

Carthage Elementary School



Our Vision Statement

Carthage Elementary is a school where students, parents, and teachers treasure learning and are engaged and inspired to help students reach their full academic, emotional, and social potential.

PARENT-STUDENT HANDBOOK

Please take time to review the important information contained in the pages of this handbook. We are confident that you will find this information to be of great benefit to you and your child. Should you have any questions or concerns, please feel free to contact our school at 947-2781. We are looking forward to another great year!

School Administration and Office Staff

Debbie Warren	Principal	dwarren@ncmcs.org
Julie MacPherson	Assistant Principal	jmacpherson@ncmcs.org
Rayona Cash	Bookkeeper	rcash@ncmcs.org
Linda Lynn	Data Manager	llynn@ncmcs.org

Contact Information

Carthage Elementary School
312 Rockingham Street
Carthage, NC 28327
(910) 947-2781
(910) 947-5670 (fax)

School Hours



Students may arrive on campus at 7:00 a.m. If a student wants to eat breakfast, they should go to the cafeteria immediately upon arrival. Our school serves a 'grab and go' style breakfast. Those students who do not wish to eat breakfast can go directly to their classroom.

The school day at Carthage Elementary begins promptly at 7:30 a.m.

Students must be seated in their classroom when the tardy bell rings at 7:30 a.m. in order to be considered on time. All late students are to report to the office to get a tardy slip. Parents should accompany their child to the office and sign them in. Under no circumstances should parents drop off late students in the parking lot. Not only is this unsafe, but can result in violators being reported to law enforcement. When your child arrives to school later than 7:30 a.m., they are considered tardy and this is entered into the PowerSchool attendance database. The school social worker tracks those students who consistently arrive late and will take appropriate measures to address this pattern. When your child is late, they are missing important instruction and causing disruption to the class. It is important they arrive to school on time and ready to begin their day! Make an effort on your part to get your child to school on time.

The school day ends at 2:30 p.m. Students are released from class at this time. If your child is a car rider, please make sure to pick them up in the car line no later than 2:45 p.m. Any child not picked up by 2:45 p.m. will be sent to our After School Day Care (ASDC) at a cost of \$1.00 per minute per child.

Unless a child has a medical appointment, students should not be checked out after 2:00 p.m. When arranging medical appointments, please try to schedule them late in the day if possible. We understand that this is not always possible, but we would like to work on reducing our disruptions to the classroom. Every minute of instructional time is valuable. Classes are in session until the very end of the school day.

Instructional time is vital to ensure that each student at our school has a successful school year. **Therefore, to avoid interruptions during instructional time, we no longer allow parents/visitors in classrooms during school hours!** If you need to talk to your child's teacher, please contact them by e-mail to set up an appointment.

Be Prepared to Learn

Students should arrive to school prepared. This means having their book bags, lunch boxes, snacks, water bottles, lunch money, library books, homework folders, agendas, tennis shoes, etc. with them when they arrive at school. Should your child forget an item, you may drop it off in the office. The office staff will notify the teacher. The teacher will allow the student to come to the office to retrieve their belongings during non-instructional time. **Students will not be called to the office during instructional time!** Part of a child's growth and development includes learning to be responsible. Please help your child learn responsibility by ensuring they are properly prepared when they come to school. Being responsible is one of the most important character traits a person can have. It is a skill that will greatly benefit them their entire life.

After School Day Care (ASDC)

License #63000329

We provide after school daycare from 2:30 p.m. - 6:00 p.m. We have a wonderful environment conducive to learning. Children are given time to play, do homework, practice computer skills, and work with arts and crafts. A snack is provided each day. The cost is \$40.00 a week for one child, \$75.00 a week for two children, and \$105.00 a week for three children. For more information, please contact our ASDC Director, Sue Phan, at sphan@ncmcs.org or 910-603-4362.

Helping Hands Day Care (HHDC)

License #63000329

We now provide daycare services to children from ages 0-5. The hours are 6:30 a.m. to 4:30 p.m. Monday thru Friday. The cost is \$130.00 a week per child. For more information, please contact our HHDC Director, Sue Phan, at sphan@ncmcs.org or 910-603-4362.

