



Brooks Global Studies

Family Handbook 2025-2026



400 Ashland Drive
Greensboro, NC 27403
336-370-8228
336-370-8173 fax

Dear Brooks Global Studies Families,

We are looking forward to a great year at Brooks Global Studies! Last year, we refined our instructional practices and implemented new systems to differentiate instruction, and this year we plan to **Stay the Course**. In the classroom, we will **Stay the Course** in continuing to deliver sustained rigorous, joyful instruction as well as in preparing students to be socially, emotionally, and academically prepared to face their ongoing education. We believe deeply in our responsibility to make the world better through our actions. Our young Global Citizens will continue studying the geography and cultures of places around the globe. They will make meaningful connections, learn about global challenges, and consider ways to improve those challenges. This supports our students for their future by developing skills in communication, problem solving, and advocacy.

We ask you **Stay the Course** in continuing to support our strong community and partnerships. We ask that the grown-ups in our students' lives ensure students arrive to school on time and read or be read to nightly. We also ask you to encourage them to work hard, ask questions when they need help, and support with homework. Please participate in at least two parent-teacher conferences and join us for our PTA and curriculum nights and community events. If you have availability, then volunteer with us—you really do make a difference! In addition, please consider joining and helping with our PTA, an organization that supports our school in so many ways.

We look forward to a successful year ahead, united in our common vision of educational excellence in an ever-changing global society. We are excited to continue our great work this year as we **Stay the Course**!

Sincerely,
Your Principal Mrs. Sluder

A Note from our PTA

Welcome to the 2025-2026 school year! The PTA is planning a great year ahead and would love for you to be a part of it all! The PTA is a fundamental part of the Brooks Global experience for students and their families. We have volunteer opportunities available, with numerous ways to lend your help. It doesn't take much to make such a huge difference in your child's life and to help all our students reach their full potential.

The first step is so easy too, **JOIN THE PTA!!** It's only \$7 a member and anyone can join! Your membership helps us continue the positive support system here at Brooks, for our students and teachers. Please contact us if you have any questions. No one can do anything worthwhile on their own, teamwork is the key to success for everyone!



2025-2026 PTA Officers

President: Keely White

Vice President of Fundraising: Heather Michael; Vice President of Hospitality: Jennifer Reyes

Treasurer: Julia Burge; Secretary: Brooke Kreitingner

Brooks Global Staff

Staff Member	Title	How we can support you
Mary Sluder	Principal	Mrs. Sluder can provide general support in all areas.
Yahaira Acosta	Front Office Secretary and Data Manager	Mrs. Acosta can answer questions about enrollment, Infinite Campus, upcoming school events, and attendance. She can forward your phone calls to teacher voicemail boxes during the day if you need to leave a message.
Sabrina Simms	Treasurer	Ms. Simms can answer questions about field trip payments. She can forward your phone calls to teacher voicemail boxes during the day if you need to leave a message.
Diana Johnson	School Counselor	Mrs. Johnson can provide social and emotional support to students. She can also support with referrals to outside mental health agencies.
Sara Cobb-Conejo	School Social Worker	Mrs. Cobb-Conejo can provide support to families with resources. She will contact families who have children with excessive absences and tardies.
Stephanie Nix	Curriculum Facilitator	Mrs. Nix can answer questions regarding curriculum and testing.
Stacy Lynott	MTSS coordinator	Mrs. Lynott can answer questions about test scores and student growth and progress.
Rhonda Tucker	Cafeteria Manager	Ms. Tucker can answer questions about meal payments and adding notes about food allergies.
Andre Spinks	Facilities Support Specialist	Mr. Spinks is on site daily to help us maintain a clean and orderly learning environment.
Margaret McEnally	Media Specialist	Ms. McEnally can answer questions about AR, Battle of the Books, and our media program.
Lina Trujillo	Spanish Teacher	Senora Trujillo can answer questions about her Spanish instruction, the Geography Bee, and Passport Passoff.
Chuck Buckley	AG Teacher	Mr. Buckley can answer questions about the advanced learner program—qualifications to enter and instruction.
Jason Benfield	ACES Site Coordinator	Mr. Benfield runs our after school ACES program.

