

SouthWest Edgecombe High School

Student and Guardian Guide

“A tradition of pride and excellence;
where today’s learners **become tomorrow’s leaders!**”

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An introduction to our school

We teach in schools, not classrooms.

This seems like a nonsense statement until you consider all the mindset shifts necessary to break away from the traditional vision of teachers as islands. The purpose of this statement is to acknowledge that teachers do a significant amount of work outside the classroom walls with guardians, fellow teachers, and leaders. This argument is embraced by Baldwin's quote, "The children are always ours, every single one of them." If we teach in schools and not classrooms then it matters just as much how kids are in the classroom down the hall and in all the grades to come.

We are preparing our students for a world that has yet to be created— a world where technology plays a determining factor in success or failure.

We embrace the belief that the world of the future will have no walls. Our students will live in a world where they continually communicate and interact with people from other cultures and ways of life. Therefore, it is our responsibility to prepare them for this world. We will teach our students how to seek first to understand things that seem different from their way of life.

Our school will be fueled by wonder. Our students and teachers always ask, "What if?"

Curiosity is more than a tool for engagement. Curiosity is at the heart of our school. When our students begin to wonder about the reasons for existence and ponder the questions of humanity, we can move beyond the curriculum and into the realm of teaching for the purpose of social justice. Our students should enjoy school so much that they can't imagine missing a day and attendance rules become unnecessary.

We will use a growth mindset in all that we do.

Thomas Edison once commented on his scientific journey of inventing the incandescent light bulb. Edison said that it took him, "over ten-thousand tries to create the light bulb." He later went on to say, "I did not fail. I just found ten-thousand ways not to make a light bulb." Our work is not easy and the challenges are great. Teaching is an art and science at which we can continually get better. Becoming a truly excellent teacher is a lifelong pursuit. A mindset of continuous improvement is a critical part of our school culture!

We believe that the purpose of receiving an education is to use knowledge on the behalf of improving mankind.

We believe that social justice is defined as promoting a just society by challenging injustice and valuing diversity. It exists when all people share a common humanity and therefore have a right to equitable treatment, support for their human rights, and a fair allocation of community resources. We will embrace restorative practices in our school that counteract the forces of inequality and intolerance. We will be socially just in all that we do.

Teachers are leaders.

Teachers demonstrate leadership by taking responsibility for the progress of all students to ensure that they graduate from high school, are globally competitive for work and postsecondary education, and are prepared for life in the 21st century. Teachers communicate this vision to their students. Teachers do whatever it takes to promote excellence.

A diverse classroom culture is the foundation of great teaching.

Teachers encourage an environment that is inviting, respectful, supportive, inclusive, and flexible. They actively select materials and develop lessons that counteract stereotypes and incorporate histories and contributions of all cultures. Teachers recognize the influence of race, ethnicity, gender, religion, and other aspects of culture on a student's development and personality. Teachers strive to understand how a student's culture and background may influence his or her school performance. Teachers consider and incorporate different points of view in their instruction.

Teachers know the content that they teach.

Teachers bring a richness and depth of understanding to their classrooms by knowing their subjects beyond the content they are expected to teach and by directing students' natural curiosity into an interest in learning.

Teachers embrace the teaching cycle so that learning takes place for all students.

Teachers know how students think and learn. Teachers understand the influences that affect individual student learning and differentiate their instruction accordingly. Excellent teaching means planning and executing rigorous, engaging lessons that fit into a logical scope and sequence, as well as using student data to assess mastery of objectives and movement toward big goals for student achievement and growth. Excellent teaching requires a growth mindset, recognizing that even the tiniest details can dramatically impact student mastery.

Our Motto

A tradition of pride and excellence; where today's learners **become tomorrow's leaders!**

Our Values

SWEHS Vision: SWEHS will be a place where opportunities are no longer predicted by race, gender identity, physical ability, being identified in the exceptional children's program, culture, or economic factors.

District Mission: We promote a community of learning that gives our students an "EDGE" in pursuit of the graduate aims:

Empowerment

Determination

Growth Mindset

Exposure

ECPS Vision: All ECPS scholars will graduate prepared to design their own futures, navigate change, and make the world a better place.

GRADUATE AIMS

**By the time they are 25 years old,
all ECPS graduates will be able to say:**

- I know my purpose and passion, and I am living this out
- I possess global awareness and agency
- I can contribute positively to my community
- I have opportunities to return to or stay in Edgecombe County
- I am resilient in the face of challenges



CORE VALUES

Children First
Lead with Courage
Push to Improve
Stronger Together
Choose Optimism

22 - 23 Priorities at SWEHS

- In every classroom, every day, students are experiencing instruction that is grade-level, engaging, affirming, and meaningful (GLEAM).
- In every interaction, every day, students are experiencing interactions that allow them to leave feeling heard and respected.

Student Arrival Procedures

Students will enter through the gym door. Students will eat breakfast in the cafeteria or remain in the gymnasium until 7:20 AM.