Keeping Your Contact Information Up-to-Date

Please inform us as soon as possible if you have any changes to your contact information. This includes changes to phone numbers, addresses, names of people authorized to pick up your child from school, etc. In case of an emergency, we need all information to be accurate so that we can get in touch with you!

Contacting Our Teachers



While Carthage Elementary maintains an open door policy, your child's teacher is teaching most of the school day. When they are not teaching, they are most likely planning more engaging work or learning more about effective teaching. This tight schedule makes "drop in" conferences almost impossible. If you wish to conference with your child's teacher, please call the school's office so that we can assist you in scheduling a timely conference. You can also e-mail the teacher directly to request a time to meet.

We receive many phone calls from parents during the day asking to speak to their child's teacher. **Please note that we are unable to transfer phone calls to the classrooms during instructional time.** The office staff will be glad to relay a message to your child's teacher. You are also welcome to contact the teacher directly via school e-mail.

Emergency Phone Calls

If there is an emergency and you need to speak with your child, please call the school office and let them know the nature of the emergency. If we deem that it is a valid emergency, we will contact your child and have them come to the phone. However, because every minute of instructional time is valuable, students will not be able to leave class to take calls related to non-emergency situations.

Students with Custody Issues



We regard your child's safety as our #1 priority. **With this in mind, please note that a child's biological parents have equal rights relating to custody, visitation at school, pick up from school, and access to educational records unless there are legal custody documents on file at the school stating otherwise.** Therefore, it is extremely important to keep the school informed of any issues regarding custody! **All custody matters require legal documentation from a court of law in order to be accepted as official.** These policies are put into place for the protection of your most precious resource...your child.

Absences, Tardies, and Early Checkouts

In the event your child misses school, a note explaining their absence must be sent to the school within 3 days of their return. If a note is not received by the school within this 3-day time frame, the absence will be coded as unexcused. Also, if you plan to have an extended absence, please see Mrs. Warren beforehand to discuss your situation and to determine whether the extended absence will be considered excused or unexcused.



Our school social worker continually monitors attendance. Letters are sent to parents/guardians of students who have excessive absences and/or tardies. Please do not wait until you are notified of an attendance issue to send in excuse notes, as it will be too late by this point for them to be accepted. Remember the 3-day rule! Truancy charges can be filed against parents for a child's lack of attendance in school.

If your child is late to school due to a medical appointment, a note from the medical office should be provided to the school upon arrival so that we can code the tardy as excused. Without a note, the tardy will be considered unexcused.

The school day ends at 2:30 p.m. Unless a child has a medical appointment, students should not be checked out after 2:00 p.m. When arranging medical appointments, please try to schedule them late in the day if possible. We understand that this is not always possible, but we would like to work on reducing our disruptions to the classroom. Every minute of instructional time is valuable. Classes are in session until the very end of the school day.

When an early checkout is necessary, students will not be called to the office to go home until a parent/guardian comes in to the school's office and signs them out. **Please do not call ahead and ask us to have your child waiting in the office.**

A driver's license or other form of photo ID may be required to pick up a student.

In order to receive a perfect attendance award for the school year, a student must have zero (0) absences for the entire school year, no more than three (3) tardies per grading period, and no more than three (3) early check-outs per grading period.

In order to be counted present for the school day, a student must be in attendance for at least half of the school day.



Our Detention Policy on Excessive Tardies

Last school year, our school implemented a policy by which students with excessive tardies had to serve in after school detention. The goal of this policy was to drastically reduce the number of tardies that were impacting our instructional time. Immediately after the implementation of the policy, our tardy rate improved by almost 60%. It made a such positive difference in our school day! Therefore, we will continue to keep our detention policy in place for the 2018-19 school year since it was such a great success.