2025-2026 Brooks Global Family Calendar

First Quarter Calendar

Open House	August 1 st 4:30-6pm Last names A-L 4:30-5:15 Last names M-Z 5:15-6
First Day for Students	August 5 th
August PTA Board Meeting	TBD
Spirit Night	TBD
Back to School Night—Parent Information Sessions and PTA meeting	August 21 st 5:30-7pm Session 1 5:30-6 PTA meeting 6:05-6:20 Session 2 6:25-6:55
GLOBAL DAY	August 22 nd
PASSPORT PASSOFF	August 28 th
Labor Day Holiday	September 1 st
Picture day	September 4 th
Fundraising Run	September 5 th During school hours
GLOBAL DAY	September 11 th
Dot Day	September 15 th
Coffee and Conversations <i>(with the Principal and PTA)</i>	September 18 th 7:30-8am
September PTA Board Meeting	TBD
PASSPORT PASSOFF	September 25 th
GLOBAL DAY	October 1 st
Teacher Workday	October 2 nd
Parent/Teacher Conferences	<i>Throughout October</i>
Teacher workday	October 10 th
Make Up Pictures	October 17 th
Curriculum Night and General PTA Meeting Focus: Literacy, Media, Spanish, Social Studies Kinder and 1 st Grade will perform	October 23 rd 5:30-6:30pm
PASSPORT PASSOFF	October 30 th
End of Quarter 1	October 31 st
Teacher Workday	November 3 rd

Second Quarter Calendar

GLOBAL DAY	November 4 th
Panda Reading Challenge Incentive	November 7 th
Veteran's Day Holiday	November 11 th
Coffee and Conversation <i>(with the Principal and PTA)</i>	November 13 th 7:30-8am
Book Fair and Spirit Week	November 10-14 th
November PTA Board Meeting	TBD
PASSPORT PASSOFF	November 20 th
Thanksgiving Break	November 26-28 th
Science Fair Project Viewing	December 5 th

GLOBAL DAY—celebrations around the World	December 17 th
Winter Break	December 22 nd – January 2 nd
GLOBAL DAY	January 15 th
Spelling Bee	January 16 th
Martin Luther King, Jr Holiday	January 19 th
January/February PTA Board Meeting	TBD
End of Quarter 2	January 23 rd
Teacher Workday	January 26 th

Third Quarter Calendar

PASSPORT PASSOFF	January 29 th
Curriculum Night and General PTA Meeting Focus: Math, Music, PE 2 nd and 3 rd Grade will perform	January 29 th 5:30-6:30pm
Panda Reading Challenge Incentive	January 30 th
<i>Parent/Teacher Conferences</i>	<i>Throughout February and March</i>
1 st Semester Awards	February 6 th
Teacher Workdays (Long weekend!)	February 13 th and 16 th
GLOBAL DAY	February 25 th
PASSPORT PASSOFF	February 26 th
Sneaker Ball—Dance (Sponsored by PTA)	March 6 th
March PTA Board Meeting	TBD
Go Far Season for Grades 2-5! Practices and Race TBD	TBD
GLOBAL DAY	March 24 th
PASSPORT PASSOFF	March 26 th
End of Quarter 3	March 27 th
Curriculum Night and PTA Meeting Focus: Science, Art, Counseling, Engineering 4 th and 5 th Grade will perform	March 19 th
Spring Break	March 30 th -April 6 th

Fourth Quarter Calendar

Panda Reading Challenge Incentive	April 9 th
Spring and Class Pictures	April 10 th
Talent Show (tentative)	April 10 th 6:30-7:30pm
Book Fair and Spirit Week	TBD
Field Day	Grades K-2 April 16 th Grades 3-5 April 17 th
April PTA Board Meeting	TBD
GLOBAL DAY	April 28 th
PASSPORT PASSOFF	April 30 th
Geography Bee	May 1 st
International Festival	May 15 th
GLOBAL DAY	May 22 nd
Memorial Day Holiday	May 25 th

PASSPORT PASSOFF	May 28 th
End of Grade testing grades 3-5	June 2 nd -4 th
Panda Reading Challenge Incentive—Kona Ice and Activities Accelerated Reader Yearly Incentive—Barnes and Noble Trip	June 10 th
End of Year Awards and Moving Up Ceremonies	Grades 2-5 June 11 th Grades K-1 June 12 th

ACADEMIC/SOCIAL ACHIEVEMENT

Report Cards

Report Cards are sent to parents approximately every ten weeks. Please take the time to discuss these and provide positive, helpful, and encouraging feedback to your child. Brown report card envelopes are to be signed and returned to your child's teacher within three days.

