

ATTENDANCE INFORMATION



ATTENDANCE

The Fort Bragg Schools believe that regular attendance and punctuality are important to all students' (Pre-K-9th) progress in school. Parents must promote daily attendance, so their children can obtain maximum benefit from the instructional program. Students must make-up assignments missed due to any type of absence.

The Fort Bragg Schools authorize excused absences for:

- a. Legitimate illness or quarantine of a student;
- b. Serious illness/death in the family;
- c. Emergency leave by military sponsor;
- d. Appointment with a health professional.

When students return to school after an absence, they must bring a note signed by their parent(s) /guardian(s) stating the reason for the absence. The school must also accept signed statements from health professionals, test examiners, and judges as verification of excused absence. Absences due to illness in excess of ten school days per school year may require documentation from a physician.

Excessive absences will result in the following actions:

If a student has:

Six absences or tardies – a letter will be sent to the sponsor from the school principal with an attached letter from the Fort Bragg Garrison Commander, which indicates command's support of the educational process in the Fort Bragg Schools.

Twelve absences or tardies – a letter will be sent to the sponsor from the Superintendent, which stresses the importance of students consistently attending school.

Eighteen absences or tardies – a letter will again be sent to the sponsor from the Superintendent, which emphasizes the importance of students consistently attending school and indicating the sponsor's command has also been notified.

Any extenuating circumstances related to the excessive absences will be included in the notification to command. The Superintendent reserves the right to selectively forward this letter to command. Instances in which there are extenuating circumstances, such as an accident, extended illness, hospitalization, etc, will be addressed on a case by case basis by the Superintendent.

If attendance does not improve, the child will be reviewed by the School Placement Committee to see if the child has satisfied all the objectives of the current grade level. Potential of success at the next grade level will also be addressed.



TARDY

Absences of less than half a school day will be recorded as tardy. When students are tardy, they must be signed in by a parent/guardian. If parent/guardian does not sign the student(s) in properly, the tardy will be unexcused. Any student who is signed in after the instructional day begins and before 11:30 AM will be considered tardy.

TRUANCY

A total of three unexcused absences constitutes simple truancy. Students reported truant more than three times will be declared habitually truant. When a student is truant for the first time, after three unexcused absences, a staff member will conduct a conference with the student. Parents/guardians will be notified of the problem by telephone or letter. If a student is truant a second time, the Principal will require the parents/guardians to attend a conference with the student.

If students are truant three or more times (nine unexcused absences), the parents/guardians will receive a certified letter from the Principal notifying them that the student is in violation of compulsory attendance. Further violations will result in a report to the Superintendent, Schools Officer and /or other appropriate officials. They will take appropriate action(s), which may include, but not be limited to:

- a. Conferencing with the military sponsor;
- b. Reporting the truancy to the Unit Commander;
- c. Reporting the sponsor for child neglect.

RELEASE OF STUDENTS DURING THE SCHOOL DAY

Children will be released from school only to their parents or to persons authorized in writing by their parents. Parents or other authorized persons must sign out and pick up children from the school office. Unsupervised students will not be allowed to wait outside the school to be picked up.

If you plan to pick up your child from school during school hours, please send a note in advance stating the purpose for leaving and the time you plan to pick up your child. Please note: no students will be checked out after 2:30 p.m. For reasons of safety and child welfare, no student will be allowed to walk or ride a bicycle home during school hours.

SCHOOL HOURS

ENTRY – BREAKFAST	7:30 a.m. For Breakfast Students Only Breakfast Bus Service is not provided
STUDENTS ENTER BUILDING	8:05 a.m.
TARDY BELL	8:15 a.m.
DISMISSAL	3:00 p.m.



AFTER SCHOOL ACTIVITIES DISMISSED 4:00 p.m.
TOLSON ACTIVITIES BUS TIMES 3:00 p.m. and 4:00 p.m.

LENGTH OF SCHOOL YEAR

The maximum number of duty days for teachers is 190. Students are scheduled for 180 days of classroom instruction. Days for teacher workdays and in-service training are provided in the 190-day calendar.

CANCELLATION OF SCHOOL

In the event it is necessary to close school or dismiss early because of weather conditions, announcements will be made over local radio and television stations. If weather conditions deteriorate during the day, you should be alert to a possible early dismissal. **Please plan with your children, so they will know the procedures they should follow in the event that school is dismissed early.** It is imperative that each family has in place a plan for early school dismissal. A sufficient number of telephones are not available for all students to call parents. Contacting parents during the school day is frequently very difficult. Please ensure that you have returned to your child's classroom teacher the Inclement Weather/Early Release form.

CLASSES & GRADING

REPORTING STUDENT PROGRESS

At Irwin Intermediate School teachers use four basic methods of reporting pupil progress to parents: telephone calls, progress reports at mid-term, report cards and parent/teacher conferences.