Detention Policy Guidelines

Beginning from the very first day of school, any student accumulating **5 unexcused tardies within each 9-week grading period** will be required to attend after school detention from 2:30 – 3:15 p.m. Using the guidelines set forth in this policy, once a student has been late **5 times**, they will receive a notice about reporting to detention on the following school day. Please note, **each additional tardy** that takes place after the first 5 tardies will result in **another** after school detention.

At the beginning of each 9-week grading period, a student's "*detention count*" will be reset to zero. We feel this is a fair but reasonable way in which a student with tardy issues can be given multiple chances to improve. **However, please note that if a student arrives to school late, leaves school early, or is absent from school (regardless of the reason), this data is recorded on the student's attendance record and it becomes part of their permanent school file. Resetting a student's "*detention count*" to zero at the beginning of each 9-week grading period does NOT remove any tardies, early checkouts, or absences from a student's permanent attendance record!** Resetting a "*detention count*" simply means that we are only taking into consideration the attendance data for the current 9-week grading period when determining whether or not a student is in violation of our detention policy.

Once a student has been issued detention, it will be YOUR responsibility to pick your child up from after school detention no later than 3:15 p.m. in order to avoid a late fee of \$1.00 per minute (per child). Unpaid late fees will result in your child not being allowed to engage in school activities, including field trips.

This policy has been put into place to encourage parents to get their child to school on time. Please make every effort to get your child to school on time to avoid this inconvenience and possible financial issue. Our instructional time is valuable...please do your part to protect this precious resource!

Remember, our school day begins promptly at 7:30 a.m. Students must be in their classroom in order to be considered on time! If a student is late, an adult must come into the office to sign the child in. Under no circumstances should students be dropped off in the parking lot. We are working with local law enforcement to target and track parents who violate this policy.



Report Cards and Honor Roll

There are many ways to measure your child's success. Throughout the school year, teachers will use many types of assessments to measure your child's learning progress. In addition to assessments, each student will receive a report card at the end of each nine week grading period. Please take time to review your child's report card. If you have any questions and/or concerns about your child's progress, please contact their teacher to set up a time to meet with them to discuss your concerns. You can contact your child's teacher directly by e-mail.

Grading Scale

Kindergarten - 2 nd Grade	
Level 1	Non-Proficient
Level 2	Approaching Proficiency
Level 3	Proficient
Level 4	Exemplary
S	Satisfactory
N	Needs Improvement
U	Unsatisfactory

3 rd - 5 th Grade	
A	90-100
B	80-89
C	70-79
D	60-69
F	0-59
S	Satisfactory
N	Needs Improvement
U	Unsatisfactory

At the end of each nine week grading period, honor roll lists are compiled and sent to *The Pilot*, our local county newspaper, for possible publishing. Whether or not honor roll lists are published depends on the amount of space the newspaper has available. We cannot guarantee that honor roll lists will appear in the newspaper. Only students in grades 3 - 5 are considered for the honor roll.

In order to make the Distinguished Honor Roll list, students must earn all A grades in all of their core subjects (ELA, Math, Science, and Social Studies).

The A/B Honor Roll will include any student who has earned A and B grades in all of their core subjects (ELA, Math, Science, and Social Studies).

We take great pleasure in seeing our students succeed. Please help us by encouraging your child to always do their best!



School Nurse

We are thankful to have a school nurse available to our students on a part-time basis. Typically, the nurse is assigned to our school a minimum of one day per week. The school nurse is actively involved in the care of our students. Should you have any medical questions or concerns about your child, please call the school and ask to speak to the nurse.



Sick Students

If your child becomes sick while at school, we will take appropriate measures, including assessing their symptoms and taking their temperature. If your child's temperature is 100° or higher, you will be asked to pick up your child from school. This policy helps protect others by preventing the spread of germs, viruses, and infectious diseases.

Injuries

If, in our judgment, an injury requires immediate medical attention, we will call 911 for emergency assistance. Once 911 has been called, we will immediately attempt to contact the parents and/or guardians. If your child should need transporting to the hospital, an adult from the staff will accompany them to the hospital if the parent has not arrived on the scene. **Please be certain to keep your contact information up-to-date.** In the event of an emergency, we need all information to be accurate so that we can get in touch with you!

