2019-2020
Student and Parent Handbook

South Pointe High School
Student/Parent Handbook 2019-2020

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* * * * * * * * * * * *

Principal	Dr. Marty Conner. Sr.
Assistant Principals	Mr. Marek Marshall Mr. Anthony Thomas Ms. Kenisha Williams
Dean of Students	Ms. Kay Runyans
Guidance Director	Ms. LaSonya Williams
Advanced Studies Coordinator (AP, IB, and Dual-Credit)	Ms. Laura Hall
Program Coordinators	Mr. Chris Howle (Math/Science) Mr. Craig Galeota (English/S. Studies)
Athletic Director	Mr. Adam Hare *Office*: 803.980.2160
Resource Officer	Officer Daniel Shealy *Hotline*: 803.980-2109

This Handbook Belongs To

Name

While every effort has been made to ensure the accuracy of this handbook, changes in policy, procedures and/or practices may require adjustments in content after publication. Students remain responsible for knowing and following updates and changes in policy, procedures and practices.

Follow South Pointe on Twitter: **@SPHSstallions**

MASCOT

Stallion

COLORS

Red and Silver

SEAL

ALMA MATER

-words and music by Beverly Laney

Dear South Pointe, we salute you,
wave your banner high.
We pledge to honor you, be loyal and true;
always in our hearts you will abide.
Red and silver, your colors never fade as time goes by.
We're proud to stand for excellence and honor
As Stallions of South Pointe High.

MISSION STATEMENT

Engage, Empower, Inspire, and Maximize Every Student, Every Day, for a Successful Future.

MOTTO

Living the South Pointe Way!

Integrity. Community. Excellence.

(ICE)

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STATEMENT OF PURPOSE

The rules, regulations and consequences in this handbook are based on policies of the Board of Trustees for Rock Hill Schools. These polices are concurrent with state and federal laws and guidelines. If the district policies, state, or federal laws or guidelines are updated, changed, or modified in anyway during the school year, the rules, regulations and/or consequences in this handbook may undergo modification.

2019-2020 Students' School Calendar	**January 2020** 1-7……..……..……..……..……...Winter Holiday 6……teachers return 8……..students return 20…….....Student Holiday (M.L. King Holiday)
August 2019 19…….....First Day for All Students	**February 2020** 17.....Student Holiday* (Presidents' Day)
September 2019 2…….....Student Holiday (Labor Day)	**March 2020** 13.....Student Holiday 12…….....End of 3rd Nine Weeks
October 2019 18……..….End of 1st Nine Weeks 21.....Student Holiday .....*Report Cards Issued*	**April 2020** 6-10……....……...…….…...SpringBreak
November 2019 27-29……...Student Holiday (Thanksgiving Break)	**May 2020** 25…….....Student Holiday (Memorial Day)
December 2019 20…….…….....Half Day for Students End of 2nd Nine Weeks 23-31…....……..….....……...Winter Holiday	**June 2020** 4…….End of 4th nine weeks. Half day for students 6……..Graduation at Winthrop Coliseum (10:00 AM)

***Bad Weather Make-up Days**
April 13, May 22nd, May 29th,

My Schedule/First Semester

Block	Room	Teacher	Course
1	A		
	B		
2	A		
	B		
3	A		
	B		
4	A		
	B		

My Schedule/Second Semester

Block	Room	Teacher	Course
1	A		
	B		
2	A		
	B		
3	A		
	B		
4	A		
	B		

PLEDGE OF ALLEGIANCE

I pledge allegiance
To the Flag of the United States of America
And to the Republic for which it stands,
one Nation under God, indivisible,
with liberty and justice for all.

SOUTH POINTE HIGH SCHOOL HONOR CODE

As a student at South Pointe High School, I recognize the importance of academic honesty. I understand this means I must be honest in all academic areas, including doing my own assignments, whether graded or ungraded, and neither giving nor accepting help in a testing situation. Because I am a citizen and future leader of this country, it is important for me to develop a sense of pride in my own accomplishments and awareness that I am ultimately responsible for my actions at all times.

STUDENT I.D. CARDS

All students must have an I.D. card for the school year. All students need to have a card for identification purposes, for the use of the library and computer lab, and for participation in events such as the junior-senior prom. Students are required to have IDs properly visible at all times. First-time students to SPHS, as well as upperclassmen who have lost or damaged I.D. cards, must have new ones made. There is no charge for students being issued a card for the first time. Replacement ID cards are $5.00. Temporary badges are $1.00 and are available before 8:15 a.m. without consequence. Purchases after 8:15 a.m. will be treated as a dress code violation. **Students with no ID's or temporary badges properly displayed will be considered in violation of the dress code.**

SCHOOL GUIDANCE COUNSELING PROGRAM

Counselors for South Pointe High School are:

Grades 9-12

Mr. Gregory Tolliver	10th-12th grade Hi-N
Ms. LaSonya Williams	10th-12th grade G-He, Accelerate
Ms. Jan McKiver	10th- 12th grade O-Z
Dr. Stephanie Cocchiaro	All Freshman
Mr. Brian Rogers	10th -12th A-F

Students are very fortunate to have qualified counselors at South Pointe High School. Each student has a counselor to serve him/her in many ways through individual and group counseling. Most of our counselors' time is spent in the areas of personal and educational counseling. Career counseling and college selection advice are available. Many college and technical school catalogs, career brochures, and military information are available. In addition, the counselors conduct group-counseling activities in the classroom. All matters concerning registration, course selection, grades, scholarship applications, credits, graduation, and counseling are processed through this office.

Students may be counseled on personal or curriculum matters by contacting their counselor. The guidance office operates on an open-door policy; however, there may be occasions when the counselors are not readily available. In these cases, students should fill out a Conference Request Form, which will be located in the guidance office. Counselors will contact students at their earliest convenience.

Students must have a permit from their teacher to come to see a counselor. Students who come to see the counselor without a permit will be asked to return to class to obtain one. Counselors will not write passes for students who do not enter with one, unless the counselor initiated the visit.

TRANSCRIPTS

Each student in grades 10-12 will receive one transcript per calendar year free of charge which will be given during advisement. Additional transcripts are available for $5.00 per copy.

Twelfth grade students will be given a final transcript at the end of their senior year. Additionally, a final transcript will be mailed to one college/university at the student's request. Additional copies will be available for $5.00.

GIFTED/TALENTED ACADEMICS

Students identified as academically gifted/talented are served through participation in the Honors, Advanced Placement, dual credit, and International Baccalaureate classes in the areas of advanced math, English, science, social studies and foreign language. Although admission into these classes is self-selecting, students qualifying as gifted and talented by the South Carolina State Department of Education guidelines are encouraged to participate in these academically advanced classes.

During course selection in grade 10, students are encouraged to select AP, dual credit, STEAM Pathway and/or International Baccalaureate courses in order to challenge themselves academically. These courses may enable students to prepare for the academic rigor of colleges and universities, as well as possibly receiving credit. See a guidance counselor for more information.

SCHOLARSHIPS

A number of scholarships are awarded to deserving seniors each year. Information on scholarships and financial aid is announced and sent to all seniors. Interested students should be alert to announcements, the scholarship handbook, posted flyers, and financial aid workshops. Information may also be found on the school's website.

Students who are applying for scholarships are to submit completed applications, including all letters of recommendation, to the counselor one week before the due date. This time gives the counselor an ample opportunity to review applications for errors and attach requested information. The counselor will mail applications for the student, unless otherwise requested.

COLLEGE APPLICATIONS

Students can pick up college applications from the guidance office, or apply on-line. Students should return the completed application, along with three stamps, to the counselor. The counselor will complete the counselor's page, attach a transcript and test scores (at no charge), and mail the application for the student within one week.

Students who opt to apply on-line should print the counselor's page (if applicable) and submit it to the counselor with one stamp. The counselor will follow the aforementioned procedure.

