



Bluford & Peeler Parent Handbook

Bluford School Contact Information	Peeler School Contact Information
Principal: Gradesa Lockhart lockhag@gcsnc.com	
Assistant Principal: Ryan Schnaith-Ivan Bluford-Treasurer/Secretary: Fran Fretwell Bluford-Data Manager: Sonja Maynard-Long Bluford-Guidance Counselor: Dr. Katrina Cruz Bluford- Curriculum Facilitator: Shaunta Walker Bluford- Social Worker: Melanie McCarthy Cafeteria: Crystal Mayo ACES: Brenda Moxley Bluford-Exceptional Children (EC): Christina Galvin Bluford -Speech Therapist: Sarah Kolber Bluford-Media Center: Larry Haywood Head Custodian: Lloyd Christopher Magnet Coordinator/Tech: Harold Chairs	Peeler-Treasurer/Secretary: Sandra Hines Peeler-Data Manager: Whitney Neal Peeler-Guidance Counselor: William Sampson Peeler -Curriculum Facilitator: Shaunta Walker Peeler- Social Worker: Melanie McCarthy Cafeteria: Crystal Mayo ACES: Brenda Moxley Peeler-Exceptional Children (EC): Tammy Williams Peeler-Speech Therapist: Kim Pollock Peeler- Media Center: Virginia Hunt



Dear Students, Staff and Parents of Bluford STEM and Peeler Arts:

Welcome to the 2018-2019 school year! Our commitment at Bluford STEM and Peeler Arts is to provide a safe and intellectually challenging environment that will empower students to become innovative thinkers, creative problem solvers and inspired learners prepared to thrive in the twenty-first century. High standards and expectations for each student in regard to academic performance and responsible citizenship are the foundation of our schools. It is with pride that I will be serving as the Principal for both schools.

During the 2018-19 school year, staff from both schools will be involved in professional development in multiple areas to improve student learning outcomes. The School Turnaround training will focus on providing the principal and the instructional leadership team with guidance on how to use targeted data and goal setting to reach exceeded growth at the end of the school year. Staff from both schools will participate in Restorative Practices training which will support our efforts to improve the social and emotional learning. Staff from both schools will also participate in Eureka math training, as well as CKLA and ARC literacy training.

Also, Bluford and Peeler students will be able to have bottle water in the classroom; however, we have the discretion to ask student to bottle of water in their cubby or bookbag if it becomes a distraction or disturbance.

In conclusion, I wish you all a wonderful school year. If I can be of any assistance, please do not hesitate to contact me and know that my door is always open. I can be reached at lockhaq@gcans.com, or on ClassDojo.

Sincerely,
Principal Gradesa Lockhart

Principal Gradesa Lockhart

THE SCHOOL DAY

- The school day is 7:50-2:30 p.m. and students can enter the school at 7:30 a.m. and may go to their classroom.

- The front doors automatically unlock at 7:30 and automatically lock at 7:50 a.m.
- The first warning bell rings at 7:45 a.m. and your student is tardy once the 7:50 bell rings. We will monitor tardies in September.
- The hours for teachers and staff are 7:20 a.m. to 2:50 p.m.
- The **main office** hours are 7:30 -3:30.
- Excessive tardies and early checkouts are discouraged.
- If you desire to speak to your child's teacher for non-emergency situations, we request that you leave a voice message, call after 2:50 p.m., or email.
- Visitors must sign in at the main office. Your picture ID will be required.
- Please remember you must have a yellow visitor pass from the main office any time you are in the school (i.e. dropping student off in morning).
- **Please do NOT stop in the middle of the street to drop off your student.** It is unsafe and the school has the right to contact the Greensboro Police Department for assistance with this issue.

ABSENCES

The North Carolina General Statute (G.S. 115C-378) law states that "Unlawful absences will result in conferences with parents/guardians. Unlawful absences and/or truancy may lead to disciplinary action to include court proceedings involving parents and/or students if a student is under sixteen years of age. North Carolina General Statute (G.S. 115C-378) requires attendance until age sixteen."

