

Parents and guardians,

We are excited for this new school year! The transition from elementary to middle school can be challenging, but we look forward to making it as comfortable and successful as possible. This letter covers some important information about being a sixth grade student at Southwood Academy. There is a **required Google Form** at the end to acknowledge you received this information.

Communication

PowerSchool is our main form of communication regarding grades and missing work. If you do not already have access to PowerSchool, visit the front office or email Mandy Glenn (amandaglenn@anderson5.net) to set it up. Your child has access to PowerSchool on their Chromebook. We will also email a 6th Grade Newsletter with information about assignments, tests, and announcements every Friday. Be sure to provide a current email address when you fill out the Parent Form. If you would like to request a conference with your student's teachers at any point during the year, please contact any of the 6th grade teachers.

Morning Drop-off

Morning drop-off is at the front of the school for all students and begins at 7:30 am. Students should find a seat at their designated homeroom table. Students are **NOT allowed** to be on any devices during this time. Students will be dismissed by the on duty teachers at 8:00 am to head to their homeroom classroom. This is the time for students to purchase temporary IDs and eat breakfast (car rider breakfast ends at 8:10 am).

Dress Code & Student IDs

Southwood follows the Anderson 5 Dress Code which can be found on the district website. Students will be checked each morning when they come into school. Dress code includes having a school issued ID and Southwood lanyard around your neck and visible. If a student does not have their ID, they will need to get a temporary ID from the ID window in the cafeteria. A temporary ID costs \$1 and a replacement ID is \$5. Temporary ID's can be paid for the following day. If a student is out of dress code, they will receive a warning the first time and lunch detention for each following violation.

Cell Phones and Watches

Use of cell phones and wireless headphones (like AirPods) are prohibited by the South Carolina Department of Education. If a student is seen actively using an unapproved device, they will be referred to administration. For more information about this statewide policy, refer to the **SC Cell Phone Policy** on the A5 website.

Homeroom/Instrument Storage

Homeroom time is from 8:00-8:25 am every day. Students may use this time for classwork, homework, or reading. Chromebooks should be fully charged prior to school. Students in band and orchestra will be allowed to store their instruments in their arts classrooms after dismissal from the cafeteria.

Schedule

Southwood follows a 4-block schedule. Math and ELA each have a 90-minute block, Science and Social Studies share a 90-minute block (each class is 45 minutes), and arts classes have a 90-minute block. Arts teachers will communicate the PE schedule.

AI Policy

All usage of AI programs in 6th grade requires prior approval from the teacher. Before incorporating any AI tool into an assignment or activity, students must discuss their intent with the teacher. Plagiarism, even if AI-generated, is not acceptable. Any assessment and/or assignment is subject to a verbal review with the teacher. Students must be prepared to explain and discuss the content of their work without the contributions or assistance of AI. If a student cannot adequately represent their work, consequences will be subject to the teacher and administration's discretion.

Absences and Make Up Work

If your student is absent, please try to email his/her teachers to let us know. We understand if you forget, but it does generally help us to know when students are out and that they are okay (especially if they are out for multiple days). When your student is absent, it is their responsibility to check Google Classroom and PowerSchool for make up work. This work should be completed as soon as possible.

Field Trips

We will be taking a field trip to the Biltmore House on Friday, May 15, 2026. The cost for this trip will be approximately \$125 and will cover a ticket, transportation, lunch and a T-shirt. All chaperones will be school faculty and administration. We will send more information home closer to the trip.

Discipline Plan

The discipline plan for Southwood Academy is as follows:

- 1st Offense-Warning
- 2nd Offense-Lunch detention and parent contact
- 3rd Offense-Lunch detention and parent contact
- 4th Offense-Lunch detention, parent contact, and student conference with administrator
- 5th Offense-Office referral

Dismissal Procedures ***Very Important***

- Bus riders are to report to the cafeteria immediately following fourth block. Students should not go to any other locations. The buses arrive when they do and missing a bus can result in difficulty getting home.
- Car riders are to report to the cafeteria immediately following fourth block.
 - Mrs. Boswell will dismiss students from the **cafeteria to the covered walkway in front of the school**. No students should leave the cafeteria without permission.
 - Once outside, students are expected to be silent and look for their vehicle. **NO cell phones** should be out during this time unless given permission.
 - Students are **NOT** allowed to go to their car until told to do so by the on-duty teacher, usually by whistle.
 - Cars will be asked to drive through the pickup line again if a student misses their car or cannot be found. This is to keep the flow of traffic moving.

We appreciate your understanding of our safety guidelines and procedures for dismissal. Thank you!

Mrs. Boswell, Mrs. Cloninger, Mrs. Hollingsworth, Mrs. Liles, Mrs. McCoy, and Miss Silvey

6th Grade Supply List:

ELA - 1 composition notebook, 1 folder with brads and pockets

Math - 1 composition notebook, a 3-subject spiral notebook, 1 pocket folder

SS - 2 composition notebooks, 1 pocket folder

Science - 2 composition notebooks and 1 pack of 3x5" index cards

Daily - planner*, pencil pouch, pencils, highlighters, wired earbuds, colored pencils, glue/tape, scissors

*The school will supply one student planner.

After reading this letter with your student, please complete the **Google Form**.

Scan the QR code or go to the website:
bit.ly/saa6thgrade

