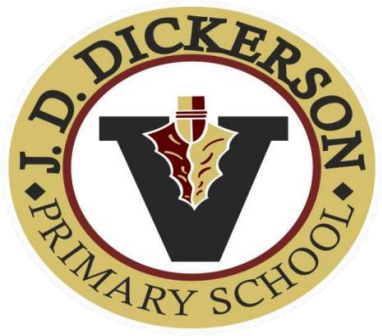
**J.D. Dickerson Primary School**

**Parent/Student Handbook**

**2025-2026**

****

**“*Where Little Indians Get Their Start*”**

Effective: August 5, 2025

Edited:July 22, 2025

****

**VIDALIA CITY SCHOOLS**

***VISION***

***Setting the pace in equipping our students to be productive citizens***

***MISSION***

***INVEST in Relationships***

***IGNITE Learning***

***INSPIRE Excellence***

***IMPACT Community***

**Vidalia City Schools Strategic Plan**

**System Goals & Objectives**

*The Vidalia Board of Education does not discriminate on the basis of race, color, national origin, sex, age, religion or handicapping conditions in educational programs, activities or employment.*

* **Academic Achievement & Student Success**
  + *To increase students’ readiness for postsecondary options*
  + *To increase mastery of content in all areas*
  + *To improve use of effective instructional strategies in all content areas*
  + *To improve data driven instructional practices*
* **Quality Staff Learning & Growth**
  + *To recruit highly qualified staff*
  + *To improve and sustain staff knowledge*
  + *To retain highly qualified staff*
* **Communication and Stakeholder Engagement** 
  + *To increase partnerships with community agencies and organizations*
  + *To increase quality family engagement*
  + *To increase effective internal and external communication*
* **Organizational & Operational Effectiveness**
  + *To improve facility safety and security*
  + *To maximize financial efficiency and effectiveness*
  + *To develop and improve cohesive operational processes and practice***s**
* **Positive Culture & Climate**
  + *To develop and sustain positive relationships*
  + *To improve practices promoting a positive learning culture*
  + *To improve mental health, wellness, and social emotional supports for staff and students*

**J.D. Dickerson Primary School**

***“Where Little Indians Get Their Start”***

***“Be the V”***

[**https://www.jddickerson.org**](https://www.jddickerson.org) **(JD Dickerson website)**

[**https://www.facebook.com/people/JD-Dickerson-Primary-School/61558445425886/**](https://www.facebook.com/people/JD-Dickerson-Primary-School/61558445425886/)

**(JD Dickerson Facebook)**

[**https://vidaliacity.schoolinsites.com/**](https://vidaliacity.schoolinsites.com/) **(Vidalia City Schools)**

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**“Message from the Administration”**

Welcome to J. D. Dickerson Primary School,

It is our pleasure to welcome all students, parents, and community members to the 2025-2026 school year. We are excited to serve as your principal and assistant principal at this amazing school that we both hold near and dear to our hearts. We look forward to working with our team and continuing the positive work at JDD. Our goal is to maintain academic excellence while meeting the social and emotional needs of the students, as well. Our “Little Indians” are extremely important to us, and it is our desire to foster growth in each individual student. We plan to work with all stakeholders to provide students with the best educational experience possible. We anticipate a very productive school year. Remember, this is *where “Little Vidalia Indians” get their start*. 

Sincerely,

Charleen Norfleet, Principal 

Beth Wiggins, Assistant Principal

#PROUD2BJDD

#betheV

**Vidalia City Schools**

**System Calendar 2025-2026**

July 28-August 4 Pre-Planning

August 5 1st Day of School

September 1 Holiday (Staff & Students)

September 2-3 Student Holiday (Staff Professional Development)

September 4 Progress Reports

October 9 Student Holiday (Parent Conference Day)

October 10-13 Holidays (Staff & Students)

October 14-15 Student Holidays (Staff Professional Development)

October 16 Report Cards

November 13 Progress Reports

November 24-28 Holidays (Staff & Students) (Thanksgiving Break)

December 1 Student Holiday (Staff Professional Development)

December 19 1st Semester Ends

December 22-January 2 Holidays (Staff & Students) (Christmas Break)

January 5-6 Student Holiday (Staff Professional Development)

January 7 2nd Semester Begins

January 8 Report Cards

January 19 Holidays (Staff & Students)

February 5 Progress Reports

February 13 Student Holiday (Staff Professional Development)

February 16 Holidays (Staff & Students)

March 6 Student Holiday (Parent Conference Day)

March 19 Report Cards

March 30-April 3 SPRING BREAK

April 17 Progress Reports

April 24-27 Student Holiday (Staff Professional Development)

May 20 2nd Semester Ends

May 20 Last Day of School/Report Cards

May 24-27 Post Planning (Staff Only)

**GENERAL INFORMATION AND PROCEDURES**

**START TIME**

School begins PROMPTLY at 7:55 a.m. The tardy bell rings at 7:55 a.m. Students will be supervised beginning at 7:30 a.m. Students should not be dropped off at school before 7:30 a.m. For drop-off and pickup, students in grades Kindergarten and First will use the two lanes at the front of the building. Pre-K students will be dropped off at the Pre-K side of the building. Staff will be on duty to assist your child safely across traffic for both sides of the building during drop-off and pick-up. Please drive slowly and carefully! Students are not to be dropped off or picked up at the Gym/ Bus area. FOR SAFETY PURPOSES PLEASE DROP YOUR CHILD OFF IN THE DESIGNATED AREAS ONLY! Please wait for staff members to unload students from the vehicles.

**TARDIES**

Students are expected to report to school on time by 7:55 a.m. A student is considered tardy if he/she is not in the classroom when the tardy bell rings at 7:55 a.m. Students who arrive tardy due to doctor/dentist appointments should furnish a doctor/dentist excuse. Students who are tardy must be signed into the front office by an adult.

**AFTERNOON DISMISSAL**

Dismissal for Pre-Kindergarten through First Grade students is 3:10 p.m. Dismissal for van riders begins at 3:05, After School Care students, car riders, and buses will begin at 3:10 p.m. Do not park your cars on the side of the school or in the Faculty/Staff parking lot during dismissal. **Parents should remain in their cars and go through the traffic line. The students will be brought to your car in the traffic line.**

**TRANSPORTATION HOME CHANGES**

Parents must send a note to the teacher if a change in the way their student(s) normally go home has to occur. If the teacher does not receive a note, the student will be sent home the way he/she normally goes home. **No transportation changes can be made after 12:30 p.m.** Please communicate with the front office, and your child’s teacher regarding transportation changes.

**BUS REQUEST CHANGES**

The school staff cannot approve any change in bus assignment. The Vidalia City Schools Transportation Department must approve any change in the bus a student rides. They may be contacted at 912-537-0162. ***Parents need to call by 12:30 p.m. for bus change approval and notify the school of the approved change by 1:30 p.m***.

**EMERGENCY DRILLS**

Fire and natural disaster drill instructions are provided for staff and students and practiced monthly. When an alarm is sounded, all students must proceed as directed in a quick, quiet and orderly manner, remaining quiet to hear any possible change of instructions. An all clear will be sounded when the drill is over. The Vidalia City School System has adopted and trained staff in the use of Centegix Emergency Response system. Centegix routes requests for help to key personnel and emergency response agencies instantly to lessen response time.

**LOST AND FOUND**

Students should return found items to the office. Students who have lost items should check with the office. It is recommended that items of great value, either monetarily or sentimental, not be brought to school. PLEASE PUT YOUR STUDENT 's NAME IN HIS/HER JACKET AND ON ALL OTHER ITEMS BROUGHT TO SCHOOL. The school is not responsible for any lost items.

**Vidalia City Schools**

**Student Dress Code 2025-2026**

Listed are all approved items that may be worn by students enrolled in Vidalia City Schools.

**General Guidelines**

● Clothing or accessories that depict inappropriate messages of any kind, to include, but not limited to, violence, gambling, gangs, prejudice, racism, sexual innuendos, political

messages, alcohol, drugs, and/or tobacco are not allowed

● Clothing that is disruptive or distracting to the learning environment is not allowed

● No clothing may draw attention to the anatomical parts

● Proper undergarments must be worn at all times and must not be visible

● Clothing must be worn on the correct side

● No bandana print on any clothing or accessories

● Midriffs are not allowed to be visible at any time

**Tops**

● All tops must be solid including no writing and no pictures

● Clothing brand logos must be smaller than 2 inches

● All tops must be Vidalia City dress code colors: maroon, gold, black, white, or gray

● Tops and bottoms must be contrasting colors

● Undershirts must be maroon, gold, black, white or gray with no wording or pictures

● Shirts must be collared, polo-style, button up, or crewneck shirt with short or long sleeves

● Crewneck shirts must be around the base of the neck.

● The base shirt (shirt that touches the skin first) MUST be around the base of the neck

● Shirts that button up the front must have attached collar (see above)

● Only the top two buttons can be unbuttoned and must be within three inches from the top of the placket.

● Shirt length must reach past the waistband, but within the student’s arm length.

● No hoodies are allowed

● Vidalia City Schools’ spirit wear is allowed as long as it is dress code color and dress

code shirt style (collared, polo, button up, or crewneck) (see examples below). Spirit

wear hoodies are not allowed



**Bottoms**

● All bottoms (pants, shorts, skirts, capris) must be appropriate size and solid dress code color: Denim, Black, Gray, Khaki, or Maroon

● All shorts, pants, and skirts must be denim (includes black or white) or khaki/chino style button up. No athletic pants or shorts are allowed, with the exception of JD Dickerson Primary students and Sally D. Meadows Elementary students. Due to developmental needs of these students, athletic pants and shorts will be allowed but they must be solid: Black, Gray, Khaki, or Maroon

● All bottoms must be without frays or holes

● All bottoms must be without words or pictures

● All bottoms must, at minimum, touch the top of the knee when standing and pants at

appropriate waistline

● Tights must be solid (no fishnet) black, gray, or khaki and can only be worn under

approved bottoms.



**Dresses**

● Must be a solid Vidalia City dress code color (maroon, gold, black, white, or gray)

● Must, at minimum, touch the knee when standing up

**Outerwear**

● Students can wear their choice of outerwear to and from school. However, any outerwear worn inside the building must follow dress code policy described below

● Jackets, sweatshirts, or sweaters worn during the school day must be solid Vidalia City

dress code colors (maroon, gold, black, white, gray, or blue denim) or “spirit” outerwear.

No hooded sweatshirts, shirts, jackets, or spirit wear is allowed.

● Trench coats are not allowed at any time – before, during, or after school

**Shoes**

● Bare feet, slippers, bedroom shoes, or cleats will not be allowed.

● Shoes with shoelaces must be tied. Shoes with Velcro must be fastened

● Sandals with a back and open toed shoes are allowed – Slippers, athletic slides, and flip

flops are not permitted

**Headgear/Jewelry/Accessories**

● Headgear wider than two inches may not be worn in the building unless for a special day designated by the school. Headgear includes, but is not limited to, hats, beanies,

bandanas, scarves, shower caps, and bonnets.

● No writing or pictures allowed on headgear with the exception of the brand logo

● Hair must be free of all grooming items

● Body paint or writing on skin is not allowed

● No clothing accessories or jewelry with spikes or protruding studs are allowed and no

chains hanging from clothing or pockets are allowed

● No objects should be attached to clothing unless school related (ribbons, buttons, towels, etc...)

● Items, accessories, and tattoos that signify or are related to gangs, gang membership, or

gang activity or are disruptive to school safety and discipline are prohibited and are

required to be covered

● Items, accessories, and tattoos that contain vulgarity, political advertisement, sexual

innuendos, tobacco products, alcoholic products, firearms, or illegal substances are

prohibited and are required to be covered

● Earrings and studded nose rings are allowed. All other piercings must be covered or

removed while on campus

Any accommodation for dress code due to medical issues will require a doctor’s note and

communication with the school nurse. Any student requiring accommodation for dress code due to religious affiliation must file for variance with administration. Administration has the right to make adjustments to the dress code for the benefit of students and/or for safety.

**OFFICE / ENROLLMENT**

**ENROLLMENT**

To enroll a child in school, the parent must supply:

1. Georgia Certificate of Immunization
2. Georgia Eye, Ear and Dental Certificate
3. Birth Certificate
4. Copy of Student Social Security Card
5. \*Proof of Residency (water bill, electric bill) \* If you are residing with another family, the head of that household must provide a **notarized** letter stating that you do in fact reside there. A water or power bill must also be provided with the head of household's name on it.