- **Time required in class**

Students must be present at least one half of the school day to be counted present. Any student arriving later than 11:15 a.m. will be marked **absent** for the day.

- **Field trips** Students are considered "present" in school.

The GCS system's policy states that if a student is absent, **within three days of the absence** the parent or guardian must:

- *send a note with the date(s) of absence,*
- *the reason for the absence,*
- *and the parent's/guardian signature.*

If you do not turn in a note within three days the absence will remain as an unexcused absence

The following are excused absences with a note within 3 days of the absence:

- Illness or injury
- Death in the immediate family
- Medical or dental appointments
- Court or administrative proceedings (most courts will write students a note)
- Religious observances
- Educational opportunity
- Out of School Suspension or Expulsion

Students Attending Educational Opportunity

The student absence will automatically be coded **UNEXCUSED**. Parent and/or guardians must notify the principal office in writing with the dates and location of the trip prior to the absence. The principal will determine if the absence will be approved or unexcused.

The following are unexcused absences:

- truancy: absence without consent or knowledge of parents or guardian
- absence of student without cause, with the knowledge and/or consent of parent/guardian
- no written documentation from parents or guardians
- over sleeping / "sleeping in"/ missing the bus

<u>3rd Unexcused Absence</u>
<ul style="list-style-type: none"> • Teacher contacts parent/guardian • Letter sent home from Data Manager • School Social Worker made aware by Data Manager and Teacher
<u>6th Unexcused Absence</u>
<ul style="list-style-type: none"> • Letter sent home from Data Manager • School Social Worker will contact parent/guardian • Student consequence may be in school disciplinary action which may include Saturday or before/after school detention per GCS Student Code of Conduct as determined by principal. • Magnet Student-Possible recommendation for student's magnet status to be rescinded for current

year and/or upcoming school year at principal's discretion.
<u>8th Unexcused Absences</u>
<ul style="list-style-type: none"> • Letter sent home from Data Manager • School Social Worker will contact parent/guardian • School Social Worker meets with parent/guardian or makes home visit to create a plan for improvement • Student consequence may be in school disciplinary action including Saturday or before/after school detention per GCS Student Code of Conduct as determined by principal. • Magnet Student-Possible recommendation for student's magnet status to be rescinded for current year and/or upcoming school year at principal's discretion.
<u>11th Unexcused Absence</u>
<ul style="list-style-type: none"> • Letter sent home from Data Manager • School Social Worker and Principal meets with parent/guardian or makes home visit to review plan for improvement • Student consequence may be in school disciplinary action including Saturday or before/after school detention per GCS Student Code of Conduct as determined by principal. • School Social Worker will contact District Attorney • Letter from District Attorney • Magnet Student-Principal recommends student's magnet status be rescinded for current year and/or upcoming school year at principal's discretion.

Accidents

You will be notified if your child has an accident at school and if you cannot be reached the emergency contacts listed on your student's pupil data sheet will be contacted. When an accident happens at school, an accident report is completed and a copy is sent home. Parents/guardians are strongly encouraged to purchase the accident insurance policy provided at the beginning of the school year.

Birthdays

Birthdays are a special time for children. School-wide birthday celebrations will be held each nine weeks for students to celebrate their special day! Classroom teachers may recognize birthdays in the class in his/her special way.

Other parent notifications:

- Private party invitations may be distributed **ONLY** if every child in the class receives one. We do not want to hurt the feelings of students who are not included in birthday parties.
- **REFRAIN** from delivering flowers or balloons to school for your child. Such items will **NOT** be delivered to the classroom and are not allowed to go home on the buses.