Medications at School

Starting with the 2016-17 school year, a new policy went into effect concerning medication at school. **This new policy states that a written doctor's order is required for ALL medications, including over-the-counter medications** such as Tylenol, cough drops, itch cream, eye drops, etc. Furthermore, all medication (prescription and over-the-counter) must be in the original container. **Medication should never be sent to school with a student.**



(The only exception to this rule is if a student is authorized to carry an inhaler for asthma. Any student who uses an inhaler or Epi-pen should have an emergency plan on file at the school.) If your child needs to take medication at school, **parents** must bring the medication and the proper paperwork to the school office for processing.

Health Screenings

Vision, hearing, and dental screenings are conducted periodically throughout the year by appropriate personnel as an added service to our students. If a problem is detected during one of these screenings, you will be contacted so that you can take your child to a healthcare professional for further testing and evaluation. In order to participate in these screenings, your child must have a health screening permission form on file.

We encourage all of our parents to allow their children to take advantage of this wonderful benefit. Not only are these screenings free of charge, but they also help us promote good health. Often times these screenings allow us to catch minor health concerns before they become major issues. This is just another way for us to help your child stay safe and healthy.

Emergency Drills

Students and staff will participate in emergency drills monthly. These include fire, lockdown, and tornado drills. By practicing these drills on a regular basis, we can effectively respond in the event of an actual emergency. Below are videos of each drill.

Fire Drill:

<http://schoolcenter.mcs.k12.nc.us/education/components/docmgr/download.php?sectiondetailid=44041&fileitem=22591>

Lockdown: <http://schoolcenter.mcs.k12.nc.us/education/components/docmgr/download.php?sectiondetailid=44041&fileitem=22592>

Tornado:

<http://schoolcenter.mcs.k12.nc.us/education/components/docmgr/download.php?sectiondetailid=44041&fileitem=22593>

Student Transportation

Information for Bus Riders

For safety reasons, our school staff is obligated to make sure that each child leaves school by their regular means of transportation.

Parents should inform the school when there is any change in the student's usual afternoon routine. If you need to change your child's afternoon transportation, please call the school office by 1:45 p.m. Changes will not be granted after this time!



Per the Moore County School Transportation Department: Students are not allowed to switch buses on a day-to-day basis. Each bus rider is assigned one pickup location in the morning, and one drop-off location in the afternoon. Once a bus assignment for your child has been established by MCS, the bus assignment cannot be changed until proper paperwork is completed and approved by the Transportation Department. Please allow at least three (3) days for processing. Please contact our school's office staff to start the paperwork process.

Unfortunately, it is against the policy of the Moore County Schools Transportation Department to allow school friends to ride the bus with another student unless that student is already assigned to the same bus. Even in this case, a note from the parent has to be provided to the school and approved by school administration.

Per North Carolina law, students in 2nd grade and below are required to have an adult present at the bus stop before they can be released from the school bus. Please be aware of this law and make every effort to be at the bus stop when your child arrives. Make sure to allow plenty of time to return home when running errands or attending appointments. Any child brought back to the school due to non-compliance of this law will be sent to our After School Day Care (ASDC) at a cost of \$1.00 per minute per child.

Bus Rules:

- B.A.R.K.
- Remain in your seat until it is your stop.
Move only when the bus is completely stopped.
- Keep your arms and legs to yourself.
- Listen to the bus driver at all times.
- Obey all rules.
- No food or drinks are allowed on the bus.

Safety to and from school is the #1 concern with bussing. Violations of the above rules will result in a loss of bus privileges. The duration of lost privileges will be based on the offense and history of offenses. Multiple infractions may result in long-term loss of bus privileges. Bussing is a privilege and abusing the privilege will not be tolerated. Bus video will be monitored by Mrs. Warren and Mrs. MacPherson to ensure that bussing continues to be safe for all students.