*A withdrawal form from the previous school may be required.*

**STUDENT LANGUAGE ARTS PLACEMENT**

Students transferring to the Vidalia City Schools shall be assigned to the grade level/group indicated as appropriate according to placement test results. Such placement shall be tentative pending teacher observation of achievement level and analysis of standardized achievement test results and other data. Placement may be changed later by the school administration in accordance with what is educationally best for the pupil. (Bd. Policy JBCD)

**WITHDRAWAL and TRANSFER**

The procedure for withdrawal from school is:

1. The student's parents must notify the school of the withdrawal date.
2. The parent must obtain a withdrawal form from the school once.
3. The student must turn in all books that were issued to him/her.
4. The student must return all library books to the Media Center.
5. The student must clear obligations from the lunchroom.
6. All financial obligations to the school must be paid before records are released.
7. The Principal must sign the completed withdrawal form. A copy of the withdrawal form will be given to the student to take to the new school.

**CHANGE OF ADDRESS / PHONE NUMBER**

Parents who move during the school year must notify the school secretary within 5 business days in order for school records to be kept current. The same applies for telephone numbers. **NOTIFYING THE SCHOOL OF THESE CHANGES IS ESSENTIAL, ESPECIALLY IN EMERGENCY SITUATIONS.**

**SOCIAL SECURITY NUMBERS FOR STUDENT ACCOUNTING**

According to Georgia Law (SB507 as it amends, O.C.G.A. 20-2-150), ALL students enrolling in Georgia schools must present an official copy of the social security number or a signed waiver form. This means the school official needs to see the social security card or an official document that satisfies the local school official in verifying the number. School officials may make a copy to place in the child's permanent record folder.

**STUDENT RECORDS**

Any parent or guardian who wishes to inspect their child 's permanent record should make a request through the principal 's office at least one day prior to the date of inspection. A school official will be present to review and interpret the record.

Pupil records may be released to a third party with the written permission of the parent or guardian.

When a student transfers to a new school, records will be sent upon receipt of a written request from the new school. Special Education records require a separate written request and are released through the Director of Special Education Services.

**VISITORS**

In the interest of security and safety for our students, **ALL visitors must report to the main once.** Any school visitor who needs to go into the school beyond the main office must sign in. Upon leaving the building, the visitor must sign out in the main once. No school age children are allowed to visit at any time during school hours, unless the principal authorizes special permission. In accordance with state law, it shall be unlawful for any person to disrupt or interfere in the operation of any school, school bus or stop within the district. Any person violating this provision shall be guilty of a misdemeanor of a high and aggravated nature.

**SCHOOL INSURANCE**

Accident insurance at a minimal cost will be available. This insurance protects the students from the time he leaves home until he returns home providing he/she goes directly to and from school. Twenty-four-hour coverage is also available.

**ITEMS NOT ALLOWED AT SCHOOL**

Toys, games and other items create a distraction for students and are not allowed at school. The following is a partial list of items that are included but not limited to:

* Toys and games (including footballs, baseball and similar equipment)
* Trading cards or playing cards of any type
* Electronic equipment (games, beeping watches, pagers, **cell phones**, tape/CD/DVD players, and any other electronic items)
* Party invitations (These are not to be handed out at school.)
* Valentine deliveries of any type (This is a system policy.)
* Any other item which causes a distraction to instruction
* No rolling book bags

These will be taken up and kept in the office until a parent/guardian comes to get the item(s). The school reserves the right to seize any other item that may cause disruption to the school program.

**ENROLLMENT / NON-RESIDENT STUDENTS**

Upon admission of a non-resident student to Vidalia City Schools, continued acceptance in successive years shall be contingent upon said student continuing to meet provisions set forth in Board Policy (Bd. Policy JBCD). The Vidalia City Board of Education reserves the right to review any student 's eligibility at any time. The Board further reserves the right to dismiss any student at any time should said student fail to meet the provisions set forth in this policy.

**DEFINITION OF RESIDENT STUDENT**

A resident student is one whose parent 's or legal guardian 's major domicile is within the corporate limits of the City of Vidalia.

**CHANGE OF RESIDENCY STATUS**

Should a resident student move from the City of Vidalia, that student may be allowed to complete the current school year provided a prorated portion of the annual tuition is paid within 5 school days of the change of residence. Said student may apply for readmission as a non-resident for the following school term.

Should a non-resident student attending Vidalia City Schools move into the City of Vidalia, no refund of tuition shall be made.

**PRIORITY FOR ADMISSION OF NON-RESIDENT STUDENTS**

* Non-resident students are accepted on a “by school” basis. Eligible non-resident students shall be selected for admission to Vidalia City Schools in the following priority order:
* Children of system employees who work more than one-half time and are eligible for local and state benefits.
* Currently enrolled non-resident students
* Siblings of currently enrolled non-resident students
* Non-resident students whose parents/guardians pay school tax to the City of Vidalia

Non-resident students not included in priorities 1, 2, 3, or 4 may be eligible applicants if space is available. A random drawing of students from the eligible pool shall fill the remaining vacancies at grades K and 1. All applicants should be notified of acceptance or denial within 24 hours of determination of eligibility.

**SPECIAL NEEDS STUDENTS**

All non-resident applicants requiring special services shall be considered for admittance on an individual basis.

**TUITION FOR NON-RESIDENT STUDENT**

The Vidalia City Schools Board of Education shall set tuition for non-resident students annually. In accordance with the Quality Basic Education Act (20-20133), tuition ―shall not exceed average locally financed per student cost for the preceding year, excluding the local fair share funds required by code section 20-2-164. ‖ Tuition shall be payable annually and in advance to the school which the student will attend. All Non-Resident tuition is due, paid in full, upon enrollment. Tuition for the children of system employees who work more than one-half time and are eligible for local and state benefits shall be waived as long as such employment continues. The Board shall annually determine the tuition status of those applicants placed in non-profit, non-discriminatory youth institutions.

**TAX CREDIT FOR NON-RESIDENT TUITION**

Tuition may be paid partially or fully paid by presenting a city ad valorem tax receipt from the preceding year, stamped “PAID” by the City Clerk of Vidalia. Credit for tuition payment shall be granted only for SCHOOL TAX paid. No “PAID” city ad valorem tax receipt may be used for more than 9 consecutive school months. It shall be the responsibility of the applicant to secure and present a “PAID” city ad valorem tax receipt at the time of tuition payment.

**NON-RESIDENT TUITION**

The Vidalia City Board of Education has set Non-Resident Tuition for the **2025-2026 school year at $200 per child**. This fee applies to students who reside outside the city limits of Vidalia, Georgia …. refer to VBOE Policy JBCB. Tax credits are allowed for non-resident students whose parents pay school taxes to the City of Vidalia, Georgia. Tuition may be partially or fully paid by presenting a City of Vidalia Ad Valorem Tax Receipt from the preceding year. (The school tax portion of the bill will be deducted from tuition.)

Tuition should be paid to the school where the child will attend. Each school will begin receiving tuition payments during regular business hours on the **first day of pre-planning** and must be paid in full (or arrangements made with the building principal) on or before **Labor Day**. **All non-resident tuition not paid in full by this date will result in the school withdrawing the student from his/her school, or he/she will be withdrawn. All non-resident students enrolling after Labor Day will have two weeks from date of enrollment to pay in full or he/she will be withdrawn.** No prorated tuition refunds will be given for those students who move out of the city during the school term. **On-payment of tuition fees, late payment, or returned checks are grounds for revocation of tuition status. Tuition is non-refundable.**

**DENIAL FOR NON-RESIDENT TUITION**

**Non-resident students may be denied admission to Vidalia City Schools for any of the following reasons:**

1. Overcrowding
2. Past discipline record
3. Past attendance record
4. Non-payment or late payment of tuition
5. Falsification or misrepresentation of pertinent information during the application process
6. Other good and sufficient cause

Applications to attend the Vidalia City Schools may be made to the building principal during the school year. The building principal will evaluate the applicant as outlined in the policy JBCB. Questionable cases will be referred to the superintendent along with the results of the principal 's evaluation. Should an applicant be turned down, the superintendent will be notified immediately. (Bd. Policy JBCB)

**TRANSPORTATION FOR NON-RESIDENT STUDENTS**

Transportation to and from school is the responsibility of the parent or guardian. Non-resident students are **NOT** eligible to ride school buses to or from school, unless prior arrangements have been made with the transportation department.

**ATTENDANCE**

Regular attendance is critical to your child’s success. Parents are responsible for getting their children to comply with attendance regulations. Parental cooperation with teachers and administrators will help to ensure the academic progress of the student.

**ATTENDANCE LAW / ATTENDANCE OFFICER**

Students who are ages six to sixteen are subject to the State of Georgia mandatory attendance law. Students who enroll prior to age six are subject to the same attendance law as if they had enrolled at age six. Parents of these students are subject to penalties if they violate the mandatory attendance law.

**SCHOOL ATTENDANCE PROCEDURES**

School attendance on a daily basis is the best way to ensure that a child receives instruction that will help him or her to be a successful, productive, independent citizen. When attendance problems begin to affect a child's school progress, actions will be taken by the staff of the J. D. Dickerson Primary School and the Vidalia City School System Pupil Services Coordinator. Possible actions include:

1. A contact from the child 's teacher
2. A contact from the J. D. Dickerson School Counselor
3. A contact from the J. D. Dickerson administrative staff
4. A contact from the Pupil Services Coordinator
5. An Attendance Case Review Panel meeting which the parent(s)/guardian is required to attend
6. A hearing in Juvenile Court which the parent(s)/guardian is required to attend
7. A hearing in Toombs County Magistrate 's Court which the parent(s)/guardian required to attend
8. A hearing in State Superior Court which the parent(s)/guardian is required to attend
9. A referral to the Toombs County Department of Family and Children Services/A referral to the Department of Juvenile Justice
10. Other actions as needed to improve school attendance for any child

These actions are listed in no particular order. One or more actions may be taken in the course of trying to improve the school attendance of any child who is a student in the Vidalia City School System. Parents of students, and students who are not residents of the City of Vidalia, but who attend Vidalia City Schools are subject to the same actions as parents of students and students residing in the city limits of Vidalia. Attendance problems for students who reside outside of Vidalia City limits may result in the child being withdrawn from the Vidalia City School System at the discretion of the Principal of the J. D. Dickerson Primary School, or the principal's designee.

**ABSENCES**

Regular attendance at school is critical to student progress. A student who reaches (6) absences is considered at-risk in accordance with federal legislation (NCLB). A student will be considered for retention in the presently assigned grade level if an excessive number of absences impact student progress due to missing the instruction provided by the teacher. The State Department of Education has set up the following reasons for lawful absences:

1. Personal illnesses (***limit of five*** ***per semester*** without Dr.’s note)

2. Serious illness or death in the family

3. A court order or an order by a governmental agency

4. Recognized religious holidays of a pupil 's particular faith

5. Conditions rendering school attendance impossible or hazardous to the safety of the pupil

When a student returns to school after being absent he/she **MUST** present a WRITTEN excuse or Doctor 's excuse to his/her teacher. ***The excuse must be turned in within three days of returning to school or the absence(s) will remain on record as unexcused.***The following items should be included in the excuse:

The student should present this written excuse to the teacher who will sign or initial the note. Failure to bring a note **within a three-day period** will result in an unexcused absence. **No more than five parental notes** will be accepted per semester for excused absences. Beyond five parental notes, a doctor’s note is required in order for the absence to be deemed as excused. Even if a parent has called into the school to say that the student was sick, a note must accompany the child upon returning to school. Student excuses **must be presented in the form of a written note**; emails, classroom communication notices (ie. Remind, Dojo, TeamReach, etc.), and phone calls **must** be followed with a written notice.

**UNEXCUSED ABSENCE**

When a student has an unexcused absence, teachers are not required to provide make up work a student may have missed during his/her absence.

**FIVE-DAY NOTE**

A five-day note is one in which a parent informs the school in writing of an absence five days prior to the unexcused absence(s). When a parent submits a five-day note request, the current attendance record and/or records from previous years are used to determine approval. Based upon the current attendance record, if the requested absence(s) will result in or near to an excess of seven (7) absences per semester or 14 absences for the entire school term, permission will be denied. If the administrator approves the absences, the parent/student may request make-up work for the unexcused absences. Five-day notes are unexcused.

**EARLY DISMISSAL / EARLY SIGN OUT**

Parents are encouraged to schedule appointments other than during school hours. However, when emergency demands, the appointment should be made as early or as late in the school day as possible. Please be aware that three tardiness and/or early sign outs are equal to one absence.

Steps for early dismissal are as follows:

1. Parent or guardian must come into the office to request early dismissal.
2. Student will be called to the office for dismissal.
3. Parent or guardian must sign the student sign-out sheet.
4. A doctor 's note should be returned to the office upon the student 's return. 

**ACTIVITIES AND OPPORTUNITIES**

**PARENTS TO LUNCH (Lunch on the Lawn)**

Once a year parents will be invited to join their child for school lunch. You will be notified by your child 's teacher of the date. The students enjoy having their parents visit with them during lunch on this day. The cost of the meal should be paid in advance.