Character Trait birthday celebrations are quarterly on the following dates:

Birthday Months	PBIS Birthday Celebration Date Subject to Change
July, Aug., Sept.	SEPTEMBER 28, 2018
Oct., Nov., Dec.	DECEMBER 21, 2018
Jan., Feb., March	APRIL 4, 2019
April, May, June	JUNE 7, 2019

Character Trait of the Month	
September: Responsibility	January/February: Courage
October: Respect	March: Integrity
November/December: Kindness	April: Self-Discipline
	May/June: Perseverance

Bullying

Harassment, bullying or discrimination are serious and will not be tolerated, and we encourage you to tell a teacher, counselor, principal or regional office staff member. Harassment, bullying and discrimination can occur face to face, in writing or even through the internet, emailing or text messaging. Cyberbullying happens when people use personal websites to support deliberate, repeated and hostile behavior intended to harm another person. GCS takes these types of behavior very seriously, and we're dedicated to providing positive environments for our children. If you've experienced any of the types of behavior above, or even if you've witnessed them, we encourage you to report them.

Bus Information- Some Buses Have seat Belts!

- Bus transportation is a privilege not a right.
- Your child will lose their bus transportation if they do **NOT** follow the bus rules.

- Your child **must** be at the bus stop at least five minutes before the time the bus is scheduled to arrive.
- The bus drivers cannot wait for your child to come out of the house-even in rainy and cold weather.
- School is still required for your student even if your child misses the school bus.
- Students can only be picked up at their designated stop.
- You will need to send a note student to ride a different bus. The Bus Transportation office must approve the request to ride a different bus.
- Call the regional transportation supervisor at 370-8088 or the district transportation office at 375-2552.
- The school principal does **NOT** supervise the bus drivers.
- Main office does **NOT** assign buses to students.
- Students must remain seated and quiet while the bus is moving.
- Students should keep hands to themselves and keep heads, arms, hands, and objects in the bus (do not hang out window).
- Students keep the bus clean and do not mark on or damage the bus in any way.
- Students follow all Guilford County School and Bluford School rules.

Bus Misbehavior Consequences

Drivers will give students appropriate warnings but when behavior gets out of control the following consequences will be enforced when bus reports are turned in to office **(at principal's discretion):**

- **Bus Report #1:** Warning from administration and parent notified
- **Bus Report #2:** Lost Privilege and parent notified
- **Bus Report #3:** 1-2 days of bus suspension and parent notified
- **Bus Report #4:** 3-5 days of bus suspension and parent notified
- **Bus Report #5:** 5 or more days of bus suspension and parent notified
- **Bus Report #6** > Long term bus suspension can result in a permanent bus suspension for the school year. and parent notified
- **In the event a student commits a serious offense which could cause danger to others or him/her, that student can**

be suspended from riding bus immediately without following the steps above.

Cafeteria

Meal Applications -Free and Reduced-Price Meals are available to families who believe they may qualify. If your family chooses to apply please complete a "Free and Reduced Meal Price Application Form." Parents can fill out the application for meal benefits online. To fill out the form visit www.LunchApplication.com.

Wellness Policy-Our District has developed a Wellness Policy that is focused on improving the health of students. The policy was developed by the health and wellness advisory council that includes teachers, parents, administrators, and the district nurse. One of our goals is to share the message of nutrition and wellness that emphasizes the importance of nutrition AND fitness.

Paying for Lunches- Payments can be made by cash, check or made online at K-12 Payment Center <https://www.k12paymentcenter.com/>. Students are responsible for keeping up with money.

MEAL PRICES 2018-2019 SCHOOL YEAR

BREAKFAST PRICES		LUNCH PRICES	
FULL PRICE	\$1.00	FULL PRICE	\$2.85
REDUCED PRICE**	\$.00	REDUCED PRICE	\$.40
ADULT A la Carte		ADULT	\$3.50 Full Meal or A la Carte

Charge Meal Policy- The amount that may be charged for school meals will be limited to \$19.25. Letters will be sent home and calls made to parents and guardians when a balance is due. Payment is due within five days of notification. When charges reach \$19.25, students will be served an alternative "complimentary" meal until the balance is paid.

Car Riders – Booster seats required by law in automobile.

