the network administrator deny, revoke or suspend specific user access in the event of violation of this policy.

### **Violations**

Use of technology resources or transmission of any material in violation of any federal or state law is strictly prohibited. Also prohibited is the illegal use or transmission of material protected by federal or state intellectual property laws, copyrighted material, licensed material, threatening, harassing, obscene material and/or pornographic material. In addition, users are prohibited from accessing or attempting to access, using or attempting to use the Internet or other computer network or non-network facilities (including proxy sites) for any other unauthorized purposes. This includes but is not limited to: introduction of viruses, and manipulation or corruption of systems, files and other related resources. Any illegal activities will be reported to the appropriate agencies.

### **Liability**

NCPS cannot guarantee the availability of technology resources. The school division will not be responsible for any information that may be lost, damaged, or unavailable due to technical or other difficulties. The division cannot ensure that all electronic transmissions are secure and private and cannot guarantee the accuracy or quality of information obtained. The school division will employ technology protection measures to comply with Federal and State requirements to filter or block material defined to be objectionable. However, no known process can control or censor all illegal, defamatory, or potentially offensive materials that may be available to the user on systems accessible through technology resources in NCPS.

## **School Division Responsibilities**

### **Technology Access and Use**

The school division will provide access to technology resources. Users should be aware that use of the resources will be monitored in order to provide an acceptable level of service to all users. Users should also be aware that data that resides on, or passes through the school division's technology infrastructure is subject to review. Users should not expect that files stored on district resources will always be private. Social networking, for personal use, is not allowed through the NCPS technology infrastructure.

### **Proper Use**

School division staff will provide instruction on proper use of technology resources, including areas of proper care of equipment, management of resources (time and materials), search strategies, user safety, copyright laws, and computer etiquette. Staff shall report any incident of harassment or any other unauthorized or inappropriate use of school division technology resources to the building or department administrator who will report the incident to the Technology Department.

### **Internet Guidelines**

The school division will provide access to the Internet based on the following guidelines:

1. In elementary schools (K-5), teachers will actively supervise student use of the Internet. Access is password driven. Teachers will make every effort to ensure that students are directed to sites with age and topic appropriate material. Upper elementary grade students will experience guided practice leading towards gaining skills to become an independent, responsible user of the Internet. Teachers will model skills needed to search for information within an area of study, to filter information for credibility and worth, and to recognize areas of inappropriate information sources or access.
2. In middle school (6-8), teachers will provide guided practice and model appropriate use of the internet. Teachers will supervise student initiated information search activities and provide support for students as they begin to assume responsibility for becoming independent users of the Internet. Teachers will make every effort to ensure that students explore sites with age and topic appropriate material and resources as students move towards becoming independent internet users.

3. In high school (9-12), teachers will provide guided practice and model appropriate use of the internet. Teachers will provide general supervision of student initiated information search activities and provide support for students as they begin to assume responsibility for becoming independent users of the Internet. The goal is to enable students to participate in Internet and/or technology related activities as responsible and independent Internet users.

#### **Electronic Mail**

The school division will provide access to electronic mail for all staff members. Depending on the students' ages and grade levels, they may be issued a school sponsored email account. The account will be subject to filtering. Students who have electronic mail accounts from sources outside the school division should not access those accounts during the school day or to contact school staff.

For personal safety reasons, students should not reveal personal information on line unless directed to by teachers or parent. Users should use electronic mail responsibly. Users should not create, distribute or forward chain letters, offensive or harassing messages, or messages that contain false information. The electronic mail system and all of its constituent software, hardware, and data files is owned and controlled by the school system and is considered its property. In order to protect the interests of the school system, its employees, and students, the school system reserves the right to review the contents of any system, access and disclose, without prior notice or permission from the user, the contents of any account on its system.

#### **Electronic Media**

Throughout the school year, students may have their image, likeness, and/or voice captured on digital video, photos, slides, audio, and other electronic media. NCPS reserves the right to use this media to promote continuation and improvement of the division and its educational programs through the Internet, mass media, displays, brochures, presentations, and other forms of distribution, unless otherwise notified by the parent or legal guardian of the student.

#### **Electronic Data**

All confidential reports extracted or generated from the NCPS data source must be submitted to and approved by the administration before being released to the public or any other organization outside of NCPS.

### **User Responsibilities**

#### **Technology Use**

Users should use technology in a reasonable, ethical and legal manner. Provisions in the student code of conduct will apply to all student interaction with and use of technology resources. Users should not access, modify, or destroy other users' data without appropriate authorization. Users should not knowingly spread a computer virus, impersonate another user, violate copyright laws, install or use unauthorized software or hardware, damage or destroy resources, or intentionally offend, harass, or intimidate others. Staff members may be held accountable for any inappropriate use of technology, which is anything that conflicts with your job duties or responsibilities.

**Internet Access**

Users should not use school technology resources to create, distribute, download, or view obscene, threatening, illegal, or inappropriate content. Users should immediately inform a staff member if they encounter material that is obscene, illegal, inappropriate, offensive, or otherwise makes them feel uncomfortable.

**Network Use**

Users will use resources responsibly. Users will not give out passwords. Users should not disrupt network usage by others.

**Violations of the Technology Acceptable Use Policy can lead to any of the following disciplinary actions:**

- \* Student conference
- \* Loss of computer privileges
- \* Conference with parent or guardian
- \* Alternative school program
- \* Suspension
- \* School Resource Officer/Law Enforcement Agency involvement
- \* Court referral
- \* Restitution
- \* Community service
- \* Revocation of computer access and use
- \* Recommended expulsion to the school board

## STANDARDS OF STUDENT CONDUCT

The following are standards of student conduct established by the School Board for all students under its jurisdiction. Consequences shall be determined on the basis of the facts presented in each instance of misconduct in the reasonable discretion of the Board, its designated committees and other appropriate school officials.

1. Student Dress

A student's dress and appearance shall not be such that it causes disruption, distracts others from the educational process or creates a health or safety problem. Students must comply with specific building dress regulations and of which students will be given prior notice.

2. Unexcused Absence or Tardiness

Students shall not be absent from or report late to class or school without appropriate parental permission, school permission or an otherwise valid excuse.

If a student who is under 18 years of age has 10 or more unexcused absences from school on consecutive school days, the principal may notify the juvenile and domestic relations court, which may take action to suspend the student's driver's license.

3. Disruptive Conduct

Students shall not engage in conduct that is or is intended to be disruptive of any school activity, function or process of the school or is dangerous to the health or safety of students or others.

4. Profane, Obscene or Abusive Language

Students shall not use language, a gesture, or engage in conduct that is vulgar, profane, obscene or disrupts the teaching and learning environment.

5. Threats or Intimidation

Students shall not make any verbal, written, or physical threat of bodily injury or use of force directed toward another person for the purpose of extortion or for any other reason.

6. Assault and Battery

A student shall not assault or commit battery upon another person. Voluntary fighting resulting in physical injury to another person shall be considered assault and battery.

Physical Assault includes any physical confrontation that may result in no injury, minor injury, or serious injury that includes, but may not be limited to, kicking, shoving, pushing, hitting and fighting.

Battery is the unlawful application of force to the person of another.

7. Bullying

A student, either individually or as a part of a group, shall not harass or bully others, either in person or by the use of any communication technology including computer systems, telephones, pagers, or instant messaging systems. Prohibited conduct includes, but is not limited to, physical, verbal, or written intimidation, taunting, name-calling, and insults and any combination of prohibited activities. Prohibited conduct includes verbal or written conduct consisting of comments regarding the race, gender, religion, physical abilities or characteristics or associates of the targeted person.

8. Gambling

A student shall not bet money or other things of value, or knowingly play or participate in any game involving such a bet, on school property or during any school related activity.

9. Use and/or Possession of Alcohol, Tobacco, Anabolic Steroids, and Other Drugs

A student shall not possess, use, and/or distribute alcohol, tobacco and/or tobacco products, or other drugs on school property, on school buses, or during school activities, on or off school property. This includes, but may not be limited to, smokeless tobacco, anabolic steroids, look-alike drugs, drug paraphernalia, and any prescription or non-prescription drug not possessed in accordance with Policy JHCD.

A student shall not possess, procure or purchase or attempt to possess, procure, or purchase, or be under the influence of (legal intoxication not required), or use or consume or attempt to use or consume, any of the restricted substances listed in this regulation or what is represented by or to the student to be any of the restricted substances listed in this regulation or what the student believes is any of the restricted substances in this regulation.

This regulation incorporates Policy JFCF.

Restricted Substances include alcoholic drinks, marijuana, synthetic cannabinoids, narcotic drugs, hallucinogens, stimulants, depressants, and anything else covered by the Drug Control Act referenced below, as well as any abusable glue, paint and similar materials, anabolic steroids and both prescription and non-prescription drugs if they are not taken according to the prescription or directions on the package, and includes anything that a student represents to be a restricted substance or which a student believes is a restricted substance.

