

Attendance Requirements

COMPULSORY ATTENDANCE

All children in the district who have entered kindergarten or who are between the ages of six (6), as of October 1, and sixteen (16), except those specifically exempted by statute, shall enroll and be in regular attendance in the schools to which they are assigned. Beginning with the 2015-2016 school year, students between the ages of six (6) and eighteen (18) shall enroll and be in regular attendance in the schools to which they are assigned and shall be subject to compulsory attendance.¹

Before an unmarried student between the ages of sixteen (16) and eighteen (18) may withdraw from school and terminate education prior to graduation, s/he shall confer with the Principal or designee, and s/he shall secure written permission from her/his parents, guardian, or other person residing in the state and having custody or charge of the student.¹ (See Board Policy 09.111.)

EXEMPTIONS FROM COMPULSORY ATTENDANCE

The Board shall exempt the following from compulsory attendance:

1. A graduate from an accredited or approved 4year high school,
2. A pupil who is enrolled in a private or parochial school,
3. A pupil who is less than seven (7) years old and in regular attendance in a private kindergarten nursery school,
4. A pupil whose physical or mental condition prevents or renders inadvisable, attendance at school or application to study,
5. A pupil who is enrolled and in regular attendance in private, parochial, or church school programs for exceptional children, or
6. A pupil who is enrolled and in regular attendance in a state supported program for exceptional children.²

PHYSICIAN'S STATEMENT REQUIRED

The Board, before granting an exemption for a physical or mental condition, shall require a signed statement as required by law unless a student's individual education plan (IEP) specifies that placement of the child with a disability at home or in a hospital is the least restrictive environment for providing services.²

EXCEPTIONS TO PRESENCE AT SCHOOL

Students must be physically present in school to be counted in attendance, except under the following conditions:

1. Students shall be counted in attendance when they are receiving home/hospital, institutional,² or court-ordered instruction in another setting.
2. Participation of a pupil in 4H activities that are regularly scheduled and under the supervision of a county extension agent or the designated 4H club leader shall be considered school attendance.³

Attendance Requirements

EXCEPTIONS TO PRESENCE AT SCHOOL (CONTINUED)

3. Students may participate in cocurricular activities and be counted as being in attendance during the instructional school day, provided the Principal/designee has given prior approval to the scheduling of the activities. Approval shall be granted only when cocurricular activities and trips are instructional in nature, directly related to the instructional program, and scheduled to minimize absences from classroom instruction.⁴
4. Students participating in an off-site virtual high school class or block may be counted in attendance in accordance with requirements set out in Kentucky Administration Regulation.⁴
5. Students having an individual education plan (IEP) that requires less than full-time instructional services shall not be required to be present for a full school day.⁴
6. Students who attend classes for moral instruction at the time specified and for the period fixed shall be credited with the time spent as if they had been in actual attendance in school, and the time shall be calculated as part of the actual school work required by law. Students shall not be penalized for any school work missed during the specified moral instruction time.⁵
7. Students participating as part of a school-sponsored interscholastic athletic team, who compete in a regional or state tournament sanctioned by the Kentucky Board of Education or KHSAA, that occurs on a regularly scheduled student attendance day shall be counted and recorded present at school on the date or dates of the competition, for a maximum of two (2) days per student per school year. Students shall be expected to complete any assignments missed on the date or dates of the competition.⁶

REFERENCES:

¹[KRS 159.010](#); [OAG 8555](#)

²[KRS 159.030](#)

³[KRS 159.035](#)

⁴[702 KAR 007:125](#)

⁵[KRS 158.240](#)

⁶[KRS 158.070](#)

[KRS 159.180](#); [KRS 159.990](#)

[OAG 7968](#); [OAG 79539](#); [OAG 97-26](#)

RELATED POLICIES:

08.131; 08.1312, 09.111; 09.123; 09.36

Notification of FERPA Rights

Distribute this notice annually to parents and students.

The Family Educational Rights and Privacy Act (FERPA) affords parents and “eligible students” (students 18 years of age or older or students who are attending a postsecondary institution) certain rights with respect to the student’s education records. They are:

1. ***The right to inspect and review the student’s education records within forty-five (45) days of the day the District receives a request for access.***

Parents or eligible students should submit to the school Principal/designee a written request that identifies the record(s) they wish to inspect. The Principal will make arrangements for access and notify the parent or eligible student of the time and place where the record(s) may be inspected.

