



**Liberty STEAM Charter School - Elementary Academy**  
Scholar & Family Eagle Guide  
2024-2025

**School Contact Info**

Phone: (803) 774-0195

Website: <https://www.libertysteamcharter.org/>

Facebook: <https://www.facebook.com/libertysteamcharter/>

Instagram: @libertysteamcharter

**School Hours**

Our school day is as follows:

7:40-8:00am – Welcome & Breakfast

8:00am-3:30pm – School Day

3:20-3:40pm – Dismissal

11:50-12:10pm - Friday Dismissal

Dear LSC EA Families:

It is hard to believe that we are already saying WELCOME to the 2024-25 school year! My name is Sally Harris, and I am overjoyed to be serving as your Director (“Principal”) at our state-of-the-art Elementary Academy. This is my 16th year in Education and my fourth year at Liberty. I grew up in SC, but through the Teach For America program I began my teaching career in Dallas, TX at a high-performing charter school network. I have yearned for that type of unique, rigorous, and engaging school environment ever since I returned back home to Sumter. Therefore, LSC has been a dream come true for my professional career, as well as my own children’s education. I am a wife and mother of three young children, which fuels my passion for my work. In my time away from school, I enjoy live music and trips to the beach or lake with my family.

I have had the pleasure of getting to know most of you throughout the past three years, during my “Director in Residence” role. I was the STEAM enrichment lead teacher at the Primary Academy during our founding year, and I was able to hire our leadership team, instructional staff, and begin planning during year two. For those of you who are returning and those who are joining us for the first time as Eagles, I cannot wait for you to meet our phenomenal “Flight Crew”, all of whom went through a challenging interview process to earn their “wings”. This is the second campus that our leadership team has had the chance to be a part of opening, and we value that rare opportunity! As a parent of two LSC scholars myself, I truly empathize with how difficult it is to release your children into the care of people you may not yet know. However, I thank you in advance for trusting us enough to educate your scholar.

Our team could not be more excited about “SOARing to New Heights” with your scholar this year! We commit to: urgently pursuing excellence, being the joy and making the impossible possible each and every day! Thank you again for choosing Eagle Airlines for your upcoming flight, and we will see you SOON at the terminal for boarding.

Bon Voyage!

Sally Harris  
Elementary Academy Director  
[sharris@libertysteamcharter.org](mailto:sharris@libertysteamcharter.org)

## **I. School and Organization Overview**

### **School Overview**

Established in 2020, Liberty STEAM Charter is the first public charter school in Sumter County. We will offer a kindergarten through 12th-grade STEAM-focused, project-based, and personalized learning model that is

innovative and unlike any other school in South Carolina. We are currently growing to accommodate 1,500 scholars amongst four distinguished academies.

The LSC model is designed to prepare our scholars with the academic foundation to pursue college or university studies. Furthermore, our model is designed to ensure that LSC scholars leave high school with real-world skills and habits to succeed in industry careers that offer meaningful salaries.

### **LSC's Mission**

Liberty STEAM Charter works to provide all scholars with equal access to a world-class K-12 education in an academically rigorous and scholar-centered learning environment, creating graduates who will be thoughtful and engaged citizens prepared to take on the leadership challenges of the 21st century.

### **LSC's Vision**

In partnership with our families and the community, our vision is to provide real-world interdisciplinary, personalized, and project-based learning experiences through a STEAM-based academic program where graduates become the next generation of leaders, employers, and employees who contribute to the economic well-being of their communities and families.

### **Core Values**

We know the following skills are crucial for our scholars to be successful in school and in life. We strive to teach and reinforce our core values daily at Liberty STEAM Charter School; our core values are growth mindset, power of a team, stand up and own it. We expect scholars to practice each of these skills each and every day.

For parents, this means we ask you to...

