

2026-2027
Robbinsville Middle School
Student Handbook

Our Mission

Our mission at Robbinsville Middle School is to create an educational environment where all students can be successful. We strive to ensure that all students display positive character in and outside of the classroom.

Our Vision

At Robbinsville Middle School, we envision a thriving educational community where excellence, accountability, equity, and structure are the pillars that guide us. Our goal is to empower every student to reach their highest potential and become responsible, innovative, and strong leaders in the 21st century.

Table Of Contents:

Courses and Staff - - - - - - - - - - - - - - - - pg 4 - 5
Attendance Policy - - - - - - - - - - - - - - - - pg 6 - 8
Grading Policy - - - - - - - - - - - - - - - - - - pg 9
RMS Honor Code - - - - - - - - - - - - - - - - pg 10
Student Behavior - - - - - - - - - - - - - - - - pg 11 -17
Discipline Policy - - - - - - - - - - - - - - - - pg 18 - 22
Classroom Procedures - - - - - - - - - - - - -pg 23 - 24
RMS Athletics - - - - - - - - - - - - - - - - - - pg 25 - 28
General Information & Policies - - - - - - pg 29 - 32
Healthy Student Act and Policy - - - - - -pg 32 - 36
Emergency Policies - - - - - - - - - - - - - - -pg 36 - 37
Child Nutrition Program - - - - - - - - - - - pg 38 - 39
Integrated Pest Management - - - - - -pg 40 - 43
Notice to Parents & Parent Letter - - -pg 44 - 45

MIDDLE SCHOOL TEACHERS:

6th Grade Language Arts:
Paige Gross

7th Grade Language Arts:
Emmy Miller

8th Grade Language Arts:
Amanda Adams

6th Grade Math:
Sabrina Lane

7th Grade Math:
Tucker Cape

8th Grade Math:
Chad Thompson

7th Grade Social Studies:
Brandi Adams

8th Grade Social Studies:
Bryan Beasley

6th-8th Grade ELA Exceptional Children:
Charity Brooks

6th-8th Grade ELA EC Assistant: April Farley

6th-8th Grade Math Exceptional Children: Brittany Snider

6th-8th Grade Math EC Assistant: Haley Orr

6th Grade Science: Tara Williams

7th Grade Science: Brittney Chekelelee

8th Grade Science: Reece Adams

PE: Shawn Lakey, Annie Dalton

Intro to Careers: Koty Burdette

Intro to Computers:
Taylor Oquendo

Art: Lynn Lynn

Band, Chorus: Amber Watkins

Yearbook, Multimedia:
Miranda Buchanan

Native Cultures: Kristie Frady

RMS Office and Support Staff:

RMS Principal:
Warren Knott

RMS Assistant Principal:
Shae Mullinax

RMS Secretary: Karen Hedrick

Career Development Coordinator:
Shannon Knott

Guidance Counselor: Amber Davis

TPPI Coordinator: Kristi Griggs

Media Center: Wendy Cable

Athletic Director: Cody George

School Nurse: Trudy Bracket

Native American Counselor:
Holly Jackson

School Social Worker: Katrina Nelms

School Resource Officer: Cody George

Career and Technical Education Rotation (8th): Lori Waldroup, Rick Parham, Megan Williams, Andera Adams, Adriana Watts

School Contact Information
Robbinsville Middle School 301B Sweetwater Rd. Robbinsville, NC 28771
RMS Office: 479-9840 Fax: 479-9847

THINGS YOU NEED TO KNOW AS A BLACK KNIGHT!

Robbinsville Middle School Student Attendance Policy

Attendance - Academic success and school attendance go hand in hand. Hence it is important that students attend school everyday. Parents are legal guardians and responsible for ensuring that students attend and remain at school.
Recognizing that regular school attendance is the foundation for learning and that the North Carolina Attendance Law requires attendance of students between the ages of seven and sixteen, these regulations are intended to inform, to encourage regular attendance, and to hold students and parents responsible for attendance. Children over age seven are subject to the compulsory attendance law as long as they are enrolled in public school (G.S. 115C - 378).
To be considered in attendance, a student must be present in the school for at- least one-half of the school day or at a place other than the school with the approval of the appropriate school official to attend an authorized school activity. These activities include field trips, athletic contests, school conventions, music festivals, or similar activities.

Definitions:
One-half - is defined as one-half of the instructional time scheduled in the student's day.
School year - is defined as 1,025 instructional hours.
Chronic Illnesses/Conditions - A doctor's verification of an illness/condition which is likely to result in the frequent absence of a student shall be placed in the student's health record.

Excessive Absences - Students who exceed five (5) unexcused absences per semester grading period may be referred to the office for disciplinary action.

Students must be in attendance to participate in afterschool activities including: sporting events, concerts, dances, club meetings. Exceptions will only be made with a doctor's excuse.
Excused Absences: An absence will be considered excused for the following reasons.

- Death in the immediate family
- Court Proceedings
- An illness with a doctor's excuse - only original doctor's notes or faxes from the doctors offices will be accepted. Students caught forging or altering doctor's notes will be suspended and possible referral to the Academy. (The doctor's office will be notified). **All doctors' excuses must be turned in prior to the end of the nine weeks in which the absence occurred.**

● Visitation with the student's parent or legal guardian, at the desecration of the Superintendent or designee. If the parent or legal guardian (a) is an active duty member of the uniformed services as defined by the policy 4050, Children of Military Families, and (b) has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat support posting.

State Attendance Policy
Upon 3 unexcused days absent: a letter to parent or guardian
Upon 6 unexcused days absent: Letter to parent or guardian
Upon 10 days unexcused absence: If under 16, refer to juvenile services or to District Attorney and if over 16, May be referred to The Academy and after 10 consecutive days dropped for the semester

Procedure for Requesting Educational Days
Throughout the year, opportunities may arise that allow students to experience educational events outside the normal educational environment and away from the school's campus or get the opportunity to spend quality time with family that is outside of the normal. The following is the process by which these days can be counted as educational days:
● All educational days MUST be pre approved by the principal. No more than three (3) educational days will be granted during one school year. Students will be required to turn in an assignment given by the principal once they return.

Making Up Missed Assignments
Assignments given for/during make-up time shall be appropriate for the class missed. Students who have excused absences in a course are responsible for picking up the necessary forms and getting the assignment for their teacher(s). Teachers will determine the date the assignments are due.

RMS Tardy to School Policy
Students who come in after 8:00 a.m. Must check into the office immediately upon arrival at school. Tardies and early dismissals are excused with a note from a Doctor's Office. Excessive unexcused tradies will result in disciplinary actions, 5 tardies per 9 weeks.

RMS Early Dismissal Policy
Every effort should be made to remain at school for the entire day except for emergencies or medical appointments. Excessive unexcused early dismissals will result in disciplinary actions, 5 early dismissals per 9 weeks.

Chronic Illnesses/Condition
A doctor's verification of an illness /condition which is likely to result in the frequent absence of a student may qualify the student as medically fragile; if determined to qualify a note will be included in the student's permanent record. Any student that is on a homebound status will not be allowed to participate in any extracurricular activities.

For students experiencing homelessness (see Board Policy 4125, Homeless Students), school officials must consider issues related to the student's homelessness, such as a change of caregivers or nighttime residence, before taking disciplinary actions or imposing other barriers to school attendance based on excessive absences or tardiness.

Excessive absences may impact eligibility for participation in athletics.
See policy 3620, Extracurricular Activities and Student Organizations.

Attendance Records
School officials shall keep accurate records of attendance, including accurate attendance records in each class. Attendance records will be used to enforce the Compulsory Attendance Law of North Carolina.

School-Related Activities
All classroom activities are important and difficult, if not impossible, to replace if missed. Principals shall ensure that classes missed by students due to school related activities are kept to an absolute minimum. School -related activities, approved by the principal, will not be counted as absences from either class or school: Assignments missed for approved field trips, athletic events, or student organization activities approved in advance will be eligible for makeup by the student. The teacher will determine when work is to be made up. The student is responsible for finding out what assignments are due and completing them within the specified time.

Students cannot be dropped off prior to 7:30 AM

RMS Grading Policy

A 90-100, B 80-89, C 70-79, D 60-69, F 59 and below
There are two Honor Rolls at the end of each 9 weeks: an "A/B" Honor Roll for students with all A's and B's; the Principal's List for students with straight A's.

RMS Promotion Policy:

- To be promoted, all students at RMS are required to meet or exceed all local and state promotion standards.

- Any student that has a failing yearly average in one class may be subject to attend summer school.