2. ***The right to inspect and review logs documenting disclosures of the student’s education records.***

Except for disclosure to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosure to the parent or eligible student, FERPA regulations require the District to record the disclosure.

3. ***The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate, misleading, or in violation of the student’s privacy or other rights.***

Parents or eligible students may ask the District to amend a record that they believe is inaccurate, misleading, or in violation of privacy or other rights. They should write the school Principal, clearly identify the part of the record they want changed, and specify why it is inaccurate, misleading, or in violation of their privacy or other rights.

If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise him/her of the right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

4. ***The right to provide written consent prior to disclosure of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent.***

Exceptions that permit disclosure without consent include:

- a. Disclosure to school officials with legitimate educational interests. A “school official” is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school Board; a volunteer, or an outside person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his/her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his/her professional responsibility to the District. This may

include contractors, consultants, volunteers, and other parties to whom the District has outsourced services or functions.

- b. Upon request, disclosure of education records without parent/eligible student notice or consent to officials of another school district or post-secondary institution in which a student seeks or intends to enroll or is already enrolled or to other entities authorized by law so long as the disclosure is for purposes related to the student's enrollment or transfer.
- c. Disclosure of information to those whose knowledge of such information is necessary to respond to an actual, impending, or imminent articulable and significant health/safety threat.
- d. Disclosure to state and local educational authorities and accrediting organizations, subject to requirements of FERPA regulations.

Designated Kentucky State agencies may be permitted access to student record information, which will depend on the authority granted to their particular agency.

1. ***The right to notify the District in writing to withhold information the Board has designated as directory information as listed in the annual directory information notice the District provides to parents/eligible students.***

To exercise this right, parents/eligible students shall notify the District by the deadline designated by the District.

6. ***The right to prohibit the disclosure of personally identifiable information concerning the student to recruiting representatives of the U. S. Armed Forces and its service academies, the Kentucky Air National Guard, and the Kentucky Army National Guard.***

Unless the parent or secondary school student requests in writing that the District not release information, the student's name, address, and telephone number (if listed) shall be released to Armed Forces recruiters upon their request.

7. ***The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA.*** The name and address of the Office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605

Review/Revised:7/22/14

Notification of PPRA Rights

Distribute this notice annually to parents and students.

The Protection of Pupil Rights Amendment (PPRA) affords parents and eligible students (those who are 18 or older or who are emancipated minors) certain rights regarding conduct of surveys, collection and use of information for marketing purposes, and certain physical examinations. These include the right to:

- ◆ **Consent before minor students are required to submit to a survey, analysis, or evaluation** that concerns one (1) or more of the following protected areas (“protected information survey”) if the survey is funded in whole or in part by a program of the U.S. Department of Education:
 1. Political affiliations or beliefs of the student or student’s parent;
 2. Mental or psychological problems of the student or student’s family;
 3. Sex behavior or attitudes;
 4. Illegal, anti-social, self-incriminating, or demeaning behavior;
 5. Critical appraisals of others with whom respondents have close family relationships;
 6. Legally recognized privileged relationships such as with lawyers, physicians, or ministers;
 7. Religious practices, affiliations, or beliefs of the student or the student’s parents; or
 8. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

- ◆ **Receive notice and an opportunity to opt a student out of:**
 1. Any other protected information survey, regardless of funding;
 2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student (except for any physical exam or screening permitted or required under state law); and
 3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others. **NOTE:** If the parent/eligible student has indicated no directory information is to be provided to third parties or if the marketing activity involves provision of social security numbers, consent form 09.14 AP.122 should be used.

- ◆ **Inspect, upon request and before administration or use:**
 1. Protected information surveys to be used with students;
 2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
 3. Instructional material used as part of the educational curriculum.

Notification of PPRA Rights

The District shall annually provide parents and eligible students notice of these rights under law in the Student Handbook, the District *Code of Acceptable Behavior and Discipline*, or other avenue designated by the Superintendent/designee.