1. Ensure that your child gets to school on time every day (after 8:00 you are late) and allow them to stay the whole day, every school day.
2. Pick your child up on time (by 3:40pm).
3. Send your child to school in their LSC school uniform every day.
4. Read with your child nightly for 20 minutes, ensure they complete all homework assignments, and sign any required documents.
5. Read all notices that are sent home, return requested paperwork within the stated time frame, and return calls as soon as possible.
6. Contact your child's teacher if there is a problem or if there is a way that we can better care for your child.
7. Attend all required report card conferences during the year.
8. Attend as many fun and informative events at school as possible (Community Culture Celebration, parent engagement events, chaperone field trips, etc.).
9. Ensure that your child gets at least 10 hours of sleep each night.
10. Commit to living the Core Values along with our children.
11. Parents are required to volunteer a minimum of ten hours per family per school year.

For teachers and staff, this means we promise to...

1. Do our absolute best to ensure that your child is safe, learning, and growing as much as possible!
2. Get to know you and your child so that we can help them be successful.
3. Greet you and your child by name, with a smile, a handshake or hug, and positivity.

4. Return your phone calls and emails within 24 hours.
5. Keep you updated about school information and events through notices home, ClassDojo, Remind, phone calls, our website, social media, and posted signs at school.
6. Send scholars' nest binders home every night except for Fridays.
7. Make ourselves available to meet with you by appointment.
8. Commit to living the Core Values along with our scholars.

## II. Academic Program

### Academic Program Overview

We use researched based best practices to ensure that our scholars are using the highest-quality curriculum and instruction in the country.

### Second - Third Grade Curriculum and Overview

For literacy, we believe in an approach that is based on the science of reading that infuses foundational literacy practices, reading comprehension and volume of reading. To accomplish our vision, we use the knowledge building curriculum *HMH Into Reading*, Daily Small Group Phonics/Reading Lessons, Phonemic Awareness instruction, Independent Reading time, and computer-based programs (RAZ Kids, Epic Books, etc.) For math, we believe excellent mathematics instruction reinforces the Common Core shifts in mathematical practices by balancing scholars' conceptual understanding of mathematical principles with application and fluency practice. To accomplish that vision, we have chosen the Eureka mathematics curriculum in addition to on-line systems such as Zearn.

Grade	ELA	Math	Social Emotional	Enrichment
<b>Second - Fourth Grade</b>	<b>HMH Into Reading</b> Phonics/Phonemic Awareness instruction Reading (small group instruction), Partner and Independent Reading, Computer-based reading programs	<b>Eureka Math</b> Whole group fluency review, Small group instruction, Zearn computer-based instruction,	<b>Fly Five Curriculum</b> Grounded in the five core social and emotional competencies; cooperation, assertiveness, responsibility, empathy, and self control (C.A.R.E.S.). Each grade level will have a set of the skills that they will be taught based on the C.A.R.E.S. SEL Standards.	N/A

### Assessments

At LSC's Elementary Academy, we believe that we must have a deep understanding of our scholars' learning and areas for growth at all times. Therefore, frequent and ongoing assessments are a fundamental part of our academic program. In addition to unit and module assessments that accompany the curriculum, MAP assessments are given three times throughout the school year. In addition, all scheduled SCPCSD and State required testing, such as CoGAT and SC Ready, will be followed. **Scholars will take a pre and post Social Emotional Learning Assessment.**

### **Extended School Year**

LSC Elementary Academy will go to school longer than traditional public schools so that we can ensure that our scholars are making the most progress possible in one school year.

### **Reading at Home Every Night**

Reading is the most important way for our scholars to increase vocabulary and build knowledge about the world around them. Each night, ALL scholars are expected to read for 20 minutes with a family member. There is a reading log for parents/guardians to fill out nightly. Additional supplemental reading materials are available for all scholars. The goal is to have scholars read the books with fluency and for enjoyment.

### **Homework**

Homework and reading at home is a fundamental component of our Liberty STEAM Charter school program. The purpose of homework is not only to review and reinforce skills and concepts but also to devote a specific period of time to learning in the home environment. A routine home study time and place for scholars to complete assignments should be established.