Prior to entering the building, students should self monitor in order to gain admittance to school:

- Symptoms: Do you have any of these symptoms? Fever, Chills, Shortness of Breath or Difficulty Breathing, New Cough, New Loss of Taste or Smell
- Diagnosed: Have you been diagnosed with Covid-19 within the past 5 days?

Carpool Information

Students can enter the building at 7:05AM. Carpool traffic will enter the student parking lot and begin in front of the gymnasium, starting directly in front of the gymnasium. The car line should wrap towards the football field. No students are permitted to exit their cars at the front door. The front door will be for students leaving SouthWest school.

- Carpool students are required to enter the school building utilizing the Gym Lobby Entrance and report directly to gymnasium or the cafeteria to eat breakfast.

Bus Information

- Students will remain on the bus until the administrator dismisses the bus.
- Students needing transportation should contact assistant principal, lperry@ecps.us, to request transportation.
- Students will enter through the gymnasium.

Student Driver Information

- Students will not be allowed to enter the building until 7:05AM. Until then, all students will be required to wait in their vehicles.
- Beginning at 7:05 AM, student drivers are required to utilize the crosswalk in front of the gymnasium and proceed to the gym entrance.

Late Arrival Information

Students arriving after 7:30AM, should enter the front office to sign in to receive a tardy note to class. Excessive tardiness may result in disciplinary action or cause the student to need to retake the class.

COVID-19 Procedures

Prevention

- SWEHS administration actively reviews the [StrongSchools NC Public Health Toolkit](#).
- Custodians disinfect hallways and stairwells; high touch surfaces are disinfected regularly.
- Hand sanitizer is readily available.

Students Feeling Ill

- Students that exhibit COVID symptoms will be reported to administration immediately.
 - These students will be escorted to an isolation area.
- Guardians will be contacted to pick up the student and administration will communicate next steps for the teacher/class.
- SouthWest will follow the guidance provided by Edgecombe County Public School Central Office under guidance of the [StrongSchools Public Health Toolkit \(K-12\)](#).

Reporting

- If a student is COVID positive, please communicate with our administration immediately.

Masks

During the Academic Day

- Masks are optional while on campus as a student, staff member, or visitor.
- Only approved masks will be allowed; no total face coverings are allowed on campus.
- For more information regarding proper mask use, visit:
<https://www.cdc.gov/coronavirus/2019-ncov/your-health/effective-masks.html>

Social Distancing

- No longer required.

Student Attendance Expectations

Daily Attendance Protocols

Attendance will be a factor when considering promotion and retention of students. In the event that a student's retention is appealed, the student's attendance record shall be a major factor in the appeals process.

- Three (3) tardies are equivalent to one absence for local reporting purposes.
- After a student's absence, guardians will be notified by phone using our Connect-ed system.
- After a student's sixth (6th) **unexcused** absence, guardians will be notified in writing.
- After a student's tenth (10th) **unexcused** absence, school administration will be notified as an item for action:
 - After 10 days, students are no longer eligible to receive credit for the course.
 - If over 16, a student may be dropped from the school and considered withdrawn.
 - If under 16, the student's guardian may be served by the Edgecombe County Magistrate's Office with a [North Carolina Compulsory Attendance Law violation](#). Any parent, guardian or other person violating the provisions of this Part shall be guilty of a Class 1 misdemeanor. (1955, c. 1372, art. 20, s. 4; 1969, c. 799, s. 2; 1981, c. 423, s. 1; 1993, c. 539, s. 888; 1994, Ex. Sess., c. 24, s. 14(c); 2005-318, s. 1.)

Review Board Policy 4170 Attendance for further details.

Tardies

Students will not be admitted to class after the tardy bell sounds unless they have explicit, written consent from a staff member. All tardy students should report to Ms. Mabry.

Late arrival to school should result in the student obtaining a pass from the front office after signing in with Ident-a-Kid.

Compulsory Attendance Law

According to the Compulsory Attendance Law 115C-378, children between the ages of seven (7) and sixteen (16) years shall attend school continuously while school is in session. It is the responsibility of the parent, guardian, or other person in charge or control of a child to make sure he/she is in attendance regularly because it is unlawful for a child to be absent from school without a valid reason.

In order to comply with G.S. 115C-558, students will be required to bring a note from their parent/guardian on the first day back after being absent. The parent or guardian should notify the school of the reason for each known absence. After ten (10) unexcused absences, the principal and attendance counselor will notify the district attorney or file a juvenile complaint.

Breakfast

SouthWest receives funding through “No Kid Hungry North Carolina.” This enables us to serve a full breakfast to every student every day at no cost to the student. Students will have the opportunity to eat breakfast from 7:05 - 7:30AM in the classroom through a ‘grab and go’ option.

Lunch

SWEHS offers a full lunch program to every student every day at no cost to the student. Meals are prepared on-site. There will be no outside food allowed to be brought to students; students may feel free to have a packed lunch from home.

Visitors

While SWEHS welcomes all guardians and visitors to our school. Classroom visits must be approved by the Principal one (1) day in advance to visit. Visitors should park in the visitor parking lot located at the front entrance of the school. School policy states visitors should sign in to the office when arriving on campus.

