

Dyer School



**322 E. College Street
Dyer, TN 38330
Phone: 692-2444**

Student Handbook



This handbook is prepared to provide information for students and their parents or guardians concerning policies, procedures, and activities at Dyer School.

Parents are encouraged to visit our school. We remind all visitors to report to the school office immediately when arriving on campus.

Our Mission Statement

The mission of Dyer School through the cooperative effort of parents, students, community, and school personnel, is to provide a safe, nurturing environment where students will have the opportunity to reach their fullest potential.

Beliefs

- ?? We believe that education should be a cooperative effort among students, parents, community, and school personnel.

- ?? We believe that our school should maintain an atmosphere that is safe, clean, and nurturing where respect for each other is a priority.

- ?? We believe that each student should have the opportunity to reach his or her maximum potential.

- ?? We believe that students should be encouraged to become responsible, law abiding, and productive members of society.

We want our students to be:

?? Effective communicators

?? Critical and creative thinkers

?? Able to work with others

?? Respectful of authority

?? Computer literate

?? Able to follow directions

?? Able to read and apply math skills

?? Just, fair, and dependable

?? Effective information gatherers

?? Able to adapt to change

Code of Conduct

In order to maintain a good learning environment, it is necessary to have established rules. These need to be simple, clearly defined, and understood by all students, parents, and staff. We believe that these expected behaviors should promote our mission for the students of Dyer School. Violation of school rules will result in disciplinary action. Student misbehaviors disrupt instructional time and infringe upon the rights of others. Rules will be enforced by all staff in a fair and consistent manner. The school behavior policy applies to all school sponsored activities.

General School Rules

All students at Dyer School are expected to:

?? **Be Respectful**

This includes respecting the rights of others and their property, respecting teachers and staff members, and using appropriate language.....**no profanity!**

?? **Be Prepared**

Bring books, paper, pencils, and completed assignments to class daily.

?? **Be On Time**

Students should arrive at school prior to 7:55 each day. Teachers will begin instruction on time, and students are expected to be there. This requires a combined effort on the part of both students and parents.

?? **Avoid Violence**

Fighting will not be tolerated. Students involved in fighting and acts of violence will be punished sternly. Students must learn to settle differences in an appropriate manner.

?? **Avoid Using or Possessing Alcohol, Drugs, or Tobacco Products**

This includes all school activities.

?? **Be Honest**

Students should do their own homework and assignments, avoid giving or receiving help from other students during tests, be truthful, and never take items that belong to other students.

?? **Attend School Daily and Remain on Campus**

Students must attend school regularly. Students must be at the right place at the right times. Arriving late or leaving early requires parental permission and must be documented in the office.

?? **Take Care of Books, Equipment, and School Buildings**

Students will be expected to pay for damage to books, equipment, and buildings. Any vandalism will result in severe disciplinary action.

?? **Abide By School Rules While Riding School Buses**

The school bus is an extension of school activity, and students must conduct themselves on the bus in a manner consistent with the established school and classroom rules.

?? **Abide By All School Rules, School District Policy, and State Law**

The general rules stated above cover most student behavior. **However, student behavior is not restricted to only these items.** Students must not possess weapons, be involved in acts of extortion, or any number of other inappropriate behaviors.

Classroom Rules

Each teacher will have classroom rules that apply to behavior while students are in their classrooms. These rules will be posted, and students will be given a clear explanation of behavior expectations and the results of misbehavior. These classroom rules will conform to the general school rules and discipline code.

Disciplinary Prodecures

When a violation of school rules occurs, punishment is expected and will be administered according to the discipline code adopted by the Gibson County School District Board of Trustees.

Types of Misbehaviors and Possible Responses

Misbehaviors: Level I

These include minor misbehaviors by the student which disrupt orderly classroom procedures or interfere with the orderly operation of the school. These misbehaviors can usually be handled by the individual classroom teacher.

Some examples (**but not an exclusive listing**) are: classroom disturbances, classroom tardiness, cheating and lying, abusive language, failure to do assignments or follow directions, disrespect, etc.

Disciplinary Options:

Verbal reprimand, special assignments, restricting activities, assigning work details, counseling, withdrawal of privileges, strict supervised study, detention, corporal punishment, in-school suspension, and out of school suspension.

Misbehaviors: Level II

These are misbehaviors whose frequency or seriousness tends to disrupt the learning climate of the school. Included in this level are misbehaviors which do not represent a direct threat to the health and safety of others but whose educational consequences are serious enough to require corrective action by the Principal.