In addition to any other consequences which may result, a student who is a member of a school athletic team will be ineligible for two school years to compete in interscholastic athletic competition if the school principal and the division superintendent determine that the student used anabolic steroids during the training period immediately preceding or during the sport season of the athletic team, unless such steroid was prescribed by a licensed physician for a medical condition.

10. Distribution or Sale of Illegal Drugs or Possession or Distribution with Intent to Sell

Students shall not manufacture, give, sell, distribute or possess with intent to give, sell or distribute marijuana or other controlled substance as defined in the Drug Control Act, Chapter 15.1 of Title 54 of the Code of Virginia.

11. Vandalism

Students shall not willfully or maliciously damage or deface any school building or other property owned or under the control of the School Board. In addition, students shall not willfully or maliciously damage or deface property belonging to or under the control of any other person at school, on a school bus or at school-sponsored events.

12. Defiance of the Authority of School Personnel

Students shall comply with any oral or written instructions made by school personnel within the scope of their authority as provided by board policies and regulations.

13. Possession or Use of Weapons or Other Dangerous Articles

Students shall not have in their possession any type of unauthorized firearm or other article which may be used as a weapon, regardless of whether it is commonly accepted as such. This regulation incorporates Policy JFCD.

14. Theft

A student shall not intentionally take the personal property of another person without consent under duress, threat or otherwise.

15. Behavior on School Bus

Students shall not behave in a disruptive manner or otherwise violate these Standards of Conduct while waiting for a school bus, while on a school bus or after being discharged from a school bus.

16. Cheating

Students shall not cheat, plagiarize or knowingly make false statements with respect to any assigned school work or tests.

17. Trespass  
The student shall not trespass on school property or use school facilities without proper authority or permission, or during a period of suspension or expulsion.
18. Gang Activity  
A student shall not engage in gang activities as defined in Policy JFCE, incorporated by reference.
19. Harassment  
A student shall not harass another student or any school employee, volunteer, student teacher or any other person present in school facilities or at school functions in violation of Policy JFHA/GBA Sexual Harassment/ Harassment Based on Race, National Origin, Disability and Religion.
20. Possession of Beepers, Cellular Telephones, Personal Digital Assistants (PDAs), or Similar Devices  
Students may possess a beeper, cellular telephone, Personal Digital Assistant (PDA) or other communications device on school property, including school buses, provided that the device must remain off and out of sight during instructional time. If a student possesses such a device other than as permitted in this policy, in addition to other disciplinary sanctions which may be imposed, the device may be confiscated from the student and returned only to the student's parent.
21. Reports of Conviction or Adjudication of Delinquency  
Any student for whom the superintendent has received a report pursuant to Va. Code § 16.1-305.1 of an adjudication of delinquency or a conviction for an offense listed in subsection G of Va. Code § 16.1-260 may be suspended or expelled.
22. Laser Pointers  
Students shall not have in their possession laser pointers.
23. Acceptable Use of the Internet  
Students shall abide by the Nelson County School Division's Acceptable Computer Use Policy and Regulation.

24. Felony Charges

Students charged with any offense, wherever committed, that would be a felony if committed by an adult may be disciplined and/or required to participate in prevention/ intervention activities.

25. Bomb Threats

Students shall not engage in any illegal conduct involving firebombs, explosive or incendiary materials or devices or hoax explosive devices or chemical bombs as defined in the Code of Virginia. Moreover, students shall not make any threats or false threats to bomb school personnel or school property.

26. Hazing

Students shall not engage in hazing.

Hazing means to recklessly or intentionally endanger the health or safety of a student or students or to inflict bodily harm on a student or students in connection with or for the purpose of initiation, admission into or affiliation with or as a condition for continued membership in a club, organization, association, fraternity, sorority, or student body regardless of whether the student or students so endangered or injured participated voluntarily in the relevant activity.

The principal of any school at which hazing which causes bodily injury occurs shall report the hazing to the local Commonwealth Attorney. Hazing, as defined above, is a Class 1 misdemeanor which may be punished by confinement in jail for up to 12 months and a fine of up to \$2,500, or both, in addition to any disciplinary consequences which may be imposed under this policy. In addition, any person receiving bodily injury by hazing has a right to sue, civilly, the person or persons guilty thereof, whether adults or infants. See Va. Code 18.2-56.

27. Safety

In an effort to facilitate a safe environment for students, staff and community members, all individuals are required to act in a responsible manner at all times. All equipment should be used in accordance with manufacturer's guidelines and instructions and safety gear used as appropriate. Individuals are prohibited from standing on chairs to reach items or to decorate classrooms. Approved stepladders are located in each building and should be used in as safe a manner as possible. Individuals are prohibited from using the top steps or any area above the designated safety zone on the ladder.

28. Other Conduct

In addition to these specific standards, students shall not engage in any conduct which materially and substantially disrupts the ongoing educational process or which is otherwise a violation of federal, state or local law.

## **CORRECTIVE ACTIONS**

The following corrective actions are among those available to the school administration for violation of the Student Code of Conduct. Administrators may impose one or more of the following as the incident warrants:

1. Counseling
2. Admonition
3. Reprimand
4. Loss of privileges, including access to the School Division's computer system
5. Parental conferences
6. Detention after school or before school
7. Restitution
8. Suspension from school-sponsored activities or events prior to, during, or after the regular school day
9. In-school suspension
10. Out-of-school suspension
11. Referral to meet with the Superintendent's Disciplinary Committee.
12. Referral to an alternative education program
13. Notification of legal authority where appropriate
14. Recommendation for expulsion
15. Mandatory expulsion for bringing a firearm onto school property or to a school-sponsored activity or use or possession of a controlled substance, imitation controlled substance or marijuana, as defined in Chapter 34 of Title 54.1 and §18.2-247 of the Code of Virginia on school property or at a school sponsored activity
16. Evaluation for alcohol or drug abuse
17. Participation in a drug, alcohol or violence intervention, prevention or treatment program

# PARENT HANDBOOK

## *Code of Virginia*

### **§ 22.1-279.3. Parental responsibility and involvement requirements**

A. Each parent of a student enrolled in a public school has a duty to assist the school in enforcing the standards of student conduct and attendance in order that education may be conducted in an atmosphere free of disruption and threat to persons or property, and supportive of individual rights.

B. A school board shall provide opportunities for parental and community involvement in every school in the school division.

C. Within one calendar month of the opening of school, each school board shall, simultaneously with any other materials customarily distributed at that time, send to the parents of each enrolled student (i) a notice of the requirements of this section and (ii) a copy of the school board's standards of student conduct. These materials shall include a notice to the parents that by signing the statement of receipt, parents shall not be deemed to waive, but to expressly reserve, their rights protected by the constitutions or laws of the United States or the Commonwealth and that a parent shall have the right to express disagreement with a school's or school division's policies or decisions.

Each parent of a student shall sign and return to the school in which the student is enrolled a statement acknowledging the receipt of the school board's standards of student conduct and the notice of the requirements of this section. Each school shall maintain records of such signed statements.

D. The school principal may request the student's parent or parents, if both parents have legal and physical custody of such student, to meet with the principal or his designee to review the school board's standards of student conduct and the parent's or parents' responsibility to participate with the school in disciplining the student and maintaining order, and to discuss improvement of the child's behavior and educational progress.

E. In accordance with the due process procedures set forth in this article and the guidelines required by § 22.1-279.6, the school principal may notify the parents of any student who violates a school board policy when such violation could result in the student's suspension, whether or not the school administration has imposed such disciplinary action. The notice shall state (i) the date and particulars of the violation; (ii) the obligation of the parent to take actions to assist the school in improving the student's behavior; and (iii) that, if the student is suspended, the parent may be required to accompany the student to meet with school officials.

F. No suspended student shall be admitted to the regular school program until such student and his parent have met with school officials to discuss improvement of the student's behavior, unless the school principal or his designee determines that readmission, without parent conference, is appropriate for the student.

G. Upon the failure of a parent to comply with the provisions of this section, the school board may, by petition to the juvenile and domestic relations court, proceed against such parent for willful and unreasonable refusal to participate in efforts to improve the student's behavior, as follows:

1. If the court finds that the parent has willfully and unreasonably failed to meet, pursuant to a request of the principal as set forth in subsection D of this section, to review the school board's standards of student conduct and the parent's responsibility to assist the school in disciplining the student and maintaining order, and to discuss improvement of the child's behavior and educational progress, it may order the parent to so meet; or

2. If the court finds that the parent was willfully and unreasonably failed to accompany a suspended student to meet with school officials pursuant to subsection F, or upon the student's receiving a second suspension or being expelled, it may order (i) the student or his parent, or both, to participate in such programs or such treatment as the court deems appropriate to improve the student's behavior, including participation in parenting counseling or a mentoring program, as appropriate or (ii) the student or his parent, or both, to be subject to such conditions and limitations as the court deems appropriate for the supervision, care, and rehabilitation of the student or his parent. In addition, the court may order the parent to pay a civil penalty not to exceed \$500.

