

Parents & Students,

I am excited about the new school year coming up and the opportunities for the students at Macy McClaugherty. The maintenance and custodial crews have been working all summer to make improvements to the grounds and building. Teachers are preparing their classrooms to make them a positive, welcoming, and safe environment for your children. All our teachers have many great characteristics, but they all have the following in common. First, they are passionate about education. Secondly, and most importantly, they have a love for children. I am confident you will see the same energy, excitement, and love that I have seen from the staff during the upcoming school year.

We will continue to cultivate a culture of student success at Macy. Unofficial SOL scores from last year show a high level of student success and growth in every academic area. I am very proud of what the teachers and students were able to accomplish last year. We will continue to give our students many diverse learning experiences as we strive to use STEM (Science, Technology, Engineering, and Math) curriculum in our classrooms while still having a strong emphasis on Reading and Writing. Our goal is to give each student a well-rounded education that includes classroom instruction, character building, and social skills that will stay with the students for many years to come.

It is an exciting time at Macy with many opportunities for our student's success and growth. I look forward to working with all students and parents as we strive to make Macy the best place for our children. If you have any questions or concerns please feel free to contact me.

Kevin L. White

Principal

Macy McClaugherty Elementary/ Middle School

Macy McClaugherty Staff

Principal
School Counselor
School Resource Officer
School Nurse

Bookkeeper
Office Clerk

PreK
Becky MacKenzie
Natalie Jones
Jennifer Sheppard

Kindergarten
Kay Jennings
Amanda Keller
Lauren Merrix
Clara Whittaker

1st Grade
Megan Grose
Kim T. Mills
Emily Moyer
Julie Sargent

Library
Tracy Ferguson

Art
Lisa White

Band
Amberly Westermeyer

Music
Kevin Riley
Jenny Farmer

Physical Education
Eric Hubble

Speech
Jessica Sexton

Family Preservation
Dabney Blanton
Ina Cowen
Christina Laws
Donna Lawson
Catherine Slusser
Adam Farrar

2nd Grade
Charity Craft
Sheri Jones
Sara Malick
Amaris Meredith

3rd Grade
Carrie Havens
Brooke Knight
Kim L. Mills

4th Grad
Rebecca Osborne
Jami Ross
Brandi Smith

Teacher Assistants
Stephanie Body
Tonya Burton
Elizabeth Dapper
Marsha Eaton
Jodie Giles
Chrystina Huskey
Shelia Hutto
Marsha Kessinger
Sarah Martin

Dee Meredith
Kristi Mignogna
Kathy Perdue
Darlene Powell
Barbara Quesenberry
Lisa Ratcliff
Loretta Reeves
Beth Santolla
Nikki Sexton
Venita Skidmore
Renee Spangler
Norma Trenar
Sherry Townsend
Kelsey Williams

PALS
Gail Austin

Kevin White
Larissa Wurtz
J.J. Johnson
Lora Cox
Desiree Weiss
Thelma Yost
Donna Stump

5th Grade
Kristen Hypes
Katie Ponzio
Kristi Porter

6th Grade
Kim Eaton
Cassie Hardin
Ginny Perfater

7th Grade
Gloria Hurt
Kayla McClung
Robbie Spiegel

Special Ed.
Pam Collins
Katrina Crews
Heather Lucas
Adam Rhinehart
Lori Shannon
Mel Wilcox

Title 1
Megan Blevins
Olivia Humphreys

Technology
Jack Evans
Tami Hall
Chris Mitchell

Cafeteria
Kristie Perkins - Manager
Sue Anderson
Jeanine Gentry
Christian Kemp
Kathy Pyles
Mary Jane Vierling
TBD

Custodians
Scott Corboy
Renee Greco
Caitlin Thorne

MACY PLEDGE

Each day in our words and actions
We will strive to show Respect, Responsibility
Caring, Fairness, Trustworthiness, and Citizenship
These qualities will help us become successful students
Who work well and get along with others

Giles County Public Schools Mission Statement

The mission of Giles County Public Schools is to continue the improvement of instruction in a positive manner and to create a welcome climate for students, parents, and employees, while achieving the mandates of the Virginia Department of Education. This mission is to be accomplished in a team setting where the team shall include students, parents, employees, residents, industry, and local merchants.

Macy McClaugherty Mission Statement

At Macy McClaugherty Elementary/Middle School, our mission is to foster academic, emotional, social and physical growth in all our students within a safe environment. We will do this by developing positive relationships, respecting differences, encouraging creativity, and collaborating together, as a team to build a community of respectful, life-long learners.

School Wide Expectations

Be a positive example
Work hard
Be kind
Show respect

Philosophy and Objectives

The staff at Macy McClaugherty School views each child as an individual who deserves to be guided toward maximum development of his/her potential. It is the responsibility of the school to provide students and staff a wholesome climate conducive to positive, intellectual, personal, social, and physical growth.