Each night, Monday-Thursday, every scholar at LSC will receive homework. All scholars will complete 20 minutes of reading each night, and a written assignment related to a core subject. We ask that you read with your child during this time, either reading to the scholar, listening to the scholar read aloud, or having the scholar read independently if they can. In addition to reading, all scholars will receive a N.E.S.T. Binder to take home each night except Fridays. The binder will include items such as a reading log, behavior logs, homework newsletters, reading passages, word work, math fluency work, etc. We ask that parents ensure homework for the week has been completed and returned in the binder by Friday.

### **Early Intervention Services**

At LSC Elementary Academy, we believe in doing whatever we can to prepare our scholars for their future academic and social success, not only in school but in the world. Because of this belief, we do all we can to create an academically engaging and socially stimulating environment that meets the diverse needs of our scholars. LSC Elementary Academy utilizes an early intervention approach to provide extra support for scholars in the areas of social emotional, behavioral, self-help, and academics in order to create a strong foundation for their future academic success. The Intervention team includes two academic interventionists, a behavior interventionist, a speech therapist, school counselors, and a school psychologist. We use data from scholar assessments to identify those who may need extra support in gaining foundational academic skills. We constantly monitor scholars' progress and review data each quarter to determine scholars' growth.

### **Report Cards**

Each quarter, each scholar will be issued a report card that includes their academic performance and social/emotional progress. We will also provide updates on any interventions or special education services your child is receiving. Parents are expected to participate in report card conferences each semester. Additional conferences are always an option and will be held more frequently for scholars who need additional academic or behavioral support.

### **Retention**

Please see Liberty STEAM Charter School's network handbook for more information.

### III. School Culture & Scholar Expectations

Please see the Scholar Code of Conduct in the Liberty STEAM Charter School Network handbook.

### IV. Scholar Uniform Policy



The school will not be responsible for lost or damaged clothing or accessories. We reserve the right to change or modify the dress code and will notify families should any changes arise.

Uniform Violations:

- Parents will be contacted by our Academic Counselor if a scholar is out of uniform. The expectation is that someone brings the scholar the required uniform.

### V. Attendance

Please see the Liberty STEAM Charter School network handbook for additional information.

#### 2:25pm Early Sign-Outs

Parents/guardians are strongly encouraged to ensure that children in their care are in school for the full day every day. Signing scholars out of school early on an ongoing basis establishes a pattern of non-attendance that negatively impacts academic performance. Scholars will not be able to be signed out between 2:25pm and 3:20pm. Scholars with excessive early sign-outs will be addressed on a case-by-case basis by school administration.

#### 3:45pm Late Pickups

The expectation is that scholars are picked up between 3:20-3:40pm. Any pickups after 3:50pm are considered a late pickup. If a scholar is picked up late more than three times, the family may be called in for a conference and the scholar will be placed on an attendance plan.

### VI. Transportation

#### Walkers

For our purposes, walkers are classified as scholars who live within a one mile radius of the school. For safety

reasons, all approved walkers at the Elementary Academy Campus must have an adult who meets them at the car awning. Under no circumstances will we release scholars to walk on their own off campus at this age level, nor are parents allowed to park their vehicle near the campus and retrieve their scholar on foot. Parents or authorized guardians of approved walkers should arrive at 3:00 with daycare buses to be dismissed before the carpool traffic begins at 3:20 pm. If your scholar is a walker who lives within a one mile radius (address registered with the school must match), please make sure you have notified their teachers, so that they can be identified correctly on the dismissal list.

### **Morning Arrival Drop Off**

For AM carpool, please remember the following items to help carpool run smoothly and keep our scholars safe:

- Please have scholars ready to exit the car on the passenger side of the vehicle. For safety reasons, scholars are not permitted to exit on the driver's side of the car to walk through the line of vehicles.
- Please do not use your cell phone when driving on school premises.
- Please have scholars put down any toys as soon as you enter the parking lot.
- Please drive forward to the next available staff member at the curb to drop off your scholar(s).
- Please do not drop scholars off in the parking lot. They will only be welcomed at the carpool area.
- Please adhere to the posted speed limit signs which state 5mph.
- No smoking of any kind on school premises

### **Afternoon Dismissal Pickup**

For PM carpool, please remember the following items to help carpool run smoothly and keep our scholars safe:

- Please display your dismissal tag in your car window.
- If you do not have an LSC dismissal tag, we will ask that you check in with your picture ID at the front parking lot to get clearance to pick up your scholar.