H. The civil penalties established pursuant to this section shall be enforceable in the juvenile and domestic relations court in which the student's school is located and shall be paid into a fund maintained

by the appropriate local governing body to support programs or treatments designed to improve the behavior of students as described in subdivision G2. Upon the failure to pay the civil penalties imposed by this section, the attorney for the appropriate county, city, or town shall enforce the collection of such civil penalties.

I. All references in this section to the juvenile and domestic relations court shall be also deemed to mean any successor in interest of such court. (1995, c. 852; 1996, c. 771; 2000, c. 538; 2001, cc. 688, 820.)

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### **NON-DISCRIMINATION POLICY**

The Nelson County School Board does not unlawfully discriminate on the basis of age, sex, race, color, religion, disability, or national origin in its employment practices or educational programs and activities. The Supervisor of Student Services is designated as coordinator for non-discrimination for access to and implementation of programs under Section 504 and the Americans with Disabilities Act. The Assistant Superintendent of Personnel is designated as coordinator for non-discrimination regarding personnel matters under Section 504 and the Americans with Disabilities Act.

### **DISCIPLINE OF STUDENTS WITH DISABILITIES**

The Nelson County Public Schools recognize the right of each student with disabilities to an appropriate education. Students identified as disabled are expected to follow the rules as outlined in the Code of Student Conduct. However, the dispositions may vary. The school teaches the student that there are consequences for actions that deprive others of their rights.

Discipline is a valuable educational tool in training students to become good citizens. However, the placement of a student with disabilities may not be disrupted or terminated by long term suspension for behaviors related to the child's disabling condition. Long term suspension in Nelson County is defined as more than ten (10) days. Long term suspension, indefinite suspension, or expulsions are considered to be a change of educational placement. These disciplinary actions invoke the procedural protection of the Individuals with Disabilities Education Act. Short-term suspension is not considered to alter or change educational placement.

When suspension, in excess of ten (10) days cumulative, or expulsion is being considered, the school administrator shall convene the Individualized Education Program (IEP) committee to determine if there is a causal relationship between the behavior and the child's disabling condition. If it is determined that there is no causal relationship, the student may be disciplined as any other student. Parents are to be involved in the process since a placement decision is at issue. An educational program shall be provided. If it is determined that there is a causal relationship, the appropriateness of the child's placement or program must be reassessed by the IEP committee or eligibility committee as appropriate.

A behavior is defined as unrelated to the disability if the placement was appropriate, the disability did not impair the student's ability to understand the consequences, and if the disability did not impair the child's ability to control that behavior.

## PARENT NOTIFICATION OF STUDENT SCREENINGS

The Nelson County School Division conducts screenings for all children enrolled in its schools and for students who transfer into Nelson County Public Schools from other state school divisions and out-of-state districts. All students must be screened within sixty (60) administrative working days upon initial enrollment in the public schools. This regulation applies to students in grades kindergarten through grade twelve. However, students who have a clear record with recorded dates of screenings in another school division in the Commonwealth of Virginia may be exempt.

### Notification of Screenings:

- Students in grades K, 1, 2, and 3 are screened in the following areas:
  - ⇒ Speech, language, voice, hearing, vision, and gross motor skills.
- Students in grades 3, 7, and 10 will be screened during the school year for:
  - ⇒ Vision and hearing
- Students transferring into Nelson County Schools at all grade levels will be screened for:
  - ⇒ Vision and hearing

Students who fail any of the screenings may be rescreened after 60 business days if the original results are not considered valid.

A complete audio-logical assessment, including tests that will assess inner and middle ear functioning, is performed on each student who is hearing impaired, or who fails two hearing screening tests. The second hearing screening shall be completed not less than fifteen or more than forty-five calendar days after administration for the first screening tests.

Students who fail any of the above screenings are referred to the appropriate school's Child Study Committee.

Nelson County Public Schools provides all applicable procedural safeguards.

For questions regarding the screenings, please contact the Supervisor of Student Services at 434-263-7100.

## NOTIFICATION OF RIGHTS UNDER FERPA

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The right to inspect and review the student's education records within 45 days of the day the school receives a request for access.  
Parents or eligible students should submit to the school principal a written request that identifies the record(s) they wish to inspect. The school principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate. Parents or eligible students may ask the school to amend a record that they believe is inaccurate. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the school has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School District to comply with the requirements of FERPA.

The name and address of the Office that administers FERPA are:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-4605

**[NOTE: For further information, contact Nelson County Public Schools at (434) 263-7100 or send your requests to P.O. Box 276, Lovingson, VA 22949.]**

## NOTIFICATION OF RIGHTS UNDER THE PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)

PPRA affords parents and students who are 18 or emancipated minors (eligible students) certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

*Consent* before students are required to submit a survey that concerns one or more of the following protected areas (protected information survey) if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED) -

1. Political affiliations or beliefs of the student or student's parent;
2. Mental or psychological problems of the student or student's family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility.

*Receive notice and an opportunity to opt a student out of -*

1. Any other protected information survey, regardless of funding;
2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis;
3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

*Inspect*, upon request and before administration or use -

1. Protected information surveys of students;
2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
3. Instructional material used as part of the educational curriculum.

**Nelson County School District will develop and adopt** policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. **Nelson County School District will directly notify parents and eligible students of these policies at least annually at the start of each school year** and after any substantive changes. **Nelson County School District will also directly** notify parents and eligible students, such as through U.S. Mail or email, at least annually at the start of each school year of the specific or approximate dates of the following activities and provide an opportunity to opt a student out of participating in: **collection, disclosure, or use of personal information for marketing, sales or other distribution; administration of any protected information survey not funded in whole or in part by ED; or any non-emergency, invasive physical examination or screening as described above.**

*Parents/eligible students who believe their rights have been violated may file a complaint with:*

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-4605

### FERPA Notice for Directory Information

The Family Educational Rights and Privacy Act (FERPA), a Federal Law, required that Nelson County School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Nelson County School District may disclose appropriately designed "directory information" without written consent, unless you have advised the district to the contrary in accordance with district procedures. The primary purpose of directory information is to allow the Nelson County School District to include this type of information from your child's education records in certain school publications. Examples include:

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

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, or institutions of higher education upon request, with three directory information categories – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.

If you do not want Nelson County School District to disclose directory information from your child's education records without your prior written consent, you must notify the school's principal in writing by September 19, 2011. Nelson County School District has designated the following information as directory information.

Student's name	Participation in officially recognized activities and sports
Address	Telephone listing
Photograph	Weight and height of members of athletic teams
Electronic mail address	Degrees, honors, and awards received
Date and place of birth	Major field of study
Dates of attendance	Grade Level
The most recent educational agency of institution attended	

#### **Local**

Nelson County Public Schools allow the area newspapers, radio, and TV media to cover school events. This media coverage may include interviews, photos, and/or articles naming or showing students. If you do not want your child to participate in any media coverage, please indicate that on the Media Release Form on page 3.

## **SEX OFFENDER REGISTRY NOTIFICATION**

The Nelson County school division recognizes the danger sex offenders pose to student safety. Therefore, to protect students while they travel to and from school, attend school or are at school-related activities, each school in the Nelson County school division shall request electronic notification of the registration or re-registration of any sex offender in the same or contiguous zip codes as the school. Such requests and notifications shall be made according to the procedure established by the Virginia Department of State Police (State Police).

### **Annual Notification**

At the beginning of each school year, the Nelson County school division shall notify parents and employees of this policy. The school board will also annually notify the parent of each student enrolled in the school division of the availability of information in the Sex Offender and Crimes Against Minors Registry and the location of the Internet website.

### **Dissemination of Sex Offender Registry Information**

Sex offender registry information should be provided to employees who are most likely to observe unauthorized persons on or near school property including but not limited to:

- \* school bus drivers
- \* employees responsible for visitor registration
- \* employees responsible for bus duty
- \* security staff
- \* coaches
- \* playground supervisors, and
- \* maintenance personnel.

When registry information is disseminated, it shall include a notice that such information should not be shared with others and may only be used for the purposes discussed below. Employees who share registry information with others may be disciplined.

The Nelson County school division recognizes that it is the responsibility of local law enforcement to notify the community of potential public danger. Therefore, the division will not disseminate registry information to parents.

## Use of Sex Offender Registry Information

Registry information shall only be used for the purposes of the administration of law-enforcement, screening current or prospective school division employees or volunteers and for the protection of school division students and employees. Registry information shall not be used to intimidate or harass others.