- Any student not achieving a level 3 or above on the EOGs to be considered proficient may be subject to retest in order to be promoted and may be asked to return to school and retake the EOGs.

- Any student that has a failing yearly average in two or more classes will be retained. The principal may take into consideration the students EOG scores and any special situations in order to offer other alternatives such as summer school and/or placement at The Academy.

Progress Reports: PLEASE LOOK FOR PROGRESS REPORTS EVERY 4.5 WEEKS AND A REPORT CARD AT THE END OF EACH 9 WEEKS. PARENTS MAY CHECK ON GRADES AT ANYTIME THROUGH THE INFINITE CAMPUS PARENT PORTAL.

Students who have not completed homework or classwork will be assigned afterschool tutoring Monday through Thursday 3:30-5:00pm. Parents will be responsible for student pickup.

WE ALSO INVITE AND ENCOURAGE PARENTS TO ATTEND OUR PARENT/TEACHER CONFERENCES.

ROBBINSVILLE MIDDLE SCHOOL HONOR CODE

The Robbinsville Middle School Honor Code is designed to protect the honesty of our students and the integrity of their academic achievement. The concept of character education creates an atmosphere of trust and respect in our school system.

The Robbinsville Middle School Honor Code is stated:

• I will not lie, cheat, or steal in giving assistance or receiving assistance in my academic endeavors.
• I will forthrightly oppose each and every incidence of academic dishonesty.
• I will give prompt notification to the appropriate teacher when I have witnessed any student who has given or received information of a dishonest nature.

The following will serve as the basis for actions as a result from violating the Honor Code:

• The student will receive a grade of zero for the work related to the incident.
• A conduct grade of “U” will be recorded and a written statement placed in the cumulative folder.
• Parents will be notified and may elect to come for a conference.
• The student has the right to appeal. It is therefore understood that every student has received and reviewed a copy of this Honor Code, and understands that they are expected to live by the guidelines as set forth by the Robbinsville Middle School educational community.

STUDENT BEHAVIOR

School Board Policy Regarding Student Conduct

The Graham County Board of Education invests in its school administrations' power to establish rules and regulations necessary to create and preserve conditions essential to orderly operation of schools. The Board demands student respect for law and those given the authority to administer it; this includes school rules and regulations as well as general provisions of law regarding minors. Therefore, each student must:

- Respect school rules and regulations provided by Board policies.
- Accept the leadership of the school and administrators responsible for enforcing these rules and regulations.
- Refrain from inciting violence or any demonstration that interferes with the orderly operation of school.

The Board authorizes its school authorities to employ probation, work detail, writing assignments, suspension, in-school suspension, after-school detention, Saturday detention, lunch detention, and expulsion if necessary to enforce these student conduct policies.

DEFINITIONS OF WRONG DOINGS:

Vandalism: Equipment and furnishings have been placed in our schools at a great expense to the citizens of our county for the benefit of all students. Any vandalism, no matter how small, will be dealt with severely. Vandalism includes marking on furniture, walls, lockers, bathrooms, or other school property. In some cases of vandalism the proper law enforcement agencies will be notified for possible prosecution. Restitution of damages will also be required.

Physical or Verbal Abuse of School Employees: No student shall intentionally cause or attempt to cause physical or verbal abuse to any school employee. Such action would indicate complete lack of respect for the authority of the school and may result in immediate suspension.

Physical or Verbal Abuse of Another Student: No student shall intentionally cause or attempt to cause physical or verbal abuse to another student. Violation of this rule will necessitate contacting the parent and initiation of appropriate punishment. Those who agitate such action will be deemed equally guilty and punishable. **HAZING OR BULLYING WILL NOT BE TOLERATED!!!**

Incidents of bullying are subject to bypass all forms of discipline and students can be assigned directly to C-Stop on the first offense or to the academy full-time.

Suspension of Students and Ineligibility to Participate in School Activities: A student who is suspended from school will not be allowed to participate in any school activity that takes place during the time of the suspension. This includes all sports and extracurricular events.

Weapons and Dangerous Instruments: No student shall knowingly possess, handle, or transmit any object which may reasonably be considered a weapon on the school grounds or off the school grounds at any school function. If ammunition is found in a student's possession, on the first offense, a warning will be issued, on the second and subsequent offenses the student will receive the consequence for insubordination. Discipline and the Exceptional Child: All policies and procedures related to discipline issues involving exceptional children will be adhered to by RMS.

Obscene Language: Obscene language, gestures, or profanity will not be tolerated.

Disruption of School: No student shall be permitted to disrupt the orderly operation of classes from within the class or outside the class. Hall passes are required for movement in the halls during class time.

Lunch / Break: Students are required to use the commons area for lunch and all breaks unless assigned to smart lunch or at the request of a teacher or administrator

Leaving School Grounds Without Permission: Students at no time may leave campus after they come on school grounds unless they check out through the office. Students guilty of leaving the school grounds without permission will be punished on the first offense. Continued offenses will result in suspension. The bridge near the high school track and softball field is the point at which school property begins. Skipping Classes: Skipping classes is not permitted. Students will be punished on the first offense. This will apply until the last day of school. No student is to be out of class unless the teacher is with him/her or unless he/she has a written permission slip from the office.

High School Wing: Some RMS students may be assigned to a class that meets on the RHS side of the building. Other than attending a class that is assigned to the student, they are not allowed in the high school area at any time unless given permission.

Dress Code: Robbinsville Middle School students shall dress in a manner that is appropriate and conducive to a safe learning environment. Modesty and decency of dress are stressed at Robbinsville Middle School; It may be necessary to have a conference with a student and/or a parent. If the students wear extreme variations of clothing that disrupt the educational atmosphere of the school: clothing worn to school should not be unsafe, indecent, or grossly inappropriate.

- Footwear - Shoes or sandals must be worn at all times.
- Shirts/ Tops - Any shirt that hangs lower than the bottom of shorts must meet the criteria for a dress or skirt. Tops must cover chest, midriff and back. Shirts with cut off sleeves can not expose the rib cage.

- Shorts/ Skirts - Shorts and skirts should be at least mid thigh length with no holes or exposed skin above the mid thigh area. Shorts should be worn around the waist line only with no exposed undergarments.
- Pants - Pants are to be worn at waist level with no exposed undergarments. Pants with holes should not have holes or exposed skin above the mid thigh area.

All students are expected to adhere to standards of dress and appearance that are compatible with a safe and effective learning environment. RMS students must wear clothing that is safe and appropriate for the activities of the class. Clothing should completely cover all undergarments.

Clothing cannot have logos or symbols which refer to, or promote tobacco, drugs, alcohol, violence, gangs, lewd conduct, or negative character.

Failure to comply with these guidelines will result in the change of clothing and/or ISS/OSS.

Tobacco: No student is permitted to use any tobacco products at any time, including non-school hours:
- At any school-sponsored or school-related event on-campus or off-campus. In addition, school district employees, school volunteers, contractors or other persons performing services on behalf of the school district also are prohibited from using tobacco products at any time while on duty and in the presence of students, either on or off school grounds. Further, no student is permitted to possess a tobacco product while in any school building, while on school grounds, or property or at any school-sponsored or school-related event or at any other time that students are under the authority of school personnel.

Office copiers: Students are not allowed to use the copiers in the office. They can go to the Library for copies.

Littering: Littering will not be tolerated. Students are responsible for putting cans and wrappers inreceptacles.Students may be rewarded if seen picking up litter. Paper articles carried from the cafeteria should also be put in receptacles. Not cleaning up after eating lunch in a classroom or on the grounds will be considered littering. Leaving the Commons Area a mess after lunch and break with trash on the floor and table, may result in a shorter lunch period.

Insubordination: Refusal to follow a reasonable directive of a teacher or administrator is insubordination; this may result in immediate suspension. The directive of a teacher or administrator shall be presumed reasonable, and the burden of proving the directive unreasonable will be the students.

Hazing: Hazing in any form is not permitted. More constructive methods of initiation into clubs and activities can be used.

• G.S. 14-35 Hazing: definition and punishment: It is unlawful for any student in attendance at any university, college, or school in this State to engage in hazing, or to aid or abet any other student in the commission of this offense. For the purpose of this section hazing is defined as follows: "to subject another student to physical injury as part of an initiation, or as a prerequisite to membership, into any organized school group, including any society, athletic team, fraternity or sorority, or other similar group." Any violation of this section shall constitute a Class 2 misdemeanor. (1913, c. 169, ss. 1, 2, 3, 4; C.S., s. 4217; 1969, c. 1224, s. 1; 1993, c. 539, s. 19; 1994, Ex. Sess., c. 24, s. 14(c); 2003- 299, s. 1.)