The District shall also notify parents and eligible students at least annually at the start of each school year of the specific or approximate dates of the activities listed above. A new or supplemental notice shall be given as necessary to provide the opportunity to consent or opt out under the standards set forth above. Parents/eligible students who believe their rights have been violated may file a complaint with:

***Family Policy Compliance Office
U.S. Department of Education
400 Maryland Ave., SW
Washington, D. C. 20202-8520***

Review/Revised:8/21/07

SPECIAL NOTICE

TO: Parents, Guardians and School Employees

FROM: Kevin Mattingly LEA Designated Asbestos Coordinator

RE: Asbestos Management Plan for the Nelson County Public Schools

Date: 2016-2017 School Year

This notice is being issued to inform concerning individuals. The Nelson County board of Education meets both National and State regulations that relate to asbestos-containing building materials (ACBM).

An inspection for building materials that contain asbestos has been completed for all buildings owned, leased or otherwise occupied by the Nelson County Board of Education. A certified inspector has conducted this inspection and an accredited laboratory evaluated the material samples. Building materials with as little as one percent (1%) have been identified and made part of an Asbestos Management Plan for the school system.

A complete Asbestos Management Plan for the school district is on file at the offices of Director of Pupil and Support Services. Also, a copy of Asbestos management Plan for each individual school is on file in each respective school's office.

We will continue to notify the public at least once a year on the status of the asbestos Management Plan. Should it be necessary, more frequent updates will be issued from additional inspections, normal surveillance practices, response actions or remodel work that might disturb building materials that contain asbestos. Every precaution will continue to be used to protect the wellbeing of students and employees of the Nelson County Public School System.

Advance Notification of Pesticide Use

Dear Parent/Guardian, Staff Member or Health Professional:

This information is being given to you as required in administrative regulation 302 KAR 29:050E which requires an advance notification of scheduled pesticide applications to be sent or given to you at least twenty-four (24) hours prior to the application. This advance notification does not apply to paste or gel bait insecticides or to sanitizers, disinfectants, and the like.

Pest targeted: Ants, Roaches, Spiders, Ground Beetles, Oriental Roach, & Centepedes

Pesticides applied: Evercide, Demand CS, Maxforce, & Final

**Active ingredients of pesticides applied: ESFEVALERATE .05 %,-
LAMBDA-CYHALOTHRIN B - 9.7%
HYDRAMETHLON - 1%**

Method of application: crack & crevice spray, Bait

Questions regarding the health effects of the pesticides to be used should be referred to your health care provider.

Labels and Materials Safety Data Sheets (MSDS) and other information can be made available upon request by contacting us at (address of facility) or calling the Integrated Pest Management Coordinator

Kevin Mattingly, Director of Maintenance 502-349-0951

Responsible Use Policy

The Board supports reasonable access to various information formats by students, employees and the community and believes it is incumbent upon users to utilize this privilege in an appropriate and responsible manner as required by this policy and related procedures, which apply to all parties who use District technology.

The District-wide provision of computers and technology for the express use of Nelson County School students and employees along with the communication services it provides will be referred to as the Nelson County Schools Computer Network or NCS Network. The District Chief Information Officer and support staff shall provide administrative support. Additional administrative support is provided by the Kentucky Department of Education. The system

administrators are employees of the Nelson County Schools and reserve the right to monitor all activity on the NCS Network.

RESPONSIBLE USE, SAFETY PROCEDURES AND GUIDELINES

Individual users of the District's technological resources are responsible for their behavior and communications when using those resources. Responsible use of District technological resources is use that is ethical, respectful, academically honest and supportive of student learning.

Users shall abide by the generally accepted rules of network etiquette. General student and employee behavior standards, including those prescribed in applicable Board policies, the Student Code of Conduct and other regulations and school rules, apply to use of the internet and other school technological resources. The following behaviors are **not** permitted on the NCS Network:

- Sharing confidential information about students or employees
- Sending or displaying offensive messages or pictures
- Assisting a campaign for election of any person
- Using obscene language
- Harassing, insulting, bullying or attacking others
- Intentionally transmitting damaging computer code
- Violating copyright laws
- Using other users' passwords
- Trespassing and or deletion of other users' folders, documents, or files
- Intentionally wasting resources
- Employing the NCS Network for commercial purposes for non-school related reasons
- Violating regulations prescribed by the network provider (KDE)
- Conducting personal business
- Accessing and / or sharing threatening or sexually explicit material
- Installing personal software onto any district owned machine
- Damaging computer systems or computer networks
- Lobby for salary or benefit increases
- Pursue personal gain
- Illegal activities governed by local, state, or federal laws

Students shall receive instruction on digital citizenship and internet safety including appropriate online behavior, interacting with other individuals on social networking sites, chat rooms and cyberbullying awareness and response. Course completion shall be documented and kept on file. Students can access websites that do not contain or that filter mature content.