**FIELD DAY**

Field Day is scheduled during the spring of each year. Everyone is a winner! Field Day is a privilege and students who repeatedly display inappropriate conduct at school may be eliminated from participating **at any point** during the year.

**FIELD TRIPS / SPECIAL PROGRAMS**

Occasionally instructional field trips are planned. These occasions are also special privileges and may be denied for students who repeatedly display inappropriate conduct at school.

**“Be the V” POSITIVE BEHAVIOR INTERVENTION SUPPORT (PBIS) CELEBRATIONS** Each nine weeks students are eligible to receive some form of reward for their continued efforts with good behavior, by earning a set number of points per semester. The points may vary from year to year in accordance with the number of days in the grading period. Students will be informed of the point amount at the beginning of each semester grading period. These occasions are also special privileges and may be denied for students who repeatedly display inappropriate conduct at school. Also, a student must be present in class at school in order to receive his/her point for any given day.

**PLANNED SCHOOL EVENTS POLICY**

Planned events for J. D. Dickerson Primary School are for Dickerson 's students only. Students from other schools within this system are not permitted to attend. It is school policy that when school is in session for the system, all Vidalia City School System students are to attend their schools. *A student may not be eligible to attend any planned school event if he/she has repeatedly displayed inappropriate behavior in class or has earned three or more discipline referrals per semester. For each referral earned after three, it could result in the loss of another planned event.*

**Guidance Office**

**2025-2026**

The J. D. Dickerson Guidance Department encourages academic, personal, social, and career development. The comprehensive, developmental curriculum provided through this program is designed to meet the needs of students in grades PreK-1st. The overall goal of this program is to facilitate the development of each student to become future, productive, contributing members in society.

**SCHOOL COUNSELING**

School counseling services are delivered in the following ways:

• Classroom Guidance Curriculum- *designing, structuring, and delivering classroom lessons so that students develop specific outcome-driven competencies in all grades PK-1 (personal/social, academic, career) and driven by the needs of the school population*

• Individual Student Planning-*assisting students with goal formation/planning (behavioral, academic, etc.)*

• Responsive Services- *meeting immediate student needs (counseling, crisis intervention, consultation, referral, peer mediation, information-providing)*

• System Support- *consultation with other professionals, coordination of various supports for students and families*

The School Counselor, Mrs. Brittany Swan, is open to serve students and parents Monday through Friday from 7:45 a.m. to 3:45 p.m. The JDD Guidance office may be contacted via phone 912-537-3421 ext. 3005.

**MEDIA CENTER**

The media center is a warm, inviting place available to all students. The collection of books is continually updated to supply students with interesting, grade appropriate books to read for pleasure and to gain information. Reference materials are included in the collection to provide resources to be utilized for research projects. A qualified media specialist is available to assist students in the selection of books and use of resources.

J. D. Dickerson Primary School has a Media Center that is well stocked with books for reading and learning. A qualified Media Specialist and Paraprofessional will be available to assist students and parents in the Media Center. All books and material taken from the library must be checked out at the circulation desk. Students are expected, but not required, to return books within one week of check out to maintain the availability of the collection. Library hours are from **8:00 a.m.** to **2:45 p.m.** on school days.

Note: Parents are encouraged to use our media center during school hours. Parents are allowed to check out **ONE** additional book. Let the reading begin!

**CARE OF TEXTBOOKS and LIBRARY BOOKS**

The care of textbooks and library books is the responsibility of each individual student. Students must pay for any lost or damaged books they have been assigned. Cost will be determined by the condition of the book when issued or checked out of the Media Center.

**CHROMEBOOK INFORMATION**

Each student will be responsible for the care of a personal chromebook for the duration of the school year. Chromebooks should be housed at the school, and should not leave the building without prior consent from the media specialist and administration. General Guidelines include:

* Do not leave the device exposed to direct sunlight.
* Do not transport the device (lift, carry, etc.) while it is open. It should be closed when relocating.
* Do not stack multiple Chromebooks on top of each other.
* Cords, cables, and removable storage devices should be inserted carefully into the Chromebook.
* Chromebooks should never be slammed closed or shut with unnecessary force.

Violation of advised safety procedures regarding Chromebooks may result in restitution. Unpaid fines may result in loss of privileges and other school privileges.

**Repair Cost Matrix:**

| Part/Repair Description | Approximate Repair Cost |
| --- | --- |
| AC adapter/broken | $15.00-$40.00 |
| Touchpad/Keyboard | $20.00-$80.00 |
| Damaged Shell | $15.00-$40.00 |
| Broken Screens | $35.00-$75.00 |
| Motherboard | $135.00 |
| Camera | $10.00-$20.00 |
| Damaged Case | $30.00 |
| Replacement Computer Due to Neglect | $200.00-$250.00 |

**INTERNET ACCESS**

The Internet is available in the school to be used by all students and staff. It is the school’s intent that the Internet be used strictly for instructional purposes. In order for students to be allowed use of the school’s Internet, the parental permission portion of the Parent/Guardian Permission related to internet usage must be completed and returned. **Failure to follow guidelines may result in disciplinary actions as outlined in the Student Code of Conduct.**

**MEDICAL**

**DISPENSING OF MEDICATION**

*At the written request of the parent or guardian, the school nurse or school staff may administer medication in accordance with the following procedures:*

• The parent/legal guardian must complete the required ―Medication Authorization Form when medication must be administered during the school day. For prescription

medication a physician must sign the form. The form can be obtained from your school nurse when the medication is delivered to the school. The completed form MUST accompany all medication. Any changes in medication or the dosage will require a new authorization form.

• All medication administered at school must be in the *original* container and given to the school nurse or office personnel ONLY. Students may not have medication in their possession, except with a physician 's written request/order. Under no circumstances should medication be shown or shared with other students. Aspirin products must also have a physician signature prior to administration.

• Unused medication should be obtained from the school nurse within one week after medication is discontinued; otherwise the school nurse will dispose of the medication.

• A daily record will be kept on all prescribed and non-prescribed medication. This record will include the student's name, date/time, medication administered, and signature of supervising personnel.

**STUDENT ILLNESS**

Sick students who are considered contagious must not be sent to school. If your child has a fever of

*100.4 degrees or higher*, please do not send the child to school. After a child has been fever free for 24 hours without medication, they may return to school. When a student becomes ill at school, the nurse will contact the parent or guardian and the parent must decide to pick up the student IMMEDIATELY. If a parent cannot be contacted, an emergency number provided by the parent will be called. If no contact can be made, the student will be kept in the office until contact can be made or until dismissal time.

**STUDENT INJURIES**

If your child sustains an injury at school and it is reported to the nurse, the following procedures will be followed: Minor injuries, scrapes, and cuts will be treated. Parents will be called as deemed necessary. In cases of more serious injury, parents will be notified. If unavailable, the emergency contact will be notified. If neither of these persons can be reached, the child will either be transported to the hospital emergency room or an ambulance will be called depending on the circumstance and the school 's assessment of the situation.

The function of the school in relation to sudden illness and accident is one of emergency handling of these situations. School personnel shall act promptly and intelligently in emergencies for the saving of life, the prevention of further injury, and the alleviation of pain. As soon as possible, the parent or guardian shall be notified. The school is not responsible for subsequent treatment. **\*PLEASE KEEP YOUR TELEPHONE NUMBERS UPDATED SO THAT YOU CAN ALWAYS BE CONTACTED!**

**COMMUNICABLE DISEASES / OTHER HEALTH CONCERNS**

Because schools bring large numbers of children into close daily contact they serve as a place where the transmissions of all kinds of communicable diseases occur. Some of the most common diseases/health concerns would include the common cold, influenza, chicken pox, head lice, MRSA, and measles.

Control of these illnesses depends to a great extent on observant caring parents and teachers. However, some communicable diseases require a trained eye and special treatment as well as monitoring by a physician in order for one to regain good health.

When a child has symptoms of a communicable disease, such as obvious rashes or sores, nausea, high fever or similar symptoms, the parent or guardian of the child will be contacted and required to take their child home. ***In cases concerning head lice, a child will be sent home for live bugs and the child will not be readmitted to school until first being checked by the school nurse for live bugs.*** Also any additional student members of the same household will also be checked at the notice of bugs or nits.

**K-12 Cafeteria Program 2025-2026 JDD, SDM, JRT, & Vidalia High are CEP Schools**

All schools in the Vidalia City Schools System will be Community Eligibility Provision (CEP) schools! What does this mean to you and your family? It means ALL students at JDD, SDM, JRT, and Vidalia High School will eat **FREE!!**

We welcome your child to the School Nutrition Program in the Vidalia City School System. Our food service program is self-supporting, meaning we operate from monies received through payments for meals by staff as well as reimbursements from the USD program and we do not draw any funds away from the general fund budget of our district. All schools offer at least two lunch choices daily. All meals are planned for children and selections are based on the foods children prefer. New foods are introduced occasionally in order to expose children to different tastes. Current monthly menus are sent home with students and posted on the system website. All menus must meet the U.S. Department of Agriculture requirements and guidelines. Our meals also meet the new meal guideline requirements set forth by the USDA.

Parents of students at JDD, SDM, JRT, and Vidalia High School please be aware of the following:

• Behavioral expectations will follow rules designated in the PBIS matrix at each school.

• All lunches purchased in the cafeteria will be eaten in the cafeteria or designated area. At VHS, if you go to another campus for classes, stop by the cafeteria and get a meal to go! We will fix you up.

• Students cannot bring or have catered/fast food brought to them to be eaten in the cafeteria.

Lunch should be brought from home if a student chooses not to participate in the free CEP meals in the NSLP at the school. Per State and Vidalia City School board policy, sack lunches can in no way promote restaurants or fast food establishments through the use of wrappers, cups, bags, etc. Students may bring lunches prepared at home.

• All students who bring lunch boxes at JDD, SDM, JRT , and VHS will also be offered a regular meal or a grab-n-go supplement for their lunchbox as well. Fresh fruits and vegetables will be available for all students at these schools, even the students who bring lunches from home. If they choose to pick up a fruit, vegetable and a milk or grain to supplement their lunchbox, they are welcome to. The only requirement that will be required is to pick up 3 components which could be a vegetable, fruit, and plain or flavored milk. **Note:** Students are NOT required to pick up milk for their plate! That is your child 's choice. Water is available in all of our lunchrooms.

• Per USDA guidelines, students are encouraged to drink milk. If your child is allergic to milk, or any other food, *a doctor's diagnosis* (NOT a parent note) is required. Water is always available. Call 912-537-9738, Ext. 1 or 2 if you have any questions.

• System and state guidelines do not allow students to bring glass containers or cans into the cafeteria.

**Community Eligibility Provision (CEP) for all schools: All students eat free at JDD, SDM, JRT and VHS** because we are participating in the National School Lunch and School Breakfast Programs which allow students to eat free! As a result, no actions are required of you at any schools except to encourage your child to eat with us to maintain this program for all students.

**REMINDER:** Extra Entrée's or a la carte items are not included under the CEP program. Students must have cash or have money on their account.

**VIDALIA CITY SCHOOLS SPECIAL PROGRAMS**

**WELLNESS POLICY**

The wellness policy requirement was established by the Child Nutrition and Special Supplemental Nutrition Program Act and has been strengthened by the Healthy, Hungry-Free Kids Act of 2010 (HHFKA). It requires each LEA participating in the National School Lunch Program and/or School Breakfast Program to develop a wellness policy for students and staff within its district.

**CHILD FIND**

The purpose of Child Find is to identify, locate, and evaluate children and youth, birth to age 21, who are suspected of, or have a disability or developmental delay, in order to provide free and appropriate Special Education services. Vidalia City School offers comprehensive special education services to eligible students ages three through 21 years of age. Parents of students, who suspect their child may have a disability, should contact the teacher, principal or the SST/RTI Specialist. All referrals are considered confidential, and services are provided at no cost. The parent, legal guardian, or surrogate parent retains the right to refuse services and are provided other procedural safeguards under federal and state law. Public school services include screening in areas of suspected disabilities, such as vision, hearing, autism, motor skills, speech, language, and general development. Evaluations in the schools are provided for 26 several areas of suspected disabilities, including learning disabilities, speech and language development, orthopedic impairments, vision or hearing problems, intellectual disabilities, emotional behavior disorders, autism spectrum disorders, health impairments, traumatic brain injuries, and significant developmental delay. For more information concerning eligibility criteria and referral procedures, contact Katrina Blount-Woodard, Director of Student Services at (912) 537-3088, Ext. 2010 or kbwoodard@vidalia-city.k12.ga.us.