Courtship: Any behavior that reflects upon the dignity of the moral character of the students of RMS will not be tolerated. No display of public affection will be allowed.

Policy on School Searches: 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 lockers, or student automobiles under circumstances outlined below and may seize any illegal, unauthorized, or contraband materials discovered in the search. As
used in this policy, the term unauthorized means any item dangerous to the health or safety of students or school personnel, or disruptive of any lawful function, mission, or process of the school, or any item described as unauthorized in school rules available beforehand to the student. A student's failure to permit searches and seizures as provided in this policy will be considered grounds for disciplinary action.

- **Personal Searches** - A student's person and/or personal effects (e.g. purse, book bag, etc.) may be searched whenever a school authority has reasonable suspicion to believe that the student is in possession of illegal or unauthorized materials. If a pat down search of a student's person is conducted it will be conducted in private by a school official of the same sex and with an adult witness present, when feasible. If the school official has reasonable suspicion to believe that the student has on his or her person an item imminently dangerous to the student or others, a more intrusive search of the student's person may be conducted. Such a search may only be conducted in private by a school official of the same sex, with an adult witness of the same sex present, and only upon the prior approval of the superintendent or his designee, unless the health or safety of students will be endangered by the delay which might be caused by following these procedures.
- **Locker Searches** - Student lockers are school property and remain at all times under the control of the school; however, students are expected to assume full responsibility for the security of their lockers. Periodic general inspections of lockers may be conducted by school authorities for any reason at any time without notice, without student consent, and without a search warrant.
- **Seizure of Illegal Materials** - If a properly conducted search yields illegal or contraband materials, such findings shall be turned over to proper legal authorities for ultimate disposition.

DISCIPLINARY MEASURES:
Discipline procedures may be altered at the discretion of the administration depending on the seriousness of the offense. Violation of criminal law will be reported to the proper authorities. Offenses that are not specifically stated in classes I - V will be handled at the discretion of the administration. C-Stop will be used as an alternative to OSS in certain cases. Some incidents may result in placement at The Academy.

DISCIPLINARY MEASURES
Oftentimes the best response to failure to follow expectations established at RMS is to use logical consequences. For example, Students leave trash at the lunch table, they may be asked to clean the tables etc. If a student is caught graffiting the bathroom wall, rather than being suspended they may be asked to clean the walls.

Lunch Detention
Lunch detention will be assigned for students that have discipline problems during SMART Lunch or for students that miss assigned tutoring during SMART Lunch. It will be held in a designated classroom that may change from day to day or at a designated table in the commons area.

Work Detail
The administration may assign students to supervised work detail for some offenses.

In-School-Suspension
The student in in-school-suspension will be given a set of rules of conduct to be observed and must complete all assignments. Regular class-room teachers will be informed as to assignments needed and the duration of placement. Attendance rules will be enforced. Any absences, tardiness, etc. will result in additional days. Treatment consists of removal from the normal classroom atmosphere and increased level of individual attention. Students will report to the ISS room as soon as the morning bell rings. ISS students must also bring their chromebook and ALL books (including library) along with materials and supplies or receive an offense for not doing so - BE RESPONSIBLE!

*Also remember, three (3) offenses during an ISS assignment will result in out-of-school suspension for the number of days remaining for the assignment.

OSS Out of School Suspension
4 short term (10 days or less) per year. Thereafter, long-term suspension (LTS) will be recommended to the Superintendent. The progression for using OSS after ISS is 2, 3, 5, and 10 days beginning anew each semester.
**Students who reach the limit on any of the above discipline procedures will be assigned the next step in the discipline progression

Suspension According to State Law 115C-391(b): The principal of a school, or his delegate, shall have the authority to suspend for a period of ten days or less any student who willfully violates policies of conduct established by the local board of education, provided that a student suspended pursuant to this subsection shall be given an opportunity to take any quarterly, semester or grading period examinations missed during the suspension period. And 115C-391(c): The principal of a school, with prior approval of the superintendent, shall have the authority to suspend for periods of time in excess of 10 school days, but not exceeding the time remaining in the school year, any pupil who willfully violates the policies of conduct established by the local board of education. The pupil or his/her parents may appeal the deci-sion of the principal to the local board of education. It is the policy of Robbinsville Middle School that a suspension will not have a negative impact on academic achievement or on a student's ability to graduate.

C-STOP
is an alternative suspension program housed at The Academy. While assigned to C-STOP students will be allowed to do all normal classroom assignments and tests. Students that refuse to work or follow the rules of C-STOP will serve as the remainder of their time suspended and will not be able to complete classroom work.

After-School Detention
In certain incidents, students may be assigned After School Detention. Students will be required to serve time in the after-school program. The time will depend on the offense. Parents will be responsible for transportation to pick the student up, as buses will not be available.

Expulsion - According to State Law 115C-391(d): A local board of education may, upon recommendation of the principal and superintendent, expel any student 14 years of age or older who has been convicted of a felony and whose continued presence in school constitutes a clear threat to the safety and health of other students or employees.

Referral to Academy
The principal may refer a student to the academy when an alternative learning program/environment may be beneficial to the student or at times when a student's behavior is disruptive to the mainstream environment.

- Students may lose their privilege to participate in reward days, field trips, etc. based on excessive tardies and/or absences, failing grades, and office referrals.

Extreme Clause - For offenses which are deemed to be so serious as to endanger the student, the remaining student population, or the employees of the school, or to shock the conscience, suspension for the remainder of the school year is possible on the first offense. Discipline Records - Student Discipline Records will be kept by the classroom teacher and by the principal or his delegate.

RMS Discipline Procedure (Office Policy)

For procedures of accurate record keeping and consistency, offenses and infractions have been divided into four categories according to degree of seriousness. The infractions and guidelines for punishment are as follows:

Class I Offenses – *All offenses designated in this list are offenses the state of North Carolina uses to determine if a school is considered a "safe school." They are: Hazing; Alcohol and drugs; Dangerous weapons; Assault; Rape; Sexual assault; Any sexual offense; Robbery; Verbal abuse of any school employee; Death, other than natural causes; Unlawful setting of a fire; Communicating threats; Extortion; False fire alarm:*
Hazing; Rape; Robbery with a weapon or dangerous instrument; Death, other than natural causes, Unlawful setting of a fire:

- *1st Offense: Expulsion*

Sale or distribution of alcohol or drugs; Possession of weapons or other dangerous instruments; Assault with a weapon or dangerous instrument; Sexual assault; Assault of any school employee with or without injury; Assault of another student with injury; Assault of another person(not a school employee or student); Robbery without a weapon:

- *1st Offense: Long term suspension, referral to law enforcement, counseling, and student must return to school through The Academy*
- *2nd Offense: expulsion, referral to law enforcement*

Possession or use of alcohol and drugs; Assault of another student without injury; Sexual offense, Vandalism:

- 1st Offense: Ten (10) days C-Stop, completion of counseling, referral to law en-forcement
- 2nd Offense: Long term suspension, counseling, referral to law enforcement, and upon returning to school the student will be assigned to The Academy
- 3rd Offense: Long –term suspension with a referral for expulsion to the Superin-tendent and referral to law enforcement

Verbal abuse of any school employee; any verbal obscenity; obscene gesture; or uncivil language directed at any school employee:

- 1st Offense: 2-5 days C-Stop
- 2nd Offense: 5-10 day C-Stop
- 3rd Offense: Long-term suspension, return to school at The Academy
-

Verbal abuse/harassment of a student; Damage to school property; Theft of school property; Truancy; Communicating Threats; Extortion; False Fire Alarm:

- 1st Offense: ISS up to 3 days, C-Stop up to 10 days, or a combination of both
- 2nd Offense: C-Stop up to 10 days, referral to The Academy
- 3rd Offense: long term suspension, return to school through The Academy

Possession of drug paraphernalia will constitute “reasonable suspicion” and a search will be conducted by the administration.
Definition: Drug Paraphernalia - All equipment, products, and materials of any kind that are used to facilitate, or intended or designed to facilitate, violations of the Controlled Substances Act, including planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, and otherwise concealing controlled substances and injecting, ingesting, inhaling, or otherwise introducing controlled substances into the human body.