3-5 Grading Scale: K-2 Grading Scale:

A= 100-90	4= Consistently exceeds grade level expectations
B= 89-80	3= Consistently meets grade level expectations independently
C= 79-70	2= Needs support to meet grade level expectations
D= 69-60	1= Below grade level expectations
E= 59-0	

Interim Reports

Interim Reports for all students will be sent home in the middle of each ten-week period via Monday folders. This report will let you know your child's progress at the mid-point of the grading period. These reports are to be signed and returned.

Monday Communication

Teachers will send home a "Monday Folder" each week containing important student work and information from the school/PTA. Report cards and interim reports are also sent home in the Monday folders. Please check work weekly and return the folder promptly.

GRADE LEVEL NEWSLETTERS: Please ensure your child's teacher has your email and newsletters will be sent electronically on Mondays. Some teachers send these communications through Class Dojo.

Homework

We believe family time is important and hope students spend their evenings with their families, helping with chores, and participating in sports, activities, and hobbies they enjoy.

We believe in the importance of nightly reading. Students should read or be read to each evening for 20-30 minutes.

In Kindergarten, written homework is optional but encouraged.

We believe homework time in elementary school should be brief and stress-free. It is a great time for grown-ups to gain insight into how their children are doing with learning what is being taught. First graders should

have no more than 15 minutes of written homework per evening. Second graders should have no more than 20 minutes of written homework per evening. Third graders should have no more than 25 minutes of written homework per evening, and fourth and fifth graders should have no more than 30 minutes of written homework per evening. Students may occasionally have a project given in advance with a rubric.

We encourage you to establish routines around homework, ensure your child has a quiet, well-lit space to complete it, and provide support with organization.

Panda Reading Challenge

Students in grades 2-5 will participate in the Panda Reading Challenge. Students will have goals each quarter for reading a certain number of informational and fiction texts and scoring at least a 70% on the Accelerated Reader assessments for those books. They will also have a personal AR Point goal and commit to reading at least 20 minutes at home five times a week. As students become better readers, they will also be asked to read books in a variety of genres. Students who meet their quarterly goal will attend the quarterly Panda Reading Challenge incentive.

Issues and Concerns

If there is a problem, parents should feel free to contact school personnel. The first contact should be made with the child's teacher.

Please realize the teacher may not be aware of the problem and will appreciate your sharing a concern. In general, problems and concerns can best be resolved at the level at which they occur. A class-related problem would be most effectively resolved by calling the teacher and arranging a conference. If the teacher conference fails to resolve the matter, the principal will be happy to work with the teacher and parent.

ARRIVAL AND DISMISSAL PROCEDURES



Car Riders: Those parents who choose to bring and/or pick up their children from school by car should observe the following guidelines:

1. The building does not open for students until 7:20 a.m.
2. All vehicles should unload and load in the drop-off zone in the front circle drive. Enter the drop off line heading South on Ashland Drive. Exit by turning right towards Walker Avenue. Children can get out of cars once an adult is on duty. Do not stop your car on Ashland Drive, as this causes safety concerns and inhibits traffic flow.
3. If a student is to be dismissed with another student, both parents must send permission in writing.

4. All cars that are picking up students should have a Brooks Global Name Plate in view, for safety reasons and quick loading.
5. For safety reasons, parents should refrain from cell phone use in the drop-off/pick-up line.
6. Cars should remain in the right side of the drive and not pull-up in the car rider circle until after 7:20 am and after 2:30 pm. This will allow traffic into the school.

Bus Riders: Please be sure to have your child at the bus stop at least ten minutes before the time the bus is to arrive. Use the *Here Comes the Bus* App for beneficial bus information. Encourage your child to use good conduct and self-control on the bus. Students who cause disturbances on the bus are endangering the lives of others and will lose their privilege of riding the bus if such disturbances persist.

If your child misses the school bus, please make every effort to get him/her to school.

A student may not ride a different bus home without written permission from his/her parents and prior approval of the Bus Transportation office. Also, a student who does not usually ride a bus home in the afternoon cannot ride the bus in the afternoon without approval from the Bus Transportation office.

Walkers: A walker is a student who lives within walking distance to the school and arrives or dismisses with a grown-up on foot or bicycle. These students will dismiss with bus riders and should be picked up on Parkwood Drive. During arrival, walkers could use the front doors or the Parkwood entrance as busses unload.