TEACHER SUPERVISION

Teachers shall make reasonable efforts to supervise students' use of the internet during instructional time, to ensure that such use is appropriate for the student's age and the circumstances and purpose of the use.

PHONE SYSTEM

Classroom phones should be used for instructional purposes or emergency situations only. Personal calls made during the school day should be during non-instructional times. The user placing the personal call may incur long distance charges.

SECURITY

The District maintains a reasonable level of security as it pertains to files stored on District devices, and complies with Federal regulations as it applies to dissemination of Personally Identifiable Information.

PASSWORDS

User passwords must not be exchanged with other users, nor should anyone utilize another user's password. The individual user is responsible for the security of his/her own password.

PERMISSION/AGREEMENT FORM

The required permission/agreement form, which shall specify acceptable uses, rules of on-line behavior, access privileges, and penalties for policy/procedural violations, must be signed by the parent or legal guardian of minor students (those under 18 years of age) and also by the student. This document shall be kept on file as a legal, binding document. In order to modify or rescind the agreement, the student's parent/guardian (or the student who is at least 18 years old) must provide the Superintendent with a written request.

DISCLAIMER

The Board makes no warranties of any kind, whether express or implied, for the service it is providing. The Board shall not be responsible for any damages suffered by any user. Such damages include, but are not limited to, loss of data resulting from delays, non-deliveries or service interruptions, whether caused by the District's or the user's negligence, errors or omissions. Use of any information obtained via the internet is at the user's own risk. The District specifically disclaims any responsibility for the accuracy or quality of information obtained through its internet services.

EMPLOYEE USE

Employees shall not use a code, access a file, or retrieve any stored communication unless they have been given authorization to do so. (Authorization is not required each time the electronic media is accessed in performance of one's duties.) Each employee is responsible for the security of his/her own password.

Employees are encouraged to use email and other technology-based materials, activities and communication tools to promote student learning and communication with the home and education-related entities. If those resources are used, they shall be appropriate for and within the range of knowledge, understanding, age and maturity of students with whom they are used. Technology resources shall be used for work-related activities.

District employees and activity sponsors may set up blogs and other social networking accounts using District resources and following District guidelines to promote communications with students, parents, and the community concerning school-related activities and for the purpose of supplementing classroom instruction.

Guidelines:

1. If written parental consent is not otherwise granted through Responsible Use Policy forms provided by the District, staff shall notify parents of the site, and obtain written

permission for students to utilize the social resources. This permission shall be kept on file at the school as determined by the Principal.

2. Once the site has been created, the sponsoring staff member is responsible for the following:
 - a. Monitoring and managing the site to promote safe and acceptable use; and
 - b. Observing confidentiality restrictions concerning release of student information under state and federal law.

Staff members are discouraged from creating personal social networking sites to which they invite students to be friends. Employees taking such action do so at their own risk.

All employees shall be subject to disciplinary action if their conduct relating to use of technology or online resources violates this policy or other applicable policy, statutory or regulatory provisions governing employee conduct. The Professional Code of Ethics for Kentucky School Certified Personnel requires certified staff to protect the health, safety, and emotional well-being of students and confidentiality of student information. The same must be expected of classified personnel. Conduct in violation of this Code, including, but not limited to, such conduct relating to the use of technology or online resources, must be reported to Education Professional Standards Board (EPSB) as required by law and may form the basis for disciplinary action up to and including termination.

COMMUNITY USE

On recommendation of the Superintendent/designee, the Board shall determine when and which computer equipment, software, and information access systems will be available to the community.

Upon request to the Superintendent/designee, community members may have access to the Internet and other electronic information sources and programs available through the District's technology system, provided they attend any required training and abide by the rules of usage established by the Superintendent/designee.