The instructional personnel has high academic expectations of each student. The instructional program provides a strong foundation in basic academic skills and fosters an appreciation and knowledge of art and science.

In accordance with our philosophy, we will help each child to progress through the following objectives in relation to his/her abilities.

INTELLECTUAL OBJECTIVES

- to master the basic learning objectives set forth for each grade level in accordance with the Virginia Standards of Learning and Giles County Curriculum
- to acquire skills in logic (sequencing, decision-making, problem-solving) and creativity (inventing, expressing)
- to attain knowledge in the areas of science and technology and to develop an ability for constructive application
- to develop an appreciation for the arts

PERSONAL OBJECTIVES

- to develop a positive concept of self and others
- to develop standards of ethical behavior and moral choice which enable each student to function responsibly in society
- to develop sound emotional and personal health practices

SOCIAL OBJECTIVES

- to become a responsible member of family and community
- to become an effective citizen in a rapidly changing world
- to become a productive individual with occupational awareness and goals
- to internalize learning experiences that foster a basic understanding and appreciation of democracy and the free enterprise system
- to develop respect and pride in the school and community and to extend this respect and pride to enhance the quality of the environment

PHYSICAL DEVELOPMENT OBJECTIVES

- to develop organic strength, coordination, and physical fitness
- to acquire skills for wholesome use of leisure time
- to develop an appreciation of proper nutrition and personal health as factors in life-long fitness
- to develop safety awareness

NATIONAL MOTTO

The statement "In God We Trust," the National Motto, enacted by Congress in 1956" shall be posted in a conspicuous place in each school for all students to read.

REGISTRATION

Virginia State law requires that before a child can be enrolled in school he/she must present the following documentation:

Certificate of Birth
Physical Examination
Immunization Certificate
Hepatitis B Shot by 6th Grade
Tdap Vaccine for 6th Grade

SCHOOL SAFETY

Once again this year school safety is an issue we have identified to be addressed. Surveillance cameras are in place, a handheld metal detector is available for use by school officials, and communications have been made with state and local officials to assist in making Macy a safe school.

We will continue to take measures to protect our young people. Your cooperation and understanding will be appreciated. All doors will be locked and all visitors will need to report to the main office and sign in and secure a visitor's pass.

A Crisis Team has been created to evaluate and make recommendations concerning the safety at Macy. A chain of command has been established when the principal is out of the building and teachers have been informed of what to do in case of emergency.

ATTENDANCE/TARDINESS

Accreditation Standards require that each school operate an instructional program, excluding intermission for meals that averages at least five and one-half hours per day for one hundred and eighty days. School personnel and parents must make every effort to avoid interruptions to the instructional program. Please have your child to school on time each day and help us encourage your child to attend school every day. Continued absence or tardiness may become a matter for the school resource officer and court system.

TRUANCY PLAN

The truancy team at Macy McClagherty will follow the steps below to ensure students are attending school for their academic and social growth.

3 Days – Letter to home
6 Days – Letter to home
9 Days – Phone call from Truancy Team
12 Days – Meeting with Truancy Team
20 Days – Meeting with Giles County IACT Team
Court services may be involved if attendance does not improve after meeting with IACT Team

DRESS CODE

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. In addition to following Policy JFC, students must comply with specific building dress regulations below. The following are prohibited:

A student may be referred for dress code disciplinary action anytime during the day.

*Shorts, skirts, and dresses must be at least mid-thigh.

*No tank tops, unless layered with a sleeved top.

*Upper and lower garments should meet at all times.

- *Neither undergarments nor nightclothes are to be worn as outer garments.
- *Sheer or excessively tight garments are not acceptable.
- *Hats and other head coverings are not to be worn in the school building.
- *Shoes must be worn at all times in and around the building.
- *Flip-flops and other insecure foot-ware are not permitted.
- *Apparel that is considered lewd, suggestive, supportive of illegal substances (including drugs, alcohol, and tobacco products), or culturally/sexually offensive is not permitted.
- *Pants may not be worn with the waistband below the hips.
- *Metal accessories or anything that could harm persons or property will not be allowed.
- *Anything which causes a distraction or disruption in the classroom will be considered a dress code violation

DAILY SCHEDULE

Morning

7:35	Building open
7:50	Breakfast begins
8:10	Students released to go to class
8:30	Classes begin – tardy bell

Afternoon

3:00	First bell bus and parent pick-up release
3:05	Second bell bus release
3:20	Third bell bus release
3:30	Fourth bell bus release to cafeteria

ARRIVAL

Students should not arrive at school before **7:35 a.m.** Students who arrive between 7:35 a.m. and 8:10 a.m. should report directly to the gymnasium. Students eating breakfast may report to the cafeteria after 7:50. After 8:10, students should report directly to their homerooms or to the cafeteria for breakfast. Students who arrive after 8:30am will only be admitted to class once stopping by the office to have a tardy slip completed by the office staff.