ATTENDANCE



The School Day

The instructional school day begins at 7:45 a.m. The building is open to students at 7:20 am each day. **Aim to have your children here between 7:20-7:35am** so they have time to get settled. Students are to go directly to their classroom or to the cafeteria for breakfast.

Dismissal begins at 2:30pm. Students who are car-riders need to be picked up no later than 2:50 pm.

Student Attendance Policy and Procedures

On the first day of school immediately following an absence, parents should send the teacher and Mrs. Acosta (acostay@gcsnc.com) a written explanation or an email of that absence. The written explanation should contain the following:

- a. Date(s) of absence
- b. Reason(s) for absence

c. Signature of parent

The written explanations will allow us to determine if the absences are excused or unexcused. Note: If your child has seen a doctor, please provide a doctor's note. According to GCS policy, if no written explanation is received within three days, the absence will be coded as unexcused. Excessive absences for illness (more than three days) will require a doctor's note. Students who are chronically absent will require a doctor's note after two consecutive days. The following is a list of excused absences (with written documentation):

- a. Illness or injury
- b. Death in the family
- c. Medical/Dental appointments
- d. Court proceedings
- e. Religious observances
- f. Educational opportunity

Absences for other reasons are unexcused. See the GCS Student Handbook for more information.

Students must be in attendance at least half of the school day to be counted present. Any student who arrives after 11:20 am or leaves before 11:20 am is recorded as absent for the day.

Student Tardy Policy

The following procedures will be followed when a student is tardy:

1. A student entering the building after 7:45 a.m. must report to the office with a grown-up and obtain a tardy pass.
2. Students on late buses are not counted as tardy.
3. Tardies due to car trouble or traffic are not considered excused.
4. Excessive tardiness (6 or more) will be reported to the School Social Worker and other appropriate school officials. If getting to school daily and on time continues to be problematic, then we will request the student be transferred to his or her home school.
5. An automated message system operated by Guilford County Schools (Connect Ed) will notify you of your child's unexcused tardy. After three tardies, you will receive a letter.

Student Checkout Policy

If anyone other than the parent or legal guardian is to pick up a child at school, the office must have written permission from the parent or legal guardian for that person to take the student off campus.

We will not accept phone calls to inform a student to ride a different bus or to be a car rider. This is a safety issue, as we are unable to verify over the phone that it is in fact the parent making the call. Please send transportation change requests in writing (note/email).

Staff do not check email during instructional time, sending an email after 7:20 am does not guarantee that it will be seen prior to dismissal. If an emergency email is sent, then you will also have to CALL to make sure someone sees the email. Send all emails to teachers and copy Mrs. Acosta acostay@gcsnc.com.

Early Dismissal from School

If a child needs to check out at any time during the day, a parent must come to the office to sign the child out. Office personnel will call the classroom and request that the student come to the office for check-out.

Checking students out near the end of the school day interrupts the instructional process for the student and the entire class. We ask parents to cooperate-- so that we may have a dismissal free from interruption and confusion-- by waiting for students to exit with their teacher after the final bell rings. To ensure a smooth and safe dismissal, children will NOT be dismissed between 2:10 – 2:30 p.m., unless prior arrangements have been made with the office.

Make-Up Work

We will be happy to provide make-up work for students who have been absent. There is usually a deadline for those assignments to be turned in for grades, please check with the teacher for details.

CAFETERIA



The cafeteria staff serves breakfast and a balanced, hot lunch in the cafeteria each day. The cafeteria is open for breakfast from 7:20-7:40am.

Students may also bring a lunch from home. Milk and ice cream may be purchased by all students. Drinks in glass bottles are not permitted in the cafeteria. Due to child nutrition recommendations, we ask that you do not send sodas to school for your child's lunch.

A designated area will accommodate students with nut allergies. Please notify your child's teacher if your child has a food allergy.

Lunch Visitation

Parents, guardians, and grandparents are always welcome to have lunch with a student. We do ask you not come during the first week of the year as we establish routines and expectations. Please sign-in in the office and then wait in the lobby for your child's class. Depending on the grade level, you may be asked to eat in the lobby, common area, or outside at the picnic tables, as our cafeteria cannot accommodate additional people during peak hours.