### **Pickup Security**

In order to pick up a scholar during the school day your photo ID is required and the person must be listed on the emergency card.

### **Early Dismissal**

If you plan to pick up your scholar early from school you must get them before 2:25. For the safety of our scholars, and to ensure a smooth transition to dismissal, no scholar will be dismissed after 2:25. Thank you for your understanding!

## **VII. Parent Connections**

### **Volunteers**

Volunteers provide a valuable service to LSC and we encourage our parents and partners to volunteer in the school. All volunteers must sign-in at the front office as a visitor and follow our building security plan. Depending on volunteer roles they may be asked to do a formal background check before volunteering can start. This is specific for volunteer opportunities that put the adult with scholars alone. Example: Field Trip Chaperones, Small Group Support, etc. If you would like to volunteer at LSC, please contact your scholar's teacher or the main office.

### **Field Trips**

Field trips are one of the many ways we give our scholars a well-rounded education. Field trips extend the classroom learning. Each individual field trip will have its own unique permission slip, please review and sign all permission slips in a timely manner in order to allow your scholar to participate in field lessons.



At least one school leader will accompany the group on the trip. The teachers will take a first aid kit, and a working cell phone. The teachers will also carry a copy of each child's emergency medical information and health record of any child that has allergies, handicapping conditions, or other health conditions that require special procedures or precautions during the course of the trip. A staff member will also be responsible for the administration of any required medications during the field trip. In the event of an emergency such as an accident or a sick child, the policy for injuries and accidents will be followed.

The proper ratio of adults to children (10:1) will be maintained at all times while on the field trip. No child will be left alone or unsupervised on the trip at any time. There will be a transportation plan on file for each trip that will also include a checklist that will account for all children at each location where they are loading or unloading from buses.

### **Chaperones**

We welcome parent chaperones on our field lessons throughout the year. Please complete the chaperone field lesson permission slip if you are willing and able to chaperone a particular trip. An in-class observation is also required to qualify as a chaperone. Please note that siblings are not allowed to attend LSC field trips and chaperones are not allowed to have children other than their child that belongs in that class with them on the trips.

Up to two parents/guardians per class will be asked to chaperone each field trip. Once the form is completed and the classroom observation is done they will be asked to meet at the school, and ride the bus depending on space. Their payment will be covered by the school for the field trip activity and they will be required to return to school on the bus. If we get more volunteers than needed for the field trip, we welcome parents/guardians to meet at our destination, pay for entry and enjoy the activities with their scholars.

### **Community Culture Celebration (CCC)**

Community Culture Celebrations honor the hard work that our scholars have shown. To make this celebration memorable, we invite you to share brief remarks for example: "We are so proud of your hard work and cannot wait to see how much you grow this year".

Due to limited space, we kindly request only (2) in-person guests per scholar. Please note any additional guests will be asked to leave. Each guest will be required to present identification and sign in upon arrival.

The celebration will be live-streamed on LSC Facebook social media platform. Please refrain from bringing celebratory items like balloons, flowers, or gift bags. We are thrilled to have you join us to celebrate your outstanding scholar!

### **Open Door Policy**

Parents and other family members are an important part of our school community and are welcome to visit or observe at any time, with prior arrangements with the leadership team and office. Classroom visitation should be limited to a 30 minute session and no scholar will be pulled out of class to meet with the visitor during instructional time. In order to minimize distractions during instructional time, cell phone use is prohibited. Should you need to speak with or meet with a teacher, please schedule a time with the teacher during their planning periods. A government issued ID must be present for access to the school building.