PROMOTION AND RETENTION

The district has followed a promotion system based upon earned credits. This system gives students and parents a more realistic assessment of the student's progress toward earning a state high school diploma. The requirements meet the minimum state defined level and are as follows:

Sophomore	**4 credits**	1 English 1 math 1 science and/or 1 social studies 1 elective in a program of study
Junior	**10 credits**	2 English 2 math 1 science 1 social studies

Senior	**<u>16 credits</u>**	4 electives in a program of study 3 English 3 math 2 science 2 social studies 6 electives in a program of study

South Pointe High School | 2019-2020 Testing CALENDAR

4 Independence Day

JULY 2019						
S	M	T	W	Th	F	S
	1	2	3	**4**	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August 19 – First Day of School

27-29 SP-EOC Benchmarks

AUGUST 2019						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	**19**	20	21	22	23	24
25	26	**27**	**28**	**29**	**30**	31

2 Labor Day
16-20 Dist. EOC Benchmarks

SEPTEMBER 2019						
S	M	T	W	Th	F	S
1	**2**	3	4	5	6	7
8	9	10	11	12	13	14
15	**16**	**17**	**18**	**19**	**20**	21
22	23	24	25	26	27	28
29	30					

JANUARY 2020						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	**8**	9	10	11
12	**13**	**14**	**15**	**16**	**17**	18
19	**20**	21	22	23	24	25
26	**27**	28	29	30	31	

1-3 Winter Break
6 Teacher PD
Students return
8-14 EOC Make-ups 13-17
SP- EOC Benchmarks
20 M.L. King Day

Jan. 27-March 13- WIDA Test

FEBRUARY 2020						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	**17**	18	19	20	21	22
23	24	**25**	26	27	28	29

17 Presidents' Day
25 ACT – Juniors

MARCH 2020						
S	M	T	W	Th	F	S
1	2	3	**4**	5	6	7
8	**9**	10	11	**12**	13	14
15	16	17	18	19	20	21
22	23	**24**	**25**	26	27	28
29	30	31				

13 Teacher PD
4 SAT – Juniors
24 ACT Make-up
25 WIN – All Juniors
WIN – Make-up (TBD)

March 9-April 24 SCALT Testing

14 Columbus Day
16 PSAT – Soph/Jrs.
21 Teacher PD
31 Halloween

OCTOBER 2019						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20		22	23	24	25	26
27	28	29	30	31		

APRIL 2020						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12		14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

10 Good Friday
6-10 Spring Break
12 Easter Sunday
13 Possible make-up day
28 SAT Make-up

11 Veterans Day
27-29 Thanksgiving Break

NOVEMBER 2019						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MAY 2019						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21		23
24	25	26	27	28		30
31						

22 Possible make-up Day
29 Possible make-up Day
May 12-28 EOC Dates (due to possible make-up days)

20 Half Day
9-19 EOC Dates
23-31 Winter Break

DECEMBER 2019						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JUNE 2019						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

1-3 EOC- make-ups
4 Last Day of school
6 Graduation
21 Father's Day

DISTRICT GRADING GUIDELINES

During each nine weeks, the actual earned numeric grade will be recorded for each assignment. Students earning a grade of "51" or below for the first nine weeks grading period will receive a grade of "51" on the grade report. Students earning a grade of "45" or below for the second nine weeks grading period shall receive a grade of "45" on the grade report. Year-long courses shall reflect the same policy with no grade less than "51" for the 1st and 3rd nine weeks, and no grade less than "45" for the 2nd and 4th nine weeks. When recording the FINAL EXAM GRADE, the teacher shall record the actual earned numeric grade.

Canvas Learning Management

The Canvas Learning Management System provides real-time access for parents to their child's grades, attendance, assignments, and more. To access Canvas, parents may click the link on the South Pointe's home page or go to rockhill.instructure.com. You may create an account/login through Canvas.

Uniform Grading Policy for Rock Hill School District Three

In 2016, the South Carolina General Assembly and the South Carolina State Board of Education adopted a new ten-point grading scale for high schools. **The uniform grading policy applies to all students taking Carnegie credit courses.**

1. Beginning 2000-2001 and thereafter, course grades on report cards and transcripts in Rock Hill School Districts Three high schools will be numeric, i.e. 93, 79, etc. No Carnegie courses will carry letter grades (A, B, C, D, F), Pass/Fail, or be graded as Satisfactory/Unsatisfactory. The numeric breaks for corresponding letter grades are:
   90-100=A; 80-89= B; 70-79=C; 60-69=D; Below 60=F
2. A student's grade point average and rank in class will be figured from a grade point conversion table. The conversion table assigns "quality points" to each numeric grade depending on the grade earned and the category of weight assigned to the course taken. College Prep and Tech Prep courses earn the base weight of one quality point. Honors and dual credit courses earn a one-half quality point more, and Advanced Placement and International Baccalaureate courses earn a full quality point more than the base weight. Earning the specified quality points in IB/AP courses is contingent upon taking the International/National exams for these courses.
3. The formula for figuring Grade Point Average (GPA) is:
   GPA = **(Quality points X Carnegie units earned)** divided by **(Carnegie units attempted)**
4. Students may not withdraw from a course without administrative recommendation.
5. Students who receive a Failure Due to Absence (F/A) in a course shall be assigned a grade of 51 and 0 quality points. **The grade will be calculated into the student's overall grade point ratio and remains on the student's transcript throughout high school.**
6. **If a student earns a numeric grade lower than 60 (F) in a course, the course may be retaken no later than the summer following the next academic year. Both the original grade earned and the grade earned when the course is retaken will be figured into the overall grade ratio, and both will remain on the student's transcript throughout high school. The ability to retake a course during the same academic year is based on space availability in the class.**
7. Carnegie unit courses taken prior to the ninth grade should be retaken in the ninth grade if the student earned a numeric grade lower than an 85. Students earning below an 85 may request a waiver if extenuating circumstances apply. **Unless retaken in 9th grade, the grade earned in middle school will be calculated in the student's overall grade point ratio and remains on the student's transcript throughout high school.**
8. If a student transfers from another high school with letter grades, the letter grades will be converted to numeric grades on the following scale:
   A = 96 B = 88 C = 80 D = 73 F = 65
9. All students at SPHS follow the State Uniform Grading Policy. This grading scale awards quality points based on the percent (%) grade earned and the type of course taken. The full scale along and other important aspects of the policy are given below. Earning the full extra quality point for IB/AP courses is contingent upon taking the exams for these courses.

South Carolina Uniform Grading Scale Conversions				
Numerical Average	Letter Grade	College Prep	Honors	AP/IB/ Dual Credit
100	A	5.000	5.500	6.000
99	A	4.900	5.400	5.900
98	A	4.800	5.300	5.800
97	A	4.700	5.200	5.700
96	A	4.600	5.100	5.600
95	A	4.500	5.000	5.700
94	A	4.400	4.900	5.400
93	A	4.300	4.800	5.300
92	A	4.200	4.700	5.200
91	A	4.100	4.600	5.100
90	A	4.000	4,500	5.000
89	B	3.900	4.400	4.900
88	B	3.800	4.300	4.800
87	B	3.700	4.200	4.700
86	B	3.600	4.100	4.600
85	B	3.500	4.000	4.500
84	B	3.400	3.900	4.400
83	B	3.300	3.800	4.300
82	B	3.200	3.700	4.200
81	B	3.100	3.600	4.100
80	B	3.000	3.500	4.000
79	C	2.900	3.400	3.900
78	C	2.800	3.300	3.800
77	C	2.700	3.200	3.700
76	C	2.600	3.100	3.600
75	C	2.500	3.000	3.500
74	C	2.400	2.900	3.400
73	C	2.300	2.800	3.300
72	C	2.200	2.700	3.200
71	C	2.100	2.600	3.100
70	C	2.000	2.500	3.000
69	D	1.900	2.400	2.900
68	D	1.800	2.300	2.800
67	D	1.700	2.200	2.700
66	D	1.600	2.100	2.600
65	D	1.500	2.000	2.500
64	D	1.400	1.900	2.400
63	D	1.300	1.800	2.300
62	D	1.200	1.700	2.200
61	D	1.100	1.600	2.100
60	D	1.000	1.500	2.000
59	F	0.900	1.400	1.900
58	F	0.800	1.300	1.800
57	F	0.700	1.200	1.700
56	F	0.600	1.100	1.600
55	F	0.500	1.000	1.500
54	F	0.400	0.900	1.400
53	F	0.300	0.800	1.300
52	F	0.200	0.700	1.200
51	F	0.100	0.600	1.100

CONTENT AND CREDIT RECOVERY

Students who need additional time and support to master the content in high school courses may utilize content recovery **while still enrolled in the course** or credit recovery **if a course is failed**.

Content Recovery – Students who fail a unit test in academic class (English, math, science, and social studies, etc.) may be allowed to recover the graded class assignment or assessment to improve mastery of the content and for an improved grade. Content Recovery is provided by the class teacher. Content may be recovered by 1) re-taking the unit in the GradPoint online curriculum, 2) completing and mastering assigned class assignment activities and or assessment give. The highest grade that can be received is an 80 for content recovery. That grade will replace the previous recorded grade.