**HOSPITAL HOMEBOUND**

Hospital Homebound (HHB) instruction is designed to provide continuity of educational services between the classroom and home or health care facility for students in Vidalia City Schools whose medical needs, either physical and psychiatric, do not allow school attendance for a limited period of time. HHB instruction may be used to supplement the classroom program for students with health impairments whose conditions may interfere with regular school attendance (e.g., students receiving

dialysis or radiation/chemotherapy; or students with other serious health conditions). Students must be enrolled in a Vidalia City School in order to receive HHB instruction. For additional information, contact the School Counselor at the local school for forms and information.

**SECTION 504 RIGHTS AND PROCEDURAL SAFEGUARDS**

Notice of Rights of Students and Parents Under Section 504 Section 504 of the Rehabilitation Act of 1973, commonly referred to as "Section 504," is a nondiscrimination statute enacted by the United States Congress. The purpose of Section 504 is to prohibit discrimination and to assure that disabled students have educational opportunities and benefits equal to those provided to non-disabled students. For more information regarding Section 504, or if you have questions or need additional assistance, please contact Katrina Blount Woodard, Director of Student Services at (912) 537-3088, Ext. 211.

**GIFTED EDUCATION PROGRAM**

According to definition, a gifted student is one "who demonstrates a high degree of intellectual and/or creative abilities, or excels in specific academic fields and who needs special instruction and/or special ancillary services to achieve at levels commensurate with his/her abilities." Therefore, competencies in the areas of cognitive skills, learning skills, research and reference skills, communication skills and meta-cognitive skills are extended through gifted education programs beyond what is experienced in the regular classroom. The Vidalia City Schools' Gifted Education Program was developed under the standards and guidelines provided by the state of Georgia. For more information contact Katrina Black, Director of Student Services at (912) 537-3088, Ext. 2010 or kbwoodard@vidalia city.k12.ga.us

**STUDENT SUPPORT TEAM (SST) / PYRAMID OF INTERVENTION (POI)** Referrals to SST can be made only after a student has been placed by the teacher(s) on Tier Two of the Pyramid of Interventions. All students in the school begin on Tier One of the POI, which is the regular classroom instruction. At-risk students, those experiencing academic or behavioral difficulties, may be referred to Tier Two of the POI, which includes activities specifically designed for those having difficulty. While on Tier Two, the student 's teachers meet regularly whereby the student 's progress on intensive interventions is monitored and documented. If the student 's progress is minimal, the student may then be considered for an SST referral (Tier Three of the POI). Parents are informed if their child is referred to

Tier Two of the POI and to SST. If referred to SST, the SST Committee, which is chaired by the school counselor, views the documented progress while on Tier Two. The SST Committee, of which the parent is an invited member, may then make recommendations as to future educational planning, which may include further evaluation for educational planning. Parental permission is requested before any further testing is begun. Testing is conducted under the supervision of the Director of Special Education.

A brief overview of the four levels/tiers of the Pyramid of Intervention is noted below:

• Tier4: Referral to Special Education

• Tier 3: Referral to SST (Student Support Team)

• Tier 2: Referral for Tier 2 Classroom/School Interventions for at-risk

students

• Tier 1: All students making satisfactory progress and not on Tiers 2, 3, 4 are considered onTier1

**Vision/Hearing Screening for Response to Intervention (RTI)**

A plan of intervention, referred to as RTI (Response to Intervention), is in place for students who are struggling academically or behaviorally. An explanation of the four Tiers is explained in the above section of this handbook. Prior to referral to Tier two or beyond, a Vision/Hearing Screening is required and can be conducted at the school. Please note that parents are informed if their child is referred at Tier 2 and beyond. Please indicate your agreement for this screening on the signature permission page in this handbook and return to your child 's school.

**STAFF/TEACHER INFORMATION**

**PARENT – TEACHER COMMUNICATION**

Parents may request a conference with their child 's teacher by writing a note to the teacher or calling the school to make an appointment. Teachers will contact parents to schedule a minimum of two parent teacher conferences each year. Weekly and/or daily folders and behavior reports are sent home, as well as an open opportunity for classroom communication platforms. Please sign these communications and have your child return it to the school.

**PARENT – TEACHER ORGANIZATION (PTO)**

The J. D. Dickerson Primary School PTO is an important part of the total school program. The PTO is an organized body of parents, teachers, and staff working together to provide a common bond that strengthens home and school. Various activities occur throughout the year which allows interaction among parents, students, staff, and the community. PTO provides many forms of enrichment for our students, staff, and school. Please make plans to become a part of this organization.

**SCHOOL COUNCIL**

The J. D. Dickerson Primary School Council is a seven-member group whose purpose is to develop and have active participation toward the goal of student-focused school improvement. Membership is comprised of two parent representatives, two business representatives, two teachers, and the principal. The Council members serve for a two-year term. The Council serves as an advisory body on school matters such as calendar, curriculum, handbook, facility use, and other school activities. Any individual may request to address the Council at a scheduled quarterly meeting by securing and submitting a Public Participation Request Form by the Friday prior to the scheduled meeting.

**RETENTION AND GRADING**

**PROCEDURES FOR RETENTION CANDIDATES**

Each teacher shall be responsible for determining through a variety of assessments whether a student appears to be on grade level or achieving at a level which, with accelerated, differentiated, or additional instruction or interventions, would allow the student to perform at grade level by the conclusion of the subsequent school year. Retention is determined based upon a student 's scores in yearly Benchmarks, state assessments, and a cumulation of on-going academic evidence, as well as classroom assessments and classroom performance. A school level team will review a student 's performance and parents will be notified and given the opportunity to attend a parent conference prior to any decision to retain the student.

**GRADING POLICY**

Students are assigned a numerical, standards-based grade at J. D. Dickerson Primary School, based on daily work and assessments. This scale is based on ongoing student achievement. At the completion of the school year, the student's overall standard-based score will be converted to a letter grade coinciding with the numeric score. The standards-based scale is as follows:

**Standards-Based Scale**

| **Academic Performance** | **Converted Grade** | **Conduct Grade** | **Numerical Grade**  **(PowerSchool Only)** |
| --- | --- | --- | --- |
| 4 Meets Mastery with ***NO*** support | E-Distinguished | E=Excellent | 93-100 |
| 3 Meets with ***LITTLE*** support | M-Proficient | S=Satisfactory | 85-92 |
| 2 Progressing | P-Developing | N=Needs improvement | 70-84 |
| 1 Does ***Not*** Meet | N-Beginning | U= Unsatisfactory | 0-69 |

**DISCIPLINE PHILOSOPHY AND PROCEDURES**

We believe that all students should be respectful as well as respected. J. D. Dickerson Primary School exists to educate our youngest students. Part of that education is to learn certain expectations for acceptable behavior to ensure that learning happens for **all** students. We use the basic premises set forth in the assertive discipline program integrated with the expectations generated by the system-wide initiative PBIS (Positive Behavior Interventions Support), while we at JDD encourage students to “***Be the V***”. We strive to create an environment that encourages intellectual and social growth of students and is consistent in its expectations of appropriate behavior for early childhood students. Those expectations include but are not limited to the following:

1. Communicate clear expectations of school behavior to students
2. Provide consequences for inappropriate behavior
3. Recognize students that consistently demonstrate appropriate behavior.

**CLASSROOM DISCIPLINE PLANS**

We have a school-wide plan based on the Positive Behavior Support Intervention Program. Positive behavior support is an application of a behaviorally-based systems approach to enhance the capacity of schools, families, and communities to design effective environments that improve the link between research-validated practices and the environments in which teaching and learning occurs. This program is reflected in each classroom plan. All classrooms have a discipline plan based on and directly tied to the Positive Behavior Support Intervention Program. This makes the rules and consequences consistent from classroom to classroom. Conduct grades are tied to classroom and school rules.

**J.D. Dickerson’s Behavior Matrix “Be the V”**

| **BEFORE SCHOOL**  (**HALLWAY)** | \*Follow directions promptly  \*Place book bag next to door and  report to breakfast. | \*Sit quietly by classroom door  \*Quietly read your book | \*Keep legs crossed so others can walk safely in hall  \*Keep hands, feet, and objects to yourself |
| --- | --- | --- | --- |
| **HALLWAY** | \*Stay on blue squares when moving through hallways  \*Use Perfect 10 model (1 line, 0 talking) | \*Use inside/quiet voices  \*Respect others’ belongings (book bags, items on wall, decorations) | \*Keep hands, feet, and objects to yourself  \*Always walk in the hall |
| **CAFETERIA** | \*Keep table and floor area clean \*Raise your hand if you need help | \*Eat your own food  \* Avoid playing with food | \*Chew food completely before swallowing  \*Always stay seated on your bottom on your stool |
| **RESTROOM** | **\***Use tissue/paper towels correctly  \*Take care of your business  and come out quickly | \*Be considerate of others‘ privacy  \*Flush toilet when finished | \*Avoid physical contact in restroom  \*Keep water off the floor |
| **PLAYGROUND** | \*Line up immediately when bell rings  \*Put trash in trash cans | \*Share equipment  \* Use kind words | \*Avoid pushing/shoving when lining up  \*Remember to leave rocks on the ground |

**DISCIPLINE REFERRALS**

When discipline cases are referred to the administration, the system discipline code will be applied. Repeat violators may require more severe disciplinary measures. **All discipline referrals are subject to the discretion of the administrator.** See Vidalia City Schools Discipline Code of Conduct for more details regarding discipline actions and consequences. Such actions are not limited to, but are at the discretion of the administration.

Discipline referrals that fall under the Vidalia City Schools Code of Conduct may result in one of the following:

A. Tomahawk Time

B. Loss of special event/privileges

C. In-School Suspension (ISS)

D. Out of School Suspension (OSS)

E. Other actions as deemed appropriate by administration

All discipline referrals are subject to the discretion of the administrator. When a child is sent to the office, all classroom options have been exhausted.

**TOMAHAWK TIME**

Tomahawk time is a resource that is used by faculty and staff to provide support for students that need re-teaching of the school wide expectations. It is commonly used to provide a place for students to de-escalate and use problem solving skills before returning to class.

**LOSS OF SPECIAL EVENT PRIVILEGES**

Repeated discipline referrals may result in the loss of special privileges. Parents will be notified prior to the event scheduled to be lost for the student.

**IN-SCHOOL SUSPENSION (ISS)**

J. D. Dickerson Primary School has an in-school suspension program that operates in accordance with state and local policies. The ISS program is a classroom which is supervised by in-school suspension personnel. Students may be assigned ISS from 1 to 10 days. In-school suspension is an alternative to out of school suspension. Failure to follow rules in ISS could result in the assignment of additional ISS days or out of school suspension. Contact with parents will be made when ISS is assigned as a consequence of rule infractions. Students will be required to complete classroom assignments in the ISS classroom. If a student is given OSS while serving in ISS, when the student returns to school the student will serve the remainder of the assigned ISS days.

**OUT OF SCHOOL SUSPENSION (OSS)**

Students may be assigned out of school suspension. Students may be assigned from 1 to 10 days of out of school suspension. Out of school suspension is a serious consequence. Parents will be contacted when OSS is assigned as a consequence.

**INTERROGATIONS (GA CODE 32-912)**

The principal or his/her authorized representative possesses the authority to conduct reasonable interrogations of students in order to properly investigate student misconduct.

**SEARCHES (GA CODE 32-912)**

The District School System endeavors to provide a safe and secure environment for all students. The Board (VBOE) authorizes reasonable searches of students directed to that end by authorized school officials. Searches based on reasonable suspicion may proceed without hindrance or delay, but they shall be conducted in a manner which ensures that students are not arbitrarily stripped of personal privacy.

The principal of each school, or his/her authorized representative, possesses the authority to conduct inspection of students‘ articles carried upon their persons. Such search shall be based on reasonable suspicion of the presence of deleterious items. Examples of deleterious items shall include, but are not limited to, secreted noisemakers, water guns, contraband drugs, a handgun, or other dangerous weapons.

In the event a student 's person or his/her personal possessions reveal the student is concealing material which is prohibited by federal, state, or local law, enforcement authorities shall be notified so that they may take appropriate action.

**SAFETY PROCEDURES FOLLOWING THREATENING STATEMENTS**

At Vidalia City Schools, the safety of all students and staff is our top priority. In accordance

with the Georgia Safe Schools Act and district policy, we are required to take any threats of

violence seriously. This includes statements made out of anger, frustration, or as a joke.

Examples of statements that are considered serious threats include, but are not limited to:

* “I’m going to hurt you.”
* “I’ll bring a weapon to school.”
* “I could kill someone.”
* “I hope something bad happens to them.”
* “I’m going to put them in the grave.”

When a student makes a statement like this, we are required to take precautionary steps to

ensure the safety of everyone. This includes requiring the student to receive an evaluation

from a licensed doctor, counselor, or mental health provider before returning to school.

