

Lakeview School Handbook

(Revised 2017)

Listed below are some of the basic guidelines of operation at Lakeview School. Please discuss and explain the guidelines to your child and encourage them to cooperate.

Visitors

No one will be allowed in the school without checking in with the office.

Daily Procedures

School begins at 8:00 a.m. If students arrive before 7:45, they will report to the gym or go to the cafeteria for breakfast.

If a student is late, he or she MUST be signed in by whoever was responsible for getting him or her to school.

Afternoon dismissal begins at 2:55 with 1st bus load. Car riders are dismissed at 3:00 and 2nd bus load riders and walkers are dismissed at 3:10.

If there is a change from your child's daily dismissal activity, please send a written note or notify the office (931-535-2513) by 2:00.

Any behavioral issued while riding a Humphreys County school bus could result in loss of bus privileges.

No gum chewing is allowed at school.

Dress Code

The administration and the faculty shall determine the appropriateness of dress and grooming to the school situation. No attire shall distract from the educational process.

If your child is not appropriately dressed, he or she will be asked to call home for a change of clothes.

- No clothing with alcohol or tobacco advertisements, questionable slogans or inappropriate slogans is allowed.
- Pajama pants are not permitted.
- The following are not allowed: Torn, see-through clothing, muscle shirts, spandex shorts, halters, midriffs, skin-tight clothing, or items depicting violence and obscene or questionable print.
- Shoes are to worn at all times. Cleats and skate shoes are not allowed. Athletic shoes are the only ones that will be allowed on the gym floor.
- Caps, hats, scarves and bandanas are not to be worn on the head inside the school building.
- No body piercing jewelry will be worn, other than earrings worn in the ear.
- Sleeveless tops must be 3 inches wide across the shoulders.
- Shorts/skirts must be finger tip.
- No jeans or pants can be worn with holes above the knee.
- Leggings will be allowed ONLY with a top that is finger tip length.
- Distracting hair styles are not permitted

Medication

No medication of any type will be provided by the office. The following procedure will be followed: A parent or guardian must bring and sign in all medication in the school clinic. The medicine will be kept locked in the clinic. The teacher will send the child to the office to be given the medicine. Please check with the school nurse for questions or unusual circumstances. A student shall not possess any type of medication or drug on themselves or in their possessions (including lockers) at school. A parent/guardian must return to the clinic to take any medications away from the school.

Absences

Students who are absent must bring a written note from home. The note must be brought to the office so the students can receive an admit slip to enable them to be admitted back to class.

If your child is absent, please call the school secretary by 8:30 A.M. at 931-535-2513 to report. The principal or designee will call all of the students who are absent and have not notified the office. After 5, 10, and 15 days absence, you will receive a letter indicating this. Missing more than 20 days may result in retention according to board policy. Students who do not follow attendance mandates will be required to attend an Attendance Review Meeting with the truancy officer.

In case of a family emergency that required going out of town, check with the principal in advance to see if it will be excused. Teachers do not decide if a student's absence is excused or unexcused.

No make-up work will be given for an unexcused absence. For an excused absence, the following policy will be in effect: for each school day missed you will be allowed that many days to make up your work without penalty. If you exceed that amount of time, no credit will be given. If you miss 2 days, you will be allowed 2 days to make up your work.

Discipline

In the event of a school rules violation, the discipline should be fair, equal, immediate and fitting of the offense according to the Humphreys County School Board policy.

The consequence for breaking the school rules vary from counseling, contacting the parents, taking away privileges, write off's, detention, corporal punishment, in-school suspension, suspension, expulsion, and being sent to the alternative school.

Grade Communication

Humphreys County School System has a parental communication program called "SKYWARD". Each student will receive a copy of his or her SKYWARD username and password with the first progress report of the school year. This is an excellent way to log on daily to see your child's progress. Teachers post grades in each subject in a timely manner. Report cards will come home every 9 weeks. Students also receive a mid 9 weeks report. Papers are sent home weekly in Wednesday folders. Parent Teacher Conferences are held twice a year. PLEASE keep informed of your child's grades and progress. Please communicate with your child's teacher either by notes or call to school. Each teacher has a planning period each day so they can be available to meet with you or return a phone call.

Inclement Weather

Please make sure your child knows where to go in the event of inclement weather. Listen to the radio or watch TV to find out if school is closed or let out early. Please fill out the weather emergency form that is sent home in the paperwork packet. You can also be added to the Lakeview Parent Alert (which will send home other Lakeview related information) or NIXLE, a county wide information group.

Class Scheduling

The classes for the next school year will be organized in May of this school year. NO REQUESTS FOR A SPECIFIC TEACHER will be taken unless there is an unusual circumstance. If an unusual circumstance is present, Mr. Tidwell must be contacted **personally** by April 15. If any other request is desired, the same deadline will apply. According to School Board Policy, a retained child's parent request will be honored.

Grading Policy

100-93	A
92-85	B
84-75	C
74-70	D
Below 70	F

Principal's Honor Roll- All A's on report card

Honor Roll- All A's and B's on report card

After the 1st Semester, students in grades 6, 7 and 8 will have their grades averaged to determine their eligibility to the BETA Club. A 3.35 GPA is needed, along with outstanding character, to be eligible for induction to the BETA Club.

Personal Information

It is very important that you immediately notify the school of a change of address or phone number for your child. We also need a copy of any court order that might affect the well being of your child.

Cell Phone Policy

Students are not allowed to use cell phones at school during school hours except in the event of an extreme emergency or with permission of the school principal or designee. Phones should be left off at all times. If a cell phone is being used or is heard, the following will be enforced.

Consequences:

1st Offense: The phone will be taken to the office and returned to the students with a warning at the end of the school day.

2nd Offense: The phone will be taken to the office and returned only to a parent or legal guardian.

3rd Offense: The phone will be taken to the office and returned only to a parent or legal guardian. The student will receive 1 day of ISS.

4th Offense: The phone will be taken to the office and returned only to a parent or legal guardian. The students will receive 3 days of ISS.

Additional Violations: Continued violations of the policy may result in out of school suspension from 1 to 10 days.

The above mentioned consequences will apply to both the owner and the user of the cell phone.