Academics

North Carolina Standards

All of the instruction at our school will be aligned to the North Carolina standards. For questions about the standards, feel free to contact SWEHS teachers. The standards are available at [NC DPI: Standard Course of Study](#). Specific course standards are listed here: [Standards and Unpacking](#)

End of Course Tests & Career Technical Education Tests

Students will take state tests at the end of the semester if enrolled in Math I, Math III, English II, or Biology. They are also required to take a CTE state test for Accounting, Principles of Business, Career Management, Child Development, Foods I. Foundations of Health Science, and Health Science I.

State Standards: Students will demonstrate proficiency by scoring achievement Level III or above on the North Carolina End-of-Course tests.

Supplies

All students are responsible for bringing instructional materials into the school building daily. Materials include: pencils, highlighters, paper, binder/folder, etc. Students may carry a backpack; no locker will be issued.

Grading Procedures

Your child will receive his/her report card each 6 weeks.

Edgecombe County Public School implemented the 10 point grading scale (in 2015 – 2016):

- 90 – 100 = A
- 80 – 89 = B
- 70 – 79 = C
- 60 – 69 = D
- Under 59 = F

SouthWest's grade distribution allows assignments to count for different grade percentages:

- Test and Projects: 40
- Quizzes: 30%
- Classwork: 20%
- Homework: 10%

Understanding GPA Calculations

Unweighted GPA Calculation on Student Transcript

Standard Level, Honors, AP, and College Transferable Courses all receive the same unweighted GPA points below:	
A = 4 points	
B = 3 points	
C = 2 points	
D = 1 points	
F = 0	

Weighted GPA Calculation on Student Transcript

- Honors classes will receive an additional one-half (.5) of a quality point (total of 4.5 quality points possible)
- AP classes will receive an additional 1 quality point (total of 5 quality points possible)
- BCCC college transferable classes will receive an additional 1 quality point (total of 5 quality points possible)

Standard Level Course	Honors Courses	Advanced Placement (AP) & College Transferable Courses
A (90 – 100) = 4 points	A = 4.5 points	A = 5 points
B (80 – 89) = 3 points	B = 3.5 points	B = 4 points
C (70 – 79) = 2 points	C = 2.5 points	C = 3 points
D (60 – 69) = 1 point	D = 1.5 points	D = 2 points
F (Below 59) = 0 points	F = 0 points	F = 0 points

Example Student GPA Calculation:

Class	Grade Earned	Credit Earned	Unweighted GPA	Weighted GPA
Biology	97 (A)	1	4 points	4 points
Honors NC Math 2	89 (B)	1	3 points	3.5 points
AP World History	79 (C)	1	2 points	3 points
Health & PE	69 (D)	1	1 point	1 point
Dance 1	59 (F)	0	0 points	0 points
Total		4 Credits	10 points	11.5 points
Divide total GPA points by credits earned in high school.			2.5 Unweighted GPA	2.875 Weighted GPA

Local Promotion Standards

Obtain credits to ensure the appropriate grade with 1 credit being English/Language Arts.

- To be promoted to 10th grade: 6 credits including ONE unit of English needed for graduation
- To be promoted to 11th grade: 13 credits including ONE unit of English needed for graduation
- To be promoted to 12th grade: 20 credits including TWO units of English needed for graduation

Student-Athlete Eligibility

All athletes must have the following 3 forms on file with the coach and athletic director for the present school year:

- a current physical on file,
- have their G-waller initialed and signed,
- and their NCHSAA authorization form signed.

Please visit dragonflymax.com to complete forms.

Each student athlete must pass 3 out 4 the previous semester to be eligible for the next semester.

Attendance and promotion are an LEA policy. Edgecombe County expects their athletes to be promoted. Passing English is required to be promoted.

Student athletes must also meet residence eligibility requirements and live with a parent or legal guardian.

Once a student enters the 9th grade, he/she has eight consecutive semesters to play sports.

Senior students must be enrolled in 2 classes during the spring semester in order to play.

An athlete that turns nineteen on or before August 31st will NOT be eligible to play sports.

As per Edgecombe County Policy, athletes that are out of school suspended will not be able to play or practice during the out of school suspension and may be subject to dismissal from the team.

Graduation Standards

The state of NC requires 22 credits to graduate, but ECPS requires an additional 6 local credits. Students in ECPS need 28 credits to earn their high school diploma.

- English (4 credits)
- Math (4 credits - Math I, I, III and 4th Level Math based on Post-Secondary Plans)
- Social Studies (4 credits)
- Science (3 credits)
- Health/PE (1 credit)
- Electives (12 credits)
- Foreign Language (2 credits needed if applying to UNC College System School)
- Many students will graduate with more than 28 credits; usually 32

PowerSchool

Edgecombe County School guardians are now able to view their child's grades online. We ask that all parents partner with the school by creating a PowerSchool account, available through the Internet or cell phone app. For more information, please contact our Data Manager, Ms. Wells, to bwells@ecps.us.