Credit Recovery - Students who earn a final grade of 55-59 may re-take three units in the GradPoint online curriculum designated as the student's area of weakness. The cost for enrolling in credit recovery outside the school day is $50.00 to retake up to six units. See your child's counselor to determine the cost to recover additional units up to six. Students must pass a mastery test with a grade of 60 or above to earn credit. Any student earning below a 55 as a final grade must recover six units in order to successfully recover the credit. Upon successful completion of credit recovery the student's final failing grade will be changed to a 60. Students failing classes due to absences are not eligible for credit recovery.

Students that fail required classes are strongly encouraged to retake them in summer school in order to stay on track for promotion and graduation. A maximum of six summer school credits may be counted in the 24 credits required for a diploma. Other credit earning options include correspondence or Virtual High School (VHS) courses and Credit Recovery courses. Contact your counselor for complete information**.**

REQUIREMENTS FOR STATE HIGH SCHOOL DIPLOMA

In grades 9-12 and in accelerated courses in the 8th grade, students earn one Carnegie unit for each one-block course successfully completed. In order to receive a state high school diploma, a student must attend the school issuing the diploma for at least the semester immediately preceding graduation (except in the case of a bona fide change of residence where the sending school will not grant the diploma) and have earned a minimum of 24 Carnegie units which are distributed as follows:

English……...……....4 Carnegie Units
Mathematics…….....4 Carnegie Units
Science……....3 Carnegie Units
Government…….....1/2 Carnegie Unit
Economics…….....1/2 Carnegie Unit
U.S. History…….……1 Carnegie Unit
(Must include study of Constitution)
Other Social Studies……1 Carnegie Unit
Physical Ed/AFJROTC…….....1 Carnegie Unit
Health Combination/SP101……...……1 Carnegie Unit
Computer Science…….……...1 Carnegie Unit
Foreign Language or CATE course ……1 Carnegie Unit
Electives……..…....6 Carnegie Units
TOTAL……24 Carnegie Units

South Pointe High School is committed to setting high expectations for all students. In keeping with this philosophy, which mirrors the philosophy of the *High Schools That Work* network of which we are a part, we recommend that all students complete 4 units of science and social studies. We also encourage

students who began taking 9th grade courses (English I and Algebra I) in 8th grade to take English and math through their senior year.

Students are required to declare and meet requirements of a college prep, tech prep, or dual path program. Each graduating class must meet these program requirements as well as the Carnegie unit requirement of 24.

Research has shown that the exposure to rigorous coursework throughout the entire high school experience will enhance the transition to post-secondary environment or the workplace. In addition, participating in rigorous courses such as International Baccalaureate (IB), Advanced Placement (AP) and dual-credit will likely enhance students' SAT and/or ACT scores, increase scholarship opportunities, and make academic transcripts more attractive to colleges.

High School/ATC Make-Up School and Attendance

In order to receive credit for a one-unit class, a student must attend 120 hours per course. Students will not receive credit in classes if the 120 hour requirement is not met, regardless of the reason for the absence.

A student must make up any deficit of time under 120 hours during the semester in which the absences occur, or by February 5th of the following spring semester, or by September 25th of the following fall semester. Students graduating must make up any needed time during the actual semester of graduation. Make-up sessions are available; please see your attendance clerk at your home school and/or ATC for dates and information. Attendance interventions are also available during the semester. Students will not receive credit for a course if the time is not made up in make-up school or tutoring. Absences due to "skipping" or "cutting" class cannot be made up. School-sponsored tutoring with a teacher or an academic coach may count as make-up school time if outside of normal school hours and approved by administration.

Any student who misses school must present a written excuse, signed by a parent/legal guardian or a medical excuse. If this excuse is not turned in within three days after the student is back in school, this absence will be considered unlawful. The maximum number of days that will be recorded as lawful absences with parent notes will be three days per semester for high school, unless there are widespread documented virus/influenza outbreaks identified within school community.

If extended illnesses or medical conditions exist which may cause a student to miss over 10 days, the student's parent should contact the guidance counselor to apply for homebound services. Automated phone calls will notify parents of each absence, and letters are mailed home when a student has missed three or more days. Students are responsible for maintaining accurate absence records.

Special Attendance Concerns: Students who accumulate 5 absences will be required to bring their parent and meet with school personnel to develop an attendance intervention plan. Violations of the plan will result in a court referral for truancy. If a student misses 10 consecutive days he/she will be dropped from enrollment and referred to the Family Court as a truant student. Please see your administrator if an appeal needs to be made.

Accountability: Keeping accurate records of absences, make-up school receipts, and tutoring sessions is the student's responsibility.

Religious Holidays: If a student going to be out due to religious reasons, documentations on letterhead verifying that this is a recognized religious holiday needs to be turned in prior to the absence.

Family Vacations or Education Field Trip: Family vacations or family education field trips or vacations are not considered excused absences.

High School Make Up of Missed Assignments

Students will be permitted to make up all work missed for lawful absences. It is the responsibility of students to contact their teachers within 3 days of returning to school concerning all make-up assignments. Parents/Guardians may request assignments through the counseling secretary for students who will be absent for 3 or more days. Students will be afforded a period of time equal to the number of days absent to make up missed assignments if other arrangements are not made with the teacher. Parents and students may also access Canvas from the school's home page. Canvas provides access to class work and assignments, as well as due dates via the calendar. Students may ask teachers questions through their inbox.

Reassessment Opportunity in High School

Students will be provided an opportunity for reassessments after re-teaching. Re-teaching occurs when the teacher or student determines that student is not meeting learning goals. Re-teaching can occur with a teacher's face-to-face instruction and supported through computer-based instruction, or additional practice opportunities at home. Reassessment opportunities may be offered to students that score below a standard as follows: below an 80 in CP/Honors courses or below a 70 in Advanced Placement or IB courses on major assessments. Only one reassessment opportunity is offered per task/assessment. When tasks/assignments are reassessed, they may be reassessed partially, entirely, or in a different format, as determined by the teacher. However, all assessments will have the same level of difficulty. The following assessments/tasks indicate a final measure of learning and may not be reassessed:

- End of course or semester exam;
- An assessment that ends an instructional period such as cumulative assessment;
- Benchmark or midterm exam;
- Final research paper, report, or essay; or
- Culminating project or performance.

School administration may use discretion for identified instances where re-assessment may be allowed in the above assessment areas.

When reassessment is offered, students scoring below the standard will have one opportunity to retest within five (5) school days for a maximum grade of 80 in CP/Honors courses or a maximum grade of 70 in an Advanced Placement or IB courses. This will not apply to dual credit courses because they are administered by outside institutions of higher education. Discretion of the teacher and principal may be apply to the content or credit recovery policy if needed.

<u>Academic Honesty</u>

A grade of "1" (incomplete) will be assigned for the original work and a behavior referral will be issued to administration. Work must be resubmitted to the teacher's specifications within the

number of days outlined by the teacher. Resubmitted work will not receive full credit. The maximum score a student may receive will be a 70.
Subsequent offenses will result in a discipline referral and grade of zero (0) for the assignments.

Homework

Homework is an essential part of learning. Teachers use homework to offer students practice on recently learned content to reinforce learning, preparation for new content that will be learned in future class periods, or elaboration and extension of rehearsed content. Rock Hill Schools recognizes that homework for daily practice and preparation is best used as a formative assessment to give students feedback on their learning and to inform instruction. It is not intended to be a summative assessment of mastery. Homework for practice or preparation may include but is not limited to the following:

a. practice of taught skills
b. introduction of a new skill
c. reading to prepare for class work
d. drafting or revising a composition
e. preparing for a performance
f. generating ideas for a discussion

Late Work

Late work is categorized by approved and unapproved late work. All approved late work may be without grade penalty. Approved late work is categorized by a lawful absence, school approved function that may not allow an assignment or assessment to be complete on the due date. Unapproved late work is an assignment of assessment due to an unlawful absences or unwillingness or failure of a student to submit an assignment or complete an assessment on the due date.
Daily work such as homework, guided practice, classwork, warm-ups, class activities, and exit slips **must be turned in on time** as these are formative assessments that are designed to determine mastery of skills and guide instructional decisions. Assignments such as projects, essays, labs, culminating unit products, "take-home" major assignments/assessments, mastery assessments, and summative presentations may be accepted late when it is submitted within a time frame defined by either

a) the date when the assignment has been graded, recorded, and returned to other students in the class; OR,
b) 5 school days after the original deadline or at the teacher's or administration discretion.