Offenses in Class I are cumulative throughout the students' entire middle school tenure .
***Out of School Suspension OSS may be used rather than C-Stop, depending on the severity of the offense.*

Class II Offenses - Disrespect of Authority
Any verbal or physical action towards a school employee that shows disrespect:
- 1st Offense: 2 days ISS
- 2nd Offense: 5 days ISS
- 3rd Offense: Referral to The Academy
- Subsequent offenses can result in long-term suspension.

Class III - A Offenses - Possession/Use of Tobacco or Nicotine Products
- 1st Offense: Students will be assigned 2 days of ISS
- 2nd Offense: 3 days ISS

- 3rd Offense 5 days ISS
- 4th Offense: C-Stop, Referral to The Academy
- Subsequent offenses can result in long-term suspension.

For the purposes of this policy, the term “tobacco product” means any product that contains or that is made or derived from tobacco and is intended for human consumption, including electronic cigarettes and all lighted and smokeless tobacco products. As well “nicotine product” is defined as anything that contains nicotine whether it is derived from tobacco or not.

Class III - B Offenses - Possession or Use of any THC/Delta Product
- 1st Offense: Ten (10) days C-Stop
- 2nd Offense: Long term suspension, referral to counseling, and upon returning to school the student may be assigned to The Academy
- 3rd Offense: Long –term suspension with a referral for expulsion to the Superintendent
-

Class IV-A Offenses - School/Class Disruptions; Possession/use of fireworks; Verbal harassment of another student; Affray; Disorderly conduct:
- 1st Offense: ISS up to 3 days, C-Stop up to 10 days, a combination of both ISS and C-Stop, referral to law enforcement.
- 2nd Offense: C-Stop up to 10 days, referral to The Academy, referral to law enforcement.
- 3rd Offense: Long term suspension, referral to law enforcement.

Fighting: In any form, putting hands on another student
- 1st Offense: ISS 3 days
- 2nd Offense: 3 days C-Stop
- 3rd Offense: Referral to Academy

Also any disruption that disturbs the normal daily operation of the school day or class, inciting others to disturb the school day or class operation, spreading rumors:
- 1st Offense: 1 day ISS, After-School Detention up to 3 days, or a combination.
- 2nd Offense: 2 day ISS, After-School Detention up to 5 days, or a combination.
- 3rd Offense: 2 days ISS
- 4th Offense: 3 days ISS
- 5th Offense: 5 Days C-Stop

**Out of School Suspension OSS may be used rather than C-Stop, depending on the severity of the offense.

Class IV-B Offenses - Insubordinate/Inappropriate Student Behavior; School bus problems: Leaving school without proper authorization; taking another student off campus; being out of class or in an unauthorized area without permission; skipping class; courting; improper attire; improper checkout; excessive tardies; excessive early dismissals; parking violations; refusing a reasonable request by a school employee; profanity; stealing; aggressive behavior; honor code violation; gambling; falsifying information; violation of technology acceptable use policy/inappropriate website access on a school device:

- 1st Offense: 1-2 days ISS, After-School Detention up to 5 days, or a combination.
- 2nd Offense: 2 days ISS , After-School Detention up to 5 days, or a combination.
- 3rd Offense: C-Stop, assigned to The Academy
- Subsequent offenses may result in long term suspension.

**In addition to the consequence stated above, a violation of the technology acceptable use policy (available on GCS website) or access of inappropriate websites may result in a loss of the privilege to use a device on school grounds

****Discipline procedures may be altered at the discretion of the administration depending on the seriousness of the offense.**

**Offenses that are not specifically stated or listed in classes I - IV will be handled at the discretion of the administration.

**Violation of criminal law will be reported to the proper authorities.

**All fighting incidents will be referred to the School Resource Officer.

**Students who reach the limit on any of the above discipline procedures will be assigned the next step in the discipline progression.

Inappropriate Bus Behavior

- *1st Offense: 2 days ISS*
- *2nd Offense: 1 week off the bus*
- *3rd Offense: 2 weeks off the bus*
- *4th Offense: Removal off the bus for the remainder of the school year.*

Cell Phones and WI-FI Connected Electronic Devices*:*
Students can bring cell phones/electronic devices to school BUT they are not to be used in classrooms, halls, or in the bathrooms. The Middle School is a NO TOLERANCE ZONE. Cell Phones are NOT allowed to be used during break and lunch while students are in the commons area. RMS has a no see, no hear cell phone policy.

- ***1st Offense:*** *Cell Phone will be turned in to the office and given back to the student at the end of the day.*
- ***2nd Offense****: Cell phone will be turned into the office and picked up by a parent or guardian.*
- ***3rd Offense****: Cell phone will be turned into the office to be picked up by the parent or guardian. Two days of ISS will be assigned.*
- ***4th Offense****:* Cell phone will be turned into the office to be picked up by the parent or guardian*. Two days of ISS will be assigned.*

**It will be the students responsibility to notify a parent or guardian to come pick the phone up at the office. They can use the office phone to call.*
****Any student who refuses to give their device to the teacher or administer will be immediately suspended for 5 days.***

This policy may also include school trips to classes being held off campus. At no time during the school day are students to post any message or pictures to any form of social media. Inappropriate posts to social media sites during the school day may fall under other sections of student behavior code in this handbook.

Student appeals – Any student who feels he has been treated arbitrarily or unfairly has the right to appeal. The chain of appeal is Teacher, Principal, Superintendent, and School Board. Appeals will not be granted unless it can be shown by the student that they were treated arbitrarily or unfairly. Students who wish to appeal a disciplinary action by the administration must provide a written request for an appeal to the Superintendent. Failure to follow the proper appeals procedures will result in an appeal being denied. Written requests must include: Name, grade, date, and an explanation of why an appeals hearing is necessary. All written requests have to be submitted to the office by 2:00 pm of the school day following the day a disciplinary action was assigned by the principal or teacher. An appeals hearing will be scheduled within three days following the written request to appeal. Appeals denied by the Superintendent may be submitted to the School Board in writing and must be scheduled on the agenda at the next School Board meeting in order to be heard.

Classroom Discipline Procedures:

In order to provide our students with the excellent educational climate they deserve, we have developed the following classroom discipline plan. In an effort to be consistent throughout middle school, these rules will be in effect in all classrooms at all times and each teacher may include additional rules/expectations in their classroom.

Rules*:*
1. Behave in a manner appropriate for the classroom.
2. Follow directions the first time they are given.
3. Be on time and prepared with materials and homework when the bell rings.
4. Respect the rights and property of others.
5. All behavior should allow the teacher to teach and every student to learn.

Consequences: May include one or a combination of more depending on the incident:
Lunch Detention
Extra Assignments or Writing
Classroom Isolation
Office Referral
Loss of Behavior Points

RMS Behavioral Intervention and Support System

Positive Behavioral Support: Students can only meet behavior expectations if they know what the expectations are. At Robbinsville Middle School, we feel that character development is of the utmost importance in the development of the students. We feel that by focusing and rewarding good behavior while putting less focus on inappropriate behavior will result in fewer incidents of inappropriate behavior. Robbinsville Middle School has established the RMS Behavioral Intervention and Supports Program. This program is a way for RMS teachers, staff and administrators to track student behavior throughout the school day and address inappropriate behavior as well as reward appropriate behaviors. Appropriate behavior is taught just like the other subjects and the focus is on prevention of inappropriate behavior rather than punishment. This program rewards students who follow the expectations of behavior.

All Students start each term (9 weeks) with 100 points. Discipline offenses fall into one of the 6 levels on the pyramid. At the end of each Term the points reset and it starts over.
When a student falls below the following levels, he/she receives the designated results:

80 - 100 points - Student are eligible for reward day
70 - 89 points - Teacher handled (Silent Lunch, Moved Seat, etc.)
60 - 69 Points - Silent Lunch/Detentions, Possible Office Referral
50 - 59 points - Office Referral and Reference to Student Handbook
40 - 49 points - Office Referral and Reference to Student Handbook
Below 39 - Administrative discretion (options include out-of-school suspension, alternative school placement, assignment to work detail, referral to counselor/mentor, fines, criminal charges, etc.)

Offenses such as disrespect, inappropriate language, disruptive behavior, etc. have varying levels of severity and administration may deduct more points or assign automatic consequences if deemed necessary.

Any student who falls below 50 points in a term may not be allowed to participate OR **ATTEND** the next school event, such as athletic functions or dances (Principals Discretion). All athletes IN **SEASON** will miss their next game. If a student falls below 40 points in a month, he/she will miss two additional games or events.

SEE BELOW FOR HOW TO REGAIN ELIGIBILITY.