Information for Car Riders



As a convenience to parents, **students can be dropped off as early as 7:00 a.m.** The right hand lane in front of the school is our designated drop-off and pickup line. By using this lane, we can keep traffic flowing in a safe and timely fashion. **Only parents of pre-school (PK) and daycare students should pull into the parking lot.** Our parking space is very limited, and we must have enough parking for our staff and those parents who are attending to school business in the office. More importantly, it is extremely unsafe whenever traffic is moving in and out of the parking lot as it can be very difficult to see small children.

For safety reasons, our school staff is obligated to make sure that each child leaves school by their regular means of transportation. Parents should inform the school when there is any change in the student's usual afternoon routine. If you need to change your child's afternoon transportation, please call the school office by 1:45 p.m. Changes will not be granted after this time!

It is recommended that you stay in your car and drive through the car pool line to pick up and drop off your child. Staff should be on duty in the car rider line every morning from 7:00 – 7:30 a.m., as well as in the afternoon from 2:30 – 2:45 p.m. They will be happy to assist your child as they get in or out of your vehicle.

Please follow any instructions given by the on-duty staff as they are there to safeguard our children and to make sure that the car line moves in an efficient and expedited manner.

Please refrain from texting and/or talking on your cell phone while in the car line as this is extremely unsafe! Again, the safety of our children is our #1 priority! It should be yours, too!



Please remember to wear a seatbelt. Buckle up for safety!

Please remind your child to use the sidewalks. They should never walk through the parking lot or walk between parked cars.

Any child not picked up by 2:45 p.m. will be sent to our After School Day Care (ASDC) at a cost of \$1.00 per minute per child. **Children are not allowed to wait in the office or in the classroom for a late parent.** When you attend appointments or run errands during the day, please make sure to allow plenty of time to get back so that you can pick up your child from school by 2:45 p.m.

For additional information including **school calendars, inclement weather policies, and lunch menus**, visit the Moore County Schools website at

www.ncmcs.org

Carthage Elementary website:
www.ncmcs.org/cares



Cafeteria Services

Our cafeteria staff serves breakfast and lunch each day of the school year, even on early release days.

For breakfast, our school serves ‘grab and go’ items. Just like the name implies, students have a choice of breakfast items that are conveniently packaged and easy to eat...allowing them to just grab an item for breakfast and go to their classroom to eat. It doesn’t get any easier than this, plus it gets their day off to a healthy start. Students who want to eat breakfast should go to the cafeteria as soon as they arrive on campus. For lunch, our cafeteria staff serves a delicious hot meal.

Breakfast and lunch menus are available on the Moore County Schools website at www.ncmcs.org. Just click on the ‘menu’ icon in the upper right corner. Our meal prices are listed in the chart at the bottom of this page. (Please note that prices are subject to change.) Also, if you are interested in applying for free or reduced lunches, please ask for a form. These are available in the school’s office.

We are more than happy to have you visit our campus to eat lunch with your child. As a matter of fact, we encourage all parents to do this occasionally, but please remember to come by the school’s office and get a visitor’s badge before going to the cafeteria. This helps us keep everyone safe!

Here are some other guidelines to keep in mind:

- Parents who come to eat lunch with their child may buy lunch in the cafeteria or bring it from home.
- All non-student meals are charged by the item (a la carte). Please ask the cafeteria staff for an a la carte price list.
- Fast food, pizza, and carbonated drinks are not allowed in the cafeteria.
- Adult meals (non-student meals) may not be charged to a student’s account.
- Checks or cash may be used to pay for your child’s meals. You can pay on a daily, weekly, or monthly basis. Please include your child’s assigned lunch number and their name on your check or envelope.
- For added convenience, you may pay your child’s lunch account online at www.lunchprepay.com. In order to set up your online payment account, you will need your child’s student ID number. If you do not know your child’s ID number, please contact Mrs. Kelly in the school’s office.