Money Collections

When students bring money to school for lunch, field trips, or any special activity, they should bring it in a sealed envelope marked with the child's name, teacher's name, and purpose for which the money is intended

and give it to their teacher. Students should not have large amounts of money at school at any time. If you write a check, please note the following:

- Checks intended for field trips should be made payable to Brooks Global Studies.
- Checks for after school program should be made payable to Brooks Global Studies – ACES.
- <https://www.k12paymentcenter.com/> is the online payment center for the Cafeteria.
- <https://gcsnc.schoolcashonline.com/> is the online payment system for field trips.

DRESS CODE

We realize that each student is an individual who makes choices about ways of dressing and grooming. To maintain a positive learning environment and to encourage development of positive self-esteem, we ask that each student come to school dressed and groomed in an appropriate manner.

Clothing that advertises items illegal for minors to possess will not be allowed. Obscene language/gestures will not be permitted on any type of clothing. Students' faces must be completely visible, which limits headwear. Students must wear pants or shorts up to the waistline and the length of shorts/dresses/skirts need to be at finger-tips. Halter tops, midriff shirts and spaghetti strap shirts are not allowed at school. Shirts/dresses should cover backs and straps must be 3 adult fingers wide. We ask that undergarments not be visible while the student is standing, sitting, or bending. Footwear must be always worn. Students are required to participate in physical activity each day; therefore, flip-flops, opened-toed shoes, shoes with high heels, or shoes without heel straps are not allowed for P.E. and/or recess. Students must wear sneakers or shoes that support the feet. Parents will be asked to bring a change of clothes, if necessary.

FIELD TRIPS

Brooks Global offers fun, curriculum-based field trips. Parents will be notified of pending field trips, along with any additional student cost involved. Students must turn in a signed permission slip along with any money that may be required to their teacher before participating in any field trip. If your child does not turn in a permission slip, then he or she will not be allowed to attend the field trip.

We encourage all field trip payments to go through <https://gcsnc.schoolcashonline.com/>. Checks must be made payable to Brooks Global or the exact amount of cash may be sent in. Parents who wish to chaperone their child's field trip must complete a volunteer background check at www.gcsvolunteers.com annually. Please note, most field trip venues have limits on the number of chaperones, and on a few of our trips, there is no room for chaperones.

LOST AND FOUND

It is a good idea to mark all students' clothing, lunch box, backpack, jacket, and anything else that may get lost with their names. Students who lose personal items are urged to check the lost and found located at the base of the stairs near the second grade classrooms. Items not claimed are donated to a community agency a few times a year.

INCLEMENT WEATHER



On days when weather conditions create questionable circumstances for opening school, parents should check Facebook and the GCS website for school opening and closing information. The district will also send a Connect Ed message. If school is open late, school employees report to work fifteen minutes before students.

ACES will not meet if school is closed for inclement weather. Parents should develop a plan with their children to cover these circumstances. Having a plan in place and sharing that plan with your child will make you and your child more comfortable.

GLOBAL STUDIES



Brooks Global Studies Pandas Are Global Citizens
Staying the Course as we
ROAR for the People and the Planet
And Make Meaningful Connections

Connecting to Global days
August and September
What does it mean to be a Global Citizen?
Focus on the geography and culture of our continent.
October and November
How do the people of our continent interact together and ensure everyone's well-being?
December
What are customs and traditions in our continent and why and how do people celebrate?
January and February
What habitats exist on our continent and how are we protecting the plants and animals who live there and the natural resources?
SDG Goals 13-15
March and April
How do some people on our continent prosper and what changes could help others be happier and healthier?
May
Connecting all our learning together

Connecting to our Literacy Units with the Sustainable Development Goals
Each grade level will identify global challenges connected to Literacy Units to explore, investigate, and act on. Each grade level will make connections to Literacy Units and the United Nations Sustainable Development Goals. We will utilize the Worldwise Learning guide for lesson ideas.

Connecting to Language
We will learn about our continent of study and grade level content in Spanish each week.

Staying the Course
Each year, we will focus on learning about different continents, so by the end of our elementary journey, we will have traveled the globe, with a strong sense of geography and culture, and an awareness of challenges that face people and our planet. We will have practiced solving various challenges through communication, advocacy, and action.

Continents of Study
Kindergarten—North America
First Grade—South America
Second Grade—Africa
Third Grade—Asia
Fourth Grade—Europe
Fifth Grade—North America and Australia

Connecting to Geography
We will learn the geography of our continents—countries, capitals, and major landforms—one region at a time. Second through Fifth graders will have monthly Passport assessments.