Academic Honors

- Honor Graduate: Weighted 3.83 GPA
- Junior Marshal: Top 15 students
- National Honor Society: Weighted 3.63 GPA and Application; induction takes place in the spring of 10th grade
- NC Academic Scholar: 3.5 Unweighted GPA; Chemistry; 4th level math has to be Math IV Honors/MAT 171; four elective concentration; two higher level courses taken during 11th/12th grade that carry 4.5/5 quality points
- Latin Honors System: See below.
- SWEHS will have a salutatorian and valedictorian at graduation.

Senior Awards Criteria

Latin Honors System

An Edgecombe County Public Schools Honors Diploma represents exemplary academic achievement and completion of all state and local requirements inclusive of two (2) units of the same foreign language. Substitutions of Career & Technical Education courses for core classes will not be allowed for Honors Diplomas.

Latin Honors will be recognized at commencement beginning the 2021-2022 academic year. The Latin designation for students will be determined at the end of the fall semester of the senior year. Graduates will be recognized with a special cord or stole. Weighted GPA requirements will be:

Cum Laude: 3.750 - 3.999

Magna Cum Laude: 4.000 - 4.249

Summa Cum Laude: 4.250 and up

Cell Phone Policy

Students are permitted to carry their cell phones, but they should not be used during instruction unless permission is given by a SouthWest staff member. Students will be allowed to use their cell phones appropriately during hallway transitions and their designated lunch time.

To protect the integrity of the learning environment, noncompliance with this policy will result in disciplinary action, such as a school issued consequence or the school holding the cell phone for student or guardian pick up.

Repeated abuse of the policy shall be categorized as a Category I Offense as outlined in the Edgecombe County Board of Education Code of Student Conduct and subject to the consequences outlined therein, including out-of-school suspension. Disciplinary action may vary when a student has a record of other student conduct violations during the current school year.

Student Code of Conduct

The Edgecombe County Public School Board of Education has adopted Policy 4300 as the code of student conduct. All students shall comply with the code of student conduct of the Edgecombe County Public School, state and federal laws, Board policies, and local school rules governing student behavior and conduct.

Students must comply with the Code of Student Conduct in the following circumstances:

- while in any school building or on any school premises before, during or after school hours;
- while on any bus or other vehicle as part of any school activity;
- while waiting at or being released at any school bus stop;
- during any school-sponsored activity or extracurricular activity;
- when subject to the authority of school employees; and
- at any place or time when the student's behavior has or is reasonably expected to have a direct and immediate impact on the orderly and efficient operation of the schools or the safety of individuals in the school environment.

Common Language of Expectations

1. Arrive on time.
2. Do your best work.
3. Keep trying when things are hard.
4. Show respect for yourself, our space, and one another.

Prohibited Conduct

Level One Violation

1. Dress Code Violations - No student's appearance or clothing will be accepted if it is disruptive, provocative, indecent, vulgar, or obscene, or if it endangers the health or safety of the student or others (Specific dress code rules are set forth in Board Policy 4340).
2. Gambling - No student may participate in any unauthorized gambling or betting including but not limited to any action or statement which relies on chances for the monetary advantage of one participant at the expense of others. This rule does not apply to authorized raffles.
3. Inappropriate or Disrespectful Language - No student may use words that disrupt school functions or the learning environment. Examples of prohibited conduct include: cursing, using vulgar, obscene, or abusive language including slurs or insults intended to mock a person's race, religion, sex, sexual orientation, national origin, disability or intellectual ability, or using sexually offensive or degrading language.
4. Lying - No student shall provide false information to a teacher or any other school staff member.
5. Integrity - Cheating, plagiarism or falsification of student work is prohibited. Violation of this rule may result in academic penalties and other discipline. Students may not violate software copyright laws or gain unauthorized or prohibited access to computers.
6. Disruption - No student shall, by use of passive resistance, noise, threat, fear, intimidation, coercion, force, violence, or any other form of conduct cause the disruption of any lawful function, mission, or process of the school, nor shall any student urge any other student to engage in such conduct.
7. Protests - No student, on or off any school campus, shall engage in any protest, march, picket, sit-in, or similar activity, which has as its purpose the disruption of any lawful function, mission, or process of the school.
8. Boycotts - No student shall participate in any boycott or walkout of any lawful school function at which attendance is required.

9. Disruptive or Obscene Literature and Illustrations - No student shall possess or distribute literature or illustrations that are obscene or that significantly disrupt the educational process.

10. Skipping School /Truancy from Class - Students may not leave school grounds or fail to report to an assigned class during the instructional day unless authorized to do so in accordance with school rules.

11. Damage to Property - No student may intentionally damage or attempt to damage or deface school property while under school jurisdiction. Students and their parents or legal guardians will be held financially responsible for the cost of the damage, as provided by N.C.G.S. § 115C-523. Students will be subject to disciplinary actions as well.

12. Tobacco Use - Students shall not smoke or possess any tobacco product or paraphernalia or otherwise violate Board Policy 2505: 100% Tobacco-Free Environment.