Students with missing assignments should work collaboratively with the class teacher to complete missed assignment by the last day of the course. Such times to collaborate with the teacher is, before and after school and during lunch. Late work will receive a penalty of 20% of the total grade earned (maximum score 80). Work submitted after the window has closed may be accepted at teacher discretion, but before the end of the class (semester, quarter or year). Failure to submit late work within the time frames defined above will receive a zero. Students with special circumstances should work with teachers to determine alternate individualized due dates when appropriate. Extensions to original due dates are subject to teacher discretion. Please note the Late Work Policy does not grant students an implied extension simply because they feel unprepared. The best educational practice is for students to complete work to the best

of their ability and to submit this work on the due date so they may demonstrate mastery and competence of the skills learned at the appropriate scheduled times within a unit of instruction.

Retesting/Reassessing

Students will be provided with opportunities for reassessments after re-teaching in accordance with published procedures. Re-teaching occurs when the teacher or student determines that a student is not meeting learning goals (achievement below a score of 70/C; for Advanced Studies classes, achievement below a score of 60). Re-teaching can occur with a teacher's face to face instruction, computer-based instruction, or additional practice opportunities at home. Re-assessment opportunities will be offered in every course to students that score below a 70/C on assessments (with exception of Advanced Studies classes). Only one re-assessment opportunity is offered per task/assessment. When tasks/assignments are re-assessed, they may be re-assessed partially, entirely, or in a different format, as determined by the teacher. However, all re-assessments will have the same level of difficulty.

The following assessments/tasks indicate a final measure of learning and may **not** be re-assessed:

- End of course or semester exams
- Benchmark/Midterm exams
- Final research papers, reports, or essays
- Culminating projects or performances

When re-assessment is offered, students scoring below a 70/C on a major assessment/task will have one opportunity to re-test upon receiving the assessment score. Students may re-test within five (5) school days for a maximum grade of 70/C in any class and a maximum grade of **60/D in an Advanced Studies (AP/IB) or Dual Credit class (as defined by the college course syllabus).** The student must also meet the following requirements to be eligible for re-testing: completion of the original task or assessment, completion of required assignments, and completion of re-teaching/relearning activities as determined by the teacher. Students should schedule a re-teaching and re-testing time with the appropriate teacher. Students may also attend the re-testing center located in the media center each Thursday beginning at 3:45 PM – 5:00 PM to complete a reassessment after completing re-teaching activities with the appropriate teacher. Teacher discretion may be used to extend the number of days a re-test is available due to re-teaching opportunities and scheduling conflicts.

MISSED ASSIGNMENTS

Students will be permitted to make up all work missed for **lawful** absences. Students with missing assignments should work collaboratively with the class teacher to complete missed assignment by the last day of the course. **It is the responsibility of student and teacher to collaborate on the missed assignments The student should follow up with the teacher within 3 days of returning to school concerning all make-up assignments.** Parents/Guardians may request assignments through the guidance secretary for students who will be absent for three (3) or more days. Students will be afforded a period of time equal to the number of days absent to makeup missed assignments if other arrangements are not made by the teacher.

HOMEBOUND INSTRUCTION

DIPLOMAS

Students are eligible for two state credentials (certificate, SC diploma) and two local endorsements (Gold Seal, Occupational Diploma) upon completion of their course of study at South Pointe. The types and their basic explanation are listed below. Students should contact their guidance counselor for detailed information.

SC Diploma: A minimum of 24 Carnegie units as prescribed by the State of South Carolina. **Students must meet all Carnegie unit requirements to participate in the graduation ceremony.**

Gold Seal Endorsement: 28 Carnegie units earned grades 9-12 including 16 in the core academic areas (English, math, science, social studies) with no grade lower than a C or a cumulative GPA of 4.2 and 4 units within your major.

Occupational Diploma: Students must meet guidelines for eligibility as a student with a disability under IDEA.

Students who are unable to attend school for an extended period of time due to illness may qualify for homebound instruction. Approval is granted through school district personnel at the Flexible Learning Center. Parents/Guardians who wish such services for a student should call 981-1907 for further information.

COURSE SELECTION

Students may select courses based on their educational interest. Course placements and course offering will be made with the student's selections in mind, however course placement and course offering will be finalized with the student's and school's scheduling best interest in mind. Final questions about schedule changes, course selections and the scheduling process must be directed to a counselor. Schedule changes may not occur once the course begin. Students must adhere to scheduling guidelines. Students will receive a copy of their schedule at the beginning of each semester. Additional schedules are available for a fee of $1.00.

COLLEGE DAYS

Juniors and seniors are allowed 2 excused days to visit colleges each year. **College days do not roll over per year.** Students must contact the college in advance to set up a tour, and bring a statement of attendance (including date and time) on the college's letterhead to the Attendance Office. Each student must have individual documentation.

JOB SHADOWING/INTERNSHIP

Students may participate in job shadowing by completing the necessary forms **BEFORE** and **AFTER** the job shadowing activity. Juniors and seniors may participate in internships, providing the eligibility requirements are met. Interested students should discuss these opportunities with the career counselor and complete the appropriate paperwork to document the activity. Any student approved for an internship and granted early release **MUST** contact the career counselor if the internship is terminated for any reason.

ADDING OR DROPPING A COURSE

A student may not add, drop, or change a course after the date on the student course selection sheet. Administrative approval is required for all requests to add or drop after the deadlines. Only exceptional cases will be considered. **All students are subject to further regulation as stated in Section 4 of the State Uniform Grading.**

WITHDRAWAL/TRANSFER

Any student who leaves school during the semester should, on the last day (s) he attends, report to his/her counselor and return all school property. A parent or guardian must complete the withdrawal/transfer form. Unless this is completed, the school is under no obligation to give out information to prospective employers, armed services, or other schools. No transcripts or references will

be furnished. Student withdrawal will be done once it has been confirmed the student will legitimately enroll in another educational institution prior to or upon being withdrawn (1 day).

RETAKING A COURSE

Students may repeat a course if they scored in the "D" or "F" percentile range. Both grades will remain on the transcript, and both will be figured into the GPA. Refer to statement #6 of the Uniform Grading Policy.

EXAM POLICY

There are **no exam exemptions** allowed for any course. All students will take their appropriate course exams. Students are expected to take all exams at their assigned time. **Exams and state End-of-Course (EOC) tests count for 20% of the course grade.**

GRADUATION, ACADEMIC AWARDS, HONOR SOCIETIES, & RECOGNITIONS

EARLY GRADUATION

Students wishing to graduate during the first semester of their senior year (or at the end of their junior year) must submit an application and a written request to Dr. Conner. Applications are available from the guidance counselors and must be returned by the deadline (and prior to the start of the next school year). The student must provide documentation verifying the reason for the request. Should the request be granted, students are responsible for keeping abreast of information pertinent to seniors. Counselors can not guarantee that schedules will accommodate requests. **Criteria for Honors and Highest Honors (28 credits and Gold Seal Endorsement) will NOT be waived for early graduates.**

GRADUATION-COMMENCEMENT EXERCISES

Information concerning graduation practice, baccalaureate services, and commencement exercises will be provided to seniors at a senior meeting in the spring of their graduating year.

In order to participate in the graduation ceremony, students must earn all 24 required credits for a diploma. **Student must clear ALL financial obligations BEFORE GRADUATION PRACTICE to be eligible to participate in the graduation ceremony and meet all requirements to participate in graduation. The principal reserve the right to allow or disallow any student from participating in the graduation ceremony based on the requirements of graduation or if just cause is determined to allow or disallow a student from participation.**

VALEDICTORIAN AND SALUTATORIAN

Valedictorian: The student(s) with the highest adjusted grade point average (GPA) calculated by multiplying the total number of quality points by the number of credits earned and dividing by the total of credits attempted.

Salutatorian: The student(s) with the second highest adjusted grade point average using the method stated above.

The district offers virtual courses (through the State and local virtual schools) which count for high school credit as well as dual credit courses which count for both high school and college credit. Students taking either virtual or dual credit courses already designated and approved in the district course catalog may count those courses in the final GPA. All other correspondence courses, independent studies, or other off campus courses must have approval from the district prior to the student taking the course for it to count in the student's final GPA (see district Dual Credit Agreement form). All "off campus" courses taken without prior approval will receive transfer credit but will not count in the GPA.

In case of more than one student having the highest or second highest adjusted grade point average, multiple valedictorians or salutatorians will be declared and no attempt will be made to break ties. If there are multiple valedictorians, then all commencement speeches will be given by the valedictorians.

GRADUATION WITH HONORS AND WITH HIGHEST HONORS

Students who have earned a uniform GPA of at least 4.2 but less than 4.5 and a minimum of twenty-eight credits in grades of 9-12 are designated as graduating with **honors**. Students must also qualify for the Gold Seal Endorsement.