1. A staff member will be on duty to supervise the drop off/ pick up car rider area.
2. **Students may begin getting out of cars at 7:30 a.m.**
3. All automobiles should unload in the car rider loop, **not in front of the school.**
4. Do **NOT** use the bus entrance during arrival and dismissal times and do **NOT** enter in the One Way section of the drive.
5. Stay in the line of cars and do not pull out of line even if your child has been dropped off or picked up.

6. Do not park in the Dudley student parking area and walk to the Bluford car rider loop to drop off or pick up your student.
7. Students are **NOT** allowed to leave without the permission of a staff member.
8. Students not picked up by 2:50 p.m. will be escorted to the office for pick-up, and the parent will need to park and enter the building to receive their child. **Excessive late pick-ups can result in the Department of Social Services being contacted.**

Checkout Policy for dismissal prior to 2:30 p.m.

Whenever possible, parents are asked to schedule appointments after 2:30 in the afternoon. If a student(s) needs to leave school early, a note needs to be sent to school that morning. For safety reasons, parents must report to the school office to sign the child out early. Teachers will not release students early without notification from the office. We cannot release students to people other than their legal guardians or emergency contacts, without parent/guardian giving advance authorization. This is for the safety of our children.

No students will be released between 2:15 and 2:30 due to the disruptions this causes at the end of the school day.

Child Custody

If you and your spouse are separated/divorced or you have been granted custody of your child through a court order or deed of separation, please give a copy to the main office. **The only way the school can comply with the court's order is to have a current copy in your child's file.** If there is no court order, the school may look at the student's birth certificate. **If the parent is listed on the birth certificate and there is no court order, then that parent may see and/or checkout their student.**

Class Celebrations

There will be no more than **three (3) class celebration** each year: one before winter break, one before spring break, and one at the end of the school year. Celebrations are arranged by the grade level teachers with the help of parents.

Class Dojo- Parents Please Sign Up

ClassDojo (<http://www.classdojo.com/>) is a classroom tool that helps teachers improve behavior in their classrooms quickly and easily. It also captures and generates data on behavior that teachers can share with parents and administrators. Parents can access ClassDojo from a smartphone, computer or any mobile device.

Classroom Visitation

Parents are encouraged to visit the school, but unscheduled visits to the classroom interrupt instructional time for **all** students in class. **If a parent wishes to visit a classroom, the teacher must be contacted to make arrangements for the visit.** We want to protect the instructional time for our students. Unscheduled visits to the classroom to discuss your student and/or the class between 7:30 a.m. and 2:50 p.m. are unacceptable and parents will be contacted if this becomes a major concern.

Concerns

The first contact should be made with your child's teacher. If the teacher conference fails to resolve the matter, the principal will be happy to help resolve the problem.

Conferences

All parents are expected to attend parent conferences with their child's teacher during the 3 parent conference workdays. Upon parent request, teacher request and as deemed necessary, the principal may attend parent conferences. Parents who wish to schedule a conference with the principal should call the office to schedule an appointment. Tuesday afternoons are set aside for faculty meetings; therefore, **conferences will not be held on Tuesdays.**

Field Trips

Your student may bring home notes about special class activities and/or field trips. Parents are asked to read, sign and return the permission slip, as well as send the appropriate field trip money back to school by the deadline. Your student will not be allowed to leave the school for a field trip without your written permission. Administration can request any student whose conduct is not in good standing to

have a parent/guardian accompany them on the trip. Students who do not participate on a field trip should attend school.

If you would like to be a chaperone, you must complete a GCS background check each year on the GCS website:

www.gcsvolunteers.com. You will **NOT** be able to pay for a trip if you want to be chaperone until you have a clear background check. Once you have been cleared to chaperone, you will be expected to complete a mini session on how to be an effective chaperone.

Field Trip Assistance

It is our intent to assure all students are able to enjoy the wonderful learning experience of a field trip. If you need field trip assistance please, contact the school social worker. Any donations from the community to assist families in need with field trips will be made available to families in need. Also, a payment plan option will be available to families, in addition to fundraisers (*when offered*). If the student does not attend the trip, a refund is not guaranteed (see field trip information distributed).