Students who repeatedly drop below 60 points may be placed on behavior contracts for the Alternative School.
Students can earn UP TO 20 points back in a term. Students will STILL have to serve consequences, but can earn points back for the reward. They can do this by the following:
- Community service that is documented and turned in - 2 points per hour (work with custodian after school, food pantry, church, etc.)
- Attendance in After School - 1 point per day (Student is responsible for going to teacher about adding points)

At the end of each term, all students with at least 80 points will qualify for the end of term reward time.

General Athletic Policies

1. Eligibility: In addition to being academically eligible (see scholastic eligibility policy), students and parents must complete the digital paper work on Final Forms.

2. Uniforms: Uniforms that are taken home by the student athlete are the responsibility of the athlete and they are responsible for the care and regular cleaning of the uniforms. If a uniform is damaged in any way, the athlete should let the AD know immediately. The athlete, at the replacement cost price, will pay for uniforms lost or damaged. No athlete will be allowed to try out for another sport until the uniform is returned or it is paid for in full.

3. Transportation: All team members shall travel to and from games, matches, meets on the team bus. If a student athlete needs to ride home with a parent then the parent MUST sign the student out from the coach and the athlete can only ride home with their parent. Exceptions to this rule must be pre-approved by the Athletic Director at least 24 hours in advance. The RMS athletic department would like to express that we do feel traveling to and from away contests are an important part of the unity of the team. Parents/guardians are expected to pick up their children in a prompt manner (20 minutes) at the end of any game or practice.

4. Injuries: Injured athletes should remain as an active part of the team as possible. They should attend all practices and games and sit with the team, assisting in any way possible. If you are injured in a game or practice you should let the coach know immediately. That information will then be relayed to the Athletic Director and to the school office. Depending on the injury a note may be required for the athlete to return to activity. A concussion requires the athlete to go through the return to play protocol before they can be released.

5. Attendance: Students are expected to arrive at school on time and attend all scheduled classes. In the event of an athlete being absent from school they may not participate in any athletic contests that day.

6. Quitting from team: If an athlete decides to quit from a team, he/she has a responsibility to the team and coach to see the coach and explain the reasons involved. At which time uniforms and equipment must be returned. In the event that team apparel was purchased then it is the student's responsibility to still make payment for those items ordered before they left the team. No athlete may quit and start another sport during the same season.

7. Unauthorized areas: Athletes before or during practice or games should not enter any unauthorized part of the school, or any reason without the coach's supervision, during non school hours.

8. Vandalism or Theft: Destroying, damaging, defacing or theft of any private or school property at a practice or contest, home or away, will result in a one week suspension from the team, depending on the severity of the incident and is conditioned upon agreement of restitution. If disciplinary action is taken by the school administrators, this action supersedes other actions and may then result in additional penalties being taken by both the school administrators and athletic department.

9. Scholastic Eligibility: Athletes are responsible for academic performance and should plan their time so that they devote sufficient time to their academic work as to not allow athletics to interfere with their studies. If an athlete sees that there may be an issue with this, they should schedule a time to speak to the coach to attempt to resolve any conflicts and to help students with appropriate solutions. To be fair and consistent to all student-athletes, no exception to the below policy will be made. Students are encouraged to check their grades throughout the trimester to ensure they are doing well. Students should not wait until the last minute to try to make up for missing work.

- Any student who passes at least 5 out of the 6 classes taken in the previous semester is eligible for athletic participation. If a student fails two or more classes the previous semester, they are ineligible for athletics.
- If an athlete is "academically eligible" or "academically ineligible" at the beginning of any semester, that status is retained throughout the full semester.

10. Behavior: All athletes are to abide by Robbinsville Middle School Student Handbook rules and regulations. In the event of a violation of school policy has occurred and such violation results in discipline of that student being suspended from school (This includes out of school, and/or C-STOP) they can not participate in athletic contests or practices during such suspension. Furthermore RMS may extend such suspended time for athletic eligibility as follows:

A. Students in ISS the day of games will not be allowed to participate in the game.
B. The team may impose additional penalties as needed.
C. These violations are in addition to loss of eligibility due to school policy and may or may not include additional penalties imposed as a result of predetermined team rules.

*If the student receives In School Suspension (ISS) for not abiding to the school handbook regulations playing time may be restricted based upon the severity of the act.

All questions of eligibility to participate will be resolved by the Principal, the Athletic Director, and the coach. The decision of this group is **final**.

Robbinsville Middle School Athletic Code of Conduct

1. Sportsmanship: Athletes at RMS are expected to display good sportsmanship both on and off the gym/field. Unsportsmanlike behaviors that include gestures, cheating, disrespect to officials, coaches, players or fans will not be tolerated. It is a privilege to participate and attend an athletic contest; violations of the sportsmanship code of conduct may result in removal of such privileges. If a player or coach receives a game disqualification during an athletic event the following actions will be taken:
(1) for the first offense, the person shall be reprimanded and suspended from participating in the next game at that level of play (varsity or junior varsity);
(2) for a second offense, the person shall be placed on probation and suspended from participating in the next two games at that level of play (varsity or junior varsity);
(3) for a third offense, the person shall be suspended for one calendar year;
(4) a coach who is suspended shall not coach any team for any grade level during the period of suspension.

The expectation of a RMS athlete is to act responsibly and respectfully whether on the field or off. Good sportsmanship/behavior is Robbinsville Middle School's number one priority and failure to comply will not be tolerated. A student may be declared ineligible in any interscholastic activity in which he or she represents the school in a public appearance if they conduct themselves in a manner that, in the opinion of the school authorities, would reflect unfavorably upon the school, the students, and the community.

2. Spectator Behavior: Any fan acting disrespectful towards other fans, players, coaches, officials or game personnel may be asked to leave the site without prior warning.

3. Hazing: There will be no activities by individuals or teams that are designed to humiliate, initiate, degrade, or intimidate another student. Any form of hazing behaviors or knowledge of hazing taking place and doing nothing to end the behavior is prohibited and governed by state law. When the school administration has determined that the hazing policy has been violated, the student will immediately be removed from the team for the remainder of the season. In addition, hazing and bullying policies will be strictly enforced as per school student handbook.

4. Tryouts and Playing Time: Playing time is determined by the coach and is based on ability, effort and compliance to team rules and expectations. At no time shall an athlete or parent of an athlete attempt to discuss playing time with a coach just prior to or immediately following an athletic contest. A meeting must be scheduled for a time to speak to the coach, if further discussion is needed you may contact the Athletic Director. If still further discussion is required you may contact the Principal.

All students are encouraged to participate in RMS athletics; however, in the event that too many athletes are attempting to make a team some athletes will need to be cut from a team. The coach makes the final decision on who will be cut from the team and they may solicit input from others to determine who will make the team. You do not automatically make a team just because you were on the team the previous season; each sport has a tryout period. Each student athlete has the right to request explanation as to the reason for being cut and/or tips for improvement.

5. Locker Room:
a. No one except assigned coaches and players are allowed in the locker room.
b. No cell phones or cameras may be used in the locker rooms.
c. Teams are responsible for maintaining the cleanliness of the locker rooms during their season.

6. Practice: It is expected that players will be at practice every day that the team has a practice scheduled. Unexcused missing of practice may result in disciplinary action from the coach per team rules. All RMS practices are closed practices, only players, managers, and coaches.

7. Bus Behavior: The driver and coaches will oversee student conduct on the bus. Failure to act responsibly and respectfully on the bus can result in suspension from additional away games. If in the event damage is caused on the bus, the student-athlete will be responsible for payment of damages caused.

8. Dismissal from class: From time to time it is necessary to have a student-athlete dismissed from class to leave for a game. When this happens, the student-athlete is responsible for seeing their teachers to make up any work that was missed. In addition, leaving the room and going to the locker room should be done in an orderly and respectful way to limit distractions to other students. Communication with teachers ahead of time will greatly help in this process. Students should not leave the classroom until their team is called for dismissal. Any student who leaves the classroom without permission or without being called will be punished and play time may be restricted.

GENERAL POLICIES AND PROCEDURES

Insurance: Insurance is offered to the students as a service to parents. Forms will be sent to parents at the beginning of the school year. This insurance is priced reasonably and is very limited in its coverage. You are urged to read the policy carefully before purchasing it. Due to the extremely low price of this accident insurance, it is important that you read very carefully what injuries are covered by the policy. In many cases, the maximum payment offered by the plan does not completely cover the normal medical costs. Checks should be made payable to the company. The application and payment should be mailed (in the envelope provided) directly to the insurance company. All students participating in RMS athletics will be covered by the school insurance at no cost to the parents.