Student Meal Prices

Meal Type	Lunch Status		
	Free	Reduced	Full Pay
Breakfast	Free	Free	\$1.25
Lunch	Free	40¢	\$2.50

**Prices are subject to change*

Other Items for Sale

Snacks	Prices range from 25¢ - \$2.50
Extra milk	50¢ each
Extra breakfast juice	50¢ each
Bottled Water	75¢ each

**Snacks cannot be purchased if money is owed on lunch accounts.*

Unpaid Debt and Outstanding Fees



Parents will be sent a note if a student owes money to the school. Privileges may be suspended until the debt is collected. **Students who owe money for any reason will not be allowed to participate in field trips, dances, clubs, or any other extracurricular activities until their debt is paid in full.** This includes money owed for school fees, detention fees, library books, lunch, After School Day Care charges, etc.

Please note that money owed to the school is tracked from year to year. If you owe money, please make arrangements with our bookkeeper to get these amounts paid.

Agendas and Homework Folders

The best daily method of communication between parents and teachers is the agenda and homework folder. Parents are expected to check their child's agenda and homework folder daily. Depending on each teacher's expectations, a teacher may require parents to sign the agenda nightly. Please ask your child's teacher if they expect agendas to be signed each day. All students are provided with one agenda and one homework folder per school year. If a child loses or damages their agenda and/or homework folder, we can provide them with a replacement at a cost of \$5.00 each.

Lost and Damaged Books

Textbooks and library books are resources that Moore County Schools and Carthage Elementary provide to help you be successful. If you use your textbook in a responsible way, it will wear. However, abuse or loss of the textbook and/or library book will require that a book be charged to you at full replacement cost. If you pay to replace a book and the lost book is found before the end of the school year, you can request a refund. However, please keep your receipt to expedite the refund process.

Bus and Staff Parking

Only school employees and buses are allowed in the parking lot behind the cafeteria. All students, including pre-school, are to be dropped off directly in front of the school in the designated drop-off zone. Anyone (other than school employees and buses) who enters this parking area during the hours of 7:00 a.m. - 3:00 p.m. is subject to being ticketed by law enforcement. This policy is in force due to safety reasons.



We realize that parking space for parents and visitors is limited due to the size and layout of our campus. Fortunately, public parking is usually available at the Nancy Kiser Park located right next to our playground. Many parents utilize this parking area during school events. Remember, all visitors to our campus during regular school hours must come to the office to get a visitor's badge.

Volunteering

Parents, guardians, and others within our community are welcome to volunteer. If you are interested in sharing your time, talents, and special skills, we would love to have you join our team. You can volunteer as much time to serving our school and our children as you would like. You may want to volunteer daily, weekly, monthly, or just on an as-needed basis. Volunteering sets a positive example for our children. It shows them that everyone has something to offer when it comes to helping others. This, in turn, makes our school, our community, and our world a better place.



If you wish to volunteer at Carthage Elementary, you must complete an on-line Volunteer Application. To access the form, simply go to the Moore County Schools website at www.ncmcs.org. Click on the "Community" tab, go to the "Volunteer" link, then click on "Volunteer Application". Someone from our school will contact you and set up your volunteer schedule. Please allow up to 3 weeks for your application to be processed. (Background checks may be required in certain circumstances.)

Here are few guidelines pertaining to volunteering:

- Volunteer application forms must be completed each school year.
- Instructional time is the number one most important time of our teachers' day. Therefore, parents may not volunteer in their child's classroom on a regular basis while instruction is taking place.
- Volunteers are to adhere to all county and school policies.

What are you waiting for? Come join others at our school that are already making a difference!

Lost and Found

Lost and Found is located in school's office. Lost items that are not claimed after three weeks will be promptly donated to charity.

Please make sure that book bags, lunch boxes, coats, and other personal belongings are clearly labeled with your child's name. This will help us to return items if they become lost.



Students who bring unnecessary money or valuables to school do so at their own risk as the school is not responsible for theft. (This includes money, cell phones, jewelry, and other electronic gadgets.)

Code of Conduct

Carthage Elementary School follows the Moore County Schools Code of Conduct. For a copy of the Code of Conduct, please visit the Moore County Schools website at www.ncmcs.org. Click on the 'Students' tab, and then click on 'Student Code of Conduct' tab to access these documents.