Some examples (**but not an exclusive listing**) are: Continuation of **unmodified level I misbehaviors**, school or class truancy, use of tobacco, using forged notes or excuses, disruptive classroom behavior, and sexual harassment.

Disciplinary Options:

Behavior modification, social probation, referral to outside agency, in-school suspension, detention, suspension from school sponsored activities, suspension from riding the school bus, corporal punishment, restricting school related honors, and out of school suspension.

Misbehaviors: Level III

These include acts directly against persons or property but whose consequences do not seriously endanger the health or safety of others in the school.

Some examples (**but not an exclusive listing**) are: Continuation of **unmodified level I and II misbehaviors**, fighting, vandalism, stealing, threats to others, and sexual harassment.

Disciplinary Options:

In-school suspension, detention, corporal punishment, restitution for damaged or stolen property, out of school suspension, long term out of school suspension, alternative school.

Misbehaviors: Level IV

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

Disorderly conduct, the illegal possession of weapons, and the illegal use, possession, distribution, and sale of tobacco, alcohol, and other drugs by students is prohibited.

Some examples (**but not an exclusive listing**) are: Continuation of **unmodified Level I, II, or III misbehaviors**, extortion, bomb threat, possession/use/transfer of dangerous weapons, battery, vandalism, theft/possession/sale of stolen property, arson, possession/transfer of unauthorized substances, use of unauthorized substances, and sexual harassment.

Disciplinary Options:

Out of school suspension, alternative school, long term out of school suspension, or other hearing authority or Board action which results in appropriate placement.

Student Dress

Students are asked to dress in an appropriate manner. Clothing that attracts unnecessary attention, poses health or safety problems, or creates embarrassment for others is unacceptable. Shorts can be worn until October 1 and again, beginning April 1. The shorts must be worn to the top of the knee. Skirts will be a maximum of 4 inches above the knee. Tank tops or tops with spaghetti straps will not be worn by themselves. Pants will be worn with the waistband around the waist and not hanging below the waist. Clothing that is, in the opinion of the Principal, suggestive or offensive will not be allowed. Certain clothing with printed material will not be allowed. One example of this would be shirts with beer advertising. Any body piercing will be limited to the ear and only worn by females.

Attendance

Students are expected to be in school each day. Absences will be excused for these reasons:

1. illness of the student
2. serious illness or death in the immediate family
3. emergency medical or dental attention
4. special religious observances

Parents are asked to notify the school when a child is going to be absent. This should be done as early as possible in the mornings. If not, then we will call the parents to verify that the student is absent. Students should bring a note from the parents when returning to school. This note will describe the reason for the absence. **It is the student's responsibility to contact teachers about make-up work.** Students will have 1 day for each day missed to get make-up work completed. Parents are requested to make routine dental and medical appointments after school hours. Students arriving late or leaving early must present a written note from the parent or guardian. Parents must sign students in or out at the office.

Work may not be made up for unexcused absences. Absences for reasons other than those listed above will be unexcused.

Please note this Gibson County School District Attendance Policy:

Each student will be allowed to submit a maximum of 5 parent notes throughout the school year to be considered excused absences. After these 5 parent notes, only a doctor, dentist, or funeral note will be accepted for an excused absence. A Dentist note will **not** be accepted for an entire day unless there was extensive work done and the note must state the extent of the work. After the third unexcused absence, a phone call to the parent or a certified letter through the mail will indicate a warning of truancy danger. **Upon the 5th unexcused absence,** a child will be reported to the Gibson County Truancy Board. High absenteeism is not allowed for **any** student unless they are seriously ill and/or hospitalized. Students **can** and **will** be retained for absenteeism. The principal has the authority to waive any case that violates this policy due to unusual or exceptional circumstances. Any administrative decision regarding attendance may be appealed to the Director of Schools and ultimately to the Board. The appeal shall be in writing to the within five days following the action, or report of the action, whichever is later.

Lockers

Students in Grades 5-8 will be assigned lockers for the storage of books and personal items. For security, students may use a combination lock; no other types of locks are allowed. Lockers are school property and may be searched for unauthorized contents at any time.

Before and After School

Students should not arrive prior to 7:30 A.M. The building will remain locked until that time. In the elementary building, students should report immediately to the cafeteria. In the junior high building, students should report immediately to the gym.