PLEASE NOTE THAT IF YOUR CHILD IS HURT AT SCHOOL FOR ANY REASON THE SCHOOL WILL NOT PAY FOR DOCTOR EXPENSES!!!

TECHNOLOGY FEE: Each student enrolled in Robbinsville Middle School will be charged $30 to help cover the cost of maintaining and servicing Chromebooks. Students that break or tear up a school issued Chromebook will be required to pay a replacement fee. All fees must be paid in order to receive a new device or in order to move to the next grade.

Students will be responsible to pay for a replacement charger. **Students are urged not to loan their chromebook charger and to try avoiding bringing their charger to school.**

Visitors: We encourage parents/guardians to visit our staff members to discuss their child's progress. However, we insist that these visits be made during a teacher's planning time or during lunch. Lunch will start at 12:30 pm each day. All conferences must be scheduled by the Middle School Office. Please call 479-9840 to request a conference.
There are two school-wide parent/teacher conference days scheduled every year, please make every effort to attend those. There will be one for each semester.

Release of Students into the Hall: Students are expected to be in class during class time. There is also a schedule break in the morning and a 50 minute lunch break. The administration is not insensitive to emergencies and has procedures for them. Students should be in the class from bell to bell.

Use of the Telephones: Office phones are for staff use in conducting school business and are only to be used by students in cases of emergencies. It is important that the office not disturb a classroom to call a student on the phone. We will gladly deliver a message to your child at designated times during the day. We understand that sometimes things come up during the day that require a change of plans, but please make every effort to make after school transportation or pick up plans with your child before sending them to school.

Transportation/Buses: RIDING THE BUS IS A PRIVILEGE, NOT A RIGHT!

Students riding school buses must conduct themselves in a manner consistent with good behavior and safety. Students are not permitted to get off school buses except at school and regular stops. Any student wishing to ride a different bus in the afternoon must get a
permission slip from the office. Movement by students on the bus while it is in motion, excessive noise, or throwing of objects is strictly prohibited. No part of the body should be outside the bus while the bus is in motion.
Crossing the street after riding the bus in the morning or before departing in the afternoon without permission will be punished on the first offense. A student can not do anything that will delay the bus schedule. Bus safety is very serious to us at Robbinsville Middle School.
The right to ride a bus is a privilege, not a guarantee.

The school principal, by law, has the authority to terminate a pupil's privilege to ride the bus for any length of time if the student's behavior endangers the health and safety of others by disregarding safety rules.
The school bus garage phone number is 828-479- 9840

NO STUDENT IS ALLOWED ON CAMPUS AFTER SCHOOL HOURS UNSUPERVISED. IF CAUGHT THEY WILL BE PUNISHED. *THIS MEANS STUDENTS MAY NOT WAIT AFTER SCHOOL FOR ATHLETIC PRACTICES OR EVENTS* without supervision. Students have the opportunity to go to the after school program until their practices start or any school events.

School Functions: Activities organized by the school (i.e. ball games, trips, dances, etc.) are an extension of the school day and students are expected to exhibit the same standards of behavior as required during the regular school setting. Chaperones, sponsors, and school officials at these activities are charged with the same responsibilities as during regular school hours. Students will be punished for inappropriate behavior at those events. With dances, students are to adhere to the school's dress code. **Only students currently enrolled at Robbinsville Middle School are allowed to attend.** Students must conduct themselves in a manner that reflects good character and is favorable for the school and themselves.

Book Bags/Backpacks: Students are not permitted to leave book bags or backpacks in the hall.

Field Trips: All field trips must have prior approval by the principal. Field trips and field days may be canceled at the discretion of the core teachers or the principal. All students in the regular classroom program (no homebound, Academy students, or home-schools students) can participate. Students with discipline problems will be **excluded from field trips** for the following reasons:

- Students assigned to The Academy for disciplinary reasons
- More than one (1)referral to ISS or more than 3 days of ISS
- One (1) referral to OSS or C-Stop
- Misbehavior on a previous trip
- One (1) incident of physical abuse of another student (fighting, aggressive behavior, horse play).
- Students who fail more than 2 classes in the present or previous 9 weeks. * If two months have passed and the student has shown adequate progress behaviorally and academically, then the principal will make a decision on whether or not that student can go on a field trip or not.

Locker: Lockers will be available for students on a first come first serve basis. Locks and lockers will be assigned to students and students are encouraged not to share their locker combination. Only a school lock may be used and can be rented from the office for a fee of $5.00. Locks are to be returned at the end of the year. Lockers are to be locked at all times in order to protect any valuables. Problems with lockers should be reported to the homeroom teacher, principal, or assistant principal immediately.

Lockers are school property and school authorities have the right to open and search an assigned locker if there is reasonable suspicion that the locker contains unauthorized or illegal materials. Large amounts of money or other valuables should not be kept in lockers. Students are not to write or place stickers on or in their lockers.

Physical Education:

- A form will be sent home at the beginning of the year explaining rules and requirements for physical education. Health will also be taught in this class. If anything physically or emotionally interferes with a student's performance in P.E. they must provide a doctor's statement in order not to participate. **Students that are unable to participate in PE for an extended period of time may be reassigned to another area at the discretion of the principal.**
- Participation is the main part of the P.E. Grades and students need to participate. Students are required to have appropriate clothing which allows them to actively take part in P.E. Sit Outs will be given as a result of non-participation, which will result in the lowering of their grade. Sit-outs will result in loss of points on the pyramid and Excessive sit-outs will require disciplinary action. **Excessive sit-outs in Advanced P.E. will result in placement into another area and the student will not be eligible to take Advance P.E again.**

Substitute Teachers: Our school is fortunate to have capable and interested people to help us whenever our regular teachers are away from school. A substitute teacher is an important part of our school community whose impressions of our school will be carried into the community. Let us be certain that those are good impressions by being polite, helpful, and considerate as if the regular teacher were present.

Healthy Youth Act

In 2009, The North Carolina General Assembly amended North Carolina's Law addressing sexuality education to offer more complete health and safety infor-mation. Passed as the Healthy Youth Act, the law makes significant changes to GS 115C-81 which governs Reproductive Health and Safety Education included in Healthful Living Education. The Healthy Youth Act requires Reproductive Health and Safety Education for students in grades 7, 8, and 9, unless a parent withdraws the student from instruction.

Students in grades 7, 8, and 9 will receive reproductive health and safety education. This instruction will include information on abstinence from sexual activity and its benefits; STD transmission, risks, consequences and prevention; FDA-approved contraception methods; and information regarding sexual assault, sexual abuse and risk reduction. Instructional materials are available for review in the school's media center. If you wish to withdraw your child from all or part of this instruction, please inform the principal in writing.

Through this students will also be taught about sex trafficking prevention and awareness in accordance with GS 115C - 81. We will use the FreeWayNC curriculum which is aligned with standards of the statute.

HEALTH POLICY

Health Assessment Required

SECTION 2. G.S. 130A-440 (HB 13):

"§ 130A-440. Health assessment required.

(a) Every parent, guardian, or person standing in loco parentis shall submit proof of a health assessment for each child who is presented for admission into k-12 grades in the NC public schools for the first time.

The health assessment shall be made no more than 12 months prior to the date of school entry the child would have first been eligible for initial entry into the public schools. No child shall attend kinder-garten after 30 calendar days of a child's first day of attendance in the public schools, unless a health assessment transmittal form, developed pursuant to G.S. 130A-441, indicating that the child has received the health assessment required by this section and is presented to the school principal. The only health assessment transmittal form utilized by public schools shall be the form developed pursuant to G.S. 130A-441 (January 2016). At the time of enrollment, the parent, guardian, or person standing in loco parentis shall be advised that a health assessment transmittal form is needed on or before the child's first day of attendance. If a health assessment transmittal form is not presented on or before the child's first day of attendance, the principal shall present a notice of deficiency to the parent, guardian, or responsible person, person standing in loco parentis.The notice of deficiency shall include at least the following information: (i) the health assessment transmittal form must be submitted to the principal within 30 calendar days of the child's first day of attend-ance or the child will not be permitted to attend school until the form is submitted and (ii) an explanation for how the child may make up work missed in accordance with G.S. 115C 390.2(l). The parent, guardian, or responsible person standing in loco parentis shall have 30 calendar days from the first day of attendance to present the required health assessment transmittal form for the child.