### **Outstanding Fees Policy**

Scholars may be subject to fees for a variety of reasons, including but not limited to: fees for lost or damaged technology, textbooks, furniture, instructional materials, etc. As a general rule, parents have 10 days to pay any outstanding fees. When such fees are not paid, children may be denied any services for which the school has to

pay an additional amount of money for participation. The school may prevent children with outstanding fees from participating in field trips, etc. Fees will be charged for any destruction of LSC property.

#### **iPad & Chromebook Policy**

The iPad or Chromebook has been issued to scholars on a contingency basis, which means it is the property of Liberty Steam Charter School. Therefore, it is their responsibility to care for the device and exercise good judgment when using the device at school. We are all being asked to be extremely trustworthy regarding how we use our technology devices. Improper use of the iPad or Chromebook could result in the loss of your device privileges.

If a scholar device is lost or stolen there is a chance the family will be responsible for paying a \$200 fee. If the device is damaged there is a chance the family will be responsible for paying a \$50 fee to the school to get a replacement. If a charger is missing, stolen or damaged there is a chance the family will have to pay a \$20 fee.

#### **Confidentiality**

All children and families have the right to expect that all information about their family will be kept confidential, including scholar name, address, or any other information that could identify a child. A child's behavior and development should be discussed only with his/her teachers and parents. All staff members are committed to abiding by the National Association for the Education of Young Children Code of Ethical Conduct regarding confidentiality. All records are stored in secure cabinets and computer files. Only authorized personnel will be given access to personal information.

### **VIII. Food Service & Nutrition**

#### **Cafeteria**

Liberty STEAM Charter's food service is provided through the National School Lunch Program. LSC provides breakfast and lunch. For the 2024-2025 school year, free meals will be provided daily for all scholars. Please note that this is not guaranteed in future school years.

#### **Food Allergies and Other Special Dietary Needs**

If scholars have a food allergy or other special dietary needs, parents must submit a doctor's note to the Academy Nurse including the following information:

- an identification of the medical or other special dietary condition which restricts the child's diet
- the food or foods to be omitted from the child's diet
- the food or choice of foods to be substituted

#### **Food Service Programs**

Breakfast is served from 7:40-8:00am.

We have a 30 minute lunch period. Scholars may bring their own lunch from home. If a scholar brings their own lunch, please pack a healthy, balanced lunch; glass bottles, soda, sugary juice, gum, fast food, donuts, any type of candy, or any other food with excessive sugar or salt are not permitted. Scholars are not permitted to supplement school lunch with partial food trays. They need to bring their own lunch or eat school lunch. Scholars will be allowed water breaks during the day and will be provided milk at lunch.

No food deliveries for scholars will be accepted including but not limited to doordash, uber eats, family members, etc. If food is delivered it will not be accepted, and that scholar will be added to that day's school lunch roster.

## **Birthday Celebrations**

We recognize the importance of birthdays in a scholar's life and will do our best to make each scholar's birthday special. Classes will honor all scholar's birthdays during their morning meeting, and birthdays will be acknowledged publicly on Class Dojo.

If a parent wishes to distribute home birthday party invitations at school, the invitations must be distributed to all scholars in the class. The only exception is for gender-specific parties; in these cases, invitations must be distributed to all of the boys in the class for boy-only parties, and to all of the girls in the class for girl-only parties. Parents may not distribute invitations at school to a select group of scholars.

Lunch birthday celebrations can be held on the actual birthday or on Monday if the birthday falls on a weekend. If a parent wishes to celebrate their child's birthday at school, see below for our school policy regarding birthday celebrations:

- Birthday treats can only be served during lunch in the cafeteria and will be limited to 10 minutes of celebration time.
- All birthday treats must be store-bought and sealed prior to being brought to school. No homemade birthday treats will be passed out to scholars.
- There can only be one treat per scholar per celebration and we ask that it only be cupcakes or cookies.
- No treats with peanut ingredients shall be served at the school or in goody bags.
- Goody bags will be passed out at the end of the day by teachers.
- Parents must bring enough treats for the entire class.
- **BALLOONS, CANDLES, AND GIFTS ARE NOT PERMITTED!**

We ask that parents:

- Notify the teacher at least two days prior to the birthday.
- Help clean up the cafeteria

The school reserves the right to limit any birthday celebration if it is endangering the safety of scholars or if it is impeding the academic day.