Dress Code

The following is the dress code established by the Moore County School Board of Education. All students must adhere to these rules.

- Bandannas, skullcaps, sweatbands, etc., must not be worn to school.
- Hats, toboggans, head scarves, hoods, sunglasses, etc., must not be worn inside buildings.
- Clothing that advertises a product illegal for students or depicts offensive statements, pictures, or remarks must not be worn to school.
- Shorts, skirts, skorts, and dresses must be at least mid-thigh.
- Pants and shorts must be sized appropriately, including waist and length, with no undergarments exposed.
- Shirts must have an obvious shoulder line. Halter tops or spaghetti straps are not permitted.
- Heavy chains of any type (wallet chains, chain belts, etc.) are not permitted.
- Any garment or accessories (grilles, body piercings, etc.) that disrupt the instructional program or may inflict harm may not be worn to school.

Miscellaneous Information

Our school collects Box Tops. If you buy products with the Box Tops for Education logo, please cut them out and give them to your child's teacher. Money earned from the collection of Box Tops allows teachers to buy much needed items for the classroom.



Each child is required to pay school fees each school year. School fees are used to purchase educational supplies for the classroom as well as to purchase agendas and homework folders. School fees are \$10.00 per child (amount is subject to change). School fees can be paid to your child's teacher or to our bookkeeper. If paying by check, please make check payable to Carthage Elementary School.

All throughout the school year, all classes are in need of any of the following items. Any donations of items would be greatly appreciated.



Our Wish List

- tissues
- disinfecting wipes
- dry erase markers
- glue sticks
- pencils
- pencil cap erasers
- Ziploc bags (any size)

PBIS
(Positive Behavior Interventions and Support)
Carthage Bulldogs B.A.R.K.

	Classroom 	Travel Time 	Cafeteria 	Playground 	Bus 	Bathroom 
Be Responsible B	-Follow directions -Use materials and equipment properly	-Travel position -Keep right -Stay in your spot in line	-Clean your table and floor area -Have lunch number or money ready	-Report problems to adults -Use equipment appropriately -Stay within the fence	-Stay in assigned seats -Seat to seat, back to back, feet to floor -Enter/exit bus in an orderly way	-Go -Flush -Wash -Trash -Exit
Awesome Attitude A	-Take pride in your work -Give your best effort -Believe in yourself	-Encourage others to follow travel position	-Use whisper voices	-Play fairly -Show good sportsmanship	-Greet the driver	-Ask politely to use the restroom
Show Respect R	-Raise your hand to speak -Follow classroom rules	-Walk quietly in line -Keep hands to self and off the walls	-Be polite to all adults -Use good table manners -Ask permission to be excused	-Line up when called -Take turns -Leave no belongings behind	-Follow bus rules -Clean up after yourself	-Respect the privacy of others -Keep the restroom clean
Be Kind K	-Work as a team -Treat others the way you want to be treated	-Say "please" and "thank you" -Stay in your own space	-Keep hands and feet to yourself -Work together to keep your area clean	-Include everyone -Encourage others with kind words	-Talk quietly with the person sitting next to you -Keep hands, feet and belongings to yourself	-Wait and take turns -B.A.R.K.

Rewards and Consequences

All students at Carthage Elementary are expected to BARK! Students who BARK are rewarded on a regular basis by receiving "BARK Bucks"/points. Students then have the chance to spend these "BARK Bucks"/points on a regular basis by purchasing a variety of items such as pencils, posters, lanyards, etc. using their "BARK Bucks"/points. We also reward classes as a whole group when they follow the expectations.

Students are given multiple opportunities to make good choices and to BARK at Carthage Elementary. If a student is not making good choices, their teacher will employ the below listed actions to support the student in the reflective process. This is not a comprehensive list; however, if these strategies fail, the student will be sent to the principal's office where they **may** receive In-School Suspension (ISS) and/or Out-of-School Suspension (OSS).

- First: Re-teach expectations / Make goals
- Second: Time to think / Reflection time / Contact parent
- Third: Place incident in Educator's Handbook / Parent conference