Parent Drop-Off:

- Parents will use the Henson Avenue (main office) entrance to drop off students in the morning.
- **Students may be dropped off after 7:35 AM.**
- Parents will drive to the designated drop off zone in the loop.
- Approximately 5 cars will drop-off their students at the same time.
- Parents should remain in the vehicle and all students exit the passenger side. A Macy staff member will be there to assist students if needed.
- Once those students are a safe distance away from the vehicles a staff member will direct all the vehicles in the drop off zone to exit.
- The next 5 cars will enter the drop off zone and the same procedures will be followed as above.
- If you plan to walk your student into the building please park in the lot next to Head Start. There will be no parking in the drop off zone.

DEPARTURE

Children must bring **written permission** from a parent or guardian if it is necessary that they be released from school during the day. The parent or designee must sign the student out in the office, before leaving. Also, students leaving because of illness, etc, will be signed out through the office. No student shall leave the school grounds during school hours without the approval of the principal. To protect the instructional part of the day no students may be checked out from 2:30-3:00.

Afternoon Parent Pick-up Notes:

- Parents will need to send written notes with the students in the morning that they will be a pick-up.

- Notes need to have the students name, date of pick-up and person picking them up.
- One note may be used for extended time periods.

Parent Pick-up:

- Parents will use the Woodrum Avenue (gym) entrance to pick up students in the afternoon.
- Because of safety concerns, cars will not be allowed in the Woodrum entrance until 2:50 PM.
- The first car will pull up to the last pillar and all following cars will follow behind.
- Approximately eight students will be released at a time.
- Once those students are loaded into their vehicles, a staff member will signal for those cars to depart. No cars will be allowed to move until all of those students are safely in a vehicle.

Because of safety concerns and buses using the loop near the office there will be no early pick-ups from 2:30-3:00.

The SRO will assist with arrival and dismissal times.

DISTRIBUTION OF MATERIALS/INFORMATION

All requests to distribute materials/information to students and employees of the school division must be approved by the principal and the superintendent.

REPORT CARDS

The report card is an official method of communicating the progress of each pupil to the parent or guardian and is distributed on a nine week grading cycle. The grades thereon indicate the child's progress on material presented at his/her performance level. The report card will indicate the grade level of material being used by the child. Questions should be directed to the child's teacher or the principal.

GRADING SCALE

Letter grades placed on report cards will be determined by using the following numerical grading scale for grades 3-7:

A	90-100	Excellent
B	80-89	Good
C	70-79	Average
D	60-69	Below Average
E	Below 60	Failing

Education is a growth process which takes place for each individual in terms of factors peculiar to him; therefore, the grading system will indicate the quality and rate of growth in terms of the students own capacities, background, and previous experiences rather than terms of comparison with others.

It should be recognized that the most accurate and meaningful reporting of student's progress is achieved through a combination of activities and documentation. While the report card is a vital link in this process, additional activities that are of extreme value are letters to parents, home visits, personal conferences, open house, parent/teacher conferences, and school visitation by parents. It is through the combination of each of these endeavors that the most accurate and thorough report of student progress can be achieved.

Kindergarten – Nine week progress reports shall be sent home on each Kindergarten student. The evaluation key is S-satisfactory, N-needs improvement, I-improving.

Grades 1-7. The grading system used in these grades shall consist of both numerical and letter symbols. Final grades on report cards are to be tabulated using only the 9 weeks numerical scores.

PROMOTION GUIDELINES

Promotion from one grade to the next at the elementary/middle school level will be based on mastery of skills and content for that grade level.

Grades K-3 - Students who have successfully completed the kindergarten program, and in the opinion of the classroom teacher, have mastered the identified skills for this level, will be considered for promotion to the first grade. In grades 1-3, basic skills in reading, language, and mathematics will receive primary emphasis and students will be given every opportunity to demonstrate satisfactory levels of achievement. If grade level mastery in these core subjects is not achieved, then students may be considered for retention in order to provide more time for master. Teachers and administrators must consider SOL achievement levels when evaluating students for promotion.