## **IX. Health & Wellness**

### **Injuries & Illness at School**

Any scholar illness or injury (or suspected illness or injury) are to be reported to the nurse as soon as possible. The nurse will decide the best course of action and plan for treatment. Any time a scholar is sent to the nurse, the nurse will contact the parent, either via a phone call (first line of communication), email, or note home, to notify them of the concern, injury, and/or treatment.

### **Emergency Situations**

If there is a real emergency at school, the parents or guardian will be called immediately. If the parent or guardian cannot be reached, the emergency contacts (per the Medical Emergency Authorization Form) will be called. The LSC nurse will handle any emergency situation along with the school first response team.

All children's medical records are located in the school nurse's office. If a parent cannot be reached and it becomes apparent that the child requires medical attention, EMS will be called. The child will be taken to PRISMA Health Tuomey Hospital for treatment. The school would supply any emergency medical records or health information to the EMS so that those records would accompany the child with the medical personnel. If a parent is not able to get to school in time to accompany the child, the school designated person will accompany

the scholar to the hospital until a parent/guardian arrives. It is very **IMPORTANT** to notify the school of any changes as they occur with contact information, so that we may have the most up to date information.

#### **Management of Communicable Diseases & Mildly Ill Children**

Only healthy children can be accepted into the school program each day. We must depend on communication with parents to help us maintain this policy. Although it is sometimes hard to determine what is best for a possibly sick child, parents should not send a child to school who has a fever of 100° or higher, who has thrown up in the past 24 hours, or who has a new onset of unexplained severe cough that could disrupt their learning environment.

All of our staff members will also abide by our health policy, respecting your children's health when they demonstrate symptoms of cold or flu. If a child shows signs of illness, the parent or guardian will be contacted and the child will be sent home. Symptoms that are cause for sending a child home are: diarrhea, severe coughing, fever of 100° F or higher, difficulty or rapid breathing, yellowish skin or eyes, conjunctivitis, untreated skin eruptions, unusually dark urine and/or gray or white stool, stiff neck, sore throat, runny nose, earache, unusual spots or rashes, nausea or vomiting, or evidence of lice, scabies, or other parasitic infections.

A "mildly ill" child (one who is experiencing minor cold symptoms, but is not exhibiting any of the above symptoms) will be monitored within the classroom by the teachers. If the conditions worsen, the child will be directed to the nurse's office and the parent/guardian will be called to take the child home.

If a child becomes ill at school, he or she will be isolated from the other children in the nurse's office and the parents or guardians will be called. The nurse or other staff member will attend to the child at all times until the child is discharged. A child with any of the following signs or symptoms of illness will be sent to the nurse's office immediately: unusual spots or rashes, sore throat or difficulty swallowing, elevated temperature, vomiting, evidence of lice, scabies, or other parasitic infections. The nurse or other staff member will monitor the child until the parent or guardian can take the child home.

Scholars who have been excluded from school or absent from school will be readmitted under the following conditions:

- They must be fever free and not vomiting for at least 24 hours before the day returning and must have a note from parents stating the day(s) of absence, the reason for the absence, and confirmation that the child is well.
- They must have a physician's note stating that the scholar is under adequate and effective therapy or judged non-infective if the child has been absent for one of the following: strep throat, conjunctivitis, impetigo, scabies, tinea capitis (ringworm of the scalp), pediculosis corporis (lice of body,) or enterobius vermicularis (seat worms or pinworms).

All medications, fluoride supplements, or food supplements will be kept out of reach of children in the nurse's office at all times. A medication requiring refrigeration shall be refrigerated immediately upon arrival and shall not be stored in an area where it can contaminate any food products.