1. Registered Sex Offender Sighted. If a notified employee sees a registered sex offender on or near school property, around any school division student, or attending any school division activity, the Superintendent or his designee shall be notified immediately. The Superintendent or his designee may, in his or her discretion, notify local law-enforcement.

2. School Volunteers and Student Teachers. Each staff member shall submit to the Principal the name and address of each volunteer the staff member proposes to use as soon as the person is identified. The Principal shall screen each student teacher and volunteer's name and address against the registry information. If a match is found, the Principal shall notify the Superintendent, who shall confirm the match. If the match is confirmed, the Superintendent shall inform the individual, in writing, that he or she may not serve as a volunteer or student teacher. The notice shall provide the reason with reference to this policy, and, if applicable, Policy KNA. The Superintendent shall provide a copy of the notice to the Principal and staff member.

3. Contractors' Employees. In addition to ensuring that the certification requirements of Policy DJF Purchasing Procedures are met, the Superintendent shall include the following language in all Division contracts that may involve an employee of the contractor having any contact with a student:

The contractor shall not send any employee or agent who is a registered sex offender to any school building or school property. Monthly, the contractor shall check the registry to determine if any employee is registered.

4. School Division Employees. Each time sex offender registry information is received, the principal shall review it to determine if a school division employee is registered. If a match is found, the Superintendent shall confirm or disprove the match with local law enforcement. If the match is confirmed, the Superintendent shall notify the School Board. The School Board will take the appropriate action to comply with state law which may include termination of employment.

5. Applicants for Employment. Before hiring any person, the Superintendent shall determine whether the prospective employee is a registered sex offender. If the prospective employee is a registered sex offender, he or she shall not be hired by the division.

6. Parents of Students. When the school division learns that a parent of an enrolled student is a registered sex offender, the parent will be notified in writing that he or she is barred from being present at school or at school functions without the express written approval of the student's principal. Such approval must be obtained in advance of the proposed visit. When a parent who is a registered sex offender is permitted at school or at school functions he or she will be monitored to ensure that he or she does not come into contact with any children other than his or her own children.
7. Adults who have been convicted of a sexually violent offense, as defined in Va. Code § 9.1-902, may be present at school during school hours or during school-related or school-sponsored activities only as provided in Policy KNA Violent Sex Offenders on School Property.
8. Other sex offender registrants who are the parents or guardians of a student, may be permitted to participate in appropriate parent or guardian activities, under appropriate supervision, unless prohibited by court order.
9. Precautions to Protect Students. When the Superintendent determines it is necessary, because of the presence of a registered sex offender, alternative arrangements may be made for bus and walking routes to and from school, recess and physical education periods, or any other activity in order to protect division students.

Requests for Registry Information

Anyone requesting registry information from the school division shall be referred to the State Police.

Adopted:	August 10, 2004	
Revised:	August 9, 2007; August 14, 2008; December 11, 2008	
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Legal Ref:	Code of Virginia, 1950, as amended, §§ 22.1-79, 22.1-79.3, 9.1-914, 9.1-918, 18.2-370.5, and 19.2-390.1.	
Cross Ref:	BBA	School Board Powers and Duties
	DJF	Purchasing Procedures
	KNA	Violent Sex Offenders on School Property
	KNAJ	Relations with Law Enforcement Authorities

**AVAILABILITY OF POLICY MANUAL**

The Nelson County Public School Division Policy Manual is located at the following locations and is available to employees and to the public:

Each building principal's office, school library and Nelson Memorial Library

The school's web site at:

<http://www.nelson.k12.va.us/District/Policy/policy.htm>

## Homeless Education

***Nelson County Public Schools (NCPS) provides an educational environment that treats all students with dignity and respect. A student that is homeless shall have equal access to the same free and appropriate educational opportunities as all students. This commitment to the educational rights of homeless children, youth, and youth not living with a parent or guardian, applies to all services, programs, and activities provided or made available by NCPS.***

A student is considered **“homeless”** if he or she is presently living:

- in a shelter
- sharing housing with relatives or others due to lack of housing
- in a motel/hotel, camping ground, or similar situation due to lack of alternative, adequate housing
- at a train or bus station, park, or in a car
- in an abandoned building
- youth not living with a parent or guardian
- temporarily housed while awaiting Department of Social Services foster care placement

If you know of a student that is homeless, please contact the Homeless Liaison, Joe Bolling, at the School Board Office, 434-263-7100.

# CODE OF STUDENT CONDUCT

## 1. COMPULSORY SCHOOL ATTENDANCE

Except as otherwise provided in this article, every parent, guardian, or other person in the Commonwealth having control or charge of any child who will have reached the fifth birthday on or before September 30 of any school year and who has not passed the eighteenth birthday shall, during the period of each year the public schools are in session and for the same number of days and hours per day as the public schools, send such child to a public school or to a private, denominational or parochial school or have such child taught by a tutor or teacher of qualifications prescribed by the Board of Education and approved by the division superintendent or provide for home instruction of such child as described in § 22.1-254.1.

As prescribed in the regulations of the Board of Education, the requirements of this section may also be satisfied by sending a child to an alternative program of study or work/study offered by a public, private, denominational or parochial school or by a public or private degree-granting institution of higher education. Further, in the case of any five-year-old child who is subject to the provision of this subsection, the requirements of this section may be alternatively satisfied by sending the child to any public educational pre-kindergarten program, including a Head Start program, or in a private, denominational or parochial educational pre-kindergarten program.

Instruction in the home of a child or children by the parent, guardian or other person having control or charge of such child or children shall not be classified or defined as a private, denominational or parochial school.

The requirements of this section shall apply to (i) any child in the custody of the Department of Juvenile Justice or the Department of Corrections who has not passed his eighteenth birthday and (ii) any child whom the division superintendent has required to take a special program of prevention, intervention, or remediation as provided in subsection C of § 22.1-253.13:1 and in § 22.1-254.01. However, the requirements of this section shall not apply to any child who has obtained a high school diploma, its equivalent, or a certificate of completion or who has otherwise complied with compulsory school attendance requirements as set forth in this article.

## SCHOOL ATTENDANCE

Students are expected to arrive at school and to attend all classes on time every day school is in session. It is the legal responsibility of parents and guardians to ensure that their children are in regular daily attendance for the entire day. Parents or guardians must seek homebound instruction for their children when they are absent for extended periods of illness.

A student who is absent from school for an entire day, or for one or more class periods, must bring a note written and signed by a parent or guardian upon returning to school. The note shall contain the reason for the date(s) of absence. Excused absences include the following:

- Illness of the student
- Doctor or dentist appointment
- Death in the immediate family
- A subpoenaed court appearance
- A verified chronic medical condition or illness
- Absences prearranged and approved by the principal

The principal will be the judge of the validity of any excuses. Students are considered present when participating in field trips and other functions sanctioned by the school.

Whenever a student fails to attend school on a regularly scheduled school day and no note is forthcoming, a reasonable effort to notify parents to obtain an explanation for the student's absence shall be made by the attendance clerk or the principal's designee. To assist school personnel in implementing this policy, parents or guardians are encouraged to contact the school if their child is going to be absent from school.

Whenever a student fails to report to school for a total of five (5) scheduled school days, a letter will be sent to the parents explaining the consequences of continued nonattendance. If the student is absent an additional day, without a valid excuse, a second letter should be sent asking the parents to come in and meet with the principal or his designee to discuss the student's absences and to develop a plan to get the student back in school on a regular basis. School personnel will write a summary of this meeting to the parents.

When the student is absent, again without a valid reason, a report is then sent to the Truant Officer. The Truant Officer will schedule a conference within 10 school days with the student and his parents. Upon the next absence by the student, the Truant Officer shall enforce compulsory attendance by either or both of the following; (i) filing a complaint with the Juvenile and Domestic Relations Court alleging the student is a child in need of supervision as defined in Section 16.1-228 or (ii) instituting proceedings against the parents pursuant to Section 18.2-371 or Section 22.1-262.

**Dispositions**

- Parent Contact (required)
- Student Conference
- Conference with Parent or Guardian (required)
- Referral to Truant Officer
- Home Visit
- Court Referral
- Detention
- Alternative Education
- School Resource Officer/Law Enforcement Agency

KENNETH W. FARRAR  
Judge



NANCY H. MASSIE  
Clerk

## COMMONWEALTH of VIRGINIA

*Twenty-fourth Judicial District  
Juvenile and Domestic Relations District Court  
P. O. Box 7  
Lovington, Virginia 22949  
434-263-7030  
434-263-7033 (Fax)*

Dear Parent or Guardian:

This letter is to advise you of the Court's position regarding mandatory school attendance laws. As you know, your child is required to attend school; and you as the parent/guardian also have a legal responsibility to assure his/her attendance.