Students who have earned a uniform GPA of at least 4.5 or above and a minimum of twenty-eight credits in grades of 9-12 are designated as graduating with **highest honors**. Students must also qualify for the Gold Seal Endorsement.

INTERNATIONAL BACCALAUREATE (IB) DIPLOMA CANDIDATES

International Baccalaureate Diploma candidates have completed the academic and extra-curricular requirements for the International Baccalaureate Diploma and have taken IB examinations in six subjects. In July, with acceptable scores on their examinations, these students will receive IB diplomas.

ADVANCED PLACEMENT (AP) SCHOLARS

Advanced Placement Scholar candidates have taken Advanced Placement examinations in three or more subjects. The Advanced Placement Scholar award recognizes students who have demonstrated college-level achievement through Advanced Placement courses and examinations. This award will be granted to students who receive grades of 3 or higher on three or more examinations.

ACADEMIC PATCHES, LETTERS, AND BARS

The school awards academic patches, letters, and bars to students in the spring of their 10th, 11th, and 12th grades based on cumulative GPA of at least 3.75.

"ON POINTE" RECOGNITION PROGRAM

The OnPointe Recognition Program seeks to recognize South Pointe High School seniors for their efforts throughout high school to "Live the South Pointe Way" in the classroom, throughout the school day, during school events, and within the community. Students that successfully complete defined requirements within the areas of Integrity, Community, and Excellence and submit a portfolio to showcase the completed requirements will receive an OnPointe cord to wear during the graduation ceremony.

BETA CLUB

The National Beta Club is an academic and service organization. Consideration for membership currently requires a cumulative GPA of 3.75 or higher and favorable teacher recommendations. Membership carries a mandatory service component. Interested students with freshman status or above need to see the Beta Club advisor.

SOUTH POINTE ACADEMIC BOOSTER CLUB SPONSORED AWARDS

Each department will select students at the end of the school year to receive certificates for highest average, hardest worker, and most improved. Certificates are presented are presented at Academic Awards Ceremonies at end of year. Events to honor the academic students in each grade are held at the end of each year. Criteria for invitations to these events will be publicized in the booster club newsletter.

HONOR ROLLS

Students with a grade point average of 4.0 or above will make the Principals Scholars list. Students with a grade point average of 3.5 or 3.99999 will make the Honor Roll. Additional quality points awarded to courses will be used in compiling the grade average.

If a student has an incomplete grade at the time the honor roll is compiled, (s) he cannot be placed on the list. Grades will not be rounded to either raise or lower a student's GPA. Honor Rolls will be published after each grading period.

JUNIOR MARSHALS

Junior Marshals represent the top 10% of the junior class. Ex: A junior Class of 450 students would equal 45 Junior Marshals. They are selected based on a weighted GPA cumulative through the first semester of the junior year. Students must have attended South Pointe for at least the first semester of their junior year to be eligible for selection.

CRITERIA FOR SELECTION TO THE NATIONAL HONOR SOCIETY

Each fall students in the junior and senior classes who have met the GPA, discipline, and academic integrity requirements are invited in **writing** to apply for admission to the National Honor Society. All applications submitted by the announced due date will be reviewed by a five-member faculty committee. Using the Selection Criteria below, this committee will select students for membership in the National Honor Society. The advisors to the National Honor Society will not be involved in the selection process.
Class: A student must be either a junior or senior in order to join the National Honor Society at South Pointe. **Enrollment: Students must have been enrolled at South Pointe High School for a minimum of one semester, at the time of the fall application process, before being considered for selection.**

GENERAL INFORMATION

ANNOUNCEMENTS

Announcements are made via the PA system and closed circuit television. PA announcements, when necessary, are made at specific times during the school day. All announcements must have the approval of a school administrator. Announcements must be dated and must specify the exact dates they are to be made. No one is permitted to make an announcement over the public address system without prior approval of an administrator. Parents should make certain that students know how they are to get home each day. **PA announcements will not be made to inform students how they are to be transported** home.

ARRIVAL AT SCHOOL

All car riders should be dropped off/picked up on school property. Students may not enter the building before 7:45 AM. However, if it is necessary to drop off/pick up students at a location that will require the student to cross a roadway to access or leave South Pointe, **students are to cross only at the designated crosswalks.** Students are reminded that once they arrive on the South Pointe campus, they are not to leave without school personnel permission until the end of the regular school day. Drivers are reminded they are **never** to use the grassy areas or roadways in front of the school for dropping off or picking up students. Students driving to school must be a registered. All student unregistered drivers or vehicles are considered a safety and security concern and are deems to be trespassing. Such vehicles are subject to tickets, school fines, or being towed. I addition discipline consequences may occur.

Dismissal

School dismissal is at 3:37 p.m. Students may not leave school unless approved by a parent in writing and authorized by a school staff. This include lunch. Such departures are considered leaving school without permission and disciplinary actions will occur to include loss of driving privileges. Only parents or guardians authorized in PowerSchool will be allowed to approve or check out a student. Students may not ride home with any student or parent. Such school transportation departures upon dismissal must be communicated by the parent or guardian in writing and approve and authorized by the designated school staff.

Students Attending Extracurricular Activities and Events

All students must exit the building by 3:45 p.m. each day during dismissal. Students who are a part of a club, team, or extracurricular activity must report to their sponsor or coach by 3:45 p.m. No student may remain after school inside the building or on school grounds after 3:45 p.m. unauthorized. Such students are not the responsibility of the school. Students attending an athletic events or school events is a privilege. School administration reserve the right to disallow any student from attending for a specific just cause reason. All students attending athletic games are the responsibility of the parent or guardian. It is the expectation that all students under the age of 18 is accompanied by an adult. Upon the end of all games students must vacate the school premises immediately (no later than 15 minutes of the time the game ended). Students may not loiter after any school event for any reason. It is the responsibility of the parent to coordinate a departure for his/her student so the student may depart immediately after the game. Any student loitering after games or on school premise unauthorized are subject to a trespass punishable by law enforcement.

FRESHMAN MORNING PROCEDURES

It is recommended that all freshmen report to the gym or to tutoring upon arrival to school each morning. Freshmen who report to the gym will have periodical updates on scheduled events and activities, and prepare for the school day. Students attending tutoring must have a pass to their tutoring session. Students will be dismissed from the gym at 8:15 A.M. each morning.

ASSEMBLIES

Student Assemblies and Pep Rallies will occur during the year aligned to our school vision. All students on campus at the time of the assembly must attend. Students' behavior should be refined and courteous at all times. An indication of the cultural level of a school is the conduct of its student body at an assembly. Whether guests are present or not, each student is personally responsible for the impression made by the school as a whole. Unacceptable conduct would include whistling, uncalled-for clapping, boisterousness, and talking during programs. Students who misbehave may be removed from the assembly and referred to the principal.

CARE OF SCHOOL BUILDINGS AND GROUNDS

Every student at South Pointe High School should take personal pride in the appearance of the school buildings and surroundings. Students who deface/destroy school property are subject to suspension, expulsion, police charges, and/or financial restitution for damages.

A few guidelines are:

1. Put waste paper in receptacles found in the cafeteria, classrooms, restrooms, corridors, parking lots, and on sidewalks.
2. Keep desks and walls clean.
3. Exercise special care in the restrooms to keep them clean at all times.
4. Shrubbery and flowerbeds are off limits. Please use the sidewalks and benches provided.

CELL PHONES, PERSONAL ELECTRONIC DEVICES IN SCHOOL
(District Policy Code JICJ)

For purposes of this policy, personal electronic device includes, but is not limited to: cell phones, pagers, gaming devices, or other devices that emit an audible signal, vibrate, display a message, display or record an image, or otherwise summon or deliver a communication to the possessor.

A high school student may possess a cell phone or other personal electronic device in school as long as the device remains off and is not visible during instructional class time. Cell phones and other personal electronic devices-are not permitted to be on or visible in locker rooms, restrooms, and classrooms (unless specifically approved by the teacher for instructional purposes). High school students are permitted to use their cell phones and other personal electronic devices before school and after school, during their assigned lunch, and during class changes, as long as the use does not disrupt the school environment. Unauthorized use of a cell phone or other personal electronic device may include, but is not limited to: taking pictures or recording without permission, cheating, harassment or bullying, use during any emergency drill, use while being transported on state or district owned vehicles, use during unauthorized times or use for unlawful activities. When participating in an extracurricular activity or field study event, the supervising teacher may grant permission for use of cell phone or other personal electronic device. *(See #3 on the Discipline and Consequences chart in this handbook for consequences of policy violations.).* School Rule Unauthorized Cell Phone Use: Students should not use cell phones during the school day to contact other students, parents or guardians without prior authorization, from school faculty or staff member. Students may not video record any classroom teacher, classroom instruction, school administrator unknowingly or without approval. Any school video recording of activities, events, etc. shown on social media that may create a school safety and security, school disruption, or may impede academic progress is not allowed and will be considered a violation of creating a school disturbance and may be punishable by law enforcement.