**Parents or guardians sending medication must take any medications directly to the nurse themselves. No scholar should be carrying medication for any reason at any time. *\*\*Do NOT send medication in with a scholar or inside their bookbag.\*\****

#### **Administration of Medications**

The nurse and/or designated staff member follows all protocols in the administration of medications to scholars. This policy includes that medication will not be administered unless there is a signed and dated parental consent form on file.

### **Restroom Procedures**

It is expected that all LSC scholars will be *fully* potty-trained. This means that scholars must be able to button/unbutton pants, fully wipe themselves after using the restroom, and be able to change their own clothing after an accident. Children can go to the restroom at the teacher's discretion whenever necessary throughout the day. We ask parents to notify the school if their child has unique needs regarding use of the restroom.

## **X. Safety & Security**

### **General Health & Safety**

All cleaning supplies will be kept out of reach of the children at all times. Aerosol sprays will not be used when scholars are in the building. A first aid kit is located in every classroom. Additional first aid supplies are found in the nurse's office. Teachers and administrators will accompany scholars on all field trips or special outings and will take a first aid kit.

### **Emergency Procedures**

At the beginning of the school year, each teacher will review emergency procedures. Scholars will be taught how to respond during various emergencies through whole school drills. Monthly fire drills will be conducted throughout the year. Other Emergency Safety drills that will be conducted during the school year include: Lockdown, Lockout, Hold, Evacuation and weather related drills. Procedures and evacuation routes are posted in each classroom. All staff are trained on all evacuation and safety procedures for the various types of emergencies. The school administration will keep record of these drills.

### **Inclement Weather**

LSC will follow Sumter School District's weather policy and decisions. Please watch the local news and visit our website for school closures. LSC reserves the right to close school in the event of a school-based emergency or facility issue. In that specific case, we would notify all parents via phone and email and would post messages on our website and social media.

### **PE Classes During Inclement Weather**

In the case of inclement weather, scholars will participate in PE inside the classroom. A school administrator will communicate the change to indoor PE with PE teachers in the following situations:

- The outside temperature is below 40 degrees F.
- The outside temperature or heat index is above 100 degrees F.
- The outside grass is too wet.
- There is precipitation that would prevent safe physical education instruction.

### **Visitors**

All visitors in the building, including family members, LSC employees, vendors, and volunteers, are required to check in at the front office. A state issued driver's license or identification card must be presented and scanned into the IdentaKid system. All visitors must wear a visitor's badge, including volunteers. The only door to obtain entrance into Liberty STEAM Charter School is our front buzzer/security door. Visitors who do not follow our building security/visitor's policy will be asked to leave immediately. If any visitor displays behavior that is endangering scholars, using inappropriate language, threatening others in the building, etc. the School Resources Office in conjunction with local law enforcement will be contacted, and they will be required to leave the

building.

**Search Policy**

In order to keep all of our children safe, any article of clothing or item brought onto school property or brought to a school sponsored event is subject to search and seizure. If a scholar needs to be searched for reasonable suspicion of contraband or stolen items, two staff members must be present for the search.

**Non-Discrimination Policy**

Liberty STEAM Charter School admits scholars of any race, religion, color, disability, sex, sexual orientation, gender identity, national origin, immigrant status or English-speaking status and guarantees all the rights, privileges, programs, and activities generally accorded or made available to its scholars. It does not discriminate based on race, religion, color, disability, sex, age, sexual orientation, gender identity, national origin, immigrant status, English-speaking status, or marital status in the administration of its educational policies, admissions policies, hiring policies, and athletic and other school-administered programs.

**Liability Insurance**

LSC has liability insurance. If at any time LSC does not have liability insurance, parents will be notified in writing of this change.

## **Liberty STEAM Charter School Handbook Acceptance Form 2023-2024**

I have received the 2023-2024 Liberty STEAM Charter School Handbook. I understand that this handbook captures the policies and procedures of our school, but that policies and procedures will need to change from time to time. I understand that the school will update this handbook periodically and will notify me of any changes.

I understand that LSC follows the SCPCSD code of conduct and does not use corporal punishment.

Scholar Name: \_\_\_\_\_

Parent Name (print): \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_