If you or your child disregards that legal obligation you are subject to criminal prosecution. These types of cases are handled in the Nelson County Juvenile and Domestic Relations District Court. In this Court, we employ an aggressive docketing procedure to have those cases heard in a timely manner. This Court views education of our children very seriously. Accordingly, consequences for violating mandatory school attendance laws will be swift and severe.

It is our goal to fairly administer justice in our County. This letter is an attempt to guarantee that you have notice of your responsibilities under the law and this Court's position regarding mandatory school attendance.

Sincerely,

A handwritten signature in cursive script that reads "Ken Farrar".

Kenneth W. Farrar  
Chief Judge

## 2. CHEMICAL ABUSE

Each student has the right to learn in an environment free of drugs and alcohol. Students shall not use, be under the influence, or have in their possession on school property or at school sponsored activities, alcoholic beverages of any kind, marijuana, synthetic cannabinoids, or controlled, illegal, addictive, or harmful substances, including anabolic steroids.

Students shall not give, sell, or distribute or possess with intent to give, sell, or distribute on school property or at school sponsored activities alcoholic beverages of any kind, marijuana (including seeds), controlled, illegal, addictive, or harmful substances, including anabolic steroids, drug paraphernalia, or imitation controlled substances. **Imitation controlled substances shall mean a pill, capsule, tablet, or any substance in any other form whatsoever, an alcoholic beverage, or marijuana, and any drug not prescribed for the student by a licensed physician, but which by overall dosage unit appearances including color, shape, size, marking or package, or by representations made, is intended to lead or would lead a reasonable person to believe that such pill, capsule, or other item is a controlled substance, an alcoholic beverage, marijuana or synthetic cannabinoids.** Detectors, including passive canines, may be used to determine the possession and/or use of drugs and/or alcohol. Chemical abuse also encompasses manufacture, distribution, and intent to distribute, which includes sale, gift, sharing, and taking orders for or arranging for a sale before, during or after school.

Students who participate in a drug, alcohol or violence intervention, prevention or treatment program may be eligible for reduced suspensions, depending on the infraction. This may be considered for infractions related to alcohol possession, use, influence and/or possession of drug paraphernalia.

The school board shall expel from school attendance any student whom the school board has determined to have brought a controlled substance, imitation controlled substance, marijuana, or synthetic cannabinoids as defined in Va. Code sec. 18.2-247 onto school property or to a school-sponsored activity. The school board may, however, determine, based on the facts of the particular case, that special circumstances exist and another disciplinary action is appropriate.

### **Recommended Dispositions—*one or more may apply***

Confiscation  
Student Conference  
Conference with Parent or Guardian  
Evaluation for Alcohol or Drug Abuse  
Out-of-School Suspension five (5) days minimum  
Superintendent's Disciplinary Committee  
Law Enforcement Agency Involvement (required)  
Recommended Expulsion to the School Board

### 3. TOBACCO PRODUCTS

The law requires all school buildings to be smoke free.

All students are PROHIBITED from the use and possession of tobacco products, matches, and lighters on school property. Possession includes bringing the product onto school property or to a school-sponsored event. This prohibition includes all related activities (i.e., bus stops, school buses, extracurricular activities, etc.).

#### Required Dispositions

##### First Offense

- a) Conference will be held to determine the facts.
- b) Conference will be held with the parent or guardian. The conference may be held by phone within three (3) days of the violation.
- c) Suspension up to three (3) days.

##### Second Offense

- a) A conference will be held to determine the facts.
- b) Suspension out-of-school for three (3) days.
- c) A conference will be held with the student, parent or guardian and the principal or designee.
- d) Law Enforcement Agency Involvement.

##### Third Offense

- a) A conference will be held to determine the facts.
- b) Suspension out-of-school for five (5) days.
- c) A conference will be held with the student, parent or guardian, the principal or designee.
- d) Students must satisfactorily complete a program on the harmful effects of tobacco use.
- e) Law Enforcement Agency Involvement.

##### Fourth Offense

- a) A conference will be held to determine the facts.
- b) Suspension out-of-school by the principal and a referral to the Superintendent's Disciplinary Committee.
- c) Law Enforcement Agency Involvement.

#### 4. VANDALISM

Members of the school community are entitled to enjoy property free from the abuse of others. Vandalism is the willful marring, defacing, or destruction of property of the Nelson County Public Schools or of any property of the employees of the Board. This applies to, but is not limited to, the buildings, both exteriors and interiors thereof, books, computer equipment and software, school buses, school/private automobiles, school grounds, and property, including inappropriate entry into any computer system. Vandalism will not be tolerated. Students shall not cause or attempt to cause damage to private or personal property while on the school grounds or during a school-sponsored activity.

The following electronic infractions shall be considered vandalism:

- a. Computer invasion of privacy-unauthorized or illegal use of a computer or computer network to examine or alter personal information relating to any person.
- b. Temporary or permanent removal of computer data, computer programs, official school data, or computer software from a computer or computer network.
- c. Causing a computer to malfunction or altering or erasing any computer data, computer programs or computer software.
- d. Making or causing to be made an unauthorized or illegal copy, in any form, of computer data, computer programs, or computer software residing in, communicated by, or produced by a computer or computer network.

**Recommended Dispositions** - *one or more may apply*

Student Conference  
Conference with Parent or Guardian (required)  
Restitution and/or School Service (required)  
In-School Suspension  
Out-of-School Suspension  
Superintendent's Disciplinary Committee  
Law Enforcement Agency Involvement  
Recommended Expulsion to the School Board

## 5. DANGEROUS OBJECTS, FIREARMS, EXPLOSIVES, ARSON

Each student has the right to learn in an environment which respects the safety and well being of **all** students. Unauthorized use or possession of any firearm, knife, or other weapon on or near school property or while engaged in or attending any school activity, including the use or possession of explosives (including firecrackers and/or matches or lighters) is prohibited. Weapons include, but are not limited to, any gun or object designed to propel a missile; any bowie knife, switchblade knife, razor, or slingshot; any look-alike objects; any flailing instrument consisting of two or more rigid parts which can be swung freely (such as a nun-chuck or chains); any object with points or pointed blades; or any object used with the intent of threatening or harming an individual. Weapon is further defined as firearms, knives, stun weapons, lasers, and other devices or substances having the capacity to be used as a weapon. Possession is defined as the weapon or substance being on or about the person, or located within scope of the person's control (e.g., locker, handbag, gym bag, car). Various detection devices may be used to search for the presence of firearms or explosives. The following categories are considered extremely serious violations that threaten a suitable and safe learning environment, as pursuant to section 18.2-308 and 308.1 of the Code of Virginia.

### A. Dangerous Objects

The possession of **Dangerous Objects** includes the representation of items commonly understood to be inappropriate to school activities as well as, but not limited to, machetes, brass knuckles, switchblades, knives (including pocket knives), Chinese stars, chemical irritants (such as mace, pepper spray, ammunition), laser pointers, etc. Possession includes bringing the item(s) onto school property or to a school-sponsored event. Also included is the misuse of common place objects, including, but not limited to keys, locks, etc. in a manner that endangers a person's safety or health. This category includes an object used to propel BBs and/or similar pellets.

### B. Firearms

The possession or use of a **firearm**, whether loaded or unloaded, operative or inoperative, on any school property or during any school activity is prohibited and will be prosecuted by the school division unless specifically authorized by school officials (see Preface).

Possession not only includes bringing a firearm onto school property or to a school-sponsored event, but also includes storing it in a vehicle, locker, or other receptacle. **Firearms** include pellet guns, BB guns, air pistols, stun guns, paint ball guns, and any other device which meets the definition of firearm in the *Code of Virginia*. **VIOLATION OF THIS RULE WILL RESULT IN AN IMMEDIATE RECOMMENDATION FOR EXPULSION.**

The school board shall expel from school attendance for a period of not less than one year any student whom such school board has determined to have brought a firearm onto school property or to a school-sponsored activity as prohibited by Va. Code sec. 18.2-308.1, or to have brought a firearm as defined in this policy or an air rifle or BB gun on school property or to a school-sponsored activity. A school administrator, pursuant to school board policy, or a school board may, however, determine, based on the facts of a particular situation, that special circumstances exist and no disciplinary action or another disciplinary action or another term of expulsion is appropriate.

The exemptions set out in Va. Code sec. 18.2-308 regarding concealed weapons shall apply, *mutatis mutandis*, to the provisions of this Policy. The provisions of this policy shall not apply to persons who possess such firearm or firearms as a part of the curriculum or other programs sponsored by the schools in the school division or any organization permitted by the school to use its premises or to any law-enforcement officer while engaged in his duties as such.

### **C. Explosives**

The possession or use of any item or material considered to have the capacity to create an explosion is prohibited. This includes firecrackers and fireworks. Possession includes bringing the item(s) onto school property or to a school-sponsored event. Court services will be notified.