Report cards – At the end of each nine-week period, report cards are sent home. The report contains letter grades, which reflect numerical ratings of academic progress. The marking system is as follows:

90 – 100	=	A
80 – 90	=	B
70 – 80	=	C
60 – 70	=	D
0 – 60	=	U

Report cards will be sent home on these dates:

November 7, 2005
February 7, 2006
April 20, 2006
June 15, 2006

Progress reports sent home on:

September 27, 2005
December 7, 2005
March 2, 2006
May 15, 2006



Parent/teacher conferences – Conferences will be held November 9, November 10, 2005, February 9, and February 10, 2006. Please feel free to schedule additional conferences as the need arises.

HONOR AWARDS

There are two categories of Academic Honor Lists: “A” HONOR ROLL and “A/B” HONOR ROLL. All subjects will be utilized to determine eligibility.

Grade points are assigned as follows: A = 4.0, B = 3.0, C = 2.0, D’s and U’s are ineligible. Any D or U makes a student ineligible for any honor roll.

“A” HONOR ROLL: All A’s in core subjects (4.0 average)

“A/B” HONOR ROLL: A 3.00 minimum average is required

An Award’s Ceremony will be held after each grading period to recognize students’ academic accomplishments and special achievements.

GOLDEN MUSTANG

Each grading period students who work to their potential, are self-managed in their behavior and always turn in their homework will receive a GOLDEN MUSTANG AWARD. This award is the highest form of recognition given to students.

CHILD FIND

“Child Find” is the ongoing process used by Department of Defense Schools to seek and identify individuals (from birth to 21 years of age), who exhibit indications of a need for special education and related services. The point of contact at Irwin School is Ms. Diane Taylor.

INSTRUCTIONAL PROGRAM

Irwin Intermediate School is one of the nine DDESS schools on Fort Bragg and Pope Air Force Base. Headquarters for DDESS is located in Peach Tree City, Georgia.

The school is financed primarily by appropriated funds from Congress. It is well supplied with textbooks, library books, computers and audio-visual equipment. The school is staffed with experienced teachers, who are certified in the state of North Carolina. Recent studies have shown that DDESS students score well above the national average on standardized achievement measures.

Irwin Intermediate School students participate in the DoDEA standardized testing programs. Tests administered include the Terra Nova, a standardized test that measures a student’s achievement in reading, language arts, math, science, social studies and the DoDEA Writing Assessment for students in the fifth grade. You will receive specific



information concerning testing programs prior to the specific test dates. The instructional program at Irwin Intermediate School is organized, so that children of varying abilities and interests can work together in groups with each engaged in tasks on his/her own instructional level.

SPECIAL INSTRUCTIONAL PROGRAMS

ART

The goals of the art program are to develop creative expression, perceptual awareness, technical skills and an appreciation of the contributions of art to our culture. Students receive instruction based on the DDESS art curriculum from our art specialists. They work with a variety of materials such as clay, plaster, charcoal, pastels and paint. The program includes instruction in drawing, design, painting, sculpture, crafts and art appreciation.

TEACHER OF THE COMMUNICATION IMPAIRED

The Teacher of the Communication Impaired is available to assist parents, teachers, and students to improve the communication skills of a student with problems in this area of their development. Problem areas may include: hearing loss, articulation delay/disorder, voice problems, and difficulties explaining and/or understanding what the individual student wants to share or what others want to share with the individual student.

Additionally, the Teacher of Communication Impaired offers communication labs for entire classes to help all students learn to use language more effectively.

COUNSELING SERVICES

Irwin Intermediate School has two counselors. The basic counseling services are listed below:

1. Individual and group counseling;
2. Classroom guidance services;
3. Consultation to faculty, parents and community agencies;
4. Coordination of services to special needs students;
5. Coordination of services from school to community agencies.

Referrals to the counselor may be accomplished through:

1. Self-referral by a student;
2. Referral of a student by a parent, faculty member or community agency.

Counselors assist students with scheduling, personal concerns, academic planning, social adjustment, and referrals to other community services. Parents are encouraged to



schedule appointments with a counselor. Students need a pass from their teacher before going to the Guidance Office.

ENGLISH AS A SECOND LANGUAGE

The English as a Second Language (ESL) Program is available to all students who have a first language other than English and are limited in English speaking and/or proficiency skills. There are two main learning objectives for the ESL Program:

1. The student will acquire necessary components of the English language for success in the regular classroom.
2. The student will acquire skills to function effectively in a U.S. culture, while incorporating the cultural aspects of the students' background.

SPECIAL EDUCATION AND RELATED SERVICES

Special education services are those designed to meet the unique educational needs of a student, who has been found eligible for such a program by the Case Study Committee. These programs must be reviewed annually to determine the continued appropriateness. The program of study must insure a student's placement in the least restrictive environment. This placement may involve a portion of the school day out of the regular classroom. Special education teachers often work as co-teachers within the regular classroom setting.

INFORMATION CENTER

We welcome all students and parents to explore the Information Center. Our hope is that students, parents and staff develop a lifelong love for books and learning. Hours of operation are 8:15 a.m. until 3:00 p.m.