RESPONSIBILITY FOR DAMAGES

Individuals shall reimburse the Board for repair or replacement of District property lost, stolen, damaged, or vandalized while under their care. Individuals who deface a District web site or other electronic documents, or otherwise make unauthorized changes to a web site or other electronic documents, shall be subject to disciplinary action, up to and including expulsion and termination, as appropriate.

BRING YOUR OWN DEVICE (BYOD)

In accordance with local school policies, students may be allowed to connect their personally-owned devices to the NCS Wireless Network. It is the student's responsibility to check with teachers or administrators to see if personally-owned devices are allowed. Any device connected to the network should have online virus protection. Use of such devices shall adhere to all guidelines in the District RUP and accompanying procedure(s).

The District is not responsible for the loss or damage to any personally-owned devices brought to any District-owned facilities.

DISCIPLINARY ACTIONS AND CONSEQUENCES

Employees and students who refuse to sign required responsible use documents shall be subject to loss or restriction of the privilege of using equipment, software, information access systems, or other computing and telecommunications technologies.

Any breach of the Responsible Use Policy by any user may result in the immediate suspension of network access. The length of time of this penalty is to be determined by building and/or District administrators. (Employees of Nelson County Schools will be subject to District personnel policies.) The Chief Information Officer or a system administrator will inform the District/building administrator(s) of the violation and account suspension. They shall also provide any necessary documentation to show the violation (proxy reports). The District/building administrator will inform the user of the suspected breach and give the user an opportunity to present an explanation. Any additional consequences beyond account suspension will be decided upon by the building/District administrators and/or the Nelson County School Board. Additional consequences may include one or more of the following:

- Extended loss or termination of network access
- Disciplinary action
- Legal action (termination for employees, expulsion for students)

All violations discovered by school staff must be documented and reported to the school administration. School administrators must document and report all violations to the District Chief Information Officer. Failure to abide by the NCS Network terms and conditions by any user is in violation of Nelson County Board Policy, Senate Bill 230 and 701 KAR 5:120.

RESPONDING TO CONCERNS

School officials shall apply the same criterion of educational suitability used to review other educational resources when questions arise concerning access to specific databases or other electronic media.

PRIVACY

Users should not assume that files or communications accessed, downloaded, created or transmitted using District technological resources or stored on services or hard drives of school owned devices will be private. District administrators or individuals designated by the Superintendent may review files, monitor all communication and intercept e-mail messages to maintain system integrity and to ensure compliance with Board policy and applicable laws and regulations. District personnel shall monitor online activities of individuals who access the internet within the NCS Network.

State approved filtering software shall be implemented and maintained on a twenty-four (24) hour, seven (7) day a week basis. Logs of user internet activity may be examined and scanned to detect access to inappropriate or other objectionable material as well as bandwidth misuse.

Under certain circumstances, the Board may be required to disclose such electronic information to law enforcement or other third parties, for example, as a response to a document production request in a lawsuit against the Board, as a response to a public records request or as evidence of illegal activity in a criminal investigation.

INTERNET ACCESS AND AUDIT OF USE

All users with a signed Responsible Use Policy will have access to the internet and a district email account. Users with network access shall not utilize District resources to establish email accounts through third-party providers or any other nonstandard email system. The school

district provides filtering to prevent students from accessing content that is generally recognized as inappropriate for students. Logs of usage are kept by the Nelson County Schools and are accessed when appropriate requests are made by administrators. Retention of Records for E-Rate Participants Following initial adoption, this policy and documentation of implementation shall be retained for at least ten (10) years after the last day of service in a particular funding year.

PARENT AGREEMENT (see accompanying procedure 08.2323 AP.21)

I accept the responsibility for guidance of internet and electronic mail use by setting and conveying standards for my child to follow when selection, researching, or exploring digital information and media, and I understand that some materials on the internet may be objectionable.