The use, intent to use or threat to use an explosive or any material that may result in a fire on school property is prohibited unless specifically authorized by school officials. This, includes, but is not limited to, fireworks, smoke/stink bombs or any representation of an explosive device. A false threat or the intent to create a false threat including, but not limited to, a bomb threat or false fire alarm against students, school personnel or school property is also prohibited. Possession includes bringing the item(s) onto school property or to a school-sponsored event.

The use or the intent to use any material that may result in a fire on school property is prohibited unless specifically authorized by school officials. Bomb threats, false fire alarms and smoke bombs are specifically prohibited.

#### **Recommended Dispositions—*one or more may apply***

- Confiscation (required)
- Conference with Parent or Guardian
- Alternative School Program
- In-School Suspension
- School Resource Officer Referral
- Out-of-School Suspension
- Superintendent's Disciplinary Committee
- Court Referral
- Law Enforcement Agency/Fire Marshal Involvement
- Restitution
- Recommended Expulsion to the School Board

## 6. DISRUPTIVE BEHAVIOR

Students are entitled to a learning environment free of unnecessary disruption. Any physical or verbal disturbance which occurs within the learning environment and which interrupts or interferes with teaching or orderly conduct of school activities is prohibited.

### A. Dress

The Nelson County School Board expects all students to dress in a manner appropriate for the promotion of learning. Student appearance shall not be disrespectful, indecent, dangerous to the health and welfare of students, or disruptive to the school environment. Each school shall be responsible for disseminating dress code information that adheres to the requirements set forth in the Code of Student Conduct.

1. Students will not be allowed to wear inappropriate clothes, jewelry, or other apparel or personal belongings that advocate violence, alcohol, and other drug use and/or distribution; that represent gang activity and/or membership; that use obscenities; or that reflect adversely on persons due to race, gender, creed, or intellectual abilities, or that contain inappropriate innuendos.
2. Students who wear revealing attire may be removed from school.
3. Hat or head coverings may not be worn in school buildings.
4. For reasons of health and safety, all students are required to wear appropriate shoes when on school property.
5. Sagging pants are not allowed at school.
6. Students whose dress is considered contrary to good hygiene, distracting to other students, or in any way disruptive to the learning process will be required to meet the school standards.
7. Prior to the end of the first month of each school year, each school will make available to parents and students school dress code standards.

### B. Gambling

Any event, action, or statement which relies on chance for the monetary advantage of one participant at the expense of others. This includes exchanging items of value as well as currency and extends to keeping score for later settlement.

**C. Inappropriate Literature and Illustrations**

The possession or distribution of print or electronic materials which are obscene, violent, inappropriate or significantly disruptive to the educational process is prohibited. Included are inappropriate student expression, threats, hit lists, distribution of non-authorized literature, and illegal assembly.

**D. Mechanical/Electronic Devices**

The unauthorized possession or use of any type of electronic or mechanical device which distracts or impedes the educational process is prohibited. This includes but is not limited to IPODS, MP3 players, portable communication devices, electronic games, laser pointers, cellular phones, etc. or representation thereof. **These items will be confiscated by the school administration and maintained for the duration of the disciplinary process.**

**E. Obscenity, Disrespect, Disruptions, Defiance of Authority**

Cursing or using abusive or obscene language or gestures including remarks intended to demean a person's race, religion, sex, national origin, disabling condition, or intellectual ability is prohibited. This includes action or displays of an obscene nature and the wearing of clothing or adornments which themselves convey sexually suggestive messages. Other activities which disrupt the orderly functions of the school include, but are not limited to, **habitual offenses, sexually explicit behavior, sexual harassment, unauthorized fraternities or secret societies, gang activities, unauthorized sales by students, possession of inappropriate toys, and activating fire alarms, and facilities.** Students must respect not only each other but respond to written or verbal directions given by all school personnel.

**F. Display of Affection/Sexual Behavior**

Kissing, caressing, or sexual behavior will not be tolerated on school grounds, school buses, or at school sponsored activities.

**Recommended Dispositions - one or more may apply**

Student Conference  
Conference with Parent or Guardian  
In-School Suspension  
Out-of-School Suspension  
Superintendent's Disciplinary Committee  
Law Enforcement Agency Involvement  
Recommended Expulsion to the School Board  
Confiscation (required)

## 7. FIGHTING/ASSAULT/THREATS

Students and school personnel are entitled to a school environment free from threat and the physical aggression of others. Physical aggression directed toward a School Board employee and/or a School Resource Officer is prohibited. Violation of this rule will result in an immediate recommendation for long term suspension or expulsion.

The following acts are prohibited:

### A. Physical Abuse

Intentionally hitting, spitting on, kicking, shoving, scratching, biting, throwing objects at, or blocking the passage of, a student whom does not reciprocate.

### B. Incitement or Instigation of Fighting

Actions, comments, or written messages intended to cause others to fight or which result in a fight.

### C. Fighting

Intentionally striking a student with the purpose of causing harm or injury; this action may extend to mutual shoving, wrestling, or other aggressive actions which could result in the danger of harm or injury to either party, bystanders or school property.

### D. Physical Battery

Attempted or actual physical injury resulting from shooting, stabbing, cutting, hitting or any other wounding.

- a. on school personnel by students
- b. on students by students
- c. on students by persons other than students

### E. Sexual Battery

Any inappropriate behavior which is of a sexual nature including, but not limited to, touching of sensitive and private parts of a person's body.

### F. Threats/Bullying

Conveying by gestures, notes, or verbal comments the intent to cause bodily injury or to deprive a student of his rights. This includes, but is not limited to, any verbal, written, electronic, physical or mental teasing, gestures, or threat of bodily injury or use of force directed toward another person for any reason. Making threats of death or bodily harm to school personnel or members of their families are grounds for long-term suspension and/or expulsion.

According to the National School Safety Center, bullying is a euphemism for activities committed by youths that, if committed by adults, would be considered criminal. Bullying may include the following: assault, battery, extortion, false imprisonment, hazing, larceny, robbery, theft, or threats.

**G. Extortion**

Willful use of physical or verbal threats or physical abuse intended to result in an involuntary transfer of money or property to another student.

**Recommended Dispositions** - *one or more may apply*

Student Conference

Conference with Parent or Guardian

In-School Suspension

Out-of-School Suspension (required for incidents of crime and violence)

Superintendent's Disciplinary Committee

Law Enforcement Agency Involvement (required for incidents of crime and violence)

**[Physical fighting which results in injury to another must be reported to law enforcement under Section 22.1-280. 1[A] of the Code of Virginia.]**

Recommended Expulsion to the School Board

Alternative Education

## 8. INTEGRITY

Students are expected to perform honestly through the production of their own work and demonstrate respect for the belongings of others.

### A. Cheating

Cheating includes the actual giving or receiving of any unauthorized aid or assistance or the actual giving or receiving of unfair advantage on any form of academic work.

### B. Plagiarism

Plagiarism includes the copying of the language, structure, idea and/or thought of another and representing it as one's own original work. Unauthorized use of technology and information gained through its use without permission is prohibited, as specified in computer use guidelines. Student files may be subject to search.

### C. Falsification

Falsification includes the verbal or written statement of any untruth.

### D. Stealing

Stealing includes acquiring another's possessions without right or permission.

#### **Recommended Dispositions** - *one or more may apply*

Student Conference  
Conference with Parent or Guardian  
Restitution  
In-School Suspension  
Out-of-School Suspension  
Superintendent's Disciplinary Committee  
Law Enforcement Agency Involvement  
Revocation of Computer Access and Use  
Recommended Expulsion to the School Board

## 9. CONDUCT GOING TO AND RETURNING FROM SCHOOL

The standards of behavior outlined in this *Code of Student Conduct* shall apply to pupils on their way to or from school if such conduct directly affects the good order and welfare of the school. Students operating motor vehicles on school property shall do so in a safe and proper manner and shall adhere to all the rules and regulations that apply to students riding the bus.

Each student is required to ride his/her assigned bus and get on and off at his/her designated stop. A student may be allowed to ride a bus other than the assigned bus and/or get on or off at a stop other than the designated stop if the student has written permission from the parent or guardian, approved in advance by the school principal.

While riding on a school bus, students are subject to all the rules and regulations described in the *Code of Student Conduct*. The bus driver is in charge of all passengers and has the authority to assign seats and make any other arrangements deemed necessary to maintain a safe and orderly environment. Students are required to obey the directives of the driver. Students are to remain seated while on the bus. Students may be subject to video surveillance while riding a school bus. While students are on school-sponsored field trips, school rules and the *Code of Student Conduct* are in effect.

