

North Belmont Elementary School

Student/Parent Handbook

2023-2024

210 School Street
Belmont, NC 28012
Telephone: (704) 836-9135
Fax: (704) 827-0423

“Home of the Screaming Eagles”

Mission Statement

To have children learn beyond their recognizable abilities and challenge them to achieve their goals and dreams.

Vision

Learn, Love, Laugh in a respectful way!

Motto

Gooooooooooooo Screaming Eagles!

Mr. Justin Beam
Principal

SCHOOL DAY SCHEDULE

| | |
|-------------|---|
| 7:05am | Building opens for students |
| 7:05-7:25am | Breakfast served for students |
| 7:20am | Classrooms open for students |
| 7:30am | Tardy bell rings and instructional day begins |
| 2:25pm | Instruction ends/students dismissed |

VISITORS

Visitors are WELCOME. Gaston County Policy states that “ALL” visitors must check into the office, **register with a valid photo ID**, and pick up a **VISITOR BADGE** before going anywhere on campus. You may be subject to metal detection. This is necessary for the protection of our children and to prevent unauthorized persons from entering the school. Please check out in the front office before leaving.

*It is necessary for the school to have updated and correct home phone, work phone, home address, and a number where someone can be reached at all times for emergencies. Please contact the front office and your child’s teacher when a phone number changes. TWO (2) proofs of current address received within the last 30 days to verify residence (power, gas, water, cable, landline phone bills and/or lease or mortgage records) must be turned in to the front office or GCS Student Assignment as soon as the change occurs.

TARDY/EARLY DISMISSAL POLICY

All students are expected to be in class by 7:30am. Please have your child here and ready to start on time. When tardy, please park your vehicle and come into the front office to check in your child. Students leaving school before 1:55pm must be signed out in the front office by either a parent or a guardian. The office will notify the teacher that a student has been checked out for dismissal. Students who leave after 11:00am are marked as an early dismissal. ***No check outs between 1:55-2:25pm (exceptions can be made for SERIOUS emergencies with administration).**

ATTENDANCE POLICY

A written excuse is required for all absences and should state the exact reason a student is absent. This note should be **given or emailed** to the student's teacher with the **specific date of the absence within three instructional days after the absence**. An absence is only excusable for the following reasons: personal illness/accident of the student, death or serious illness of immediate family member, court appointment or suspension. A student must be present for one-half of the school day (until 11:00am) to be counted present for the day. **Gaston County Schools Policy limits student absences to no more than 12 per year.** Any student incurring more than 12 absences in a school year (excused or unexcused) will be reviewed by the school's attendance committee at the end of the year for possible retention due to absences. Absences are monitored by the school social worker, and letters informing parents of unexcused student absences are sent periodically throughout the year so that parents are aware of their child's attendance history.

TRANSPORTATION CHANGES

North Belmont asks that your child's method of transportation only be changed in extreme emergencies. The office can only take transportation changes the following ways:

- 1) Signed and dated handwritten note from parent/guardian. Student gives note to teacher upon arrival at school.
 - 2) *A faxed note to the front office at (704) 827-0423.
 - 3) *A note e-mailed to one of the front office staff.
- *With these changes, the parent must call the front office to verify the transportation changes have been received.**

GOING HOME WITH A FRIEND

No student will be permitted to leave campus with a friend without the written permission from **both** sets of parents.

CAR RIDER ARRIVAL AND DISMISSAL

Car riders should load and unload only along the curb and from the passenger's side. Please do not double park, and please don't let your children out at the road or flagpole. Parents must wait with their child until the 7:05am bell rings. Parents are required to remain in their car until the bell rings to allow students to be dismissed in a safe and orderly manner at 2:25pm. Parents are not allowed to walk up and wait on the sidewalk to pick up their child. Teachers and safety patrol students will assist car riders. The drop off/pick up area is considered a fire zone, therefore everybody needs to stay in their vehicle. **School Street is one way between the hours of 7:00-8:00am and 2:05-3:05pm.**

REPORT CARDS

At the **midpoint of the grading period**, an interim report will be sent to parents. Report cards will be sent home at the end of each nine week grading period. Parents are asked to carefully review these reports and return the report card to the school.