INTERNET USE

Rock Hill School District Three is fortunate to have computer connections to the Internet in every school. This Internet connection provides a powerful access to worldwide information in text and media form that, if properly used, can enhance student learning. It can be particularly exciting for students because it provides a wealth of information resources not readily available through conventional library means.

Unfortunately, the Internet can be misused. There are images, information, and discussions that are not appropriate for K-12 pupils. Our faculty members directly and continuously supervise individuals and classes of students who are accessing the Internet to ensure that inappropriate content is not seen on the computer. This kind of screening is not new; schools have always screened materials for student use to exclude many books, magazines and videos not appropriate in a school setting. However, it is possible that a student conducting individual research may disregard teacher's instructions and actively seek out inappropriate material.

We believe that students can be provided opportunities to use the Internet as a research tool within clearly understood parameters. These conditions are:

1. Parents are advised of the rules and give their written permission.
2. The student gives written assurances regarding appropriate behaviors while operating the Internet; and,
3. The student and parents understand that violations of these assurances will result in disciplinary action, and possible loss of Internet privileges in instances of flagrant abuse, i,e., searching for and/or downloading inappropriate material.

Permission forms will be sent home with students at the beginning of the school year to be signed by parents and students. **This form must be on file at the school before a student is allowed to utilize the Internet.**

LAPTOP ONE-TO-ONE TECHNOLOGY
PHILOSOPHY OF ROCK HILL SCHOOL DISTRICT

The Rock Hill School District believes that one of our responsibilities is to inspire and motivate students to be continuous learners. We know the needs of the future are different from the needs of the past, and this requires us to transform the way we teach. As educators, we are life-long learners, and we are not afraid to learn with our students in creating these new educational experiences. As a result of this work, we will ensure our students are problem-solvers, critical thinkers, collaborators and communicators. We want students in Rock Hill Schools to have a mobile learning device for use at school and home. The device will personalize learning through the use of various tools to include digital textbooks tailored to the individual needs and learning style of students. It will allow students to access instruction and provide them with the flexibility to learn anytime and anywhere. Our students must be prepared for the work environment of the future where mobile technology can be used to explore, research, and create solutions to real-world challenges. Solving real-world problems will make learning more relevant, challenging and engaging.

When we put a mobile computing device in the hands of students, we significantly advance their learning opportunities. They will have access to the most current information and educational tools available 24 hours a day, seven days a week. The technology will also support teachers as they design learning experiences that are relevant to the 21st century learner.

A guide to mobile computing will be provided by Rock Hill Schools to ensure that students and their parents/guardians can become familiar with the district's personal mobile computing initiative. It contains a brief overview of the initiative, frequently asked questions, forms and other information.

Our personal mobile computing initiative is not about the tool used. It is not about an iPad, tablet, or laptop; it is about what a personal mobile computing device will enable our students to do. Students in grades 3-12 will have access to devices 24 hours a day, seven days a week should their parents choose. This opportunity gives students access to the most current information available through the Internet and also our Learning Management System, Canvas. As Rock Hill School District begins to implement the Canvas Learning Management System (LMS), with time and appropriate professional development, teachers will be able to integrate curriculum, assessments, grading, state standards, and much more in order to improve student achievement. Canvas provides teachers and students with a single easy to use location for managing teaching and learning anytime and anywhere

We will not be able to eliminate textbooks, as not all textbook publishers provide electronic copies of all textbooks, but that is not our primary objective. Teachers will, however, be able to supplement material found in textbooks with information they create using various multimedia or with information already available online.

PERSONAL ELECTRONIC DEVICE AGREEMENT

In response to request to use your personal electronic device (PED*) during the school day, you agree to abide by the following requirements. Any violation of this agreement may result in suspension of this privilege and/or disciplinary action.

1. The sole purpose for the use of the PED during the school day is for educational reasons.
2. The PED is only to be used during the instructional class period with express permission of the classroom teacher. This may mean that the device will be permitted for some instructional activities but not for all. <u>The student must comply with all District policies and procedures,</u>

including the District's Student Behavior Code and Policy JICJ (Use of Cell Phones, Personal Electronic Devices in School), when using the PED.

3. Students must connect to the district's guest WIFI. By doing so students access the district internet filters.
4. The PED will not be given access to the District's secure online resources.
5. The Rock Hill School District (RHSD) will NOT provide any support for the PED at any time.
6. ALL PED's ARE BROUGHT TO SCHOOL AT THE OWNER'S RISK. Neither RHSD NOR THE SCHOOL IS RESPONSIBLE FOR THEFT OR DAMAGE TO THE PED.
7. Use of the PED for unauthorized gaming is prohibited on school property.
8. Administrators may ban an individual from using a PED as deemed necessary. PED may be confiscated at any time if these guidelines are not followed. Return of the device is contingent on the outcome of a meeting with student and parent.

*A PED is any personal electronic device that includes, but is not limited to, laptops, iPads, iPods, and cell phones.

Rock Hill School District Three of York County
Student Technology Usage Assurances

When using Rock Hill School District network or Internet resources, I will:

1. Use the Internet for legitimate educational purposes.
2. Not register the name, home address, or telephone number of myself or anyone else in any location on the Internet.
3. Use messaging only at the direction of my teacher or as it relates to my coursework.
4. Not search for, download or print any material that violates school handbook codes regarding possession or display of inappropriate, offensive or vulgar material, or assist any other student in such activities;
5. Not harass, insult, attack, or bully others via electronic communications;
6. Not damage or alter digital devices, computer systems, or computer networks;
7. Not violate copyright laws;
8. Not trespass in another's folders, work, or files.
9. I will keep my usernames and passwords protected.

I understand that my participation in any violation of these student assurances will result in disciplinary action and possible loss of access privileges to such resources, depending on the nature of the offense.

_____

Student Signature **School**

As legal guardian, I give permission for my student to access RHSD network or Internet resources under the conditions described above.

_____ _____

Parent Signature **Date**

Cyber Safety *Quick Tips*:

1. Once you hit send, you can't take it back.

2. Once you hit send, you lose control of the information. Even if you send to a best friend or family member, you no longer have control of the information, it can be altered, shared, and posted with a different intent.
3. Once you hit send, the information (picture, video, etc.) can become known to an entire school, entire community, country, world. Nothing is private.
4. Snapchat photos do not disappear, they can be recovered
5. Students and adults need to think about what is in a text, email, or post before sending. Always think, "What would this email, text, picture or post look like on the front page of YAHOO, Facebook, or newspaper?"

CLASSROOM COURTESIES/EXPECTATIONS

1. Upon entering the classroom, take your seat promptly and quietly.
2. Cellphones and other PEDs should be off and not visible unless specifically approved by the teacher for instruction that day.
3. Bring proper materials to class: BOOKS, HOMEWORK, PAPER, PENS and NOTEBOOKS.
4. Class will be dismissed by the teacher, not by the bell. No gathering at the door waiting for bell.
5. Speaking out or expressing disapproval when another has the floor is both rude and unfair.
6. No food or drink should be brought into the classroom. Food items brought into the classroom may be confiscated.

DRESS CODE POLICY

District board policy states that the board reserves the right to bar from school students whose personal appearance is disruptive to the educational process and orderly operation of the school. Discretion to formulate reasonable dress codes is left to the school administration. Parents are strongly urged to pay particular attention to the cleanliness, modesty and appropriateness of their child's attire.
In order to carry out this policy, the administration has adopted the following guidelines regarding dress. These rules should cover the vast majority of situations that might arise; however, the administration reserves the right to make decisions regarding the appropriateness of any item not specifically covered in this policy. The provision of this policy applies to all students, regardless of sex.

STATEMENT OF PURPOSE

In order to provide a school climate that is optimally beneficial to ALL of our students, we must consider any element of distraction that may deter us from that goal. The sole intent is to eliminate elements of distraction from the daily mission of the school...teaching and learning. School should be an environment of dignity and respect, and the dress of those attending should be respectful in that regard. School is also a "minds-on" activity, requiring student minds to be focused on giving attention to matters of educational importance.
We ask for the support of our students, parents, and community in helping us create an educational environment of dignity and respect…even though it may require a little more change for some than others.