The bus driver will fill out a Nelson County School Bus Conduct Report when a student violates bus regulations or displays unacceptable conduct. Students may receive bus conduct reports for actions witnessed by the driver or filmed by the video camera. **It is important to know that riding a school bus is a privilege. Students who do not behave on the school bus may have the privilege of riding revoked for a specific time or permanently.**

Students must not engage in any behavior on the bus that might distract the driver or cause a safety hazard. This includes any form of misbehavior, rule violation, loud talking or laughter, or talking to the bus driver while the bus is in motion (except in an emergency). Waving or shouting at others, extending arms, legs, head or objects through the windows, or riding on the outside of the bus is prohibited. Electronic devices are not allowed on the bus unless student permission has been granted by school personnel. Students should refrain from bringing any items other than regular supplies for classroom instruction or those necessary for approved extracurricular activities.

Students should be at their bus stops at least five (5) minutes before the bus is scheduled to arrive and stand away from the road when waiting on the bus. Students' behavior at the bus stop should be comparable to behavior expected at school.

Students must wait until the bus has stopped and walk to the front door. Students must never run along side a moving bus. If the students are to board the bus across the road from the bus stop, they must wait until the bus has come to a complete stop. Students cross only in front of the bus. Students should board the bus in an orderly manner and be seated as quickly as possible.

Students are to remain seated until the bus has come to a full stop. They must leave the bus in an orderly manner with students in the front seat leaving first. Students are expected to go directly home.

**Recommended Dispositions** - *one or more may apply*

- Student Conference
- Conference with Parent or Guardian
- Detention
- Bus Suspension
- Law Enforcement Agency Involvement
- Restitution
- Revocation of Driving/Bus Riding Privilege
- Recommended Expulsion to the School Board

## 10. PUBLISHED RULES AND REGULATIONS

Students shall comply with additional School Board policies and school policies published in the school student handbook or otherwise brought to the students' attention, including the Nelson County Athletic Regulations.

## 11. TRESPASS

Any student who has been suspended from attendance may be considered a trespasser if he/she appears on any Nelson County Public School property during the suspension period. Violation of this section will be considered an additional infraction and will require a separate disposition.

Students who arrive at school before school opens or remain after the close of their school day without specific need or appropriate authorization and supervision may be considered trespassers.

Any student who is requested by an administrator to leave school property is expected to do so immediately. Failure to do so may be considered trespassing.

Students are not to make unauthorized visits to any other Nelson County School during the instructional day. They may be charged with trespassing.

Disciplinary action may be initiated for acts committed away from school property and outside of school hours which are detrimental to the interests of the school or adversely affect school discipline.

### **Recommended Dispositions** - *one or more may apply*

Student Conference

Parent Contact (required)

Consequences consistent with those used in other standards of conduct

## 12. SEXUAL HARASSMENT

Sexual harassment includes any unwelcome sexual advances, requests for sexual favors, and other inappropriate verbal, written or physical conduct of a sexual nature that creates an intimidating, hostile, or offensive environment. A student shall not sexually harass another student or any school employee, volunteer, student teacher or any other person present in school facilities or at school functions.

It is prohibited for any student or employee, male or female, to harass another student or employee by making unwelcome sexual advances or requests for sexual favors, or engaging in other verbal, written or physical conduct of a sexual nature when (1) submission to or rejection of such conduct is used as a basis for academic decisions affecting the student; (2) such conduct creates an intimidating, hostile or offensive working or learning environment; or (3) submission to such conduct is made either explicitly or implicitly a term or condition of the individual's employment or participation in school programs.

Examples of activities which could constitute sexual harassment include, but are not limited to, (1) unwelcome leering, sexual flirtations or propositions; (2) unwelcome sexual slurs, epithets, threats, verbal abuse, derogatory comments or sexual degrading descriptions; (3) graphic verbal comments about an individual's body, or overly personal conversation; (4) sexual jokes, stories, drawings, pictures, or gestures; (5) spreading sexual rumors; (6) inappropriate or suggestive sexual gestures; (7) touching an individual's body or clothes in a sexual way; (8) cornering or blocking of normal movements; (9) displaying sexually suggestive objects in an educational environment.

Any student who believes that he or she has been subjected to sexual harassment should file a complaint of the alleged act immediately with the principal. The principal shall request that the complaint be in writing. The principal must immediately report the complaint of the alleged incident to the Compliance Officer for the school division. If the complaint is against the principal, the student shall file the complaint with the Director of Guidance at the school, who will immediately contact the Compliance Officer. Refusal to put the complaint in writing shall not preclude an investigation of the complaint. The complaint should state in detail the basis for the complaint, the names of persons involved, and the dates of any specific incidents.

False charges of sexual harassment shall be treated as a serious offense and those persons making false charges shall be subject to disciplinary action and law enforcement involvement.

### **Recommended Dispositions** - *one or more may apply*

Student Conference

Parent Contact

Conference with Parent or Guardian

Alternative School Program

Out-of-School Suspension

Superintendent's Disciplinary Committee

School Resource Officer/Law Enforcement Agency Involvement

Court Referral

Recommended Expulsion to the School Board

### 13. SEARCH AND SEIZURE

In accordance with **Code 22.1-277.01:2 and the Virginia School Search Resource Guide**, when reasonable suspicion exists, school officials may search property belonging to students. Reasonable suspicion requires circumstances that would lead a reasonable person to conclude that the person or persons to be searched are the most likely individuals to be in violation of a law or school rule. Property belonging to students includes items that can be connected to a student, carried by a student, or stored by a student in areas made available to the student by the school. **If an administrator's request for consent to search is not granted by a student, the search may be conducted anyway if the standard of reasonable suspicion is met and the student will be suspended.** In addition, it is important to know that schools are not required to notify parents to conduct a student search. A parent's right to be notified, either before or afterwards, of any happening in school is usually limited and discretionary.

Searches based upon reasonable suspicion may include:

- Examining a student's person, clothing, and possessions such as handbags, backpacks/bookbags, notebooks, books, and other items that can be connected to the student.
- Looking through, handling, or feeling the students personal possessions.
- Opening any closed containers owned by the student.
- Opening secured property to which the school has retained possession and access such as lockers, desks, or storage cabinets.
- Opening automobiles.
- Reviewing educational technology/computer use records of students.
- Student cumulative records and disciplinary records and files.

As used in this policy, the term unauthorized means any item dangerous to the health and safety of students or school personnel, or disruptive of any lawful function, mission or process of the school, or any item described as unauthorized in school rules. A student's failure to permit searches and seizures as provided in this policy will result in the student being suspended.

Student desks and lockers are the property of the school, and may be used for the storage of items belonging to students. School officials retain locker combinations and reserve the right to search desks and lockers as well as to open lockers at any time for repairs. A general search of lockers or desks may be conducted to repossess school property or to locate illegal materials. A random, systematic, non-selective search of student classrooms, desks, lockers or automobiles may be conducted by school officials. Students are responsible for the content of their assigned locker at all times. The student's individual right to privacy and freedom from unreasonable search and seizure is balanced by the school's responsibility to protect the health, safety, and welfare of all persons within the school community. Should illegal materials be found during a search, law enforcement officials will be notified. The locations at which

searches of students and student property may be conducted are not limited to the school building or school property, but may be conducted wherever the student is involved in a school-sponsored function.

A student's person and/or personal effects (e.g. purse, book bag, etc.) may be searched by a school official whenever the official has reasonable suspicion to believe that the student has violated or is about to violate the law or a school rule and that the search will yield evidence of the violation. Other types of surveillance equipment may be used in the schools and at school activities for both random searches and when reasonable suspicion is present. Detection dogs may be used on school property to detect the presence of drugs and other contraband.

Student lockers are school property and remain at all times under the control of the school; however, students are expected to assume full responsibility for the security of their locker and are responsible for the content of their assigned locker at all times. Periodic general inspections of lockers may be conducted by school authorities for any reason at any time without notice, without student consent, and without a search warrant.

Students become eligible to park on school premises as a result of parental completion on the **Nelson County High School Parking Application Permit**. Therefore, it is important that parents and their son/daughter read the application carefully and recognize that the rules and regulations listed therein, must be adhered to all times. Eligible students are permitted to park on school premises as a matter of privilege, not of right. The school retains authority to conduct routine patrols of student parking lots and inspections of the exteriors of student automobiles on school property. The interiors of student vehicles may be inspected whenever a school official has reasonable suspicion to believe that the student has violated or is about to violate the law or a school rule and that the search will yield evidence of the violation, or that illegal or unauthorized materials or other evidence of illegal or otherwise prohibited activities are contained inside the automobile. Such patrols and inspections may be conducted without notice, without student consent, and without a search warrant.

School computers, software and Internet access are school property. Students are only authorized to use school computers and other similar educational technology consistent with the educational mission of the school. School officials may search school computers, software and Internet access records at any time for any reason and without student consent.

## DEFINITIONS

**Alternative School Program** - In cases of serious or chronic misconduct that significantly disrupts the learning environment a student may be assigned to a program of alternative education. Students may be removed from regular classrooms for safety and order.

**Community Service** - Authorized work in the building, grounds, and/or other appropriate services provided by the student to the school or the community.