*Report Card Dates: Oct. 19, Jan. 11, Mar. 14, and May 22.

CAFETERIA PROCEDURES

Lunch and breakfast is served each day. Breakfast is served 7:05-7:25am. Lunch is served 10:10am-12:35pm. **All students at North Belmont Elementary School will be eligible for free breakfast and lunch for the 2023-2024 school year.** No student will be required to complete a free and reduced meal application. A la Carte guidelines:

- A) A la carte items may not be charged.
- B) A la carte items WILL NOT be sold to students in ELEMENTARY schools UNLESS one of the following conditions are met:
 - i) The student purchases a reimbursable meal in the cafeteria (breakfast or lunch)
 - ii) The student brings breakfast or lunch from home
 - iii) The student has eaten a meal at home prior to arriving at school (breakfast)

GCS STUDENT ILLNESS POLICY

Gaston County Schools recommends a child **stay home** if they:

- Have a **fever of 100.0** degrees or higher. Students must be 24 hours fever free **WITHOUT** medication. If your child is sent home with a fever, they cannot return to school the next day.
- Have **vomiting or diarrhea**. Keep children home for 24 hours after the **LAST** time they **vomited or had diarrhea**.
- Have symptoms such as:
 - Very tired or poor appetite
 - Uncontrollable cough or sneezing (spreads sickness)
 - Headache, body aches, or earache
 - Sore Throat-a little sore throat is ok for school, but a bad sore throat could be **strep throat, even with no fever**. Signs of strep throat in children can include: headache, upset stomach, or rash. A special test is needed to know if it is strep throat.
- Notify the school nurse if your child tests positive for the flu.
- Colds can be contagious for at least 48 hours. Returning to school too soon may slow recovery and make others sick.
- Children may return to school 12 hours after **the FIRST dose of antibiotics and fever free for 24 hours** with anything like ear infection or strep throat.

MEDICATION POLICY

No medication can be administered by school personnel until a **"Medication Authorization Form"** has been completed, signed by a physician, and returned to school. The school nurse must be contacted and will finalize the form. Students are not permitted to carry medications to and from school, a parent must bring it to the office to be counted with the staff. Students must report injuries and illness at school, to their teacher ASAP.

COMMUNICATIONS

Parent/teacher communication red folders are sent home each night with student work, flyers, and teacher letters.

Parent Link Notify is a telephone program that gives parents and staff a reminder of upcoming events.

Channel 21 is a cable TV station which posts school info.

GCS website can be accessed at www.gaston.k12.nc.us. North Belmont has a great website at www.gaston.k12.nc.us/nbelmont, and is linked to the GCS website.

Mr. Beam, the principal, has an **open door policy**. Please visit or call Mr. Beam if you have any questions or concerns.

PARENT-TEACHER CONFERENCES

Parent conferences will be on **Thursday, October 12**, and **Thursday, March 7**. We encourage you to call to set up a conference with your child's teacher anytime when needed.

NORTH CAROLINA READ TO ACHIEVE-House Bill 950

The goal of the state is to ensure that every student reads at or above grade level by the end of the third grade. This bill requires that all students pass either: mclass, the “beginning of the year” (BOY) or the “end of grade” (EOG) exam in order to progress to the fourth grade. Summer camp and other interventions will be offered to all third graders who do not meet read to achieve.

PROMOTION POLICY

Promotion policies for students attending Gaston County Schools are set by the Gaston County Board of Education and NC Law. Students must perform at grade level in order to pass. Teachers will notify parents of academic problems immediately and will work together to develop a plan of corrective action. Students will have multiple opportunities to demonstrate their academic skills through continuous assessments, portfolios, projects, and formal/informal testing. Final promotion is determined by the principal.