13. Possession of Cellular Telephones, Pagers, Beepers or Other Disruptive Objects - Except as permitted by this policy, no student shall use, display, transmit or have in the "on" position during the instructional day any wireless communication device or personal entertainment device, including but not necessarily limited to, cell phones, tablets, pagers, two- way radios, CD/MP3 players, and electronic games or similar devices. Laser pointers are prohibited. The Edgecombe County Public Schools is not responsible for any devices lost, stolen or damaged while on school property or at school events.

14. Trespassing - No student shall be on the campus of any school except the one to which the student is assigned during the school day without the knowledge and consent of the officials of that school. Students who loiter at any school after the close of the school day without special need or proper supervision are trespassers and may be prosecuted if they do not leave when instructed to do so. A student under suspension from school is trespassing if he/she appears on the property of any school during the suspension period without the express permission of the principal.

15. Misconduct on the School Bus - No student, while riding a school bus or other school vehicle, shall fail to follow the directives of the school bus driver and the rules and regulations of school bus safety as well as the rules of the Code of Student Conduct. Violation of these rules may result in temporary or permanent suspension from the privilege of school transportation services as well as from school.

16. Failure to Report Any Acts that Jeopardize the Orderly Operation of School - No student shall fail to report to the school administration information that could jeopardize the orderly operation of a school such as but not limited to knowledge of a planned fight, guns, false alarms, or drugs.

17. Failure to Comply with Lawful Directive - No student shall fail to follow a directive given to the student by school personnel.

18. Misuse of Technology - No student shall violate the Edgecombe County Public Schools Internet Use Policy (Policy 3460), school rules regarding computer use, or Laptop Use Agreements. Sanctions for misuse of district-owned computers or the computer network may include short- or long-term revocation of computer privileges in addition to other disciplinary consequences applicable under this

Code. Users who engage in criminal activity using district-owned computer resources are subject to applicable state and federal criminal laws.

Level Two Violations

1. Fireworks - No student shall possess, distribute, ignite or use any fireworks on school premises.
2. Inappropriate Peer Relations - No student shall engage in behavior which is immoral, indecent, overly affectionate, or of a sexual nature in the school setting.
3. Threats - No student shall direct toward any person within the school context any language, sign, or act which constitutes a threat of force or violence.
4. Fire Alarms - No student shall set off, attempt to set off, or aid and abet anyone in giving a false fire alarm. No student shall interfere with or damage any part of a fire alarm, fire detection, smoke detection, or fire extinguishing system.
5. Fighting - No student shall hit, shove, scratch, bite, block passage of, or throw objects at another person. No student shall take any action or make comments or written messages which might reasonably be expected to start a fight. Provided: A student who is attacked may use reasonable force in self-defense but only to the extent to get free from the attack and notify proper school authorities. A student who exceeds reasonable force may be disciplined even though someone else provoked the fight.
6. Sexual Harassment or Harassment including Bullying or Cyberbullying (Nonphysical) - No student shall engage, verbally or through other non-physical means, in sexual harassment, as defined in Board Policy 4315, which includes, but is not limited to, any unwelcome and/or offensive comments or gestures of a sexual nature, the display of sexually suggestive objects or pictures, or in other forms of harassment, including bullying as defined in Board Policy 4315.
7. Hazing - No student shall participate in hazing. Examples of hazing include requiring a student to wear abnormal dress or undertake dangerous or ridiculous activities, frightening, scolding, swearing, harassing, or subjecting another to personal indignity.
8. Intimidation/Extortion - No student shall attempt to extort money, personal property, or personal services.
9. Theft - No student shall steal, attempt to steal, or knowingly be in possession of stolen property.

Level Three Violations

1. Assault - No student shall attack or cause or attempt to cause physical injury to a teacher or other adult, or to another student.

2. Drugs - No student shall possess, use, transmit, sell, or conspire or attempt to transmit or sell, or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, anabolic steroid, other controlled substance, any alcoholic beverage, malt beverage, fortified wine, other intoxicating liquor, drug paraphernalia, or counterfeit drugs, or inhale or ingest any chemicals or products with the intention of altering the student's mood or behavior. This provision does not prohibit the possession and use of medication taken in accordance with a prescription from a licensed physician.

3. Possession of Weapons other than Firearms - No student shall possess, handle, or transmit any weapon or facsimile of a weapon (including firearm facsimiles). Examples of weapons include knife, razor, bludgeon, BB gun, pepper spray, or any sharp-edged or pointed instrument except for instructional supplies or unaltered nail files and clips. Principals may give advance permission for use or display of weapons for educational or ceremonial purposes.

4. Sexual Harassment or Harassment including Bullying (Physical) - No student shall physically engage in sexual harassment as defined in Policy 4315, which prohibits, among other things, any offensive touching of another person's private parts, including buttocks or breasts, or forcing or attempting to force another to engage in a sexual act against their will. Further, no student shall physically engage in harassment, including bullying, as defined in Board Policy 4315.

5. Arson - No student shall burn or attempt to burn any school building or property. No student shall possess pyrotechnic or incendiary material which could result in the burning of school property.