**Confiscation** - Any item prohibited by this Code of Student Conduct or the law will be removed from the student's possession.

**Court Referral** - In case of a drug offense, assault, weapon possession, truancy, or other violation of the Code of Virginia, the student may be taken to court. The School Resource Officer may initiate appropriate legal action.

**Detention** - This method of discipline may be employed by any teacher or administrator to keep a student before or after school hours or on Saturdays in hope of correcting inappropriate behavior. Parents must be notified.

**Enrollment Hearing** - A hearing must be initiated with the Disciplinary Review Officer for any student who has been expelled or has committed an expellable offense or who is on long term suspension from any school, public or private. Exclusion from attendance, enrollment, and placement will be determined based upon the Code of Virginia and all information presented during the hearing.

**Habitual Offender** - A habitual offender shall include, but not limited to, situations when a student violates any component or a combination of components of the Code of Student Conduct.

**Instructional Support Services Intervention** - When a student experiences repeated problems in school, the school personnel may refer this student to the child study team. The student is counseled and, if necessary, evaluated for alternative placement and educational program modifications.

**Law Enforcement Agencies** - In cases of serious violations of the Code of Virginia, the Nelson County Sheriff's Office, Child Protective Services and/or Juvenile Probation Departments may be included in the disposition. The School Resource Officer usually serves as a liaison for these activities.

**Mediation/Conflict Resolution** - Mediation/Conflict Resolution is a process led by either student and/or staff mediators in which disputants in a conflict are encouraged to meet and resolve their dispute.

**Parent** - A parent is considered a natural parent, parent by legal adoption, or court appointed legal custodian. Teachers, counselors, and administrators are expected to contact parents by phone or letter in an effort to keep them informed of their child's conduct.

**Readmission** - After 365 days, the parents of an expelled student may request a review by the School Board in order to seek approval for reenrollment by contacting the office of the Disciplinary Review Officer. The review will be based on written information only unless otherwise requested by the School Board. In the event approval for readmission is granted, the School Board will determine appropriate school placement and the date of reentry.

**Restitution** - The replacement of or payment for property taken, damaged or destroyed will be required.

**School Conference with Parent** - Parents are encouraged to set up an appointment with any teacher, counselor, or administrator to discuss their son's or daughter's progress or problems. If a student is suspended, a parent may be asked to come to school to initiate reinstatement of the student.

**School Property** - Any owned or leased real property or vehicle or any operated by or on behalf of the School Board.

**School Resource Officer** - A Nelson County Sheriff's Deputy is assigned to the school division to assist with the maintenance of safe school environments and to support the administration and staff whenever his/her assistance is required.

**Searches** - To maintain order and discipline in the schools and to protect the health, safety and welfare of students and school personnel, school authorities may search a student, student lockers or student automobiles under the circumstances outlined below and may seize any illegal, unauthorized, or contraband materials discovered in the search. (Please see page 52 for more information).

**Shortened School Day** - The school administrator may recommend shortening a student's day if such a move is deemed beneficial to the school and/or student.

**Student Conference** - The first line of discipline is with the classroom teacher. Formal and informal conferences are held between the student and teacher. If problems become more serious, the grade level administrator will hold a conference with the student in an attempt to improve behavior. The student's counselor often will be included in the conference.

**Superintendent's Disciplinary Committee** - The Superintendent's Disciplinary Committee coordinates and enforces the school division's effort to maintain a safe, healthy learning environment in each of the schools. The committee conducts hearings that are required due to the severity of a student's behavior.

Procedure:

The school administration gives an intermediate suspension pending referral to the Superintendent's Disciplinary Committee. The committee will meet to determine if additional disciplinary action is warranted based upon the facts of the student's misbehavior.

The Disciplinary Committee convenes and hears from the administrator and the student concerning the incident. The committee asks questions to seek clarification. The students' parents are given an opportunity to comment.

The committee decides if further disciplinary action is warranted. The committee reports back to the superintendent. A final decision is made and then the parent is notified in writing as to the decision of the committee.

A suspension of 10 days or less may not be appealed to the school board.

**Suspensions/Expulsions** - Pupils may be suspended or expelled from attendance at school for sufficient cause.

Any student for whom the division superintendent of the school division in which the student is enrolled has received a report pursuant to Va. Code sec. 16.1-305.1 of an adjudication of delinquency or a conviction may be suspended or expelled from school attendance.

The authority of teachers to remove students from their classes in certain instances of disruptive behavior shall not be interpreted to affect the operation of this Policy.

**1. Short-Term Suspensions** - A pupil may be suspended for not more than ten school days by either the school principal, any assistant principal, or, in their absence, any teacher. The principal, assistant principal, or teacher may suspend the pupil after giving the pupil oral or written notice of the charges against him and, if he denies them, an explanation of the facts as known to school personnel and an opportunity to present his version of what occurred. In the case of any pupil whose presence poses a continuing danger to persons or property, or whose presence is an ongoing threat of disruption, the pupil may be removed from school immediately and the notice, explanation of facts, and opportunity to present his version shall be given as soon as is practical thereafter.

Upon suspension of any pupil, the principal, assistant principal, or teacher responsible for such suspension shall report the facts of the case in writing to the division superintendent or his designee and the parent of the pupil suspended. The division superintendent or his designee shall review forthwith the action taken by the principal, assistant principal, or teacher upon a petition for such review by any party in interest and confirm or disapprove such action based on an examination of the record of the pupil's behavior.

A suspension of 10 days or less may not be appealed to the school board. The decision of a division superintendent or designee shall be final.

Any oral or written notice to the parent of a student who is suspended from school attendance for not more than ten days shall include notification of the length of the suspension, information regarding the availability of community-based educational programs, alternative education programs or other educational options, and of the student's right to return to regular school attendance upon the expiration of the suspension. The costs of any community-based educational program, or alternative education program or educational option, which is not a part of the educational program offered by the school division, shall be borne by the parent of the student.

**2. Long-Term Suspension** - A pupil may be suspended from attendance at school for more than ten days after written notice is provided to the pupil and his parent of the proposed action and the reasons therefore and of the right to a hearing before the school board.

The written notice of a suspension for more than ten days shall include notification of the length of the suspension and shall provide information concerning the availability of community-based educational, alternative education, or intervention programs. Such notice shall also state that the student is eligible to return to regular school attendance upon the expiration of the suspension or to attend an appropriate alternative education program approved by the school board during or upon the expiration of the suspension. The costs of any community-based educational, alternative education, or intervention program that is not a part of the educational program offered by the school division that the student may attend during his suspension shall be borne by the parent of the student.

Nothing herein shall be construed to prohibit the school board from permitting or requiring students suspended pursuant to this section to attend an alternative education program provided by the school board for the term of such suspension.

**3. Expulsions** – Pupils may be expelled from attendance at school after written notice to the pupil and his parent of the proposed action and the reasons therefore and of the right to a hearing before the school board in accordance with the regulations of the school board.

The regulations shall provide that the School Board confirm or disapprove the expulsion of a student. Such appeal shall be decided by the school board within 30 days.

The regulations shall also provide for subsequent confirmation or disapproval of the proposed expulsion by the committee regardless of whether the pupil has exercised the right to a hearing.

The written notice given to the pupil and his parent shall include notification of the length of the expulsion and shall provide information to the parent of the student concerning the availability of community-based educational, training, and intervention programs. The notice shall also state whether or not the student is eligible to return to regular school attendance, or to attend an appropriate alternative education program approved by the school board, or an adult education program offered by the school division, during or upon the expiration of the expulsion, and the terms or conditions of such readmission. The costs of any community-based educational, training, or intervention program that is not a part of the educational program offered by the school division that the student may attend during his expulsion shall be borne by the parent of the student.

Nothing in this Policy shall be construed to prohibit the school board from permitting or requiring students expelled pursuant to this Policy to attend an alternative education program provided by the school board for the term of such expulsion.

If the school board determines that the student is ineligible to return to regular school attendance or to attend during the expulsion an alternative education program or an adult education program in the school division, the written notice shall also advise the parent of such student that the student may petition the school board for readmission to be effective one calendar year from the date of his expulsion, and of the conditions, if any, under which readmission may be granted.

The school board shall establish, by regulation, a schedule pursuant to which such students may apply and reapply for readmission to school. Such schedule shall be designed to ensure that the hearing and ruling on any initial petition for readmission, if granted, would enable the student to resume school attendance one calendar year from the date of the expulsion.

Notes



Nelson County Public Schools and the Virginia Cooperative Extension Office have joined together to sponsor Character Counts!<sup>SM</sup> in all schools. This program encourages the practice of positive character education techniques that revolve around the six core values of the program:

Trustworthiness

Respect

Responsibility

Fairness

Caring

Citizenship

[www.nelson.k12.va.us](http://www.nelson.k12.va.us)