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Pants/Shorts/Skirts/Skorts: Pants, shorts, skirts/skorts must be worn at the waistline. No sagging (wearing of outer pants, shorts, etc. below the waist) will be allowed. Shorts, skirts/skorts and splits in shorts/skirts must not be more than 4 inches above the knee. Boxer shorts may not be worn as outside clothing. Biker/spandex shorts may not be worn. Yoga pants, leggings, and jeggings must be worn with a shirt or dress that is no more than four inches above the knee. Pants/shorts/skirts/skorts that have been intentionally or unintentionally tattered, torn, or have holes in them four inches above the knee and exposes skin are not allowed. No clothing that is see through is allowed.
Shirts/Blouses/Dresses: All shirts/jerseys/blouses must have sleeves. All shirts/jerseys, though recommended to be tucked in, can be worn un-tucked provided the garments length does not extend past the finger tips of the person wearing the garment. Blouses or dresses can be worn as the designer intended

provided they do not expose the midriff and/or cleavage, while seated or standing. Dresses must not be more than four inches above the knee. Measurements will be taken from the front and back of the knee. Jackets, sweatshirts, sweaters, cardigans or other layered clothing will be permitted over appropriate shirts/blouses meeting code requirement.

Shoes: All students must wear shoes for reasons of safety and health. Shoes must be worn as the manufacturer intended. No bedroom or house shoes are allowed.

Accessories:

1. Head coverings including, but not limited to bonnets, do rags, bandannas, etc. ARE NOT ALLOWED AT SCHOOL. Offenders will have these articles confiscated. Hats, Earmuffs or hoods on coats, sweatshirts or shirts may not cover the head in the buildings or classrooms.
2. Sunglasses may not be worn in the buildings or classrooms.
3. Curlers, combs and picks may not be worn in the hair.
4. Jewelry with spikes is not permitted. This includes chokers, wristbands, dog leashes, chains, etc. Items that could be used as a weapon may not be worn or brought to school.

Miscellaneous:

1. Clothing and/or accessories that advertise drugs, alcohol, weapons, anything suggestively profane, obscene, racial, or gang/neighborhood related may not be worn or brought to school. The school administration will determine and communicate what clothing may or may not be worn.
2. Appropriate undergarments must be worn but not visible.
3. Pajamas and similar loungewear may not be worn. To include bedroom shoes or slippers.
4. Deliberately tattered or torn clothing with holes exposing skin 4 or more inches above the knee may not be worn.
5. See-through garments including, but not limited to shirts or blouses, tights and jeggings may not be worn.
6. Team uniforms not meeting school dress code guidelines cannot be worn during school day unless wind suits are worn.
7. Students enrolled in programs at the Applied Technology Center will dress according to appropriate safety guidelines.
8. Students are required to wear I.D.s so that they are properly displayed and visible at all times.
9. Blankets are additional body covering are not permitted at school.
10. Head garment affixed to the hair may be acceptable or may not depending on the way it is worn as a hair garment.

The Principal may waive any of these rules on special dress up days.

ELEVATOR USE

Use of the elevators requires special permission from the school administration. Students with proof of medical need may receive a temporary elevator pass from an administrator.

EMERGENCY DRILLS

The goal of the South Pointe High School administration, faculty, and staff is to ensure prompt, safe emergency drills. Students are expected to take all the drills seriously, following the specific directions of their teachers and administrators. When an alarm sounds, students should move immediately to their designated area. Students should not run; rather, they should move at a brisk, but orderly pace. **Students must remain with their teachers at all times.**

ENTERING THE BUILDING

Students may enter the building at 7:45 a.m. daily. **No students are allowed in the classrooms before 8:15 a.m. each morning without a pass.** Students may gather in the cafeteria, commons area or

gallery prior to the instructional day. Freshmen are allowed to go to the gym in the morning. As a part of our security procedures, after 8:30 a.m., students may only enter through the main doors of the building. All other doors will be locked as a part of the school's safety plan.

FEES AND FINES

As a means to generate revenue to support student athletic programs, Rock Hill Schools will be implementing middle and high school athletic fees for the 2018-2019 school year.

Athletic Fees

Students who are listed on a team roster will pay a one time $50 athletic fee and a $10 insurance fee for a total of $60. Should the student be placed on more than one team roster during the school year, no additional fee will be collected. **The fee must be paid prior to receiving a team uniform.** Checks, cash, or money orders will be accepted. Checks or money orders should be made out to South Pointe and will be collected and receipted by the athletic department.

Other Fees and Fines

Students are expected to keep copies of any receipts issued to them for any financial transactions conducted with the school. Students will be asked to produce their copies of the receipts whenever any transaction is in question.

Students enrolled in AFJROTC are responsible for paying a uniform cleaning charge. Those not wishing to use the school contractor must have their uniform commercially cleaned and pressed before returning it to AFJROTC. Students enrolled in physical education will be required to purchase PE uniforms at a cost of $15.00.

Students are responsible for maintaining and returning all textbooks or other South Pointe property issued to them. **Students will be responsible for paying full replacement costs for any lost or severely damaged textbook or other materials.** Damage fees will be collected for minor damages. Sharing lockers, not locking locker, leaving books in classrooms, and or leaving books/bookbags unattended are strongly discouraged. **South Pointe is NOT responsible for the care of books or other South Pointe property issued to students.**

Students receiving fines will be given a payment due date. Parents of students that fail to meet their financial obligations to the school within the prescribed time will be notified. **Students owing the school money for textbooks or other materials will not receive parking permits, or participate in certain privileges such as the prom until the financial obligation is met or the school or district authority approves a plan of payment. Student must clear ALL financial obligations BEFORE GRADUATION PRACTICE to be eligible to participate in the graduation ceremony.**

GIFTS AND PARTIES AT SCHOOL

Students are discouraged from the exchanging of gifts among themselves and the giving of gifts to teachers while at school. There will be no parties held during the instructional hours or other times during the regular school day.

HALLS AND CHANGE OF CLASS

Students should not run in the hallways; walk briskly to your destination. Loafing or loitering anywhere in the halls is not permitted. Students are also instructed not to block doorways or hallways, stairwells, or covered walkways at any time. All students must have a written and signed white hall pass to be out of a classroom during instructional time. Students have six minutes between classes.

HEALTH ROOM

Students who become ill during school hours should report to the Health Room with a pass. The school nurse will make arrangements for them to go home or report back to class as necessary. Students without a pass will be referred to an administrator for cutting class.

The health room is for students having emergency health situations such as: fever, moderate to severe pain, nausea, vomiting, diarrhea, or first aid needs. Simple headaches and colds cannot be

accommodated. Students will be allowed to stay in the health room for only a short period of time while a determination is made on their need to go home or return to class. **Students that are too ill to be in class are too ill to be at school.** The number of health room visits by individual students will be monitored. If a pattern of misuse is identified, the parent will be notified and disciplinary action may be taken. Students with a documented chronic illness may be an exception to this rule.

HOLDING ELECTED OFFICE (STUDENT OFFICERS)

Any candidate for any major office must plan to be enrolled for a full school year. A student will be permitted to hold only one major office. A student may hold one major office and one minor office.
The following offices constitute major offices: all Student Council offices; presidents of Honor Societies, Beta Club, Fellowship of Christian Athletes, and Junior Civitans; editor-in-chief, business manager and managing editor of the yearbook staff; editor-in-chief, business manager, and managing editor of the school newspaper. All other offices of the school are regarded as minor offices.

To hold a major office a student must have and maintain a "C" average in every subject and must have not been suspended for poor citizenship or misconduct. To hold any office, a student must have earned four Carnegie units of credit the previous school year and must have not been suspended for poor citizenship, misconduct, plagiarism, or cheating.

INCLEMENT WEATHER

Rock Hill School District Three administration informs parents of school opening delays, shortened school days, or school cancellations by 6:30 a.m. through its automated phone system. Information should also be available on the district website at www.rock-hill.k12.sc.us .

INITIATIONS (HAZING)

No initiation/hazing is required to be admitted to any school-sponsored club, sport, or organization. All forms of initiation/hazing are banned.

District Policy JICFA Hazing *(Issued 1/16)*:

Purpose: To establish the basic structure for maintaining a safe, positive environment for students and staff that is free from hazing.

The district prohibits hazing by students, staff, and third parties as a part of any school-sponsored activity. All students and employees must avoid any action that could be viewed as planning, directing, encouraging, assisting, or engaging in any hazing activity. Further, no administrator, coach, sponsor, volunteer, or district employee will permit, condone, or tolerate any form of hazing.

Purpose: To establish the basic structure for maintaining a safe, positive environment for students and staff that is free from hazing.

Any hazing activity, whether by an individual or a group, will be presumed to be a forced activity, even if a student willingly participates.