TITLE ONE

North Belmont is a Title One School. Title One offers excellent opportunities to assist children and their families throughout the year. Title One mandates that our educational staff members be “Highly Qualified” as stated in the Federal Law of “No Child Left Behind.” Title One also has a family component. We are required to seek your involvement with your child in the school. North Belmont has wonderful family involvement events, and we look forward to the continued tradition of strong support from our families. As a Title One School, the North Belmont School Improvement Plan (SIP) and our school finances are open to the public. You can find information about our school improvement plan on our website at <https://www.gaston.k12.nc.us/domain/3607>. You have the “right to know” about our school and we encourage you to become involved.

SCHOOL SAFETY

Maintaining a **safe environment** and being prepared to meet emergency situations are important processes. **We will conduct fire, tornado, and lockdown drills** frequently and at different times so that teachers and students will be prepared in the event of an actual emergency. We will conduct random metal detection screenings for students and visitors. We also have an asbestos plan on file in the front office should anyone have questions.

INCLEMENT WEATHER CONDITIONS

In case of **severe weather**, *please do not call the school*. Our phones must be kept open for emergencies. Please refer to the GCS website (www.gaston.k12.nc.us), Channel 21, WCGC-AM or WBTV.

TOBACCO FREE POLICY

Gaston County Board Policy mandates that all school grounds and facilities remain **tobacco and vape free at all times**. This includes smoking in a vehicle while parked on campus.

SNACKS/CLASSROOM CELEBRATIONS/ALLERGIES

Any foods brought to school for class wide snack distribution or classroom celebrations must be **store bought with a complete ingredient label adhered to the package**. Thank you for understanding that this is to protect students with food allergies. Students with medical conditions such as allergies and diabetes may request modifications to school meals by completing a Diet Order Form. These may be obtained through the cafeteria manager, school nurse, or Gaston County School Nutrition. Diet Orders must be signed by a physician and returned to the cafeteria manager.

GRADING SCALES

Kindergarten through second grade students have standards-based report cards with ratings that show their progress towards meeting each standard. Specific grading codes for these grade levels are printed on the report card.

*Third through fifth grade students earn number grades based on a ten-point scale:

- A 90-100 Excellent
- B 80-89 Very Good
- C 70-79 Satisfactory
- D 60-69 Inconsistent
- F 59 and Below Not meeting grade level standards

SCHOOL BUS TRANSPORTATION AND CONDUCT

Bus transportation is a privilege and all students are expected to follow the bus rules outlined in the GCS Student Code of Conduct. Students are not permitted to get off the bus at a stop other than the regular stop unless we receive written, signed and dated parent notification. If you have any questions regarding bus transportation, please contact the school.

PARENTS AT LUNCH

Parents are welcome to have lunch with their child and must sign in at the office to receive a visitors pass. A designated parent/student lunch table has been set up in the cafeteria. Parents should only eat lunch with only their child, and refrain from taking pictures in the cafeteria. Sodas and sugar drinks are not allowed on school campus for students.

NORTH BELMONT'S DISCIPLINE PLAN

We have great students and we continue to model/teach good character and behavior. We have a full time guidance counselor and school based therapist on staff at North Belmont. We also implement a positive reward system to help motivate students to stay on track. Both your involvement and support is key in keeping our students in a safe and positive environment. Our plan protects the rights and dignity of the child and teacher. It allows the child to assume responsibility for solving the problem before corrective action is taken, and it provides a support system for children, parents and teachers. During the first week of school, the teachers will take time to practice and model expected Positive Behavioral Intervention and Supports (PBIS) with their class. School rules are based on the principles of safety and consideration of others. Our discipline plan is patterned from the **Gaston County Schools Code of Student Conduct** which is furnished on the first day of school. Please make sure that you and your child are familiar with these policies; especially those that deal with drugs, weapons possession and serious injury caused by fighting. Any incident that causes bleeding is considered serious and law enforcement officers will be contacted. All teachers will implement a discipline plan in their classrooms including the PBIS model listed on the back page. This plan will help provide a safe and orderly environment that will provide the greatest opportunity for student learning. Continuous disruptive student behavior will result in an office referral.