Please understand that this is not a punishment. This is a safety measure designed to

protect everyone in the school and ensure that the student receives any needed support.

We ask that you speak with your child about the importance of using respectful language at

school and help them understand that certain statements can lead to serious consequences,

even if said jokingly.

Thank you for your understanding and support in helping us maintain a safe and positive

learning environment for all students.

**BULLYING**

Any personnel who suspects that bullying is occurring or is made aware of an incident of bullying will immediately report to the school administration. Upon a finding by a school administrator that a student has committed an act of bullying or is a victim of bullying, the administrator or designee shall notify the parent, guardian, or other person having control or charge of the student by telephone call or through written notice, which may be done electronically.

In grades K-5, each bullying incident shall be investigated by the administration and appropriate punishment provided based on the severity of the incident. Options may include but are not limited to counseling, extended ISS, web-based learning, home schooling, or any other educational placement deemed appropriate by the administration.

The consequences for acts of bullying will follow the VBOE policy and are at the discretion of the administration. The Vidalia Board of Education Bullying Policy **(Descriptor Code JCDAG)** may be read in its entirety on the District website.

**“20-2-751.7. (a) The Professional Standards Commission shall establish a state mandated process for students to follow in reporting instances of alleged inappropriate behavior by a teacher, administrator, or other school employee toward a student which shall not prohibit the ability of a student to report the incident to law enforcement authorities. Each local school system shall be required to implement and follow such state mandated process and shall include the mandated process in student handbooks and in employee handbooks or policies.**

**Student Reporting of Acts of Sexual Abuse or Sexual Misconduct**

(a) Any student (or parent or friend of a student) who has been the victim of an act of sexual misconduct by a teacher, administrator or other school system employee is urged to make an oral report of the act to any teacher, counselor or administrator at his/her school.

(b) Any teacher, counselor or administrator receiving a report of sexual abuse or sexual misconduct of a student by a teacher, administrator or other employee shall make an oral report of the incident immediately by telephone or other wise to the school principal or principal 's designee, and shall submit a written report of the incident to the school principal or principal 's designee within 24 hours. *If the principal is the person accused of the sexual abuse or sexual misconduct, the oral and written reports should be made to the superintendent or the superintendent’s designee.*

(c) Any school principal or principal 's designee receiving a report of sexual abuse as defined in O.C.G.A. 19-7-5 shall make an oral report immediately, but in no case later than 24 hours from the time there is reasonable cause to believe a child has been abused. The report should be made by telephone and followed by a written report in writing, if requested, to a child welfare agency providing protective services, as designated by the Department of Human Resources, or, in the absence of such agency, to an appropriate police authority or district attorney.

Reports of acts of sexual misconduct against a student by a teacher, administrator or other employee not covered by O.C.G.A. 19-7-5 or 20-2-1184 shall be investigated immediately by school or system personnel. If the investigation of the allegation of sexual misconduct indicates a reasonable cause to believe that the report of sexual misconduct is valid, the school principal or principal 's designee shall make an immediate written report to the superintendent and the Professional Standards Commission Ethics Division.

**Guidelines for Student Misconduct**

**LEVELS OF DISCIPLINE**

The Code of Conduct is generally organized into four (4) levels of prohibited behaviors: Level 1 Violations, Level 2 Violations, Level 3 Violations, and Level 4 Violations. **However, it is important for students and parents to** **note that the circumstances of a particular violation may warrant more severe consequences, even on the first violation. The Vidalia City School District reserves the right, in the administration’s sole and exclusive discretion, to take any and all action necessary to protect its students, provide a safe and secure learning environment, and to ensure the orderly operation of all educational facilities. This includes, but is not limited to, treating a violation as a higher-level violation and/or providing for more severe consequences**. Additional information regarding prohibited behaviors and disciplinary actions follows these sections.

**Level 1 Discipline:** Level 1 Discipline is generally used for minor acts of misconduct which interfere with the good order of school. Level 1 violations are generally minor violations and may represent a failure to demonstrate universally accepted expectations or social skills. It is the responsibility of all staff to address minor violations as soon as practicable within the environment in which the misbehavior occurred. Following appropriate teacher alternative resolutions, the student may be referred to an administrator. **However, it is important for students and parents to note that the circumstances of particular violations may warrant an administrative referral with more severe consequences, even on the first violation.** The accumulation of multiple Level 1 violations could result in more severe consequences. ***A student may be taken to a Disciplinary* Hearing or placed on a behavior contract *for chronic Code of Conduct violations***. This may result in long-term suspension or expulsion.

**Level 2 Discipline:** Level 2 Discipline violations are generally mid-level acts of misconduct. Mid-level infractions are addressed by administrators. Repeated (two or more) violations of any Level 2 violation can result in that violation being considered a Level 3 violation and referral to a disciplinary hearing. Consequences range from a minimum of a long-term suspension to expulsion and possible opportunity to attend the District’s alternative school.

**Level 3 Discipline:** Level 3 Discipline violations are generally serious acts of misconduct including, but not limited to, repeated misbehaviors of a similar nature, serious disruptions of the school environment, threats to health, safety, or property, and other acts of serious misconduct. Level 3 violations are generally major infractions and are serious safety violations. Major infractions should be reported to the school administrator immediately after the incident and may result in the immediate removal of a student from school. Level 3 violations may result in a referral to a Disciplinary Hearing with consequences ranging from long-term suspension to expulsion and possible opportunity to attend the District’s alternative school. Administrators will notify the appropriate district personnel, school resource officers, and law enforcement or state agencies deemed appropriate and required by law.

**Level 4 Discipline:** Level 4 Discipline violations are the most egregious acts of misconduct and generally constitute a serious violation of the law (for example, conduct which would be considered a serious felony criminal act if the student were an adult), and pose a significant safety risk or result in serious bodily injury. Committing a Level 4 violation will result in a referral to a Disciplinary Hearing resulting in consequences of up to permanent expulsion.

Students currently enrolled at the alternative school who commit a Level 2, 3 or 4 violation may receive a long-term suspension or expulsion from all Vidalia City Schools without the opportunity to attend the alternative school.

Depending on the severity of the violation, school administrators have the authority to send a student to a Disciplinary Hearing for any violation regardless of the level of disciplinary violation.

Only the Vidalia City Board of Education has the authority to allow a student who is under a permanent expulsion from any school system to enroll in Vidalia City Schools.

*A student who receives a consequence of permanent expulsion from the Disciplinary Hearing Officer for violating a Level 4 Violation during a school year may not enroll into an alternative unless the student, pursuant to an appeal to the Vidalia City Board of Education, receives permission from the Board to re-enroll into the Vidalia City School District. The Board may grant the re-enrolled student the opportunity to enroll in an alternative school. A student who receives a consequence of permanent expulsion from the Disciplinary Hearing Officer for committing a Level 4 Violation may not attend any Offense Intervention Programs unless the student, pursuant to an appeal to the Vidalia City Board of Education, receives permission from the Board to re-enroll into the Vidalia City School District.*

**Definitions of Terms**

1. **Warning**: This is the First step in addressing inappropriate behavior, which may lead to additional consequences if not followed, as per the guidelines in the student handbook.
2. **After School Detention** – Students will be required to stay after school for a period of designated time with supervision by one or more teachers.
3. **In-School Suspension** – (Alternative Learning Setting) – exclusion of a student for a minimum of one class period.
4. **Suspension** – the short-term suspension of a student from a public school for not more than ten school days pursuant to Code Section 20-2-751. (Code 1981, § 20-2-764, enacted by GA. L. 1995, p. 240, § 2; Ga. L. 1996, p. 6, § 20)
5. **Long-Term Suspension** – Suspension of a student for more than ten consecutive school days but not beyond the current school quarter or semester. Due process procedures must be followed. (Code Section 20-2-751)
6. **Expulsion** – expulsion of a student from a public school beyond the current school semester or term. Due process procedures must be followed.
7. **DJJ** – Department of Juvenile Justice

**PRE-K**

Discipline steps in Pre-K are left up to the discretion of the administration in accordance with state guidelines.

**CLASSROOM/SCHOOL DISCIPLINE GRADES K-12**

**Classroom Level Discipline**

**Teacher’s choice will be utilized for classroom level discipline. Teacher choice may include but is not limited;**

* Conference with the Student
* Conference with the Parent
* Detention
* Loss of Privileges
* Referral to Office
* Recess Reflection
* Student Reflection
* “You break it, you fix it”

**Office Referral Discipline Options**

* Administrative Conference and Parent Contact
* Referral to Counselor
* Detention/ Administrative Timeout
* Saturday School
* In-School Suspension
* Loss of Privileges
* Short Term - Out of School Suspension (1 period – to 10 days)
* Long Term - Out of School Suspension (Out of school suspension for more than 10 school days but not beyond the current school quarter or semester. (Subject to due process hearing.)
* Expulsion - Expulsion of a student from a public school beyond the current semester. (Subject to due process hearing.)

**Level 1**

**These behaviors should be handled by the teachers, then the team, and followed by the administration.**

**Key- CT= Classroom Teacher A= Administration**

| **Categories of Misconduct/ Rule #** | **Discipline Steps** | | | |
| --- | --- | --- | --- | --- |
| **Description** | | **K-5** | **6-12** |
| **Academic Dishonesty**  **Rule 32** | Receiving or providing unauthorized assistance on classroom projects, assignments, or exams. No student shall forge signatures of other parties nor alter information on any documents. | | **CT** | **CT** |
| **Attendance Related**  **Rule 30**  **Hall Passes/ Restricted Areas**  **Rule 47** | Repeated or excessive unexcused absences or tardies; including failure to report to class, skipping class, leaving school without authorization, or failure to comply with disciplinary sanctions.  Students are not allowed to visit other students during class hours or in restricted areas deemed by the administration. | | **CT**  **CT** | **CT**  **CT** |
| **Bus Conduct Referral**  **Rule 53** | The code of conduct outlined in the Transportation and Parking section must be followed. Due to the severity of the offense, the administration reserves the right to determine the level of consequence. Restitution for damages will be at the discretion of the Transportation Director.  The following actions at the bus loading/unloading areas and on the bus will result in suspension based on their position in the referral process.   * Students who refuse to provide their correct name and address. * Students caught throwing objects off/on the bus. * Fighting on the bus or at the bus loading areas.   Student abusing (verbally/physically) the driver will result in immediate bus suspension for the remainder of the year and based on the severity of the actions, may lose all future riding privileges. | | **See bus matrix** | **See bus matrix** |
| **Cell Phones**  **Rule 34**  **Earbuds/**  **Headphones**  **Rule 34**  **Electronic Equipment**  **Rule 34**  **Internet Usage**  **Rule 34** | K-8 Cell phones should be off and not visible.  HS-Cell phone use is limited to outgoing calls, which may be made before and after school and during lunch.   * No phone usage is allowed on school buses AT ANY TIME. * Extra-curricular buses will be handled by coaches, per state law.   \* If a student refuses to turn cell phone or any electronic device over to certified staff upon request, the following discipline will apply:  Earbuds/Headphones cannot be worn in the school building unless it is part of instructional delivery.  Electronic devices are not allowed at school or any school function or activity. Electronic equipment such as Ipods, DVD’s, handheld video games, video game consoles and any other electronic device are not allowed.  Internet Usage: No student shall visit any inappropriate, unauthorized website while on school property. This includes, but is not limited to pornographic sites, chat rooms, and unsupervised email checks. Inappropriate sites will be determined by the teacher, media specialist, and/or administrators. | | **CT**  **A**  **CT**  **CT**  **CT**  **A** | **CT**  **A**  **CT**  **CT**  **CT**  **A** |
| **Dress Code**  **Rule 31** | Students will not violate the dress code as outlined in the student handbook.  \*Chronic dress code violations will be handled by the administration. | | **A** | **A** |
| **Food & Drinks**  **Rule 48** | No student shall have outside food or drinks in the halls, classrooms or restrooms unless approved by administration. DE students will adhere to the same policies as full-time students. | | **CT** | **CT** |
| **Improper Use of Motor Vehicle**  **Rule 49** | Driving too fast for conditions, reckless driving, and improper parking will not be permitted. Georgia Rules of the Road will be adhered to while operating a vehicle on campus or at any school function. | | **N/A** | **6-8 N/A**  **9-12 A**  **Alt- N/A** |
| **Lunchroom Conduct**  **Rule 50** | * Lunch purchased at school will be eaten in the school lunchroom or designated outdoor areas. * Inappropriate behavior in the lunchroom will not be tolerated. (Loudness, breaking in line, horseplay, etc.) * Loud talking and laughing in the lunchroom will not be tolerated. * Food scattered on the table and floor. | | **CT** | **CT** |
| **Physical Contacts**  **Rule 45** | such as pushing, shoving, tripping or other behavior that does not result in threats, intimidation, or fight.   1. Intent to Harm 2. No intent to Harm | | **A**  **CT** | **A**  **CT** |
| **Possession of Unapproved Items**  **Rule 34** | The use or possession of any unauthorized item disruptive to the school environment.  ***Whistles/water pistols and/or similar items.*** Students cannot supply, possess, transmit, and/or discharge any item that is disruptive or potentially dangerous. | | **CT** | **CT** |
| **Public Display of Affection/ Inappropriate Touching**  **Rule 46** | Students shall not engage in inappropriate physical display of affection or touching on school property or at school activities. This includes, but is not limited to kissing. | | **A** | **A** |
| **Student Incivility**  **Rule 33** | Insubordination or disrespect to staff members or other students; includes but is not limited to refusal to follow school staff member instructions, use of vulgar or inappropriate language, and misrepresentation of the truth.  **Student Incivility 1**-  General disrespect or failure to follow instructions   * Those refusing to carry out reasonable instructions of faculty or staff members, or failure to identify themselves upon request, are unacceptable. * Students shall not report to class without appropriate materials. This includes, but is not limited to: textbooks, pencils, notebooks, class projects and any other items deemed necessary by the teacher. * Dressing appropriately and participating in physical education classes is a requirement. Students are not allowed to place their heads on desk or sleep in class. * Isolated remarks to peers. | | **CT** | **CT** |
| **Vandalism**  **Rule 20**  \* contact proper authority | The willful and/or malicious destruction, damage, or defacement of public or private property, real or personal, without the consent of the owner or the person having custody or control of it. Examples include graffiti, carving initials or words in desktops, or spray-painting on walls.  Level 1- Vandalism that the student is able to clean up or correct themselves.  \*this does not apply to graffiti that includes gang activity | | **CT** | **CT** |
| **Vulgar Language**  **Rule 56** | Students shall not use profane, vulgar or obscene words, gestures or actions in a classroom, school campus, school events or functions . Not toward students or staff. | | **CT** | **CT** |
| **Classroom Disturbances**  **Rule 58** | Students shall not engage in action which disturbs the flow of teaching activities in a classroom. | | **A** | **A** |