By signing the accompanying procedure (08.2323 AP.21), I hereby accept and agree that my child's rights to use the electronic resource provided by the district and / or the Kentucky Department of Education (KDE) are subject to the terms and conditions set forth in district policy/procedure. I understand that data stored in relation to such services is managed by the district pursuant to policy 08.2323 and accompanying procedures. I also understand that the email address provided to my child can also be used to access other electronic devices or technologies that may or may not be sponsored by the district, which provide features such as online storage, online communications and collaborations, and instant messaging. Use of those services is subject to either standard consumer terms of use or a standard consent model. I also understand that data stored in those systems, where applicable, may be managed pursuant to the agreement between KDE and designated service providers or between the end user and the service provider. Before my child will be allowed to use online services, he/she must accept the service agreement and, in certain cases, obtain my consent. I accept responsibility for any expenses incurred from purchases made by my child.

STUDENT AGREEMENT (see accompanying procedure 08.2323 AP.21)

As a user of the Nelson County Schools computer network, I hereby agree to comply with the district's Responsible Use Policy and to communicate over the network in a responsible manner while abiding by all relevant laws and restrictions. I understand that my stored files and messages may, at times, be viewed by school system employees.

By signing the accompanying procedure (08.2323 AP.21), I hereby accept and agree that my rights to use the electronic resources and conditions set forth in District policy/procedure. I understand that data stored in relation to services is managed by the District pursuant to policy 08.2323 and accompanying procedures. I also understand that the email address provided to me can also be used to access other electronic services or technologies that may or may not be sponsored by the District, which provide features such as online storage, online communications and collaborations, and instant messaging. Use of those services is subject either to standard consumer terms of use or a standard consent model. I also understand that data stored in those systems, where applicable, may be managed pursuant to the agreement between KDE and designated service providers or between the end user and the service provider. Before I can use those online services, I must accept the service agreement and, in certain cases, obtain consent. I accept responsibility for any expenses incurred from purchases made by myself.

EMPLOYEE AGREEMENT (see accompanying procedure 08.2323 AP.21)

As a user of the Nelson County Schools computer network, I hereby agree to comply with the district's Responsible Use Policy and to communicate over the network in a responsible manner while abiding by all relevant laws and restrictions. I understand that my stored files and messages may, at times, be viewed by school system employees.

By signing the accompanying procedure (08.2323 AP.21), I hereby accept and agree that my rights to use the electronic resources and conditions set forth in District policy/procedure. I understand that data stored in relation to services is managed by the District pursuant to policy 08.2323 and accompanying procedures. I also understand that the email address provided to me can also be used to access other electronic services or technologies that may or may not be sponsored by the District, which provide features such as online storage, online communications and collaborations, and instant messaging. Use of those services is subject either to standard consumer terms of use or a standard consent model. I also understand that data stored in those systems, where applicable, may be managed pursuant to the agreement between KDE and designated service providers or between the end user and the service provider. Before I can use those online services, I must accept the service agreement. I accept responsibility for any expenses incurred from purchases made by myself.

REFERENCES:

KRS 156.675; KRS 365.732; KRS 365.734
701 KAR 5:120
16 KAR 1:020 (Code of Ethics)
47 U.S.C. 254/Children's Internet Protection Act; 45 C.F.R. 54.520

KENTUCKY EDUCATION TECHNOLOGY SYSTEM (KETS) RELATED POLICIES:

03.1325/03.2325; 03.17/03.27
08.1353, 08.2322, 08.2323
09.14, 09.421, 09.422, 09.425, 09.426

Student / Agreement and Signature

Signature required at first enrollment, beginning of 6th grade and beginning of 9th grade. As a user of the NCS Network, I hereby agree to comply with the NCS Network Responsible Use Policy (08.2323). I am responsible for any expenses incurred for items purchased by me via the internet. I will communicate over and use the network in a responsible manner while abiding by all relevant laws and restrictions.

Print Student Name: _____

Student Signature _____ **Date** _____

Parent / Guardian Agreement / Signature

Signature required at first enrollment, beginning of 6th grade and beginning of 9th grade I hereby agree that my child must comply with the NCS Responsible Use Policy (08.2323). I am responsible for any expense incurred if my child purchases items via the internet. Signature of parent or guardian is required for direct network access for all students. Students over 18 years old are responsible for themselves.

By signing this form I give my child permission to have monitored access to the internet (includes email).