Passport Passoff

Students in grades 2-5 learn world geography and take a monthly assessment to demonstrate their knowledge of countries, cities, and landforms. Passport Passoff typically takes place the last Thursday of the month. We depend on parent volunteers to help with the assessment. You can find the maps to study each month on our website: <https://brookses.gcsnc.com/magnet-information/passport-20>.

STUDENT SAFETY AND WELLNESS



Address/Phone Changes

Please immediately notify the school of any change in your address, home phone, cell phone, or work phone number. It is critical that we be able to reach you in case of an emergency. Going into the online data management system and updating your information allows us to see the updates in real time and is very helpful.

Child Custody

If you and your spouse are separated or divorced and you have been granted custody of your child through a court order or deed of separation, please supply us a copy of this order.

Student Illness

Parents will be contacted if a child becomes ill during the school day. It is crucial that we have a telephone number where the parent or other designated individual may be reached in an emergency. Please be certain that we have several names and numbers of people we may contact. Please notify the school if any of these names/numbers change during the year.

Students should be “fever free” without the aid of a fever reducing medication for 24 hours before returning to school.

Please notify the school if you discover your child has flu, headlice, or any communicable disease.

If your child has a broken bone or sprain or other temporary physical injury, then please provide a doctor’s note to your child’s teacher and our PE teacher regarding physical activity.

Medication

The school recognizes that a student with chronic or unusual health problems may require medication during school hours. When possible, arrangements should be made with the physician to adjust the dosage so that it can be given at home before and after school. If this is not possible, please adhere to the following procedures:

1. The school must be provided with medication authorization from the doctor and signed by parent for ANY medication to be administered at school. (A form may be secured from the school secretary).
2. Medication must be delivered in person by the parent or guardian at the time the GCS Medication Authorization Form is submitted.
3. Medicine must be provided in the original prescription bottle or box with the prescription sticker, which includes the name of the student, the name of the drug and time(s) of administration.

4. Whenever medicine is changed by the physician, the parent is responsible for informing the school by submitting a new Medication Authorization and delivering medication to the school. Telephone calls cannot be accepted for this purpose.

Wellness Policy

Wellness Policy and Procedures were adopted by the Board of Education in May of 2006. As a result, Guilford County Schools incorporates wellness into the curriculum. Physical activity is an important part of your child's education. In grades K-8, a minimum of 30 minutes a day of physical activity at a moderate to vigorous intensity level will be provided to support significant health benefits to students.

Student Birthdays

Students may share a special treat with their entire class on their birthday if prior arrangements are made with the teacher. These treats must adhere to the Student Wellness Policy guidelines and NC Eat Smart Nutrition Standards and be from the approved list. Only food from Environmental Health Services inspected facilities (i.e. stores or restaurants) may be served. These items are acceptable:

Yogurt Stick	Popsicles	Fruit Snacks
100 Calorie Snack Pack	<u>Bite-Sized</u> Cupcakes	Fruit – Kebabs, Clementine's, etc.
Pretzels	100% Juice	Rice Krispy Treats
Baked Chips	Donut <u>Hole</u> (1 per child)	Granola Bars

Party invitations should not be distributed at school unless you are inviting every child in the class. We do not want to hurt the feelings of students who are not included in birthday parties. Avoid having flowers or balloons delivered to school for your child. Such items are a distraction in the classroom and are not allowed to go home on buses. These items will be kept in the office until dismissal.

STUDENT BEHAVIOR

The staff of Brooks Global Studies School believes that desirable behavior should be promoted through positive methods, whenever possible. Our staff will work with students to help them grow in this area and to accept responsibility for their actions. Close contact between the home and school is maintained through e-mail, classroom newsletters, conferences, notes, letters, and telephone communications. It is essential that cooperation between students, parents, and staff members be maintained to support student growth around behavior.

The Guilford County Schools Code of Conduct was developed to ensure safe, orderly, and productive schools. A copy of the Code of Conduct can be found online at <https://www.gcsnc.com/families/student-family-handbook>. Parents and students are requested to read and discuss the Code of Conduct. Classroom rules will be explained by every teacher, posted in classrooms, and practiced by students.

In addition, Brooks Global Studies has implemented a proactive discipline system that incorporates positive and consistent daily procedures as well as character education. The foundation beliefs are outlined in the Brooks Global Keys to Success, which are taught and reviewed as the basis of everyday activities at school.