Our Information Center presents a combination of resources that include books, magazines, filmstrips, computer programs, CD's, videos and other AV software, equipment and research services.

The Information Center operates on an open and flexible schedule. This format allows maximum access to the available materials and services of the center. Teachers may bring their entire class for research or checkout or they may send small groups, as well as individual students. Students may also visit during lunch with permission. Books are checked out for two-week intervals and may be renewed.

No fines are charged, but loss of checkout privilege may occur when a book is overdue. Lost or damaged library books must be replaced with one of comparable value and acceptable content before records are cleared.



MUSIC

Chorus and Band are offered to students. Several objectives of our music programs are to help children understand:

1. Music is all around them and that there are a variety of musical styles and sounds;
2. Music is a form of communication and self-expression.

PHYSICAL EDUCATION

The physical education curriculum at Irwin Intermediate School provides opportunities to gain athletic skills and promote physical development. These opportunities are provided through games, sports, dance and rhythm activities.

Students are required to attend physical education classes in uniform. Uniforms consist of red or navy blue shorts and a white or red T-shirt, tennis shoes and white socks. Irwin logo uniforms may be purchased through the PTO. Due to personal safety concerns, no jewelry can be worn during PE. To prevent confusion of ownership of clothing, please put student name on uniforms.

Students who need to be excused from a physical education class must bring a note from their parent/guardian. Even though a student may be excused from participating, he/she is still expected to dress out and pay attention to the lesson. Extended non-participation will require a physician's explanation.

DISCIPLINE

Discipline requires providing firm, consistent and loving boundaries. A safe and disciplined learning environment is a significant catalyst to higher student achievement.

Parents and teachers want maximum student academic achievement and social development during these critical school years. Setting clear guidelines of behavioral expectations and consistently enforcing these guidelines is critical. If parents and teachers work together, "disciplining" time becomes a learning and growth experience that allows for the prevention of further problems.

We will keep parents informed, when there is a problem with a student's behavior.

EXPECTATIONS FOR STAFF, PARENTS, AND STUDENTS

Staff is expected to:

1. Exhibit proper and adequate control of students in a manner that enhances the opportunities for learning and exhibiting good citizenship.



2. Develop a set of classroom rules that are clear, concise and relevant to the mission of the school; (These rules will be communicated to the students and parents at the beginning of the school year)
3. Work cooperatively with parents, other staff members and students;
4. Enforce school rules and policies fairly and consistently, while respecting the dignity of students, parents and other staff members;
5. Create a positive, safe and stimulating learning environment for all students;
6. Communicate with school personnel, students and parents in a responsible and non-threatening manner without abrasive language or physical violence.

Parents are expected to:

1. Cooperate and comply with the Irwin Intermediate Schools' administrators;
2. Attend conferences regarding students' behavior or progress;
3. Share responsibility for their children's performance;
4. Treat all school personnel and students with respect;
5. Maintain positive communication;
6. Ensure that their children attend school and arrive on time;
7. Monitor homework and academic progress.

Students are expected to:

1. Treat all other students, parents, staff, and other adults with respect;
2. Communicate with others in a responsible, honest, and non-threatening manner;
3. Follow all class and school rules;
4. Follow directions from adults;
5. Respect other's property and personal space by avoiding any unacceptable physical contact (vandalism, theft, hitting, pushing, public displays of affection, etc.).

DISCIPLINARY CONSEQUENCES

Student discipline will generally follow the progression of a less severe consequence for the first infraction with progressively more serious consequences for each subsequent offense. However, any severe infraction or disruption may result in a more severe penalty, based on the nature of the incident. The principal or assistant principal will take administrative action based upon the severity of the incident. Normally the classroom teacher deals with students' misbehavior. A classroom behavior management system is utilized in the classroom. For example: a first warning, a second warning, parental contact/conference and then a referral to the counselor or principal.



ENROLLMENT/WITHDRAWAL INFORMATION

ADMISSION REQUIREMENTS

Students must live on Fort Bragg, Pope Air Force Base or bring a letter from the base housing office stating that the sponsor is on a waiting list for housing and will be in housing within 90 days.

To enroll, parents will need to bring the following:

1. Birth Certificate
2. Immunization Record
3. Housing Assignment Letter/Form
4. Social Security Number (Student)
5. Most recent Report Card
6. Custody papers as required

There is a mandatory immunization policy for pupils attending DoD Dependents' Schools. A child will not be allowed to start school without proof of the following immunizations: 3 Diphtheria, Pertussis, Tetanus, 2 Measles, Mumps, Rubella, 3 Oral Polio Vaccine, 3 Hepatitis B, 1 Varicella, 1 Haemophilus Influenza type B (Hib) immunization is not required for individuals 5 years of age.

EMERGENCY INFORMATION

To ensure the safety of the students, the school must maintain the correct current address (home and unit), as well as the home and duty telephone numbers of the sponsor. It is important for parents to notify the school promptly of any change in addresses and telephone numbers of the sponsor and the emergency contact person(s). You can phone the school, send the information in writing with your child or mail the school necessary updates. Please send all updates or changes to the main office or the guidance office.