Print Name (Parent/Guardian): _____

Parent/Guardian Signature: _____ **Date:** _____

Student Directory Information Notification

Consistent with the Family Educational Rights and Privacy Act (FERPA), parents (or students 18 or older) may direct the District not to disclose directory information listed below. We are required to disclose a student's name, address, and telephone listing at the request of Armed Forces recruiters or institutions of higher education, unless a parent or student who has reached age 18, requests that this information *not* be disclosed.

Date

Dear Parent/Eligible Student,

This letter informs you of your right to direct the District to withhold release of student directory information for _____ . Following is a list of items that the District considers

Student's Name

student directory information. If you wish information to be withheld, please choose one (1) of the two (2) options below in both Sections I and II. Choose Option 1 if the District may not release any item of directory information; Option 2, if the District may release only selected items of information. Then check those items that may be released. Please be advised that parents cannot prevent the school from using directory information on District-issued ID cards or badges.

If we receive no response within thirty (30) days of the date of this letter, all student directory information will be subject to release without your consent. If you return this signed form on time, we will withhold the directory information consistent with your written directions, unless disclosure is otherwise required or permitted by law. Once there has been an opt-out of directory information disclosure, the District will continue to honor that opt-out until the parent or the eligible student rescinds it, even after the student is no longer in attendance.

<i>Student Directory Information Listing</i>	
Section I	Section II
Release to Third Parties other than Armed Forces Recruiters and Institutions of Higher Education (Parent or student who has reached age 18 may sign below to direct the District to withhold information in this section.)	Armed Forces Recruiters & Institutions of Higher Education (Parent or student who has reached age 18 may sign below to direct the District to withhold information in this section.)
CHOOSE ONE OF THE OPTIONS BELOW: <input type="checkbox"/> Option 1: The District MAY NOT RELEASE ANY information listed below. <input type="checkbox"/> Option 2: The District MAY RELEASE ONLY the information checked below.	Choose one of the Options below: <input type="checkbox"/> Option 1: The District MAY NOT RELEASE ANY information listed below. <input type="checkbox"/> Option 2: The District MAY RELEASE ONLY the information below.
<i>If you choose Option 2, check the item(s) of information listed below that the District may release.</i>	
<input type="checkbox"/> Student's name <input type="checkbox"/> Student's address <input type="checkbox"/> Student's school email address <input type="checkbox"/> Student's telephone number <input type="checkbox"/> Student's date and place of birth <input type="checkbox"/> Student's major field of study <input type="checkbox"/> Information about the student's participation in officially recognized activities and sports	<input type="checkbox"/> Student's weight and height (if a member of an athletic team) <input type="checkbox"/> Student's dates of attendance <input type="checkbox"/> Degrees, honors and awards the student has received <input type="checkbox"/> Student's photograph/picture <input type="checkbox"/> Most recent educational institution attended by the student <input type="checkbox"/> Grade level
<ul style="list-style-type: none"> ● Student's name ● Student's address ● Student's telephone number (if listed) 	

NOTE: IF DIRECTED TO WITHHOLD A STUDENT'S NAME, GRADE LEVEL, OR PHOTOGRAPH, THAT INFORMATION WILL NOT BE INCLUDED IN ANY SCHOOL OR DISTRICT PUBLICATION RELEASED TO THE PUBLIC. A PARENT WISHING TO PERMIT SUCH INFORMATION ABOUT HIS/HER CHILD (NAME, PICTURE, ETC.) TO BE INCLUDED IN A SCHOOL OR DISTRICT PUBLICATION (YEARBOOK, SPORTS PROGRAM, ETC.) THAT IS SOLD FOR FUND-RAISING PURPOSES MUST PROVIDE WRITTEN CONSENT FOR SUCH PURPOSES.

Parent/Student Signature

Date

Publication Consent Form

PLEASE COMPLETE THIS FORM AND SUBMIT IT TO THE SCHOOL.

Dear Parent/Guardian:

At some time during the school year, school/District personnel or other District-authorized persons may videotape or photograph classroom activities or special projects in which your child participates during or after the school day for public awareness or fund-raising purposes.

This form covers permission for the District to record and use the recorded image, voice, or work of the student (photographed, filmed, taped, or digitally recorded) and name for public awareness purposes, including publication on the school District's web site, school yearbooks, and/or other District publications and media outlets.