CELL PHONES AND VALUABLES

Cell phones and valuables **should be left at home** where they are secure. The school is not responsible for valuables that are lost or stolen. Cell phones have the following consequences:

- 1) Warning. Teacher keeps phone until the end of the day.
- 2) Phone given to principal. Parent/guardian must come up to school to pick up phone. Only parent/guardian can get the phone.
- 3) Phone given to principal. Parent/guardian and student meet with principal to discuss the phone. Step repeated each additional time phone is taken.



NORTH BELMONT ELEMENTARY: SOARING FOR EXCELLENCE
PBIS Student Rules



| EAGLE PRIDE | <u>P</u>ersonal Responsibility | <u>R</u>espect | <u>I</u>ntegrity | <u>D</u>isciplined | <u>E</u>ngagement |
|--------------------|---|---|--|---|---|
| Arrival | *I will go into the library (1st-2nd grades), or the multi-purpose (3rd-5th grades). *I will wait patiently to be dismissed to my classroom. | *I will listen to the staff on duty and follow directions the first time they ask. *I will respect the personal space of others. | *I will sit silently and listen to the speaker. | *I will sit in my line and face the front at all times. | *When my class is dismissed, I will walk silently to class in a single file line using the right side of the hallway. |
| Specials | *I will be responsible for my own actions. *I will work at all times. *I will follow the rules that my specials teacher has for their classroom. | *I will use polite language. *I will keep my hands, feet, and objects to myself. | *I will listen and follow all directions. *I will make good choices. | *I will use a quiet voice at all times. *I will keep my area clean. | *I will be an active participant. *I will follow hallway procedures during each of the specials transitions. |
| Cafeteria | *I will have my lunch number ready. *I will sit properly in my seat. *I will point and tell the cafeteria staff in a loud and clear voice my food choices. | *I will wait quietly for my turn to get milk and my tray. *I will keep my hands and feet to myself. *I will use my manners with the cafeteria staff and monitors. | *I will be silent for the first ten minutes of lunch. *I will talk using a quiet inside voice when instructed by the cafeteria monitor. | *I will clean up trash and food in my area (the table and floor). *I do not expect others to clean up my mess. | *I will only go through the line one time, making sure I get everything I need the first time. *I will only ask the cafeteria monitor to go to the restroom in an emergency. I must take a pass when given permission. |
| Classroom | *I will come to class ready to learn. *I will do all of my work. *I will ask for help when I do not understand. | *I will use polite words and tone when I speak. *I will follow directions the first time they are given. *I will take care of all materials. | *I will try my best on all of my work. *I will be honest, even when I make mistakes. | *I will keep my hands and feet to myself. *I will stay in my assigned area. *I will speak quietly during appropriate times. | *I will participate in all activities. *I will be a good listener. *I will do my best. |
| Hallway | *I will wait patiently when necessary. *I will walk at all times. *I will always walk on the right side of the hallway. | *I will keep my hands and feet off the walls. *I will keep my hands and feet to myself. | *I will follow the rules of the hallway without being told. | *I will stay quiet while walking. *I will walk safely down the ramps. | *I will face forward so I know what the line is doing. *I will stand still facing the front of the line with one foot on a white tile, and one foot on a red tile. |
| Playground | *I will stay safe by using the playground equipment properly. *I will follow the rules of the game. | *I will keep my hands and feet off of other students. *I will use kind words to all people on the playground. *I will keep my hands off the fence. | *I will keep the playground equipment in good condition. *I will take care of school property. | *I will play games fairly and calmly. | *I will line up the first time my teacher calls me. *I will not throw things over and push things through the fence. |
| Restroom | *I will use the restroom properly not leaving a mess. *I will keep my hands and feet off of the walls and stalls. *I will be silent in the hallway and in the restroom. | *I will respect the restroom monitor by following their directions. | *I will take 1 pump of soap from the dispenser and will push the hand dryer button only 1 time to dry my hands. | *I will clean up any mess that I make in the restroom. *I will flush the toilet. | *I will stand still quietly facing the front of the line with one foot on a white tile, and one foot on a red tile. |