WITHDRAWAL

Withdrawal from school consists of the following procedures:

1. Notification to the guidance office of intent to withdraw at least one week prior to departing. If we have earlier notification, we can assist the student by providing transition assistance counseling.
2. Teacher notified by Guidance Office Secretary.
3. If applicable, grades requested from teachers for report card.
4. Last day in attendance, student receives transfer form from Guidance Office Secretary. (Clearance includes Information Center, Cafeteria Clerk, Homeroom Teacher, and Supply Technician).
5. Report card given to homeroom teacher.



6. Early withdrawal – Families on PCS orders may request to withdraw a student up to 20 school days prior to the end of the school year. The written request and a copy of the orders must be presented to the principal at least two weeks before the proposed withdrawal date. It is assumed that the end of term work will be completed at an accelerated rate prior to the departure of the student.

PARENT/COMMUNITY INVOLVEMENT

We strongly encourage parent participation at Irwin Intermediate School. For the safety and security of our students all visitors are to report to the office and sign in upon entering the building. Parents are encouraged to visit our classrooms. Classroom observations should be scheduled with the teacher. Unscheduled arrivals may interrupt a lesson or test in the classroom. Parent conferences will be scheduled after the school day has ended.

Parents may meet with the principal without an appointment; however, making an appointment ahead of time ensures that the principal will be available to meet with you.

GUESTS AT SCHOOL

Students may not bring guests to school. Lunchtime seating is limited due to the size of our cafeteria; so only parents, guardians and relatives are invited to eat lunch with our students.

VOLUNTEERS

The Irwin Intermediate School has a highly successful school volunteer program. Research indicates that parental involvement is one of the key ingredients to maximizing students' academic success. Our home-school partnership enables parents to be consistently involved. Parents participate in interviews for teaching positions, the school improvement process, and many instructional and extracurricular activities.

Volunteers serve the school in the following ways:

- Assist in the Information Center
- Work with skills group
- Participate as members of the School Improvement Team
- Share special talents
- Correct papers, etc. for teachers (no grading)
- Work at special events



P.T.O.

The Parent Teacher Organization at Irwin Intermediate School is very active. Parents and teachers work together on various academic activities, health screenings and fund-raising activities that benefit the entire school. Past fund-raisers have included school pictures, book fairs and cookie dough. The money raised from these projects has been used to purchase learning materials and support special projects. We hope you will join the P.T.O. this year and become an active participant in the daily life of our school.

SCHOOL IMPROVEMENT PROCESS

Each school year educators and parents work together to identify the educational needs of our students. A School Improvement Plan is developed with identified goals and outcomes. The plan is refined throughout the school year based on the results of evaluation and assessment. We have targeted student achievement and citizenship, staff development, and parental participation as priorities. All educators are involved in the process of school improvement, serving on one of the goal committees. We need and encourage parent's active participation in the process of making Irwin Intermediate School an even better learning environment for our students.

SCHOOL IMPROVEMENT PLAN

The School Improvement Team (SIT) is a decision-making committee comprised of parents, military command, teachers and the school administration. This committee provides guidance for all school improvement efforts. We hope that you will volunteer to become a part of the decision-making process this year.

PARENTAL CONCERNS

Parents with a concern regarding their child's school performance should immediately contact the classroom teacher. If the situation is not resolved, then the parent should contact the principal.

SAFETY AND HEALTH

SAFETY RULES

All students are provided guidance on safety issues throughout the school. Safety directives are to be observed while in transit to and from school and while in attendance at school. Toys, skateboards, roller blades, firearms of any kind, baseballs, sling shots or any other items, which could endanger fellow students, will not be permitted on school premises.

Crossing guards are stationed at designated crossings to assist the students. They are on duty from 7:30 – 8:15 a.m. and 2:30 – 3:30 p.m. Monday through Thursday and 7:30 –



8:15 a.m. and 2:30 – 3:15 on Friday. Everyone is to obey the safety patrols and the crossing guards. Teachers or assistants are assigned to hallway and outside duties, as students arrive and depart each day.

SCHOOL HEALTH POLICIES

The school nurse is considered a health consultant. The nurse's role includes: appraising the health status of students, identifying health needs and conferring with individual students and their parents regarding particular health problems.

DoDEA Regulations state that children cannot be enrolled in school unless immunization records are presented and the immunization requirements are met. You may want to double check that your child has had 2 MMR 3 DPT, 3 OPV, 3 HEPB, 1 CHPOX, and 1 HIB (depending on age) immunizations. The school nurse or an administrator in the nurse's office must administer all medications, which are required during the school day. Medication should not be transported daily by students to/from school. The medication must be brought to school by the parent/guardian of the student in the correct medicine bottle with pharmacy label. If medication is not properly labeled, it will not be given. Parents must complete and sign an "Administration of Medicine Request Form". The school administration is responsible for keeping medication locked in a secure place. The school administration may designate the responsibility for security and/or administration of medication to a public school employee. Non-prescription medications will not be given unless accompanied by a written doctor's order and supplied in the original container with appropriate label intact. A medication log will be kept which records time and date of administration. When students are subject to unusual health hazards, such as allergies or bee stings, it is the parent/guardian's responsibility to ensure that a written school emergency plan is developed for the child and that written permission is given to institute emergency measures. The school will assume **no legal responsibility** for students who self-medicate.