Please review this form carefully, sign and date the form, and submit the form to the school.

Once signed and dated, this form shall remain in effect for your child's enrollment in the District schools. However, at any time during the school year, you may amend this form only for future uses/preference by notifying the Principal in writing of your request.

As the parent (s)/guardian(s) of _____, I/we give the
Student's Name

Nelson County School District permission to release my/our child's name, photograph, work, audio/video reproduction and/or other publishable materials for publication to the general public concerning school functions and activities, including academic and athletic activities.

Name of Parent(s)/Guardian(s) (Please print): _____

Parent/Guardian's Signature

Date

NOTE: If the recorded image, voice, or work of a student is to be included in a publication as part of a commercial or for-profit fund-raising endeavor, affirmative authorization of the parent/guardian or eligible student must be obtained.

Review/Revised:7/23/13

**Nelson County Schools
Transportation Information Form
2016-2017**

The Nelson County Board of Education is updating transportation records. Please print legibly to ensure accuracy.

Student Full Name: _____

Home Address: _____

Primary Contact Number: _____

Secondary Contact Number: _____

Rider information	School code	Check only ONE that applies
Student does not ride the bus.	NT	
Student rides the bus twice daily over one mile.	T1	
Student rides the bus twice daily under one mile.	T2	
Student rides the bus once daily over one mile.	T3	
Student rides the bus once daily under one mile.	T4	
Student rides a special transportation bus.	T5	

Please indicate your bus numbers: AM BUS _____ PM BUS _____

Please complete below if transportation is different than home address.

Pick Up Address: _____

Drop Off Address: _____

Additional Transportation Information

Parent/Guardian Signature: _____

Please notify school attendance secretary if this information changes.

Alcohol/Drug Testing Consent Forms**STUDENT/GUARDIAN CONSENT TO PERFORM URINALYSIS FOR ALCOHOL/DRUG TESTING****SCHOOL YEAR 2016-2017**

The undersigned student and the student's parent or legal guardian hereby acknowledge that they have read and understand the foregoing policy and agree to and are bound by the terms and conditions contained in the policy, including participation in related surveys.

The undersigned understand that this consent is effective for all teams/sports/organizations/on-campus drivers in which the student may participate for the entirety of the current school year. The undersigned understand that once enrolled in the testing pool the student agrees to remain in the testing pool for the entire school year.

The undersigned hereby permit the Healthcare Professionals/Lab selected by the Nelson County School District to perform drug testing of the student's urine and release the results to the Principal of the school. Permission is also granted for the Principal to release drug testing results that are positive to the coaches or organizational advisors of teams in which the student is involved.

The undersigned agrees to cooperate with the school healthcare professional in the event a prescription medication is identified through the drug testing process.

Any refusal by a student participant to be tested shall be treated as a violation, and the appropriate sanctions will be assessed.

Do you give consent to leave a message at the phone number(s) listed below: Yes No

_____		_____	
Print Student's Full Name		Address	
_____		_____	
Student's Signature		City/State/Zip	
_____		_____	
Date Signed	Grade	Date of Birth	School Attending
_____		_____	
Print Parent/Guardian Name		Phone Number(s)	
_____		_____	
Parent/Guardian Signature		List sports or activities that require you to participate in the Student Drug Testing Program.	

(CONTINUED)

Alcohol/Drug Testing Consent Forms**VOLUNTARY PARTICIPANT CONSENT TO PERFORM URINALYSIS FOR ALCOHOL/DRUG TESTING****SCHOOL YEAR 2016-2017**

The undersigned student and the student's parent or legal guardian hereby acknowledge that they have read and understand the foregoing policy and agree to be bound by the terms and conditions contained in the policy, including participation in related surveys.

The undersigned understand that their participation is completely voluntary.

The undersigned hereby permit the Healthcare Professionals/Lab selected by the Nelson County School District to perform drug testing of the student's urine and release the results to the Principal of the school and permit the Principal to release all drug testing results to the student's parents and/or legal guardians.

Any refusal shall be treated as a violation and will be reported to the student's parent, but no discipline may occur through this policy.

 Print Student's Full Name

 Print Parent/Guardian Name

 Student's Signature

 Parent/Guardian Signature

 Date Signed

Review/Revised:8/18/09