Using the ROAR acronym, the Keys to Success are:

Definitions of Core Values	
R Respectful	Showing others you care about their feelings and well-being
O Optimistic	Belief in the success and goodness of yourself and others Looking for positives in yourself and others Looking for opportunities for growth
A Accountable	Taking ownership for your actions Fixing mistakes Always improving academically and socially
R Responsible	Being dependable Contributing positively to the Brooks community

Bus Conduct

Bus riding is a privilege. To guarantee the safety of your child and other children who ride the bus, we ask for your help in maintaining good bus behavior. Listed below are rules and policies which will be guidelines for expected behavior on our school buses. Please discuss bus behavior and rules with your child and make clear your expectations for good bus behavior.



Bus Safety Guidelines

1. Follow directions of the driver and teacher.
2. Stay seated unless getting on or off the bus.
3. Keep hands, feet, and objects to oneself.
4. No shouting, teasing, or inappropriate language.
5. No fighting or threat of physical harm.
6. Keep the aisle clear of objects.
7. Cell phones remain off and inside bookbags.

Consequences of Bus Misbehavior

Drivers will give students an appropriate warning when necessary. The following consequences will be enforced:

Violation #1: Warning by driver

Violation #2: Bus Discipline Referral. Child will meet with principal to discuss behavior.

Violation #3: Bus Discipline Referral. Contact is made with parent.

Violation #4: Consequences may include up to three days suspension from the bus, depending on offense.

Further violations will result in extended suspensions as necessary.

In the event a student commits a serious offense which could cause danger to others or him/her, that student can be suspended from riding the bus immediately, without following the steps above.

School Property

Each student is responsible for using school property in an appropriate manner. Students are expected to take care of textbooks, media books, and all instructional and school materials. Lost or damaged materials must be paid for by parents.

Items Not Appropriate for School

We ask that students bring to school only those materials that are necessary for the instructional program. Video games, trading cards, and toys are not allowed during instructional time. If such items are brought to school, they may be collected by a staff member and returned to the parent. Toy guns and knives should not be brought to school under any circumstances. Possession of any type of weapon or explosive device is a violation of the Guilford County Schools Student Code of Conduct. **If you choose to give your child a cell phone or smart watch for safety reasons, then they need to remain off and in the child's book bag during the school day and on the bus.**

VISITORS

Visitors and parents are welcome at Brooks Global. Please check in at the visitor sign-in computer near the office with your driver's license. For the safety of the children, all parents, volunteers, observers, and visitors are required to sign-in and wear a visitor's badge when visiting during regular school hours. Only scheduled volunteers are permitted inside the building during arrival, and must follow the above procedures.

Volunteers

Parents, guardians, and grandparents are encouraged to volunteer their help at our school. We believe that parents have much to contribute to the educational process. Information about how you can become a volunteer will be sent during the first week of school and will be available thereafter through our website or by calling the school office. All volunteers and parents accompanying children on field trips must register and complete a background check at <https://www.gcsnc.com/community/volunteers>. You will also need to complete the Volunteer Agreement and have it on file in the office BEFORE attending field trips! When you come to school to volunteer, please sign in, so we will have a record of volunteer hours. This must be completed annually.

Please let us know if you have a special interest or if you would like to help in a particular way. Volunteers need to be in High School (w/ pre-approval) or older.

School Visitation and Conferences

Parents are encouraged to visit the school and to attend PTA meetings. All families are encouraged to participate in first and third quarter parent/teacher conferences. Volunteering in the classroom should be planned in advance with the teacher. Unscheduled telephone calls/conferences during the school day cannot

take place due to interrupting the instructional time and supervision for students. Parents who wish to schedule conferences with the principal should email Mrs. Sluder at sluderm@gcsnc.com.

TECHNOLOGY—DEVICE USAGE

An iPad (K-3) or a Chromebook (4-5) is checked out for students to use for school related activities. Students in elementary school use these devices to enhance learning, appeal to different learning styles, and complete assessments. Student use of devices is supervised by staff, and all students receive instruction on responsible use of technology: internet safety, digital citizenship, media balance, preventing cyberbullying and taking care of devices. At Brooks Global, students use educational apps, the Accelerated Reader website (grades 2-5), and other digital resources as directed by staff. Teachers have access to monitoring software such as Apple Classroom and Go Guardian. All devices connect to GCS filters and firewall software designed to block access to inappropriate content (for example, students are blocked from using YouTube and social media sites). Students who misuse devices or purposely attempt to damage them will lose the privilege of using the device for a determined amount of time.