Grades 4-7 - In grades 4-7 students are expected to master specific skills and content in reading, language, mathematics, science, and history. In order to be promoted to the next grade level, students must achieve passing grades in reading, math, and at least one other core subject. The decision to promote or retain students who have not achieved passing levels is to be based on what is best for the individual student. There may be students who have not reached this level despite good attendance, appropriate instruction, and additional interventions. The relationship of ability, effort, and achievement should be considered for placement of these students along with chronological age, previous retention, and other pertinent information. Teachers and administrators must consider SOL achievement levels when evaluating students for promotion. At grades 3 and 5, a student should earn a score of proficient or above on the required SOL test in language and mathematics, and at least one other of the areas of science or history in order to be considered for promotion. If, by the end of the first semester, the student is not mastering the appropriate skills (in the opinion of the classroom teacher) then: 1) The classroom teacher schedules a conference with the principal to review concerns and efforts made to assist the student. 2) The principal offers other recommendations or authorizes the classroom teacher to inform the parent in writing of the possibility of retention. 3) The classroom teacher then schedules a conference with the parent and a plan is developed for remediation or additional interventions for the student. 4) If, after the fifth marking period, an acceptable skill level has not been reached by the student, a committee (consisting of teachers directly involved with the instruction of the student) will be established. The parent/guardian will be invited to a committee meeting, at which time, a recommendation will be finalized for promotion or retention. 5) The school principal is responsible for the final decision made for any student's retention or promotion.

Additional Information to be Considered for Student Promotion

Students who have not successfully mastered the appropriate skills at their grade level shall be considered for a summer remediation program if one is available. If they successfully complete this program, placement at the next grade level will be reconsidered. If students are not successful in this program or cannot attend, then they will be considered for placement if an in-school or after-school remediation program is established for them the following year. The Virginia Department of Education has determined that the SOLs are an important part of the education and assessment of all students in Virginia. Giles County Schools also support this position. In so doing, the school system has purchased software that is to be used for student remediation. This software is expected to be part of any remediation program. It is imperative that parents/guardians are involved with this process and understand they must accept responsibility for the student's education including any remediation that may be established.

GIFTED EDUCATION PROGRAMS

The Young Scholars Program is sponsored by the Gifted Education Program and is for students in grades K-3 whose potential academic aptitudes require that they receive a differentiated educational program to further meet their needs. Nomination forms, teacher checklists (Grades K-3), and parent checklists are available from the guidance counselor and the Coordinator of Gifted Education. Completed forms should be forwarded to the Coordinator of Gifted Education for processing. Nomination/referrals are ongoing, but in order to be processed by the end of the current school year they should be received no later than April 1 of the current year.

The Gifted Education Program is for students in grades 4-12, and is for students whose academic aptitudes require that they receive a differentiated educational program to further meet their needs. Nomination forms are available from the guidance counselor and the Coordinator of Gifted Education. Completed forms should be forwarded to the Coordinator of Gifted Education for processing. Nomination/referrals are ongoing, but in order to be processed by the end of the current school year they should be received no later than April 1 of the current year.

The Visual Arts Gifted Education Program is for students in grades K-7, and is for students whose visual arts aptitude requires that they receive a differentiated educational program to further meet their needs. In order to be considered for this program, students must complete a portfolio of their art work and be scheduled for an identification meeting with the Visual Arts Gifted instructor. Information about nominations and portfolio requirements are available from the guidance counselor and the Visual Arts Gifted instructor. Referrals are ongoing and assessments are conducted in a timely manner throughout the school year.

FUND RAISING

Occasionally, fund raising projects are a necessary part of our school operation. All fund raising projects must have the approval of the Giles County School Board. Elementary students may not go door-to-door for solicitation purposes. When a fund-raising project is approved, parents are encouraged to help their child(ren) by contacting relatives and friends in support of the project.

HOMEWORK

Homework is an integral part of the learning process for all students. Therefore, teachers are expected to utilize homework in their teaching/learning process in pursuit of the attainment of instructional objectives.

While it is very important that homework be returned promptly to be evaluated by the teacher, the emphasis in determining grades must be placed on what transpires within the classroom.

The value of homework is to re-enforce, extend, clarify, and achieve instructional objectives. It assists and contributes to the development of skills of analysis, application, and understanding of concepts and knowledge in subject areas. Homework should stimulate voluntary effort, initiative, independence, self-discipline, responsibility, and self-direction on the part of the student. It is used to acquaint parents with what the student is learning in school and to enlist their support and help.

Not all subjects require homework, and others do not require daily homework. The time of homework will be determined by each individual teacher. In many cases, the homework assignment will be the completion of work that had its beginning in the classroom. Every effort is made to keep the time spent on homework by students within a reasonable range.

Parents can do their part to improve homework when they:

1. Provide their children with suitable study conditions (desk or table, lights, books, and supplies).
2. Reserve a time for homework and turn off the television.
3. Show interest in what their children are doing but do not do their work.
4. Understand that the school expects homework to be completed and returned to the teacher.

Students will improve their study habits when they:

1. Write down, before leaving school, the assignments for each subject and understand what work is to be done.
2. Form the habit of using a certain time and place for study.
3. Try to develop the skill of working independently.
4. Spend enough, but not too much time on each subject.