Grading Scale for grades K, 1st, and 2nd

- 4= Consistently exceeds grade level expectations
- 3= Consistently meets grade level expectations independentl
- 2= Needs support to meet grade level expectations
- 1= Below grade expectations with support

Grading Scale for grades 3rd, 4th, and 5th

- A= 100-90
- B= 89-80
- C= 79-70
- D= 69-60
- F= 59 and below
- I= Incomplete

Grading K-5 Conduct, Enrichment Areas, and Work Habits

- O - Outstanding
- S - Satisfactory
- I - Improving
- N - Needs Improvement
- U - Unsatisfactory

Homework

Please encourage your child to complete all homework assignments and turn them in on time. If your child states that he

or she does not have homework, please encourage him/her to read. Please understand that homework should not be a frustrating experience for the child or the parent. Please talk with your child's teacher if your child is unable to complete the homework independently with little or no help, seems to take an unusually amount of time to complete the work, or seems frustrated with the assignment.

Illness

You will be notified if your child becomes ill at school. If a parent/guardian cannot be reached, we will call the emergency contacts listed on the pupil data sheet. **Students must be picked up promptly if they vomit or have a fever and must be "fever free" for 24 hours before returning to school.**

Immunization

North Carolina law requires proof of immunization be provided to the school upon enrollment. Consult your physician or County Health Agency. The following schedule will be followed for students entering school with no proof of immunization.

- **First Letter to Parents** - 1st Day
- **Second Letter to Parents** -14 days after the 1st day of school
- **Personal Contact by School** - 21 days after 1st day of school
- **Nurse** - Between 3rd & 4th week the school will notify school nurse of non-compliance
- Notification of possible **Student Suspension** begins 3rd week in September.
- **SUSPENSION** from school begins 4th week of September.

Inclement Weather

On days when weather conditions create questionable circumstances for opening school, parents should listen to local TV and radio stations for public information announcements. If school is open late, school employees report to work fifteen minutes before students. For this reason, students must not be left at school at the regular time when the opening of school is delayed. If early dismissal is deemed necessary, closing times will be announced on local TV and radio

stations. Parents should develop a plan with their children to cover these circumstances. **ACES will not meet if school is closed for inclement weather.** Having a plan in place and sharing that plan with your child will make you and your child more comfortable.

Interim Reports

Interim reports will let you know your student's progress at the mid-point of the grading period. They interim reports must be signed and returned to the teacher the next school day.

Intervention Support Team (IST)

IST is a committee formed by classroom teachers, exceptional children teachers, guidance counselors, and psychologists. This team works together to evaluate a child who has been referred due to academic and/or behavioral concerns. IST comes up with strategies and interventions to implement in the classroom. Once these strategies have been in place they are evaluated to determine the progress made. The goal of IST is to implement strategies that provide success for the student. When these strategies are not successful, further evaluation and testing may be considered.

Lunch Visitation

Please check in at the main office before going to the cafeteria. Please sit with your student at the designated lunch table. Once your student's lunch time ends, you will need to report to the office to check out.

Medication

When prescription medication is to be taken at school, the following guidelines must be observed:

1. The school must be provided written authorization and instruction from the physician and a signed authorization form from the parent for ANY medication to be administered at school. (A form may be obtained from the school secretary.)
2. Please do not send medications by the student.
3. Medication must be provided in the original prescription labeled bottle that shall include the name of the student, the name of the

drug, and the dosage. **If the child needs medication in ACES, a separate bottle needs to be provided to ACES.**

4. If the medication is changed, the parent is responsible for informing the school by submitting a new form and delivering medication to the school. Telephone calls cannot be accepted for this purpose.
5. The parent is responsible for removing any remaining medications at the end of the school year. If medications are not picked up at the end of the school year, it will be destroyed.
6. School staff cannot administer "over the counter" medications.
7. If the doctor prescribes liquid medication that must be taken during the school day, it is the parent's responsibility to provide the proper measuring device to insure administration of the dosage.