6. Aiding a Bomb Threat or Hoax - No student shall fail to report to school administration a bomb threat or hoax being discussed or planned to occur on educational property or at a school sponsored curricular or extracurricular activity.

7. Prohibition of Gangs and Gang Activities - No student shall commit any act which furthers gangs or gang related activities. A 'gang' is defined as any ongoing organization, association, or group of three or more persons, whether formal or informal, having as one of its primary activities, the commission of criminal acts and having a common name or common identifying sign(s), or symbol(s). Conduct prohibited includes: (1) Wearing, possessing, using, distributing, displaying, or selling any clothing, jewelry, emblems, badges, symbols, signs, or other items which may be evidence of membership or affiliation in any gang; (2) Communicating either verbally or nonverbally (gestures, handshakes, slogans, drawings, etc), to convey membership or affiliation in a gang; (3) Tagging, or otherwise defacing school or personal property with gang or gang- related symbols or slogans; (4) Requiring payment of protection, insurance, or otherwise intimidating or threatening any person related to gang activity; (5) Inciting other students to intimidate or to act with physical violence upon any other person related to gang activity; (6) Soliciting others for gang membership; (7) Committing any other illegal act or violation of school rules and/or school district policies that relate to gang activity.

8. Use or Threatened Use of a Weapon - No student shall use in a threatening or dangerous manner any weapon or other object that can be considered a weapon or a facsimile of a weapon.

9. Bomb Threat or Hoax - (a) No student shall make a bomb threat by making a false report that a device designed to cause damage or destruction by explosion, blasting, or burning is located on school premises; (b) No student shall perpetrate a bomb hoax by placing or concealing on school premises a device intended to cause any person to believe the device to be a bomb.

10. Terrorist Threat or Hoax - (a) No student shall communicate by any means to any person or group of persons, a report, knowing or having reason to know the report is false, that there is located on educational property or at a school-sponsored curricular or extracurricular activity off educational property any device, substance, or material designed to cause harmful or life-threatening illness or injury to another person; (b) No student, with intent to perpetrate a hoax, shall conceal, place, disseminate or display a device, machine, instrument, artifact, letter, package, material, or substance on educational property or at a school-sponsored curricular or extra-curricular activity off educational property, so as to cause an person reasonably to believe the same to be a substance or material capable of causing harmful or life-threatening illness or injury to another person; (c) No student shall threaten to commit on educational property an act of terror that is likely to cause serious injury or death, when that threat is intended to cause a significant disruption to the instructional day or a school-sponsored activity, or causes such a disruption; (d) No student shall make a report, knowing or having reason to know the report is false, that there is about to occur or is occurring on educational property, an act of terror that is likely to cause injury or death, when that report is intended to cause a significant disruption to the instructional day or a school-sponsored activity, or cause such a disruption; (e) No student shall conspire to make a terrorist threat or hoax within the meaning of this policy.

Bullying

The Edgecombe County Board of Education is committed to providing a safe environment that is conducive to learning. The Board specifically prohibits bullying (including cyberbullying) and harassing behavior. Bullying or harassing behavior is any pattern of gestures, communications (written, electronic, or verbal), or any physical act or any threatening communication that takes place on school property, at any school-sponsored function, or on a school bus/bus stop. Bullying or harassment is prohibited at all levels.

Dress Code (Board Policy 4316)

The Edgecombe County Board of Education (the "Board") believes that the dress and personal appearance of students greatly affect their academic performance and their interaction with other students. The Board requests that guardians outfit their children in clothing that is conducive to learning. The Superintendent will establish dress and grooming guidelines for students to follow (see 4316-R). Generally, dress and grooming standards that comply with the Superintendent's guidelines will be deemed acceptable unless the individual school has implemented a Board approved site-based uniform policy. However, the Board prohibits any appearance or clothing that does the following:

1. violates a reasonable dress code adopted and publicized by the school;

2. is substantially disruptive (for information on gang-related attire, see policy 4328, Gang- Related Activity);
3. is provocative or obscene; or
4. endangers the health or safety of the student or others.

The principal and/or principal's designee shall ensure that the policy is enforced in a consistent manner and require the student and the student's parent or guardian to take appropriate action to remedy situations determined to be in conflict with this policy.

Before receiving disciplinary consequences, a student who is not in compliance with this policy, Superintendent guidelines (see 4316-R) or a school dress code will be given a reasonable period of time to make adjustments so that he or she will be in compliance. Disciplinary consequences for a student who fails to comply after being offered this opportunity shall be consistent with Section D of policy 4300, Student Behavior Policies. The Superintendent or designee shall list in the Code of Student Conduct the specific range of consequences that may be imposed on a student for violation of the dress code. Students who do not comply after being given an opportunity which is reasonable under the circumstances to do so, may not be permitted to participate in certain school programs, including graduation ceremonies.

The principal and/or principal's designee shall have the authority to implement the student dress and appearance policy in a manner that is age and developmentally appropriate. Reasonable consideration shall be made for those students who, because of a sincerely held religious belief or medical reason, request a waiver of a particular guideline for dress or appearance. The waiver request shall be in writing from the parent or guardian and approved by the principal and/or principal's designee on an annual basis.