**Level 2**

| **Categories of Misconduct** | **Discipline Steps** | | | |
| --- | --- | --- | --- | --- |
| **Description** | | **K-5** | **6-12** |
| **Computer Trespass**  **Rule 05**  \* contact proper authority | unauthorized use of a computer or computer network with the intention of deleting, obstructing, interrupting, altering, damaging, or in any way causing the malfunction of the computer, network, program(s), or data. | | **A** | **A** |
| **Harassment** | Any act of harassment of students by other students based upon race, color, national origin, sex, or disability during school, on the bus or at any school event or activity. This also includes demeaning comments, threats or demands of physical contact which creates a hostile environment. | | **A** | **A** |
| **Non-disciplinary Incident**  **Rule 40** | Can only be used to report “physical restraint” with Action “95” | | **A** | **A** |
| **Other Discipline Incident/ or a state Reported Discipline Action**  **Rule 24** | Any other discipline incident for which a student is administered corporal punishment, in-school or out-of-school suspension, expelled, suspended from riding the bus, assigned to an alternative school, referred to court or juvenile system authorities, or removed from class at the teacher's request. | | **A** | **A** |
| **Refusal to Report**  **Rule 51** | No student shall fail to carry out assigned consequences for misconduct or fail to report to teachers or administrators for disciplinary actions. This includes failure to attend after-school detention. | | **A** | **A** |
| **Repeated Offenses**  **Rule 36** | A Collection of offenses not previously assigned a state reportable action that occurs on a single or across multiple school days that leads to a state reportable disciplinary action. | | **A** | **A** |
| **Student Incivility**  **Rule 33** | Insubordination or disrespect to staff members or other students; includes but is not limited to refusal to follow school staff member instructions, use of vulgar or inappropriate language, and misrepresentation of the truth.  **Student Incivility 2**- Blatant insubordination; profanity directed toward school staff | | **A** | **A** |
| **Threat/ Intimidation**  **Rule 17** | unlawfully placing another person in fear of bodily harm through verbal threats without displaying a weapon or subjecting the person to actual physical attack. | | **A** | **A** |
| **Tobacco**  **Rule 18**  **Vape Pens and Electronic Cigarettes**  **Rule 42**  **Includes any product that dispenses nicotine to the consumer**  \* contact proper authority | possession, use, distribution, or sale of tobacco products on school grounds, at school- sponsored events, and on transportation to or from school.  Any device used to deliver nicotine or any other substance intended for human consumption that may be used by a person to simulate smoking through inhalation of vapor or aerosol from the device. This includes an vape juice or liquid used to put in a vaporizing device.  \* any vaping device with THC or any other illegal drug will be handled under drugs.  Any device or product that contains nicotine including but not limited to nicotine pouches, nicotine gum, nicotine patches- unless medically prescribed.  Any devices discovered will be confiscated and turned over to local law enforcement. | | **A**  **A**  **A** | **A**  **A**  **A** |
| **Trespassing**  **Rule 19**  \* contact proper authority | Entering or remaining on a public school campus or School Board facility without authorization or invitation and with no lawful purpose for entry including students under suspension or expulsion, and unauthorized persons who enter or remain on campus after being directed to leave by the chief administrator or designee. | | **A** | **A** |
| **Vandalism**  **Rule 20**  \* contact proper authority | The willful and/or malicious destruction, damage, or defacement of public or private property, real or personal, without the consent of the owner or the person having custody or control of it. Examples include graffiti, carving initials or words in desktops, or spray-painting on walls.  Level 2- Participating in the minor destruction, damage, or defacement of school property or private property without permission. | | **A** | **A** |
| **Verbally Abusing Students**  **Rule 55** | Verbally abuse of a repetitive and/or aggressive nature. This includes, but is not limited to, verbal behaviors such as name calling, insulting remarks, or unwanted comments and jokes, gossiping, teaching, rumors, and unwanted notes. | | **A** | **A** |
| **Vulgar Language**  **Rule 56** | Students shall not use profane, vulgar or obscene words, gestures or actions in a classroom, school campus, school events or functions toward students. | | **A** | **A** |

**Level 3**

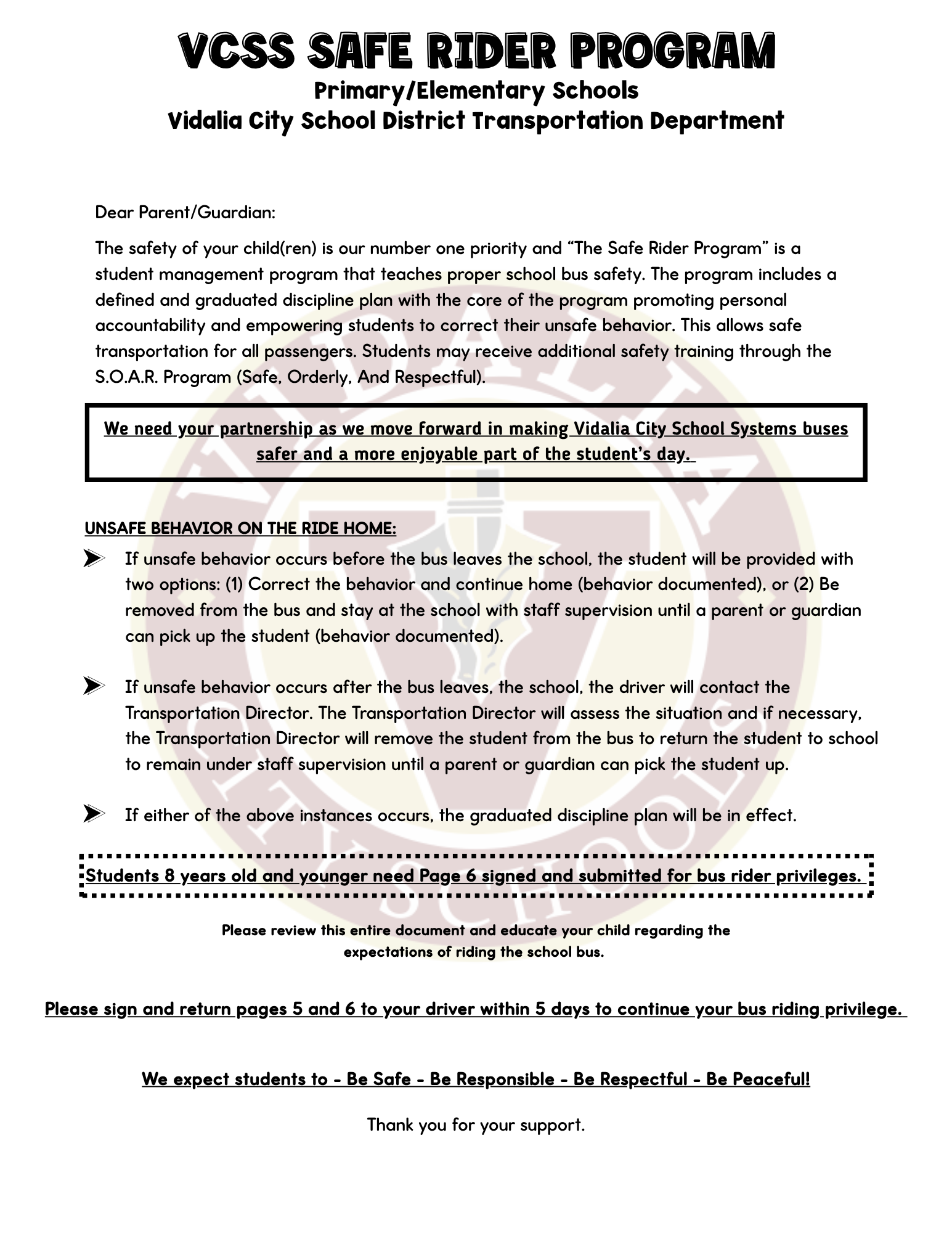
| **Categories of Misconduct** | **Discipline Steps** | | | |
| --- | --- | --- | --- | --- |
| **Description** | | **K-5** | **6-12** |
| **Alcohol**  **Rule 01**  \* contact proper authority | Violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of intoxicating alcoholic beverages or substances represented as alcohol, during the school year. | | **A** | **A** |
| **Arson**  **Rule 02**  \* contact proper authority | Unlawful and intentional damage or attempted damage to any real or personal property by fire or incendiary device. Examples include firecrackers, fireworks, and trash can fires if they are contributing factors to a damaging fire. Without a fire, firecrackers and fireworks are included in the Discipline Incident Type code '23' Weapons-Other. This code does not include a simple act of lighting a match. | | **A** | **A** |
| **Battery**  **Rule 03**  \* contact proper authority | Actual and intentional touching or striking of another person against his or her will or intentionally causing bodily harm to an individual. For example, one individual physically attacks or "beats up on" another individual including an attack with a weapon or one that causes serious bodily harm to the victim. Includes the actual placement of a bomb or one sent through the mail, regardless of whether the bomb explodes. This code should be used only when the attack is very serious, serious enough to warrant calling the police or bringing in security, where the intent is to do bodily harm to someone.  **Threatening, striking, or causing bodily harm to a teacher or school personnel that results in OSS will result in a student having their driver’s license suspended until his/her 18th birthday.** | | **A** | **A** |
| **Breaking & Entering Burglary**  **Rule 04**  \* contact proper authority | Unlawful entry into a building or other structure with the intent to commit a crime. This applies to school buildings or activities related to a school function. | | **A** | **A** |
| **Bullying**  **Rule 29**  \* contact proper authority | A pattern of behavior, which may include written, verbal, physical acts, or through a computer, computer system, computer network, or other electronic technology occurring on school property, on school vehicles, at designated school bus stops, or at school related functions that is so severe, persistent, or pervasive so as to have the effect of substantially interfering with a student’s education, threatening the educational environment, or causing substantial physical harm or visibly bodily harm. | | **A** | **A** |
| **Disorderly Conduct**  **Rule 06**  \* contact proper authority | Any act that substantially disrupts the orderly conduct of a school function, substantially disrupts the orderly learning environment, or poses a threat to the health, safety, and/or welfare of students, staff, or others. If the action results in a more serious incident, report it in the more serious incident code. | | **A** | **A** |
| **Drugs, Except Alcohol or Tobacco**  **Rule 07**  \* contact proper authority | Unlawful use, cultivation, manufacture, distribution, sale, purchase, possession, transportation, or importation of any controlled drug or narcotic substance, or equipment or devices used for preparing or using drugs or narcotics. Includes being under the influence of drugs or substances represented as drugs. Code includes over-the-counter medications if abused by the student. Code does not include tobacco or alcohol. | | **A** | **A** |
| **Extortion or Attempt to Extort**  **Rule 57**  \* contact proper authority | Students shall not extort or attempt to extort property from other students or school employees. Extortion is defined as obtaining property from another student, teacher, or employee) by force or threat of force. | | **A** | **A** |
| **Fire Alarm- Activating a fire alarm under false pretense**  **Rule 54** | No student shall activate a fire alarm under false pretenses | | **A** | **A** |
| **Failure to Provide Notification**  \* contact proper authority | Upon any student being charged, adjudicated, or convicted of a felony violation the student shall immediately notify the principal and the superintendent of said charges, adjudication, or conviction and shall provide to the Principal and Superintendent a copy of all documents received by the student concerning said charges, adjudication, or conviction, including any probation terms. This includes any violation held in abeyance or given first offender status. Failure to provide the required documents shall be grounds for disciplinary action. | | **A** | **A** |
| **Fighting**  **Rule 08**  \* contact proper authority | Mutual participation in a fight involving physical violence where there is no one main offender and no major injury. This does not include verbal confrontations, tussles, or other minor confrontations. | | **A** | **A** |
| **Gambling**  **Rule 43**  \* contact proper authority | Students will not gamble on school property or while attending an activity under school supervision. **Gambling includes playing cards, betting, matching, etc., for money, property, or recreational purposes. No cards of any kind are permitted on school grounds.** | | **A** | **A** |
| **Gangs**  **Rule 35**  \* contact proper authority | **Category A-**  Students shall not engage in any gang activities, included but not limited to: gang gestures, symbols, colors, hair design, eyebrow designs, clothing styles, body art.  **Category B-**  Group gatherings for intent to harass, recruit, intimidate, harm or bully. | | **A** | **A** |
| **Larceny/ Theft**  **Rule 11**  \* contact proper authority | Unlawful taking, carrying, leading, or riding away of property of another person without threat, violence, or bodily harm. Included are pocket-picking, purse or backpack-snatching if left unattended, theft from a building, theft from a motor vehicle, theft from a coin-operated machine, and all other types of larcenies. The Larceny /Theft code should be used only when theft is serious enough to warrant calling the police or bringing in security. | | **A** | **A** |
| **Motor Vehicle Theft**  **Rule 12**  \* contact proper authority | Theft or attempted theft of a motor vehicle. Code includes theft of car, truck, motorcycle, dune buggy, RV, or anything that is self-propelled. | | **A** | **A** |
| **Robbery**  **Rule 13**  \* contact proper authority | Taking, or attempting to take anything of value that is owned by another person or organization, under confrontational circumstances by force or threat of force or violence and/or by putting the victim in fear. An essential difference between robbery and larceny is that a threat or battery is involved in a robbery. Examples include extortion of lunch money. | | **A** | **A** |
| **Serious Bodily Injury**  **Rule 27**  \* contact proper authority | The term *“serious bodily injury”* means bodily injury which involves a substantial risk of death, extreme physical pain, protracted and obvious disfigurement; or protracted loss of impairment of the function of a bodily member, organ, or mental faculty. | | **A** | **A** |
| **Sexual Harassment**  **Rule 15**  \* contact proper authority | Deliberate, repeated, and unsolicited physical actions, gestures, or verbal or written comments of a sexual nature, when such conduct has the purpose or effect of interfering with a student's academic performance or creating an intimidating, hostile, or offensive learning environment. Examples include behaviors such as leering, pinching, grabbing, suggestive comments, suggestive jokes, or pressure to engage in sexual activity. | | **A** | **A** |
| **Sex Offenses**  **Rule 16**  \* contact proper authority | Sexual intercourse, sexual contact, or other unlawful behavior or contact intended to result in sexual gratification without force or threat of force and where the victim is capable of giving consent including indecent exposure and obscenity. Examples include entering or downloading pornographic content onto school computers. | | **A** | **A** |
| **Student Incivility Rule 33** | Insubordination or disrespect to staff members or other students; includes but is not limited to refusal to follow school staff member instructions, use of vulgar or inappropriate language, and misrepresentation of the truth.  **Student Incivility 3**- Issuing false reports on school staff. | | **A** | **A** |
| **Threat of severe harm or death (to individual or group)**  \* contact proper authority | Homicidal or terroristic threats that cause a disruption to school.  Homicidal threats are threats to another **individual or group no larger than 3** that creates a fear of harm and/or conveys a serious expression of intent to harm, to commit any act of violence or to burn or damage property **causing a disruption of school.**  A terroristic threat is any threat through written or verbal language or act which creates a fear of harm and/or conveys a serious expression of intent to harm, to commit any act of violence or to burn or damage property **to more than 3 people**. Terroristic threats shall also include, but not limited to, bomb threats, making false calls to 911 which have the effect of causing a lock down of the school building, the evacuation of a school building, or the search for a school building, or any bus, property, or building belonging to the school district by the school resource officer or any other public safety officer or agency, or the use of electronic communication to convey, text, video, or image which have the effect of causing a distraction of the school. | | **A** | **A** |
| **Vandalism**  **Rule 20**  \* contact proper authority | The willful and/or malicious destruction, damage, or defacement of public or private property, real or personal, without the consent of the owner or the person having custody or control of it. Examples include graffiti, carving initials or words in desktops, or spray-painting on walls.  Level 3- Participating in the willful/malicious destruction, damage, or defacement of school property or private property without permission. Level 3 may be used for students that violate the school policy on vandalism three or more times during the same school year. | | **A** | **A** |
| **Violation of terms of behavior contract**  **Rule 52** | If a student breaks the terms of a behavior contract upon returning to school after required punishment has been met. he/she will be returned to the original punishment given for the remainder of the school year. | | **A** | **A** |
| **Vulgar Language**  **Rule 56** | Students shall not use profane, vulgar or obscene words, gestures or actions in a classroom, school campus, school events or functions . Toward staff. | | **A** | **A** |
| **Weapon Possession**  \* contact proper authority  **Knife**  **Rule 22**  **Other weapons Rule 23** | The possession, use, or intention to use any type of knife, including a pocket or penknife, to inflict harm on another person, or to intimidate any person.  The possession, use, or intention to use any instrument or object to inflict harm on another person, or to intimidate any person. Included in this code are chains, pipes, razor blades, ice picks, dirks, nunchakus, brass knuckles, Chinese stars, billy clubs, tear gas guns, stun guns, pepper spray, electric weapons or devices, explosives, or propellants. Firecrackers and other fire-works are also included if fire is not involved. | | **A**  **A** | **A**  **A** |