Moving

A student's school assignment is based upon the residence of the parent or the legal guardian. If you move, you must notify the school within five days.

Neighborhood Students - You will need to submit the proper paperwork to remain at the school. If you are found to be out of the Bluford school assignment zone, your child can be immediately withdrawn. You may contact the Student Assignment Office to request a special assignment or to address additional questions.

Magnet Students - You will need to submit the proper paperwork to update your address. You may contact the Student Assignment Office to address additional questions.

Parent/Teacher Communication

Announcements, messages, behavior updates, and progress reports from the office and/or classroom teacher will be sent home with the students. Information will be sent home every Monday in a "Monday Folder" as well as a student planner. Please review the contents of the folder, sign and return any requested documentation. Please expect the following forms of communication from the school: Monday Folder, Connect-Ed messages, newsletters, PTA meetings, surveys, parent informational sessions, Class Dojo and PowerSchool Parent Portal.

Personal Property

- Students are expected to be responsible for all personal property (money, book bags, clothing, jewelry, etc.) that is brought to school.
- Mark all students' clothing with their names. If items are lost, have your child check lost and found. During winter break and at the end of the school year, remaining items will be taken to Goodwill.
- Some of the items not allowed at school or on the bus include but are not limited to **electronic games, MP3 players, iPods, mobile devices, cell phones, gaming/trading cards**. If such items are brought to school, they will be collected by a staff member and will be returned **only** to the parent.

Behavior Expectations for Bluford and Peeler Students

B	Be respectful & responsible!
E	Exercise self-control!
S	Show kindness to all!
T	Try your best at all times!

Parents and students are required to read and discuss the GCS Student Code of Conduct, and then sign and return correct page from the book to your student's teacher.

Phone Numbers

Immediately notify the school of a home phone number, cell phone number, or work phone number change. If you do not have a phone, please send the number of a relative or neighbor and notify that person that you have identified them as an emergency contact.

Power Monday's

Power Monday's are an opportunity for scholars with a goal enhance their school attire on Monday's by wearing shirt and ties for our boys and pearls with shiny shoes for girls. Show your academic pride!

PowerSchool Parent Portal

PowerSchool Parent Portal is a tool that is integrated into PowerSchool that is specifically developed for parents and students to

access real-time information including attendance, grades and detailed assignment descriptions, school bulletins, and even personal messages from the teacher. Teachers in 3-5 are required to enter grades PowerSchool for parent to access the information through parent portal.

Reading Logs

All students are required to complete a weekly reading log. *Reading logs are graded and count as a TEST grade.*

Report Cards

Report Cards are sent to parents every 9 weeks. Brown report card envelopes are to be signed and returned to your child’s teacher within three days. The final report card is mailed to the address in PowerSchool.

School Safety Drills

To assure the safety of the students, we will have several drills throughout the year. We will have fire drills monthly, two lockdown drills and a tornado drill during the school year.

Science Fair Project Requirements

Bluford STEM	Peeler Arts
<ul style="list-style-type: none"> • K-2 – One project per class • Display boards provided • K-2 may complete individual science fair projects 	<ul style="list-style-type: none"> • K-4 – One project per class • Display boards provided • K-4 may complete individual science fair projects
<ul style="list-style-type: none"> • 3-5 STEM students required to complete individual or small group science fair project. • Teacher(s) will support students. • Display boards provided 	<ul style="list-style-type: none"> • 5th graders each student required to complete individual or small group science fair project. • Preparing 5th graders for middle and high school science • Teacher(s) will support students • Display boards provided
<p>All of the Bluford & Peeler science fair projects will be judged and school level winners will move on to the districts Science Fair Competition, which is usually in January.</p>	

School Property

Each student is responsible for using school property in an appropriate manner. Students are expected to take care of mobile devices, computers, textbooks, media books, and all instructional and school materials. Lost or damaged materials and/or items must be paid for by parents.