STANDARDIZED TESTING

During the school year, certain students will be given standardized tests. Some of the tests will be required by the State of Virginia and some will be required by the school division as an additional means of assessment. Parents will be notified prior to the administration of tests to the exact date and time.

When your child is scheduled to take a test:

1. Attempt to eliminate any anxiety about taking the test.
2. Avoid scheduling family trips or appointments which cause him/her to be distracted during the test days.
3. Try to minimize family conflicts during the testing period.
4. Make sure he/she gets plenty of rest the night before the tests.
5. Prepare a good breakfast each morning.
6. Make sure that he/she attends school every day.
7. Make sure that he/she is dressed comfortable.
8. Talk with him/her about the importance of tests.

Parents may be provided with the results of all standardized tests once they have been returned to the school from the testing services. In addition, teachers, counselors, and the administrative staff will be happy to schedule individual conferences with parents to interpret the scores as they relate to the student's educational progress.

TEXTBOOKS

There will be no textbook rental fees. Students will be expected to use books with reasonable care. Soiled, damaged, or lost textbooks will be paid for by the students or his/her parent or guardian.

**CAFETERIA
2017-18 FOOD SERVICE PRICES**

	<u>BREAKFAST</u>	<u>LUNCH</u>
Elementary/Middle Schools		
Full	1.50	2.15
Reduced	.30	.40
Adult	2.10	2.85

Milk is 50 cents

The cafeteria will operate under the supervision of the School Lunch Program from the Virginia Department of Education. All meals served will meet the specifications established by this department and the Giles County School Board.

All meals will be as varied as possible, prepared tastefully, and served in an attractive manner. Menus may be posted in each classroom, sent home, and published weekly in the Virginian Leader.

Breakfast and lunch will be served on each school day. A sit- down breakfast will be served between 7:50 a.m. and 8:10 a.m. Our Fast Break Breakfast will be served from 8:10 a.m. to 9:30 a.m.. Lunches will be served between 10:50 a.m. and 1:10 p.m.

Parents are invited to have breakfast and lunch with their children. However, they are requested to notify the office by 9:00 a.m. in order to be included in the daily lunch count. It is not necessary for parents to reserve a breakfast.

Students are encouraged to pay weekly. For students making daily purchases, payment is made at lunchtime when he/she goes through the line.

If children forget their lunches or lose their money, they will be allowed to charge. All charges should be paid the following morning. Parents will be notified when charged lunches/breakfasts have not been paid.

Cafeteria Expectations:

- Walk in a single file line to get food.
- Use manners and be respectful to everyone.
- Stay seated until asked to take tray up.
- Raise your hand to get the attention of an adult.
- Clean up after yourself.
- Use appropriate table manners.
- Use appropriate inside voices.
- We do not share food.
- Keep hands to ourselves.

Microwave ovens will not be available for student use. Please do not send food that needs to be microwaved.

Parents are welcome to come and eat with your children. We ask that you do not bring in food from fast food restaurants. We encourage you to purchase a school lunch with your child.

No outside restaurant food may be brought in during the day. Students must either buy the school lunch or bring their packed lunch with them at the beginning of the day.

No soda and no beverages in glass bottles.

STUDENT PRIVACY

In order to protect our student's privacy, we are requesting that photos that include children other than your own not be taken on school grounds.

ACCIDENTS AND ILLNESSES

In case of student accidents or illnesses, the school will make every effort to contact the parent or guardian. Children may remain in the clinic until transportation arrives.

If it becomes necessary for a child to receive professional medical attention and the parent cannot be reached, the student will be taken to a doctor or hospital emergency room for treatment.

Information regarding family physician and hospital preference is a part of each child's registration. This information can be updated by calling the school secretary.

MONEY

Whenever it is necessary to send money to school by young children, it should be placed in a sealed envelope with the child's name marked clearly on the outside. Also, indicate the amount, teacher's name, and the purpose for which it is sent. All checks should be made payable to Macy McClaugherty School.

INSURANCE

Accident and dental insurance policies are available to students on an optional basis. Information is sent separately to each parent.

VOLUNTEER PROGRAM

Macy has a Volunteer Program. We would like to invite all parents and friends to become actively involved for this school year.

You have many talents and interests to share with our students, faculty and staff--and we need you! If you are interested please contact the Principal.

SCHOOL VISITATION

All parents and other citizens are most welcome to visit Macy McClaugherty School. In order to insure the safety of students and to prevent disruptions to the instructional program, visitors are required to follow the procedures listed below:

1. Call the school office to arrange for an appointment with the principal or other staff members if a conference is desired.
2. All visitors must report to the office to inform the secretary or principal of the nature of any visit. Visitors will be notified at this time if visit will cause an undue disruption to instruction.
3. Parents or other persons bringing students to school after the school day begins must report to the office to sign the student in before going to class.
4. Parents or other persons bringing items or messages to students must report to the secretary or principal.