**Level 4**

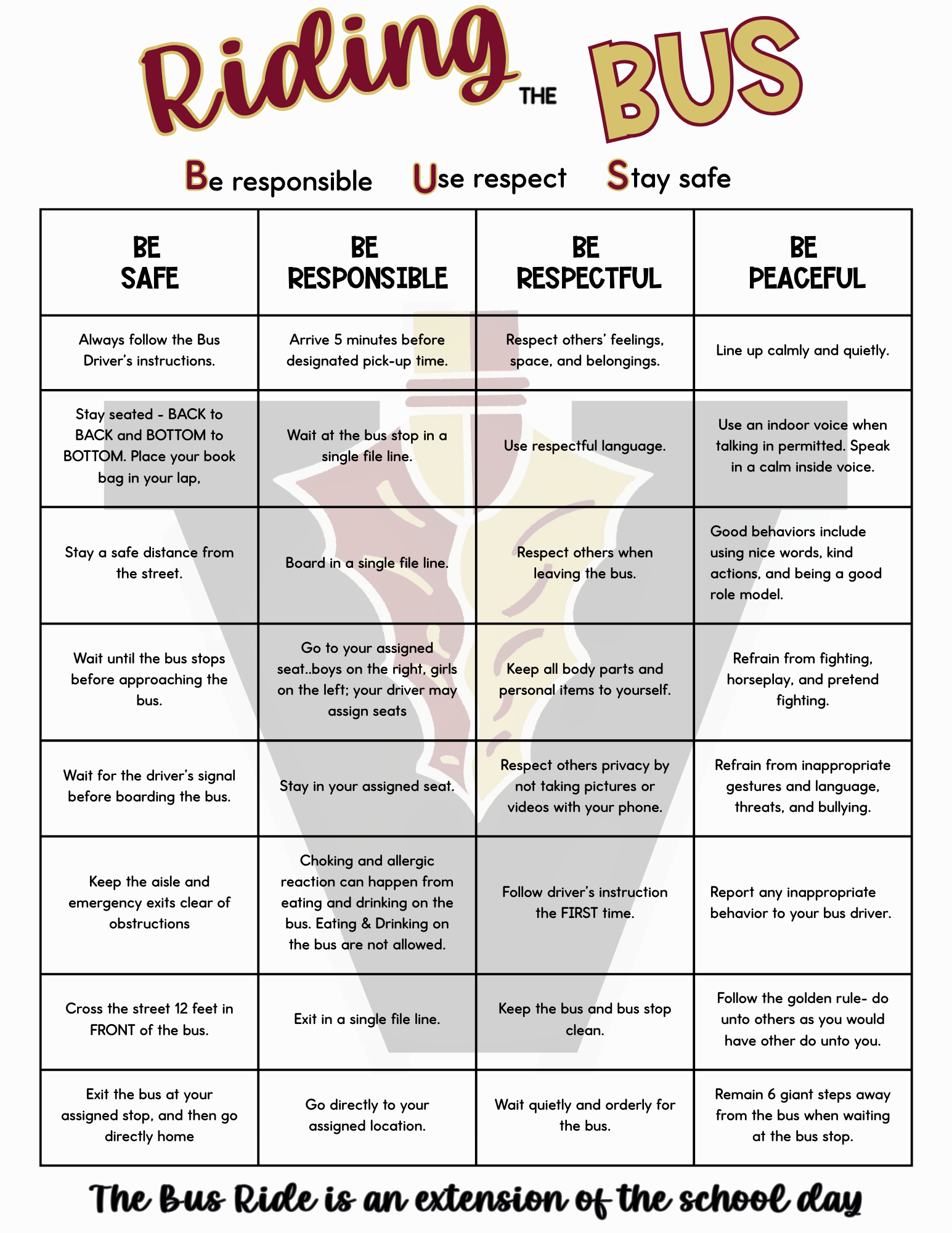
| **Categories of Misconduct/** | **Discipline Steps** | | | |
| --- | --- | --- | --- | --- |
| **Description** | | **K-5** | **6-12** |
| **Failure to Provide Notification**  \* contact proper authority | Upon any student being charged, adjudicated, or convicted of a felony violation the student shall immediately notify the principal and the superintendent of said charges, adjudication, or conviction and shall provide to the Principal and Superintendent a copy of all documents received by the student concerning said charges, adjudication, or conviction, including any probation terms. This includes any violation held in abeyance or given first offender status. Failure to provide the required documents shall be grounds for disciplinary action.   * **Rule 09 Murder** O.C.G.A 16-5-1 (homicide) * Voluntary Manslaughter O.C.G.A 16-5-2 * Rape O.C.G.A 16-6-1 * Aggravated Sodomy O.C.G.A. 16-6-2 * Aggravated Child Molestation O.C.G.A 16-6-4 * Aggravated Battery O.C.G.A. 16-5-24 * Aggravated Armed Robbery O.C.G.A 16-8-41 * **Rule 14 Sexual Battery** * **Rule 10 kidnapping** | | **A** | **A** |
| **Weapon Possession**  \* contact proper authority  **Handgun**  **Rule 25**  **Rifle/ Shotgun Rule 26**  **Other Firearms Rule 28** | Possession of a firearm which has a short stock and is designed to be held and fired by the use of a single hand; and any combination of parts from which a firearm described above can be assembled.  **NOTE: This definition does not apply to items such as toy guns, cap guns, bb guns, and pellet guns.**  The term *“rifle”* means a weapon designed or redesigned, made or remade, and intended to be fired from the shoulder and designed or redesigned and made or remade to use the energy of an explosive to fire only a single projectile through a rifled bore for each single pull of the trigger. The term *“shotgun”* means a weapon designed or redesigned, made or remade, and intended to be fired from the shoulder and designed or redesigned and made or remade to use the energy of an explosive to fire through a smooth bore either a number of ball shot or a single projectile or each single pull of the trigger.  Firearms other than handguns, rifles, or shotguns as defined in 18 USC 921 which includes any weapon which will or is designed to or may readily be converted to expel a projectile by the action of any above; any firearm muffler or firearm silencer; any destructive device, which includes any explosive, incendiary, or poison gas. | | **A**  **A**  **A** | **A**  **A**  **A** |
| **Violence Against a Teacher**  **Rule 44**  \* contact proper authority | intentional physical attack against a teacher with the intent to cause bodily harm resulting in severe injuries or any physical attack against a teacher. | | **A** | **A** |