There is nothing more frustrating than trying to call the parent of a sick or injured child, only to find that all phone numbers on file are inaccurate. **PLEASE keep home, work and emergency contact phone number up to date.**

Children with the following symptoms should not be sent to school:

- A temperature of 100 degrees or over
- Nausea and/or vomiting
- Acute cold symptoms
- Sore throats
- Persistent coughs
- Red, swollen and/or draining eyes
- Earaches
- Toothaches
- Diarrhea



Vision, hearing and dental screenings are provided during the year. Any time notification is sent home regarding a child's failure to pass a particular screening, the written follow-up by the health care provider should be returned for the student's school health file. If the school nurse is not informed regarding the follow-up status, it can only be assumed that there are no changes. If you are having difficulty getting an appointment, please contact the school nurse and she will try to assist you.

“Please keep me informed should your child develop a communicable condition like Chicken Pox, Measles, Ringworm, Impetigo, etc. Your assistance is greatly appreciated.” Mrs. N. Miller, RN

STUDENT INFORMATION

AFTER –SCHOOL CLUBS AND ACTIVITIES

Art Club – The program is designed for the visual-artistic child. There will be two sessions. One session includes quarters 1 and 2. Session two includes quarters 3 and 4. The maximum number of children allowed will be 15 per session.

Environment Club – Students will participate in a variety of environmentally friendly activities. They will work on landscaping, planting, gardening, recycling, composting, and beautifying our school. This club is limited to 25 students.

Language Arts Tutoring – Tutoring in language arts skills is offered two times per week for both fifth and sixth grade students. The focus is on remediation of skill deficits and individualized assistance is available.

Learning Center – The Learning Center provides students with assistance in completing assignments, homework and special projects. This activity meets Monday through Thursday. Students **MUST** have a Learning Center permission slip on file to participate.

Math Tutoring – Tutoring in mathematical skills is offered two times per week for both fifth and sixth grade students. The focus is on remediation of skill deficits and individualized assistance is available.

Mustang Yearbook – Students participate in selecting pictures taken throughout the year, using computer programs to lay out pages, laying out the pages manually and taking pictures that might be featured in the yearbook. This will be a hands-on learning experience.

National Junior Beta Club – This club is established to recognize and honor students for scholastic achievement and citizenship. Nominations are made following criteria outlined by the National Beta Club and Irwin School. This organization works to improve the school and assist in the community. The motto is “Let us lead by serving



others.” Students must maintain A’s and B’s in all subject areas and be on the honor roll. New members are inducted each spring.

Red and White Jammers – This musical group, selected by audition, performs throughout the year for the school and the community. It provides students with musical growth opportunities through public vocal performances. The show chorus consists of approximately 30 – 35 students.

These after school activities are engaging, educational, and fun. Students, who misbehave during these activities, will be disenrolled.

LOCKS AND LOCKERS

The homeroom teacher will assign students’ lockers. Students may not share lockers or use lockers not assigned to them. Lockers must not be left open. Lockers should be kept clean at all times. The school can not be responsible for articles or books lost from lockers. No locks other than the ones assigned by the school may be used on lockers. Breaking into a locker is considered an act of vandalism and will not be tolerated. Lockers belong to the school district, and even though they are assigned to students, they may be entered and searched by school officials whenever there is reasonable belief that an illegal substance or other material is contained. (Locker combinations must not be shared. Combinations are changed yearly.)

LOST AND FOUND

A “Lost and Found” cabinet is located in the school gymnasium. Students should check the Lost & Found whenever an article of clothing is lost. Valuable items, such as watches, jewelry and money will be kept in the main office. Students should not bring valuables to school. Because of the volume of items that are accumulated in the Lost and Found, unclaimed clothing will be donated to charity at the end of each quarter.

LUNCH & BREAKFAST PROGRAM

Due to the limited time allowed for lunch, students are required to remain at school. The student may either eat a school lunch or bring a lunch from home. To assist you in determining which choice is best for you, a monthly menu is posted in classrooms, placed as a link on our web site and also published in the military newspapers. Hot breakfast and lunch programs are provided in the school cafeteria. Students not eating breakfast are not allowed in the cafeteria before school begins.

Parents will be provided eligibility information for free and reduced breakfast and lunch prices. Students may prepay for their lunch and breakfast meals in advance. Weekly, bi-weekly or monthly payments will be acceptable. Students who forget money will be allowed to get a charge slip for one day. After one charge, if a student does not have money for breakfast or lunch, an administrator will contact the child’s parent or guardian to provide the money. Should parents or guardians consistently fail to provide a



breakfast, lunch or money to cover the purchase of meals; follow-up actions will be taken to include contacting the sponsor's commander. The cost of breakfast is \$0.75 and lunch is \$1.50. It is helpful when students have the correct change.