Students should leave the campus immediately after school dismisses in the afternoon unless they are under the supervision of a teacher or sponsor. **Arrangements must be made for non-bus riders to be picked up immediately after school. Students should be let out and picked up in front of each building. No one should enter or dismiss in the back of either building.**

School Visits

State Law requires that **all school visitors** must log in at the office and receive a visitor's pass. This is a measure to provide a safe environment for our students and for us to know who is in the building. Even though we may know you extremely well, it is still required that you come by the office first.

All Elementary doors will be locked during the school day. If you are checking in or out of this building, you must go to the Jr. High office. Please help us in this transition, as we provide another safety measure for our children.

Transportation

Students residing more than one and one-half miles from school are eligible to ride the bus. Rules are posted at the front of each bus. Students are expected to obey the bus rules and driver instructions. Misbehavior on buses may result in suspension of riding privileges.

Cafeteria

Our cafeteria operates a self-service food line offering students a choice of entrees, vegetables, and fruits. Students are expected to be quiet and orderly while eating lunch and to help maintain a clean dining area. Applications for free or reduced price lunches are made available to all students. These may be completed by parents and returned to the school for determination of eligibility.

We are not allowed to charge school lunches! Students will not be able to borrow money from the school office. We will not have any money kept in the office for this. Parents must make sure that each child has their lunch money before leaving for school.

Breakfast is served daily beginning at 7:30 and continuing until shortly before 8:00. Students are encouraged to eat breakfast and begin each day with proper nourishment.

Gibson County Special School District Majority to Minority Transfer Policy

The GCSSD shall permit students from other school districts to transfer to the GCSSD if the race of the student who plans to transfer is in the minority at the GCSSD school to which he/she applies to transfer.

Athletics

Dyer Junior High School participates in football, boys and girls basketball, and girls softball. Members of these teams must meet certain requirements in order to be eligible for participation. We believe that participation in athletics will instill a sense of discipline, cooperation, and fair play as well as developing a positive attitude about sports and physical activity that will carry over into adult life.

Performance in athletics is extracurricular and therefore secondary to academic performance. Student athletes must obey school rules as well as other standards. They must maintain passing grades and attend practice sessions. Coaches and players will work together in an atmosphere of mutual respect. Violation of rules and team policies may result in removal from the team. Parents are encouraged to become active members of the athletic booster organization.

Band

A band program is available for students in grades 6-8. In this program, students receive musical instruction and are given an opportunity to participate in a variety of concert and marching activities. Parents of band students are encouraged to become active members of the band booster organization.

Junior Beta Club

The National Junior Beta Club has an active club in Dyer Junior High. Membership is based on scholastic achievement and character. Students completing the first semester of the 6th grade are eligible for consideration. Upon approval by the Principal, invitations are issued to students giving them an opportunity to join this leadership service organization.

Honor Roll

Students **in grades 5-8** with an average of 92 and no grades below 86 will be on the honor roll for that 6-weeks period. Students who make the honor roll at least 4 times will be eligible to attend the annual honor banquet in the spring of the year. Students with no grade below 92 for the first 5 6-weeks periods will receive a special plaque for this achievement.

Field Trips

Field trips are scheduled by classroom teachers throughout the school year. These trips are designed to supplement different aspects of the classroom curriculum and to introduce students to the resources of the community and surrounding areas. Parents will receive notices of field trips well in advance of the scheduled trip date and will be asked to sign field trip permission forms. Often a fee will be requested from students to help defray transportation and other costs. Parents may be invited to attend field trips and assist with monitoring children.

Medication

If under exceptional circumstances a student is required to take non-prescription or prescription medication during school hours and the parent cannot be at school to administer the medication, **only the Principal, classroom teacher, or Principal's designee** will assist in self-administration of the medication. Please note the following regulations:

Written instructions **signed by the parent** will be required and must include:

1. Student's name
2. Name of medication
3. Name of physician
4. Time to be self-administered
5. Dosage and directions for self-administration
6. Possible side effects, if known; and
7. Termination date for self-administration of the medication.

Authorization forms are available in the office. Please request and fill out the school form. The medication must be delivered to the principal's office or classroom teacher in person by the parent or guardian of the student.

The parent or guardian is responsible for informing the school of any change in the student's health or changes in medication.

Attention: Parents or Guardians

Please sign the statement below and ask your child/children to return it to their homeroom teacher within one week. This is an acknowledgement of having received a handbook and having read the discipline section. Please call us if you need additional information.

I have read this handbook and have discussed the code of conduct and disciplinary procedures with my child or children.

Parents Signature

Date