[Dress and Appearance Guidelines](#)

The specifics below are not intended to be all-inclusive, but shall apply as basic guidelines for all students.

Basic Principle: Certain body parts must be covered for all students. Clothes must be worn in a way such that body parts and stomach are covered with material which is not see through.

Must Wear:	May Wear:	Cannot Wear:
<ul style="list-style-type: none"> • Clothing-shirt with pants or skirts or equivalent (dress, jumpsuit, etc.). • Skirts/dresses must cover mid-thigh at all times, including when standing, sitting and bending. • Shirts must cover the belly button. • Shorts must at least have a 5-inch inseam. • Shoes. 	<ul style="list-style-type: none"> • Hats, scarves, wraps, headbands, wave caps and bonnets. • Hoodie WITH face and ears visible. • Leggings (not see through), jeggings, and yoga pants. • Distressed bottoms covering pelvic area including when standing and sitting. • Tank tops (spaghetti straps and halter tops are okay). 	<ul style="list-style-type: none"> • Bandanas. • Headgear that covers the face (except for religious practices). • Clothing showing underwear (including sagging pants). • No adornment that reasonably could be perceived as or used as, a weapon shall be allowed (such as chains, spikes, etc.). • Any article of clothing found to interfere with the educational process by the administration is prohibited. This includes, but is not limited to clothing with obscene expressions, is gang-related, profane, pornographic, represents illegal behavior, demeans race, religion, sex, ethnicity, or advocates for pain, death, suicide, or drug/alcohol/tobacco use.

Violations of the Student Dress Code and Appearance Policy

Student violations shall be handled by the principal or the principal's designee in accordance with the Edgecombe County Board of Education Code of Student Conduct. Appropriate disciplinary actions for violations shall include the following:

- **First Offense:** Students shall be informed that they have violated the policy. They shall be given the opportunity to change into acceptable clothing by using available clothes at school or by calling a parent/guardian to bring clothes. If neither of these options is used, the students may be placed in in-school suspension or isolation for the remainder of the day.
- **Second Offense:** A second infraction of the policy shall be considered as defiance. In addition to the disciplinary actions available for a first offense, a parent/guardian conference may be held.
- **Third (and additional) Offenses:** A third or additional infraction of the policy shall be categorized as a Category I Offense as outlined in the Edgecombe County Board of Education Code of Student Conduct and subject to the consequences outlined therein, including out-of-school suspension. Disciplinary action may vary when a student has a record of other student conduct violations during the current school year.

School Bus Recommendations

Transportation will be provided for students who live in the outlying area of SouthWest Edgecombe School. All students are responsible for observing all rules and regulations regarding conduct and safety on the school bus (Board Policy 6510-R).

Students will only ride the bus to where they have been assigned to ride by the district. We recognize that it may be necessary for a student to ride the bus to an alternate location in case of family emergency, etc., in this case, the guardians should send a note stating the address the student needs to be picked up/dropped off for approval by the Assistant Principal. The note to the assistant principal should be provided in the morning so that the note may be verified and returned to the student prior to dismissal. Permission will only be granted if space is available on the bus.

The same rules for behavior on campus apply to behavior on the school bus and at the bus stop. Noncompliance with these rules will result in disciplinary action, such as suspension from the school bus or fromSWEHS. In the event of a bus suspension, other transportation will need to be arranged by the guardian.

Schedule

<p>Regular schedule:</p> <p>1st: 7:20-8:45 POWER: 8:50-9:40 2nd: 9:45-11:10 3rd: 11:15-1:05 A Lunch: 11:15-11:45 B Lunch: 11:53-12:23 C Lunch: 12:35-1:05 4th: 1:10-2:35</p>	<p>Traditional Schedule (No POWER):</p> <p>1st: 7:20-8:58 2nd: 9:03-10:40 3rd: 10:45-12:52 A Lunch: 10:45-11:15 B Lunch: 11:34-12:04 C Lunch: 12:22-12:52 4th: 12:57-2:35</p>
<p>2 hour delay:</p> <p>1st: 9:20-10:27 2nd: 10:32-11:39 3rd: 11:44-1:21 A Lunch: 11:44-12:14 B Lunch: 12:51-1:21 4th: 1:26-2:35</p>	<p>2 hour early release:</p> <p>1st: 7:20-8:27 2nd: 8:32-9:39 3rd: 9:44-11:21 A Lunch: 9:44-10:14 B Lunch: 10:51-11:21 4th: 11:26-12:35</p>
<p>3 hour delay:</p> <p>1st: 10:20-11:12 3rd: 11:17-12:39 A Lunch: 11:17-11:47 B Lunch: 12:09-12:39 2nd: 12:44-1:38 4th: 1:43-2:35</p>	<p>3 hour early release:</p> <p>1st: 7:20-8:13 2nd: 8:18-9:06 3rd: 9:11-10:33 A Lunch: 9:11-9:41 B Lunch: 10:03-10:33 4th: 10:38-11:35</p>



POWER

After a year-long student empathy interview process in the 2020-2021 school year, the master schedule was redesigned based on student feedback. As such, Plan Organize Work Eat Relax (POWER) was implemented in the 2021-2022 school year.