Students will have a choice between two entrees daily. **Students may not bring sodas to drink with their lunches. Fast food lunches are not to be brought into the cafeteria.**

Parents are welcome to eat lunch with their children.

PROHIBITED ITEMS

Please assist us by assuring that the following items are not brought to school:

Valuable items**

Large sums of money

Radios, tape or cassette players, CD/DVD players

Hand-held Electronic Games

Beepers, cellular phones or electronic devices

Toys

Knives (real or toy)

Guns (any variety)

Caps

Razor blades

Skate boards

Scooters

Roller Blades

Darts

Cards

Gum – Candy

Any item for resale

Animals

We have a zero tolerance policy for drugs and weapons or facsimiles of weapons. Students bringing these items will be suspended or recommended to the superintendent for expulsion.

** The school is not responsible for any item of value that is brought to school. CD players, pagers, tape players, Walkmans, cellular phones, radios, videos and other such electronic devices are particularly distracting to instruction. When found, these items will be confiscated and kept in the office until a parent comes to claim them.

SCHOOL SUPPLIES

Students should bring a notebook, paper and a pencil the first few days of school. The homeroom teacher will give the student a list of supplies needed for the remainder of the



year. Our PTO will sell a homework planner that will be used by all students. This is a common system used by all students, so that we can teach organizational skills and maximize the communication of homework assignments between students, teachers and parents. Purchasing a planner is the best money you will spend this school year. Planners will be on sale at the Open House and in the guidance office throughout the school year.

TELEPHONE SERVICES

Staff members may be reached by calling 907-0206. Staff members supervising students will not be interrupted during instructional times. A message will be left for a return call.

Students are not to use the telephone without permission from the teacher or other school officials. The use of school telephones by students is primarily reserved for **EMERGENCY** situations.

Please keep your requests for us to deliver telephone messages to your student to a minimum. This type of request forces us to interrupt classes. With over 700 students enrolled in the school, it's very difficult to get daily reminders to students in classrooms.

TEXTBOOKS

Textbooks are issued free to students, who must accept responsibility for their care.

TRANSPORTATION INFORMATION

BICYCLES

Students are allowed to bring bicycles to school. Students are expected to follow all safety rules and take the recommended routes to school. Bicycles must be locked to the bicycle racks and may not be ridden on school grounds. Students must walk bikes across any streets or driveways. Students who ride bicycles are required to wear safety helmets. (Fort Bragg Regulation 385-10) Skateboards, roller blades, and scooters are not allowed at school.