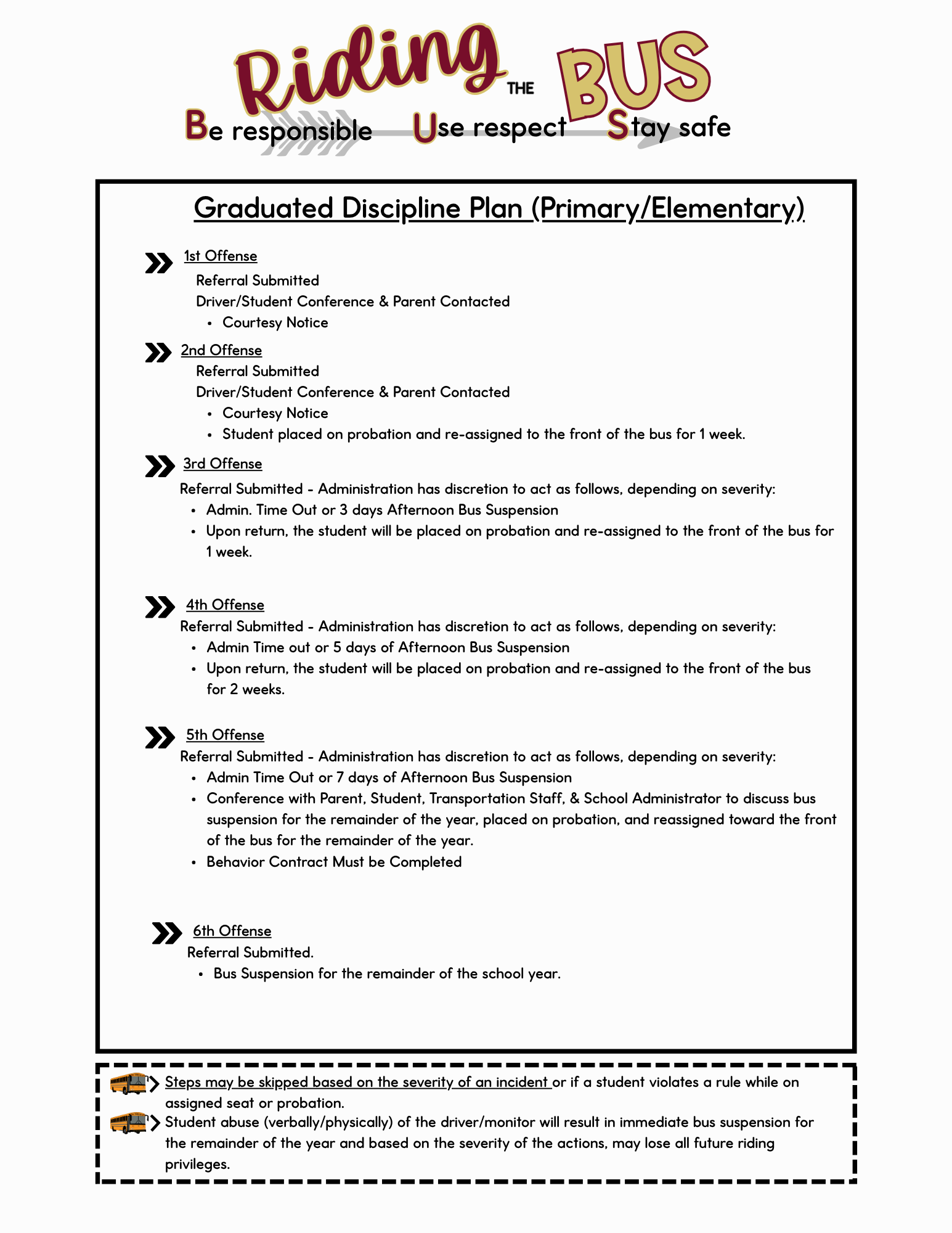
Behavior in school as well as academic performance are both key ingredients in the success of any athlete. Chronic discipline problems as well as poor academic performance may cause an athlete to be dropped from this sport. This will be done at the discretion of the coach, Athletic Director, and Principal.

Any student receiving excessive behavior referrals in an academic year will be placed on a behavior contract.

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**VIDALIA CITY SCHOOLS BUS EXPECTATIONS**

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**STAFF QUALIFICATIONS : In an effort to become more familiar with your child’s teacher/paraprofessional, parents may request teacher and/or paraprofessional qualifications to include level of education and/or degree, college major and years of service. Requests can be made relative to those staff that instruct your child.**

**J. D. Dickerson Primary School**

**RESPONSIBLE USE/FERPA/COPPA**

**Responsible Use of Electronic Media for Students**

Vidalia City Schools (VCS) recognizes that the use of technology is prevalent in society. Students and staff have access to the Internet, cell phones, games, and a variety of personal technology devices. Students and staff utilize social media websites and applications as well as a variety of other digital resources that allow them to interact, share, create, and innovate. Staff members utilize these same resources as a means to effectively engage students, motivate student learning, and collaborate with colleagues. When using VCS technology or network access, students are expected to follow the Student Conduct Behavior Code, including respecting others ‘privacy. Online student accounts to be used for legitimate educational purposes will be subject to monitoring and review, including a review of text and attachments that are related to that student or students. At NO TIME should a student consider VCS email (K-12), networked applications, or account or technology access private or confidential in any way. While the school district does maintain Internet filters, there may be times when a student may accidentally or purposefully discover inappropriate materials online. VCS DOES NOT CONDONE the use of such materials. Inappropriate use of VCS technology or network access is a violation of the Student Conduct Behavior Code. Access is a privilege, not a right, and all students are expected to treat this learning tool with respect. VCS technology, network access, and electronic resources must not be used to:

o Harm other people.

o Interfere with other people 's work.

o Steal property.

o Gain unauthorized access to other people 's files or programs.

o Gain unauthorized access to online resources, including using someone else 's password. o Make changes to the hardware or software configuration of any machine, including installing or deleting any software.

o Improperly use the network, including introducing software viruses and/or bypassing local school or office security policies.

o Steal or damage data and/or computers and network equipment.

o Access, upload, download, and/or distribute pornographic, hate oriented, profane, obscene, or sexually explicit material. *Failure to follow these guidelines can violate the Official Code of Georgia, O.C.G.A., Codes 16- 9-90, 16-9-91, 16-9-93, and 16-9-93.1 as well as Title XVII of United States Public Law 106-554, known as the Children’s Internet Protection Act*. Such use can also lead to disciplinary actions, up to and including loss of access to VCS technology resources and further disciplinary actions as defined by existing VCS policies. Such disciplinary actions may include confiscation of

technology being used inappropriately if an incident occurs.

**Supplemental Technology and Student Email**

VCS provides access to Google G Suite for Education and Microsoft Office 365 and other Online Web services including but not limited to Zoom as supplemental resources to the VCS adopted Learning Management System for local schools to use if they wish. VCS will allow the use and issue of student email (Google Gmail) accounts to students for use internal to VCS only. Students can access the email from any device via the Student Portal.

**Family Educational Rights and Privacy Act (FERPA)**

**Model Notice for Directory Information**

The *Family Educational Rights and Privacy Act (FERPA)*, a Federal law, requires that Vidalia City Schools, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child’s education records. However, Vidalia City Schools may disclose appropriately designated “directory information” without written consent, unless you have advised Vidalia City Schools to the contrary in accordance with Vidalia City Schools’ procedures. The primary purpose of directory information is to allow Vidalia City Schools to include information from your

child’s education records in certain school publications. Examples include:

∙ A playbill, showing your student’s role in a drama production;

∙ The annual yearbook;

∙ Honor roll or other recognition lists;

∙ Graduation programs; and

∙ Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent’s prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965, as amended (ESEA) to provide military recruiters, upon request, with the following information – names, addresses and telephone listings

– unless parents have advised the LEA that they do not want their student’s information disclosed without their prior written consent.

If you do not want Vidalia City Schools to disclose any or all of the types of information designated below as directory information from your child’s education records without your prior written consent, you must notify your student’s school in writing by August 09, 2024. Vidalia City Schools has designated the following information as directory information:

∙ Address

∙ Telephone listing

∙ Electronic mail address

∙ Photograph

∙ Date and place of birth

∙ Major field of study

∙ Dates of attendance

∙ Grade level

∙ Participation in officially recognized activities and sports

∙ Weight and height of members of athletic teams

∙ Degrees, honors, and awards received

∙ The most recent educational agency or institution attended

∙ Student ID number, user ID, or other unique personal identifier used to communicate in electronic

systems but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user’s identity, such as a PIN, password, or other factor known or possessed only by the authorized user

∙ A student ID number or other unique personal identifier that is displayed on a student ID badge, but

only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a PIN, password, or other factor known or possessed only by the authorized user.

**Children’s Online Privacy Protection Act (COPPA)**

COPPA applies to operators of commercial websites and online services and limits their ability to collect personal information from children under the age of 13. COPPA allows the school to act as the parent 's agent and consent to the collection of a student 's information on the parent 's behalf within the educational context— where an operator collects personal information from students for the use and benefit of the school, and for no other commercial purpose. By signing the response form, parents grant consent for Vidalia City Schools, and Vidalia City Schools ‘employees, to act as the parent 's agent in providing consent for the collection of student information within the educational context.

**FEDERAL PROGRAMS & PRELIMINARY ALLOCATIONS**

**See Vidalia City Schools Website for additional information regarding all Federal Programs.** [**https://vidaliacitysd.schoolinsites.com/federalprograms**](https://vidaliacitysd.schoolinsites.com/federalprograms)

**Right to Know Notification**

**Right to Know Professional Qualifications of Teachers and Paraprofessionals**

**Vidalia City School System**

Date: **August 5, 2025**

Dear Parents,

In compliance with the requirements of the Every Students Succeeds Act, the **Vidalia City School System** would like to inform you that you may request information about the professional qualifications of your student’s teacher(s) and/ or paraprofessional(s). The following information may be requested:

* Whether the student’s teacher—
* has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
* is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and
* is teaching in the field of discipline of the certification of the teacher.
* Whether the child is provided services by paraprofessionals and, if so, their qualifications.

If you wish to request information concerning your child’s teacher’s and/ or paraprofessional’s qualifications, please contact the principal at each school or **Tammy McFadden at 912-537-3088 x 2011**.

**AGREEMENT INFORMATION**

**FIELD TRIP AGREEMENT (Information Only)**

As the parent or legal guardian, you will be asked to grant permission for the school system to transport your child on any approved field trips during this school term. You will be informed of dates and locations as field trips are scheduled.

***A parent signature page is included in J. D. Dickerson Primary School’s first-day-of-school packet. Please sign and return the sheet that includes this agreement. Additional permission forms will be sent home throughout the year. The school system and school-level administration have the right to add addendums to this handbook, at any needed time.***

The undersigned agrees on behalf of said minor and individually to release, indemnify and hold the Vidalia School Board harmless from any and all claims for damages or injury to said minor child and to said minor child 's property occurring during said trip other than injuries caused by gross negligence on the part of the School Board or its agents. Further, the undersigned hereby authorizes the school officials in charge of said trip to procure any medical treatment reasonably necessary for the welfare of said child during said trip. Said medical treatment shall include, but not be limited to emergency care, hospitalization and doctor 's care.

**PHOTO/PROJECT RELEASE (Information Only)**

**J.D. Dickerson Primary School** includes projects, photos of students, teachers, and school activities on its website/FB page. Occasionally, it might be necessary to use first and last names of students, but no addresses, and/or telephone numbers will ever be used. ***A parent signature page is included in J. D. Dickerson Primary School’s first day-of- school packet. Please sign and return the sheet that includes this agreement if you would allow*** projects/photos at conferences, workshops, and other educational functions to be shared in public sites used by J. D. Dickerson Primary School.

**REQUEST FOR ADDITIONAL COPIES BY PARENTS**

**Copy Fees:** Any request for copies of documents that government entities can provide (ex. Birth certificate, social security card, immunization records, etc.) will incur a fee of $3.00 per document, or notarization of document. (BOE approved 4/2022)

**Response Form (Required)**

**Please sign and return.**

**Parent/Student:** I have received a copy of the Vidalia City Schools information regarding the responsible use of electronic media for instructional purposes whether in class or as a virtual student. I understand that all Annual Notices to parents, including Parents Right to Know, FERPA, and COPPA are located in the student handbook that can be found on each school's website. I understand my rights and responsibilities as a student enrolled in the Vidalia City School System and consent to the terms found within the handbook.

**Parent:** I understand the handbook is located on the school website that my child attends. I have reviewed the contents of the handbook and consent to the terms regarding the responsible use of electronic media for instructional purposes, whether in class or as a virtual student. I understand that all Annual Notices to parents, including Parents Right to Know, FERPA, and COPPA are located in the student handbook.

**Student Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature of Parent/Guardian \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***Revised: July 22, 2025***