PARENT TEACHER ORGANIZATION

The Macy McClaugherty Parent-Teacher Organization, (P.T.O.), is an organization which provides an opportunity for parents and teachers to work together for an improved school program. The P.T.O. meets each month. Please contact Samantha McCroskey, Macy PTO President.

EMERGENCY CLOSING OF SCHOOLS

The decision to close schools due to inclement weather is made by the Superintendent and Central Office Staff. Schools shall be open for instructional purposes as often as possible, taking into consideration, first, the safety of the students. Schools will operate on a regular schedule every day the roads are judged to be safe for bus travel. School officials will make decisions concerning the operation of school on the basis of the best information available at the time.

Early announcements concerning closing schools for the day or operating one-hour late will be broadcast by the following stations:

Radio

WNRV, 990 AM, Narrows/Pearisburg
WXLK-FM, K-92, Roanoke
Q99 - Roanoke

Television

WVVA-TV, Channel 6, Bluefield
WDBJ-TV, Channel 7, Roanoke
WSLS-TV, Channel 10, Roanoke

LOCKERS

Students in the 6th and 7th grade will be assigned a locker for their use by the homeroom teacher. Students may rent a lock from the school for \$2.00. Students may only use school locks. It is not required to use a lock on their locker but highly encouraged. If the lock is lost or damaged, the student will be expected to reimburse the school for the lock.

SEARCH AND SEIZURE

To maintain order and discipline in the schools and to protect the safety and welfare of students and school personnel, school authorities may search a student, student locker, or student desk at any time.

A student's person and/or personal effects (i.e. purse, bookbag, etc.) may be searched by a school official whenever the official has reasonable suspicion to believe that the student has violated the law or a school rule. Lockers are school property and are subject to search if deemed appropriate.

A copy of The Search and Seizure Policy may be found on file in the main office.

GUIDANCE AND COUNSELING PROGRAM

Each school will provide the following guidance and counseling services to all students: (1)academic guidance which assists students and their parents to acquire knowledge of the curricula choices available to students, to plan a program of studies, to arrange and interpret academic testing, and to seek post-secondary academic opportunities; (2)career guidance which helps students to acquire information and plan action about work, jobs, apprenticeships, and post-secondary educational career opportunities; (3)personal/social counseling which assists a student to develop an understanding of themselves, the rights and needs of others, how to resolve conflict and to define individual goals, reflecting their interests, abilities and aptitudes. Information and records of personal/social counseling will be kept confidential and separate from a student's educational records and not disclosed to third parties without prior parental consent or as otherwise provided by law. Parents may elect, by notifying their child's school in writing, to have their child not participate in personal/social counseling; (4)employment counseling and placement services which furnish information relating to the employment opportunities available to students graduating from or leaving the public schools. Such information will be provided to secondary students and will include all types of employment opportunities, including, but not limited to, apprenticeships, the military, career education schools, and the teaching profession. In providing such services, the school board will consult and cooperate with the Virginia Employment Commission, the Department of Labor and Industry, local business and labor organizations, and career schools.

No student will be required to participate in any counseling program to which the student's parents object.

The guidance and counseling program will not include the use of counseling techniques which are beyond the scope of the professional certification or training of counselors, including hypnosis, or other psychotherapeutic techniques that are normally employed in medical or clinical settings and focus on mental illness or psychopathology.

Parents will be notified annually about the counseling programs which are available to their children. The notification will include the purpose and general description of the programs, information regarding ways parents may review materials to be used in guidance and counseling programs at their child's school and information about the procedures by which parents may limit their child's participation in such programs.

SCHOOL BUS TRANSPORTATION

The safety of students is the primary concern for our bus drivers. Parents are urged to assist school personnel in instructing their children in bus safety and are asked to cooperate with school officials in making our bus transportation system safe and efficient. Each student will be given a brochure at the beginning of the school year that contains regulations for pupils riding school buses.

PARKING AREAS

Visitors to the school should use the parking lot near the main entrance off Henson Avenue. **Due to safety, visitors are not to park in the circle directly in front of the school.**

The school entrance from Woodrum Street is intended for school buses and delivery trucks only, and should not be used by visitors to the school during the school day.

SCHOOL PICTURES

The first pictures will be taken of individual students in September. Class groups and individual pictures will be taken during the spring.

Please remember that school pictures are your way to preserve a part of your child's school experiences.

FIELD TRIPS

There will be multiple opportunities for students to attend field trips that will support their curriculum. In order to participate in these field trips, the student must demonstrate a positive and appropriate school behavior. This will ensure their safety as well as others on the field trips.