Screenings: As part of the North Carolina School Health Program, Graham County Schools may offer the following health screenings for students at school: dental, vision, height/weight/BMI, blood pressure, hearing, head lice. Screening is an intervention to discover a health problem early. Should a problem or concern be found during the screening, the school nurse will advise the parent/guardian so proper fol-low-up can be done. These screenings will be done by or under the supervision of the school nurse in your child’s school. If there is any reason a parent/guardian wishes that his/her child to not be screened in any or all of these areas, it is the responsibility of the parent/guardian to make the request, in writing, to the school that their child not receive screening .

Immunizations: Immunization requirements for North Carolina school attendance General Statute 130A-152 requires that every child be immunized against diphtheria, tetanus, whooping cough, poliomyelitis, measles, mumps, rubella, haemophilus influenza type b (Hib), hepatitis B, and varicella. No student may attend any grade (Pre-k - 12) without presenting a certificate of immunization. The parent has 30 calendar days from the student’s first day of at-tendance to show proof of the required immunizations. For specific immunization requirements, refer to http://www.immunize.com. By the end of this 30-day period, the student must show proof of completed immunizations or be in the process of completing immunizations or the principal shall not permit the student to attend school until he/she is immunized.

Meningococcal Two doses are required. One dose is required for individuals entering the seventh grade or by 12 years of age, whichever comes first, on or after July 1, 2015. A booster dose is required for individuals entering the 12th grade or by 17 years of age, whichever comes first. Individuals who entered seventh grade before July 1, 2015 are not required to receive the first dose. The booster dose does not apply to individuals who entday, a booster dose is not required. Individuals born before January 1, 2003 shall not be required to receive meningococcal conjugate vaccine.

Medication administration: The Board recognizes that students may need to take medication during school hours. School personnel may administer drugs or medication prescribed by a doctor upon the written request of the parent and a writ-ten prescription presented to the school. To minimize disruptions to the school day, medicines should be taken at home whenever feasible. School personnel should not agree to administer any medication that could be taken at home. (Local Board Poli-cy Code 6125)

Standards for Administering Medicines
School Employees are authorized to administer drugs or medication when all of the following conditions have been met:
a. The student's parent or legal custodian has made a written request that school personnel administer the drug or medication to the student and has given explicit written instructions describing the manner in which the drug or medication is to be administered; b. A physician has prescribed the drug or medication for use by the student (for over-the counter medications as well as medications available only by a physician's prescription); and a written prescription provided to the school;
c. A physician has certified that the administration of the drug or medication to the student during the school day is necessary (for over-the-counter medications as well as medications available only by a physician's prescription); and
d. The employee administers the drug or medication pursuant to the written instructions provided by the student's parent or legal custodian.

Additional clarification may be found on Graham County Schools' website at www.graham.k12.nc.us. Refer to Policy Code 6125.

Head Lice Policy

1. The Graham County School system has established a control program for head lice that includes education, screening and treatment components, and the criteria for being present in school.
2. If a teacher or staff member suspects that a child may have lice due to excessive scratching and itching of their head, then the student will be sent to the school nurse or trained designee and will be checked for the presence of live bugs and nits. If the student is found to have head lice, then parents/guardians should be contacted and the student should go home with written recommendations for treatment procedures.

- If only nits are found in the student's hair he/she can remain in school. Nits that are within ¼" of the scalp are considered viable and parent/guardian contact should be made to discuss the need for removing nits to prevent lice infestation.
- The student that is sent home for head lice may return to school the next day provided that: (1) A pediculicide shampoo treatment is completed by the parent/guardian for the student sent home with head lice. (2) The school nurse or designee will re-evaluate the student with the parent/guardian present to ensure the absence of live head lice pursuant to school poli-cy. If the nurse/designee sees no head lice, then the student may return to school. The student may also bring in a note from a medical provider stating that the student does not have head lice.

3. Absences

- a. The goal is that the student misses the least number of school hours possible. b. Absences related to treatment for head lice are excused for the day of treatment and up to 1 day beyond the day of treatment if live lice are still present, unless a medical provider approves absences beyond this time period. There must be a written excuse by a medical provider explaining the need for more than two missed school days in order for the absences to be marked as excused.

Student Health: N.C.G.S. § 115C-47(51)

North Carolina General Statute § 115C-47(51) requires schools to provide information concerning cervical cancer, cervical dysplasia and human papillomavirus and the vaccines available to prevent these diseases.

Information on these diseases and the vaccines can be found at www.cdc.gov/vaccines/vpd vac. Those individuals without internet access can con-tact a school nurse or the Graham County Health Department at 828-479-7900.

SUICIDAL, SELF-DESTRUCTIVE BEHAVIOR, OR PERCEIVED THREAT TO OTHERS: When disclosures of suicide, self-destructive behavior, or perceived threats towards others are made; school officials will make contact with the parent, and will require an evaluation by a mental health professional.

EMERGENCY PROCEDURES

In order to be prepared against disaster, RMS will have practiced fire and tornado drills according to North Snow and other Emergencies: On mornings, when there are snow and icy conditions, stay tuned to the local radio stations. Announcements regarding school closings and delays will be made as soon as possible. In the event school is closed prior to the normal dismissal time, your child should already know what he/she is to do and where they are to go. We will not be able to allow students to use the phone to find out what you want them to do about getting home. This matter should be discussed between parents and students beforehand. A little planning can prevent a great deal of confusion. It is very important for parents to understand that early dismissal during the day, due to inclement weather, is determined by the Superintendent of Schools. We await this decision from her office and would appreciate you not calling school to find out if school is going to be dismissed early. We simply do not know until we hear from the Superintendent's office. PLEASE LISTEN TO THE NEWS, RADIO AND SCANNER FOR ANNOUNCEMENTS FOR SCHOOL CANCELLATIONS OR CHANGES. THE SCHOOL WILL ALSO USE THE PARENTLINK PHONE SERVICE, PLEASE MAKE SURE THE SCHOOL HAS YOUR CORRECT PHONE NUMBER.

Fire Drills: At the signal for a fire drill teachers should immediately give the students pre-planned instructions. Before leaving the classroom, the following things should be done: Instruct students to line up at the door, close windows, instruct students to evacuate to the designated location, carry class roll books if possible, the teacher should be the last person to leave the room then close the door. Students should exit to a safe distance from the building according to posted emergency exit routes. All teachers should take roll once outside. After a short time an announcement will be given to re-enter the building.

Tornado Drills: The signal for a tornado drill will be several English (high-low) siren signals or direct Oftentimes the best response to failure to follow expectations established at RMS is to use logical consequences.

Emergency Drills: At some time in the school year an emergency evacuation drill may be scheduled. This drill may include total evacuation of the campus to another location. Parents and the community will be notified prior to this type of emergency drill.

GRAHAM COUNTY CHILD NUTRITION PROGRAM 2025-2026

Breakfast: Students will have two opportunities to eat a school breakfast. Students that arrive at school between 7:30 and 8:00 may choose to eat breakfast before going to class. Students have to leave the cafeteria/commons area at 7:50 to be in class on time. Students will also have the opportunity to wait and eat breakfast during the middle school break at 9:10 am.

Students will only get one free breakfast but may purchase another breakfast or snacks.
School Breakfast consists of four components:
Milk
Fruit/Vegetable
Grain (1 to 2 oz. equivalent) a 2 oz. equivalent grain equals two components.
Students may decline a component at breakfast but must have at least 1/2 cup fruit/juice/vegetable for it to be a reimbursable meal. Students may take all components and up to a 1 cup of fruit. Denise Moody, Child Nutrition Director is available to answer questions about the program (828) 479-9820. If you need to speak to someone about your child's account, please call the cafeteria manager of the child' school. You can reach the Middle School Cafeteria at (828)479- 3245

Lunch: There will be only one block of time designated as middle school lunch. Middle School Lunch will be from 11:00 to 11:40, with all students returning to class by 11:43. Students should use their time wisely at lunch and get the food they desire the first time they go
through the lunch line. There will be assigned tables at lunch. for each grade. Students will start the year off in assigned seats until students understand the expectations then they will transition to a seat of their choice within the space assigned to their grade level. If students can not conduct themselves in an orderly fashion with their behavior or if too much trash is left behind, assigned seats will continue or resort back.

Students may bring lunch from home, however **NO ENERGY DRINKS ARE ALLOWED.**
Lunch consists of five components:
Milk Fruit
Grain Vegetable
Meat

Students must take at least three of the five components and one of them must be a minimum of 1/2 cup fruit or vegetable or a 1/4 cup combination of both. Students may take all five components if desired.