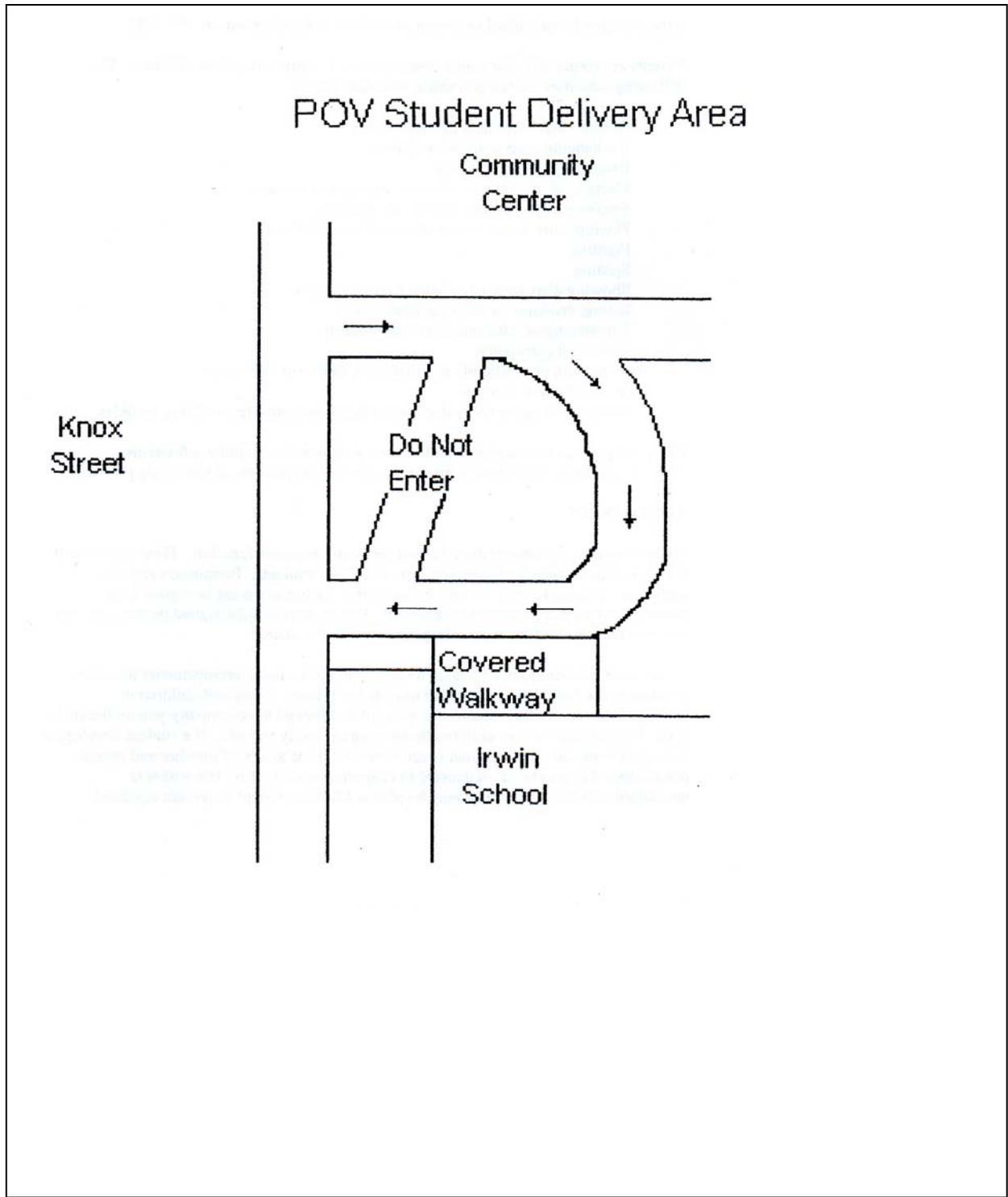
WALKERS/CAR RIDERS

The safety of walkers is of great concern. Please discuss with your child the importance of walking on the sidewalk and respecting the property of residents in the community. When your child walks to school, please advise him/her of safety rules for walking.

The circular driveway at the North end of Irwin School is the designated drop-off and pick-up point for parents bringing students to school in private vehicles. Staff members will be available to provide directions and assistance. Please be courteous and respectful.



The below map will ensure the safety of all students and staff members at the drop off point.





SCHOOL BUS INFORMATION

Bragg Lines is responsible for all school bus and bus driver issues. Your questions or concerns may be submitted in person, in writing or by telephone at 497-4782.

Parents are responsible for maintaining necessary control over their children. The following activities are not permitted on school buses:

- Riding a bus other than the assigned bus
- Exchanging seats with other students
- Reserving seats for friends
- Using loud, profane, or obscene language or gestures
- Smoking or possessing lighters or matches
- Placing arms, head, or objects out of bus windows
- Fighting
- Spitting
- Showing disrespect or refusing to obey drivers
- Eating, drinking, or chewing gum on bus
- Threatening or antagonizing other students
- Vandalizing property
- Possessing or setting off any explosive device or fireworks
- Possessing any weapon
- Engaging in any activity that causes disruption, unsafe condition, or delay

The principal and assistant principal will respond to bus discipline infractions. Corrective actions range from verbal warnings to a suspension of bus riding privileges.

STUDY TRIPS

Study trips at Irwin Intermediate School serve an important function. They supplement the curriculum and make learning “come alive” for students. Permission slips for participation in study trips are sent home by the teacher and must be signed by a parent/guardian and returned to the school. Failure to return the signed permission slip will prevent the child from attending the trip with the class.

If you agree to chaperone a class on a study trip, please make arrangements for other children in the family to be cared for outside the school. Preschool children or brother/sisters from other classrooms will not be allowed to accompany you on the study trips. Parents can not take children home from the study trip site. If a student develops a history of behavior problems that cause concern for the safety of him/her and others, parents may be specifically requested to chaperone a study trip. If a parent is unavailable, alternate activities may be planned for the student to remain at school.

UNIFORM POLICY

REVISED: 23 April 2001

The first requirement of a good school is a safe and disciplined learning environment. Researchers report that the adoption of school uniform policies can promote school safety, improve discipline, and enhance the learning environment. The Fort Bragg Schools Uniform Task Force began meetings in October 1999 and identified six (6) topics for the focus of their work:

- Legal issues;
- Parent and Student Surveys;
- Look at other School Systems Uniform Policies;
- Financial Impact on Families;
- DoDEA/DDESS Policy;
- Age Appropriate Dress.

Research indicated there were many benefits to students wearing uniforms while at school. Potential benefits of school uniforms are:

1. Decreasing violence and theft – even life-threatening situations, among students over designer clothing or expensive sneakers;
2. Helping prevent gang members from wearing gang colors and insignia at school;
3. Instilling students with discipline;
4. Helping parents and students resist peer pressure;
5. Helping student's concentrate on their schoolwork;
6. Helping school officials recognize intruders who come into the school.

The task force made the following recommendations based on the information collected:

Grades 5 to 9

Shirts:

- Collared red, white or navy blue shirt. Shirts must have sleeves, but can be short or long sleeves.
- Sleeves cannot be rolled up.
- Shirts must have buttons fastened and be of an appropriate length to be tucked in at all times.
- School logo may be worn on school shirts – no other logo is acceptable.
- No exaggerated, oversized or undersized shirts are permitted.
- No sheer fabrics or denim are allowed.
- Extra curricular shirts must be approved by the school administration.