LEAVE AT HOME

In order to minimize disruptions and to increase concentration on studies, students should not bring to school the following:

- Animals/pets
- Toys – including fidget spinners
- Hair spray
- Rubber bands and chewing gum
- Tobacco, in any form
- Young brothers, sisters, and visiting friends or relatives (except by approval of the principal)
- Trading cards of any kind
- Fidget spinners
- Electronic items – such as cell phones, games, radios, cameras, or video games, DS, PSP, CD, iPods, MP3, etc.

MIDDLE SCHOOL STUDENTS' ELIGIBILITY FOR HIGH SCHOOL SPORTS

Some seventh grade students may be eligible to participate in athletic activities at the secondary level. It will be the responsibility of the parents to direct a request for their child to participate to their district high school principal and elementary principal. It is also the responsibility of the child's parent to make arrangements for any classwork that may be missed with the child's school principal and provide transportation as may be required.

Health Information

Screening Information

Good health is essential to effective learning and has long been recognized as a worthy goal of education. Because of the significance of optimum health for our school children, certain health screenings are provided by Giles County Public Schools.

Through the cooperative efforts of school nurses, speech and language pathologists, and other school personnel, the screening programs are conducted in accordance with procedures established by the State Department of Education for implementing School Laws 22.1-270 and 22.1-273. All applicable procedural safeguards shall be maintained during the screening process. Listed below are the various screening and the grade levels at which they are provided. These screenings will be conducted within 60 business days of enrollment to kindergarten and for all students new to Giles County Public Schools, regardless of grade level, that do not have documentation of a recent screening. Deficiencies discovered through this screening process will be referred to parents/guardians by letter, phone call, and /or home visit.

- Vision –Grades K, 3, 7, and 10
- Hearing-Grades K, 3, 7, and 10
- Speech, Voice, and Language –Kindergarten
- Fine and Gross Motor Function - Kindergarten

All students in Giles County Public Schools may be screened for Height and Weight, as recommended by the Virginia School Health Guidelines.

The Dental Aid Partners of the NRV in conjunction with the School Districts will be screening students in grades K-3. Parents will be notified if their child has a condition potentially requiring dental care.

It is through this screening process that potential problems can be identified and addressed prior to any adverse effect on school performance.

Scoliosis Information Sheet for Parents of Students in Grades 5 through 10

According to the Code of Virginia 22.1-273.1 within the time periods specified in regulations promulgated by the Board of Education, each school board shall provide educational information on Scoliosis to parents of students in grades 5 through 10.

Scoliosis is a sideways (lateral) curving of the spine, generally associated with the rotation of the spine and rib cage.

Frequent signs are a prominent shoulder blade, uneven hip and shoulder levels, unequal distance between arms and body, clothes that do not “hang right”, leaning to one side more than another, round shoulders or a humpback. Kyphosis (round back) may occur in developing adolescents. It should be screened for and may need to be treated. Eighty percent of scoliosis cases are idiopathic (cause unknown). Scoliosis tends to run in families and affects more girls than boys.

Scoliosis is identified by a physician’s use of family history, physical exams and x-rays when checking for scoliosis. A simple test, called “forward bend test,” can be used to assess the possible presence of abnormal curvature in the spine. With this test the child is asked to bend over at the waist as if they are going to touch their toes. The examiner then views for asymmetry of the back, and shoulders or any spinal curvatures.

Spinal curvature is best corrected when a young person’s body is still growing, and can respond to one or a combination of treatments (exercise, body brace, surgery, etc.). Potential treatments vary, based on history, physical exam, x-rays and other tests. Mild cases may not need treatment, but should be monitored.

Usually without pain in its early years, scoliosis can advance rapidly during the growing years. Curves that are moderate to severe will continue to advance in adulthood and can increase with each pregnancy. Left untreated, scoliosis can cause obvious physical deformity, pain, arthritic symptoms, and heart and lung complications and can limit activities. Early detection of any curvature is very important. When scoliosis is detected early and treated appropriately, progressive deformity of the spine can be prevented. If you have concerns about your child’s posture or spine development, contact your child’s health care provider.

Automated External Defibrillators (AED)

Automated External Defibrillators, commonly known as AEDs, are devices that can diagnose cardiac arrhythmia and administer an electrical shock to help a person’s heart re-establish its rhythm. AEDs are in place in all Elementary/Middle and High Schools.