Student Appropriate Dress Guidelines

1. All pants must remain at the waist; belts preferred to assist a waist fit. Pants should not appear several sizes too large. Sagging pants presents a safety hazard.
2. All shirts and blouses must not have exposed midsections, and no exposed under-garments. **Students are not permitted to wear spaghetti straps, halter tops, bare midriff, tube tops, strapless tops or boxer shorts unless the purpose of wearing these items serves as unseen garments.**
3. Shorts, skirts and skorts should be at knee length.
4. Intentionally altered clothing, cut jeans (i.e. split pant legs, cut up shirts, etc..) is not permitted.
5. No scarves, “do rags”, headbands, wristbands, hats, hoodies, or bandanas of any type are allowed on the school grounds, school functions, or school buses. Exceptions to this include items required for health, safety, or religious purposes. Documentations are required for proof of this exemption. School staff members are expected to confiscate this attire.
6. No slippers or bare feet are allowed. Students are recommended to wear close-toe shoes. Students may **not wear flip-flops**, or wear their **sneakers or boots untied** or any other shoe that presents a safety hazard. For safety purposes, students may be excluded from certain activities if they are not dressed properly.
7. Jewelry and other accessories (such as cell phones) that present a risk to the general welfare of other students or that present distractions in the learning environment are not allowed.

Noncompliance Student Appearance Guidelines

If there is evidence that a student's attire, appearance, or property violates these guidelines and dress code, the principal or "building designee" shall take corrective actions. Enforcing the dress code and guidelines will be the responsibility of faculty and staff members and principal. Students who attend school or school functions dressed inappropriately may be subjected to the following:

- Require that the student remove or change the article of clothing item. Noncompliance may result in non-participation in the school activity or function.
- Contact the parent. **Parent will be required to bring a change** of clothing for the student.
- Placement in an alternate learning environment, or in school suspension, at the school.
- For repeated violations, further discipline action may be the result.

Student Records

Please contact the counselor if you wish to make an appointment to review your child's records or receive a copy of your students cum folder.

Tardy Policy

A student arriving after 7:50 a.m. must obtain a tardy pass from the office. Students on late buses are not counted as tardy. **Parents are expected to come in to the office to sign in the child(ren).**

4th Unexcused Tardy

- Teacher contacts parent/guardian
- School Social Worker made aware

8th Unexcused Tardy

- Letter sent home from School Social Worker
- School Social Worker will contact parent/guardian
- Student consequence may be in school disciplinary action including Saturday or before/afterschool detention per GCS Student Code of Conduct as determined by principal.
- **Magnet Student**-Possible recommendation for student's magnet status to be rescinded for current year and/or upcoming school year at principal's discretion.

16th Unexcused Tardy

- Letter sent home from School Social Worker
- School Social Worker parent/ guardian conference or a home visit to create a plan for improvement
- Student consequence may be in school disciplinary action including Saturday or before/afterschool detention per GCS Student Code of Conduct as determined by principal.
- **Magnet Student**-Possible recommendation for student's magnet status to be rescinded for current year and/or upcoming school year at principal's discretion.

20th Unexcused Tardy

- Letter sent home from School Social Worker
- Student consequence may be in school disciplinary action including Saturday or before/afterschool detention per GCS Student Code of Conduct as determined by principal.
- **Magnet Student** - Principal will submit recommendation to rescind the student's magnet status for the current school year and/or upcoming school year at principal discretion.
- School Social Worker will contact District Attorney (when applicable)

Visitors

Visitors are always welcome at Bluford. All persons coming to the school are REQUIRED to check in at the office. For the safety of the children, all parents, volunteers, observers, and visitors are required to wear yellow name tags when in the school building during regular school hours. Our purpose is to maintain a safe school for our students, faculty members, and parents.

Volunteers

Parents, grandparents and other relatives to the students have many talents that can be shared with our children, and we hope you will share with us this year by volunteering. Please remember, in order to volunteer, you are required to register at www.gcsvolunteers.com to complete a **Criminal Background Check** each school year. Once you are approved, you may begin volunteering.