Lunch and breakfast will be served to all students free of charge. Any snack in addition to the lunch provided, will require students to pay .

Overview of Integrated Pest Management

Pests are significant problems for people and property. The pesticides that are commonly used in pest control may pose a potential risk to human health and the environment. The board is committed to maintaining a safe educational environment while also protecting the physical conditions of school facilities. To this end, the board will utilize Integrated Pest Management (IPM) programs or incorporate IPM procedures into the maintenance program conducted by the school system. The superintendent shall appoint an IPM contact person to facilitate the use of IPM techniques. As necessary, the superintendent shall develop administrative procedures for the IPM program.
A. IPM is a comprehensive approach that combines effective, economic, environmentally sound and socially acceptable methods to prevent and solve pest problems. IPM emphasizes pest prevention and provides a decision-making process for determining if, when and where pest suppression is needed and what control tactics are appropriate. The school system's IPM program will strive to do the following: 1. Minimize any potential health, environmental and economic risks from pests or from the use of pest control methods; 2. Minimize loss or damage to school structures or property from pests or from the use of pest control methods; 3. Minimize the risk of pests spreading into the community; and 4. Enhance the quality of facility use for the school and community. Pesticides will not be used based solely on a schedule. School personnel in charge of pest management will consider how and when pesticides need to be used to achieve the pest management goals.

B. Use of IPM in Facility and Maintenance Operations
The school system must include pest management considerations in facilities planning and maintenance. The IPM contact person, in conjunction with the school system's contracted pest management professional, will recommend to the superintendent any landscaping, structural modifications and sanitation changes needed to reduce or prevent pest problems. The superintendent shall review such recommendations and may authorize action to address necessary minor changes in a timely manner, as the budget permits. For significant changes or changes that require a significant expenditure of funds, the superintendent shall recommend changes to the board for approval.

C. **Providing Information on IPM to the School Community**
Staff, students, pest managers, parents and the public will be informed about potential school pest problems, school IPM policies and procedures, and their respective roles in achieving the desired pest management objectives. Each year, the principal or designee shall ensure that the student handbook includes the schedule of anticipated pesticide use on school property and a notice to parents of their right to request notification of non scheduled pesticide use. Notice of non scheduled pesticide use should be made at least 72 hours in advance, to the extent possible.

D. Recordkeeping

Records of all pest management activities must be maintained, including inspection records, monitoring records, pest surveillance data sheets or other indicators of pest populations, and a record of structural repairs and modifications. If pesticides are used, records must be maintained on site to meet the requirements of the state regulatory agency and school board. Legal References: G.S. 115C-12(34)(d) and (e), -36, and -47(45) Cross References: School Safety (policy 1510/4200/7270), Planning to Address Facility Needs (policy 9000), Care and Maintenance of Facilities (policy 9200)

Date	Location	Product	Purpose
7/22/2026	Football Practice Field	Target 6 Plus	Weed Control
7/22/2026	RHS/RMS Campus/ Softball Field	Roundup Custom For Aquatic & Terrestrail Use	Edging
7/23/2026	RHS/RMS Campus/ Softball Field	Roundup Custom For Aquatic & Terrestrail Use	Edging
9/9/2026	RHS/RMS Campus/ Softball Field	Roundup Custom For Aquatic & Terrestrail Use	Edging
9/10/2026	RHS/RMS Campus/ Softball Field	Roundup Custom For Aquatic & Terrestrail Use	Edging
12/31/2026	Football Practice Field	Princep Liquid	Weed Control
2/3/2027	Football Practice Field	Princep Liquid	Weed Control
2/4/2027	Football Practice Field	Roundup Custom For Aquatic & Terrestrail Use	Weed Control
3/4/2027	Football Practice Field	Roundup Custom For Aquatic & Terrestrail Use	Weed Control
3/24/2027	Shot Put/Discus & Band Practice Field	Roundup Custom For Aquatic & Terrestrail Use	Mark Lines
3/20/2027	RHS/RMS Campus/ Softball Field	Roundup Custom For Aquatic & Terrestrail Use	Edging
3/20/2027	RHS/RMS Campus/ Softball Field	Roundup Custom For Aquatic & Terrestrail Use	Edging

4/16/2027	RHS/RMS Campus/ Softball Field	Roundup Custom For Aquatic & Terrestrail Use	Edging
4/21/2027	RHS/RMS Campus/ Softball Field	Roundup Custom For Aquatic & Terrestrail Use	Edging
5/20/2027	Football Practice Field	10-10-10/34-0-0 Fertilizer	Growth Enhancement
5/21/2027	Football Stadium Field	Target 6 Plus	Weed Control
6/03/2027	RHS/RMS Campus/ Baseball Field	Roundup Custom For Aquatic & Terrestrail Use	Edging
6/04/2027	RHS/RMS Campus/ Baseball Field	Roundup Custom For Aquatic & Terrestrail Use	Edging
6/18/2027	Football Practice Field	10-10-10/34-0-0 Fertilizer	Growth Enhancement

FEDERAL NOTIFICATIONS:

Title IX and 504 of the Education Amendments of 1972: Title IX of the Amendments of 1972 states: "No person in the United States shall, on basis of sex, race, religion, national origin, or handicapped condition be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity". The Graham County Board of Education operates in compliance with the law. Mr. Moody has been designated by the Superintendent and the Graham County Board of Education to coordinate the compliance policies and the law requirements of Title IX and may be reached at the following address and telephone number:

Mrs Kristi Mintz,
Graham County Schools, 52 Moose Branch Road, Robbinsville, NC 28771
828-479-9820
kcable@graham.k12.nc.us

Questions concerning the policies and procedures of the Graham County Board of Education to assure compliance with Title IX and 504 should be directed to her.

Civil Rights: Robbinsville Middle School is committed to the principle of equal opportunity. It is the policy of this school not to discriminate on the basis of race, sex, color, national origin, religion, or handicaps with regard to its students and employees. Such discrimination is also prohibited by federal law.

Notice to Parents and Students: To all students age 18 and the parents/guardians of students who currently attend the Graham County School System: The Family Educational Rights and Privacy Act (FERPA) is a federal law that governs the maintenance of student records. Under that law, parents of students or students if that are at least 18 have both the right to inspect records kept by the school about the student and the right to correct inaccuracies in the record. Access to the records by persons other than the parents or the student is limited and generally requires prior consent by the parents or student. The Graham County School System has adopted a written policy governing al the rights of parents and students under FERPA. Copies of this policy may be found in the Superintendent's office and in the principal's office of each school within this system. The Graham County School System classifies the following as directory information: Student name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, the most recent previous school attended by the student. School officials may release this information to any person without the consent of the parents or student. Any parent or eligible student who objects to this release of any or all of this information without his/her consent must notify, in writing, to the principal of the school where the records are kept by January 15 of this school year. The objection must state what information the parent or student does not want to be classified as directory information. If no objection is received by January 15 of this school year, the information will be classified as directory information until the beginning of the next year.
PPRA: The Protection of Pupil Rights Amendment (PPRA), 20 U.S.C. § 1232h, requires [School District] to notify you and obtain consent or allow you to opt your child out of participation in certain school activities. These activities include a student survey, analysis or evaluation that concerns one or more of the following eight areas (“protected information surveys”):
1. Political affiliations or beliefs of the student or student’s parents or guardians 2. Mental or psychological problems of the student or students’ parents or guardians 3. Sex behavior or attitudes 4. Illegal, anti-social, self-incriminating, or demeaning behavior 5. Critical appraisals of others with whom respondents have close family relationships 6. Legally recognized privileged relationships such as with lawyers, doctors, or ministers 7. Religious practices, affiliations, or beliefs of the student or parents; or 8. Income, other than as required by law to determine program eligibility This requirement also applies to the collection, disclosure or use of student information for marketing purposes (“marketing surveys”) and certain physical exams and screenings.
AHERA Notification: In 1986 Congress established the Asbestos Hazard Emergency Response Act. This required all public and private school buildings (grades K-12) be inspected for asbestos and a management plan designated for addressing the asbestos found in schools to provide a healthy and safe environment for the students, faculty, and school community. The management plan for Robbinsville High School and Robbinsville Middle School is available for viewing in the Administrative Office of the school during regular school hours. The Robbinsville High and Middle School building does not contain any asbestos containing building materials (ACBM). We are required by AHERA to send this notification to all parents or legal guardians of students, employees of Robbinsville High and Middle Schools, and the Graham County School Board.

The Administration at Robbinsville Middle School reserves the right to change or modify the RMS handbook at any time throughout the school year when deemed necessary.