POWER will allow students to choose to join clubs, intramural sports, and student leadership activities while balancing time for academic intervention and support.

Student Dismissal Procedures

Carpool Information

- At dismissal (2:35 PM), students need to immediately proceed to the carpool area located in the front of the school. They will exit through the Main Lobby. You will be dismissed by your assigned Zone.

Bus Information

- At dismissal (2:35PM), students will immediately proceed to the bus parking lot. You will be dismissed by your assigned Zone.

Student Driver Information

- At dismissal, students need to immediately proceed to the student parking lot and enter their vehicles. They will exit through the Main Lobby.
- Students are expected to depart campus immediately.

For Your Information

Destruction Policy for Special Education Records

Records for Special Education students will no longer be maintained for longer than five years from the time of the student's exit/graduation from the Edgecombe County Public Schools system. Guardians are entitled to receive a copy of the record that may be needed for social security benefits or other purposes. Please contact the school should you wish to obtain a copy of your child's record.

Insurance

Student insurance will be handled by an insurance company contracted by the school system.

Enrollment forms will be sent home during the first week of school. All students are encouraged to have this insurance, but it is not required. Guardians should review the insurance choices in the provided brochure. If guardians are interested in purchasing student insurance, they should:

1. Complete and sign the enrollment form.
2. Enclose check or money order with the completed enrollment form. Check or money order must be made payable to the insurance company.
3. Mail the completed enrollment form and payment directly to the insurance company.

Health and Wellness

Emergency Care

Attempts to contact the guardians will happen immediately in case of an emergency. If the Principal considers the emergency serious enough to need immediate medical attention, a rescue squad will be called to transport the student to the nearest medical facility at the cost of the guardian. Otherwise, the parent/guardian will be notified in order that he/she may take the student to the doctor of his/her choice.

Guardians are asked to have a plan worked out ahead of time when they are called to pick up sick children. For the safety of all students, sick children will not be able to remain at school.

Medication

Medication will be administered in accordance with the following guidelines:

Prescription:

Written instructions signed by guardian and physician will be required and will include:

- Child's name.
- Name and signature of the licensed prescriber and telephone number.
- Name of medication.
- Dosage of medication.
- Frequency and time of medication administration.
- Date of the order and discontinuation date.
- Diagnosis and other medical conditions requiring medication, if not a violation of confidentiality or if not contrary to the request of the parent, guardian, or student to keep confidential.
- Specific instructions for administration.

Authorization forms to give medication on campus and medication records must be retained on file and will be considered confidential student records. Medication that is maintained for a student at school shall be kept securely in the school's office.

Non-Prescription (Over-the-Counter Medications):

Medication will be administered in the manner specified above for prescription medication, including the requirement of physician's signature. In addition to the requirements specified above, the principal shall require:

- Medication will be in the original container.
- Medication will be in date.
- Child's name will be written with a permanent marker on the bottle.
- Permission slip will always accompany the over-the-counter medicine.

Entry Vaccine Requirements

The Edgecombe Health Departments assists in monitoring student shot records. Unfortunately, if students are not up to date on their shots, they will be unable to attend school until their shot record is in date. Please note that these shots are standard shots, necessary for each high school in NC. This is **not** related to the COVID-19 vaccine shot.

Guardianship

The Edgecombe County Board of Education requires that individuals, other than parents of the child, must obtain legal custody or guardianship by court order to enroll a child in their care into the Edgecombe County Schools. This includes children living with relatives or anyone other than their parents. A copy of the court order must be presented to the principal upon enrollment, or within thirty (30) days of enrollment.

Child Abuse

The North Carolina Child Abuse Reporting Law of 1971 requires "any person who has reasonable cause to suspect that any child is abused or neglected, shall report the case of such abuse to the director of social services of the county where the child resides or is found."

Inclement Weather Procedures

At certain times during extremely inclement weather, it is necessary to suspend the operation of schools in Edgecombe County. This is usually done only at times when accumulations of snow or ice are on the roads that are traveled by school buses, or due to other emergency conditions. The Superintendent is responsible for the decision based on recommendations from the Director of Transportation and Maintenance. The decision is usually made by 5:00 am in order to notify radio and TV stations. At this time, ConnectEd calling will begin and the decision will be posted on the ECPS website. You may also call the What's Happening Line at (252) 823-5800.

Asbestos

As required under EPA regulations, (40 CFR Part 763), which went into effect in December of 1987, Edgecombe County Public Schools have been inspected for the presence and condition of asbestos containing building materials. If you have any questions, please call the Edgecombe County School Maintenance Department at 252-823- 2808.

Thank You

Thank you to our guardians and students for their continued partnership with SouthWest Edgecombe High School. It is the expectation that all parents/guardians and students will familiarize themselves with the policies outlined in this handbook.