Slacks:

- Plain tailored chino-type slacks (tailored means not baggy, oversized or skin tight). No pockets on sides of the pant legs (cargo). No overalls.
- Khaki (tan tone) or navy, no side stripes or piping.
- Must be worn at **waist**.
- Bottom of slacks legs will not touch the ground, be split or rolled up. No bell-bottoms or flares.
- Slacks with belt loops require that a **belt** be worn at the waist – No Suspenders.
- No denim type fabric allowed.

Skirts, Skorts and Jumpers

- Khaki (tan tone) or navy, no side stripes or piping.
- Length including the slit be no more than 4” above the knee (length may be longer).
- Worn at the **waist**.
- No denim type fabric allowed.

Shorts:

- Khaki (tan tone) or navy walking type shorts. No cargo pockets, no side stripes or piping.
- Length including the slit must be no more than 4” above the knee (length may be longer).
- Plain tailored shorts (tailoring means not baggy, oversized or skin tight).
- Shorts with belt loops require that a **belt** be worn at the **waist** – no suspenders.
- No denim type fabric allowed.

Sweaters and School Sweatshirts:

- White, navy or school colored worn over collared shirt identified in the “shirts” section.
- School logo may be worn on school color sweater or sweatshirt – no other logo acceptable.
- No exaggerated, oversized or undersized sweaters or sweatshirts allowed.
- Hooded sweatshirts will not be allowed within the school building. Students may wear them to school, but then these items must be placed in the student’s locker until the end of the day.

Shoes:

- Dress or tennis shoes.
- Closed toe and heeled shoes must be worn at all times.
- Shoe heels must be no higher than one (1) inch – no platform shoes.

Hats:

- Hats and headgear will not be allowed in any school buildings. This includes bandanas and kerchiefs.

Jewelry:

- Students may wear up to three pieces of jewelry. Necklaces must be placed inside the shirt.

Parents will be contacted if children are inappropriately dressed. Appropriate clothing must be provided by parents at school or students will be sent home to change.

ACCOMMODATION – LIMITED TO THE FOLLOWING:

1. MEDICAL ACCOMMODATION: Must include valid documentation from a medical doctor that includes justification statements.
2. RELIGIOUS ACCOMMODATIONS: Must include valid documentation from the Installation Chaplain that includes justification statements. For those having off-post/base religious affiliation documentation will be provided by their religious affiliation leader justifying an accommodation to the Superintendent of Schools. The Superintendent will then seek a written recommendation from the installation Chaplain's Office.
3. Accommodations are good for the school year in which they are approved.
4. All accommodations requests, with required documentation, must be submitted to the Superintendent of Schools for a final decision.
5. The Superintendent of Schools will make the final decision on accommodations.

DRESS STANDARDS

All students are expected to wear the adopted school uniform of the Fort Bragg Schools in grades 5-9. For a complete description of the uniform, please refer to your copy of the uniform policy. If the superintendent of schools has granted a student an accommodation to policy, the following dress standards will still apply. All students must adhere to the standards for hair, jewelry, jackets, etc. as explained in the following paragraphs.

Students are expected to be neat and clean in appearance and to wear clothing that is acceptable to the community and suitable for school activities. Hats headgear, headbands, or sunglasses are not to be worn in the building. Clothing which is too revealing or which exposes the midriff is not to be worn in school. Tank tops are not permitted. Students may not wear pants, shorts or slacks with self-made slits, tears, or frayed fringe. Biking attire and cut-offs are not appropriate attire for school. Shirts must be buttoned and shirttails **tucked in**. No "spaghetti straps".

Students will not be allowed to wear pants that sag below their hips. A student's pants will be considered sagging when the pants are more than a closed hand width below the navel. If a student chooses to wear pants that are too large, **a belt is required**. Belts may not be hanging more than 3" from pants.

Walking shorts, Bermuda shorts, and culottes are permitted. Shorts or skirts should be no higher than four inches above the knee.

Students may not wear clothing that advertises alcohol products, cigarettes, or drugs. Students may not wear clothing that symbolizes gang activity, music groups or satanic cult logos. Bandanas, large loose jackets, chains and sagging pants are not permitted. No large jewelry may be displayed around the neck. No wallet chains or belt chains can be worn. Shoes must be laced and tied. Large loose jackets in the building can present a safety problem and may not be worn in the classrooms. If students find that they are cold inside the building, it is recommended that they wear a sweatshirt or sweater. Jackets must be left in lockers. Hair must be a color that is a natural hair color. Hair picks will not be worn in the hair. The intent of a dress code is to ensure a safe, orderly learning environment for all students. Any attire that causes a disruption to the learning environment may be considered in violation of the dress code. This code applies to clothing, hairstyles or colors and make-up.

Let's create a working partnership designed to promote the highest quality learning experiences, which will maximize academic and social growth for each of our students!