Information about School Health Services

School Health Services provides many services including management of acute (short-term) and chronic (on-going) health care problems. Examples of acute problems are mild injuries (bug bits, scratches, etc.) and illnesses. Examples of chronic problems include diabetes, asthma, and seizure disorders. Also, skilled nursing procedures (ordered by your child’s health care provider) including breathing treatments, tube feeding, dressing changes, medication administration and blood glucose monitoring are also provided. Emergency services are also provided. This includes training and administration of Epinephrine auto-injector (EpiPen) for allergic reactions, Glucagon for hypoglycemia and Insulin for hyperglycemia. A team of CPR/First Aid/ AED trained school personnel is available in each school for emergency situations. We also provide health education to students. If your child needs medications (including over-the-counter medications like Tylenol), treatments or procedures during the year, specific forms **MUST** be completed before any medication or treatment can be provided. Most medications and treatments require a doctor’s order. School personnel cannot give any medications or treatments without the written permission of the parent/guardian. Hand notes or telephone permission is unacceptable. At the end of the school year, parents must pick up their child’s medication from the school or it will be discarded. School clinics have the following topical medication available for students who need basic first aid: Aloe Vera (burns, bug bites, etc.), Calamine lotion or Hydrocortisone Cream (bug bites, poison ivy/oak, dermatitis, etc.), petroleum jelly such as Vaseline (chapped lips, dry skin, etc.), triple antibiotic ointment/ cream, wound wash (sterile saline or water), eye wash (sterile saline or water), moisturizing lotion (dry skin, etc.), and alcohol (piercing, tick bite etc.). Generic forms of the above may be substituted. All wounds are treated with gentle wound cleaning and band aid/bandage application. Ice is use for soft tissue injuries such as sprains, strains etc. School Personnel, as always, follow the First Aid Guidelines recommended by the Virginia Department of Education. If you do not want these medications available for your child, please submit your request in writing to the school nurse. If a child becomes sick or injured, he/she will be sent to the clinic. If after observation, the illness/injury appears to warrant contact of a parent/guardian/emergency contact, reasonable effort will be made to make contact. At this time, the student may need to be picked up from school. If sickness or a minor injury occurs near dismissal time, the child may be sent home on the bus. In an emergency, the school will call 911. Emergency information sheets are to be filled out each year. It is important that emergency sheets be updated throughout the year if changes are made in employment, telephone numbers, or alternate contacts. School nurses serve as a resource person to school personnel, students, and their families. Please contact them if you have concerns about your child’s health.

Severe Allergy Information- Asthma

The 2000 legislation of House Bill 1010 addresses student possession and self-administration of inhaled asthma medications. Present school policy allows students with asthma to carry inhaled asthma medications with physician and parent permission. However, the law mandates that each student with asthma who carries an inhaler have an "Asthma Health Care Action Plan and Authorization for Medication." If your child has asthma and needs to carry an inhaler at school, please notify the school nurse. Parents can access the Asthma Action Plan on the school website.

Severe Allergy Information and Stocked EpiPens

Giles County Public Schools will provide at least two (2) does of auto-injectable epinephrine in every school. These EpiPens are for students who have not been diagnosed with a life-threatening allergy but who have a life-threatening reaction during the academic day. Policy does not extend to activities off school grounds (including transportation to and from school, field trips, etc.) or outside of the academic day (sporting events, extra-curricular activities, etc.). At least two staff members at every school are trained to administer the emergency medication in the event of a life-threatening allergic reaction. Parents of students who have been diagnosed with life-threatening allergies are still expected to provide their child's prescribed medication to the school, along with health-related forms. It is the parent's responsibility to provide emergency medications such as Benadryl and Epinephrine (EpiPen). Parents of students who should not be administered epinephrine because of a serious health condition need to notify the school nurse.

Head Lice

Head Lice (*Pediculus humanus capitis*) are small insects found on the head and live close to the scalp. Head lice are not known to spread disease. Head lice move by crawling; they cannot hop or fly. Head lice are spread by direct contact with the hair of an infected person. A student is confirmed to have head lice infestation when the school nurse or designee identifies live lice on the student's head, and/or is found within ¼ inch of the base of the hair shafts (scalp). Screening, recommendations and communication will be managed in a discreet manner to maintain student's confidentiality and privacy rights. The student will not return to class and the parent/guardian will be contacted to pick the student up from school. The student must receive treatment for head lice before returning to school. The student's parent/guardian will receive a copy of the Head Lice Education Handout. Upon return to school, the student must report to the clinic and the nurse/designee will recheck the student to rule out continued head lice infestation. If evidence of greater than 1 case of head lice infestation is obtained by the school nurse/designee, the nurse/designee will complete head lice checks on all students in that particular classroom. For any questions or concerns contact your school nurse.

Giles County Public Schools does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. The following persons have been designated to handle inquiries regarding the non-discrimination policies:

Title IX Coordinator
Assistant Superintendent of Curriculum
151 School Road
Pearisburg, VA 24134
(540) 921-1421 X16

Section 504 Coordinator
Director of Special Education
151 School Road
Pearisburg, VA 24134
(540) 921-1421 X21