Any student who feels he/she has been subjected to hazing is encouraged to file a complaint. All complaints will be investigated promptly and confidentially. The district prohibits retaliation or reprisal in any form against a student who has filed a complaint of hazing.

Any student or employee who is found to have engaged in hazing will be subject to disciplinary action, up to and including termination in the case of an employee or expulsion in the case of a student. Individuals may also be referred to law enforcement officials. The district will take all other appropriate steps to correct or rectify the situation.

The superintendent or his/her designee will be responsible for ensuring notice of this policy is provided to students, staff, and parents/legal guardians.

Any hazing activity, whether by an individual or a group, will be presumed to be a forced activity, even if a student willingly participates.

Any student who feels he/she has been subjected to hazing is encouraged to file a complaint. All complaints will be investigated promptly and confidentially. The district prohibits retaliation or reprisal in any form against a student who has filed a complaint of hazing.

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The superintendent or his/her designee will be responsible for ensuring notice of this policy is provided to students, staff, and parents/legal guardians.

INSURANCE

Insurance is available at the beginning of each school year for a small fee. Two policies for health and accident insurance are available to students. One is a limited-coverage policy beginning one hour before school and extending one hour after the school day. The other is a full twenty-four-hour coverage policy. Insurance information including costs will be distributed at the beginning of the school year.
***ALL STUDENTS PARTICIPATING IN SCHOOL SPORTS MUST TAKE THE SCHOOL TIME COVERAGE OR PROVIDE PROOF OF COVERAGE. School insurance should be considered to be only supplementary. It does not take the place of regular policy coverage.**

LEAVING CLASS FOR OTHER AREAS OF THE SCHOOL

Any student who leaves a classroom must have a pass signed by the classroom teacher or he/she will receive a referral. The student must go directly and return promptly, returning the pass to the teacher who originally issued the pass. The permit must have the signature of the contacted teacher and indicate the time the student left to return to his/her class. Failure to follow these procedures could result in a referral.

LOCKERS

Each student is entitled to the use of a locker. See a staff member in the administrative office to receive a locker. Students are asked to keep the lockers locked at all times. **South Pointe will not assume the responsibility for the contents of the locker. Students are not to share their lockers. Students are to use <u>ONLY</u> those lockers issued to them by the school. Students are not to use their cars as lockers.**

All school lockers are subject to administrative search in interest of school safety, sanitation, discipline and enforcement of school regulations. Law enforcement officials may conduct searches upon presentation of a proper warrant. Students are responsible for cleaning their lockers at the end of the school year. All items left in lockers become the property of the school to be disposed of at the discretion of the administration.

All gym lockers are to remain locked at all times when not under the direct supervision of the student to whom the locker was issued. Students are not to be in the gym locker rooms without adult supervision.

No personal belongings are to be left outside gym lockers at any time. **Students should not bring cell phones, wallets, money, personal electronic devices, or other valuables to the P.E. Locker rooms.**

LOST AND FOUND

Students who have lost an item during the school year should first check with their teachers to see if the item has been found. If necessary, students should visit the school's lost and found located in the media center to inquire about any missing item before or after school or during lunch. Found items will be kept until the end of the semester and then will be disposed of at the principal's discretion.

Parents are reminded that personal items should be clearly and permanently marked. This will aid school personnel in helping your student recover lost items. **Items of significant value should not be brought to school. South Pointe assumes no responsibility for personal items that are lost or stolen from students.**

LUNCH PROGRAM

The Rock Hill Schools offers healthy meals every school day. The Food Service Department will handle all procedures designed to provide students with meals. Your children may qualify for free meals or reduced price meals.

To apply for free or reduced price meals, use the Free and Reduced Price School Meals Application. South Pointe teachers will be responsible for distributing free/reduced lunch forms and the collection of these forms. The Office of School Food Services has chosen a multi-child application. You need to complete only one application for all the children in the household regardless of the school they attend within the Rock Hill School District. Applications should be returned as soon as possible. Failure to return the application on time could result in a change of your child's eligibility for free or reduced lunch. Any debts incurred by the student during this period will be the parent's responsibility.

The Food Services Department determines approval for free/reduced lunches. They cannot approve an application that is incomplete. Be sure to fill out all required information and return the completed application to **one** of your children's school. All students on the application will be processed at the same time, thus eliminating possible delays for siblings.

The Point of Sale system used in our cafeterias uses the student's school ID number as the PIN for the student's account. This number will not change even if your child transfers from one school to another. If your child has a positive or negative balance in his/her cafeteria account, the balance will transfer from one school to the other. Parents are encouraged to prepay for lunches using the cash payment for all children in the same school to use. Cash, check or certified check can be used for pre-payment of lunches. **Students are <u>never</u> to share PIN numbers.**

Adults and students in middle school or high school will not be served unless payment is received at the time of service.

LUNCH PERIOD

Students are not permitted to leave campus for lunch. Students will be assigned to a specific period based on a number of factors including the need to balance the number of students eating at given times to maximize the efficiency and quality of service afforded students. Students will be provided with an opportunity to eat in as pleasant an atmosphere as can be achieved given these unavoidable restraints. **Students are not to have food delivered to them individually or in groups from <u>any</u> outside source (including parents/guardians) without prior administrative approval.**

Students are to use only the gallery restrooms during lunch periods. Students may gather in the cafeteria and outside commons areas during lunch. Other than for necessary class movements, all stairway areas are off limits during lunch periods. Students choosing to eat outside are to remain in the patio area. **Students are reminded they are responsible for discarding paper, left over food, drink cans, etc.** that result from eating their lunch. Trash containers are readily available**.**

MEDIA CENTER

The media center is open throughout the school day, thirty (30) minutes before school and thirty (30) minutes after school. The media center offers a collection of books, magazines, newspapers, and audio visual materials. The atmosphere must be quiet-conducive to reading and study.

Students may come from study lab or class by permit only. Individual students should study in a designated area so that classes in the media center will not be disturbed. Students who are in the media center, but who are not with a specific class, are requested to sit one person per table.

Books may be checked out for two weeks and renewed as needed. Reference materials may be checked out overnight. The cost of damaged or lost materials will be charged, and overdue materials will be fined twenty-five cents ($.25) per day. The fine for overdue reference materials will be one dollar ($1.00) per day. The fine stops when the material is returned.

Students are expected to return media center materials in the same condition in which they left the media center. Damages will be assessed as necessary. Students must have their own SPHS student ID to check out library materials. It is strongly advised not to lend out your ID to another person or checkout materials for others. **You are responsible for all items checked out in your name. NO FOOD OR DRINK IS ALLOWED IN THE MEDIA CENTER**

MEDICATIONS

STUDENT MEDICINES AT SCHOOL

Students are allowed to bring and take over the counter medications such as ibuprofen, cough drops, Oragel etc. while at school. They should not share medicines with other students.

Students who need prescription medicine during school hours must have a signed RHSD III medication form from their physician. One signed form per medicine is required for each school year. These forms can be found on the Rock Hill School District III website. All prescription medications must be stored in the Health Room.

No medicine is to be shared or given to any student other than the student who has permission to carry the medicine. Penalty for distributing medication to other students is suspension or expulsion from school and possibly police charges. This is district policy.

Students may be authorized to carry, monitor and self-administer inhalers, insulin pumps, glucometers or epi-pens with written permission from the student's health care provider and parent/legal guardian. The parent/legal guardian will sign a statement acknowledging that the district will incur no liability as a result of any injury arising from taking or using medications or self-monitoring devices by the pupil and that the parent/legal guardian will indemnify and hold harmless the district and its employees and agents against any claims arising out of the self-monitoring or self-administration of medication by the pupil.

Receipt of the above will authorize a student to possess and administer medication while in the classroom or on school grounds, at a school sponsored activity, in transit to and from school or

school sponsored activities, or during before or after school activities on school operated property.

Neither the school district nor its personnel will be responsible for the occurrence of any adverse drug reactions when the medication has been given in the manner prescribed. The district may revoke a student's permission to self-administer medication if the student endangers him/herself or others through misuse of the monitoring device or medication.
SC Law 5l9-64-80 (See the school nurse for Medication Permission Form for Medicines at School)

NEWS MEDIA

No media representative will be permitted to consult with any student or group of students without prior permission from a school administrator. All district policies and procedures will be followed in granting or denying media contact with students.

PARENT ORGANIZATIONS

South Pointe parents have organized several groups that fulfill a vital role in supporting South Pointe programs. Booster clubs support their selected areas through assisting with activities, sponsoring social events, and fundraising. South Pointe also has a very active volunteer program. Parents in this group assist in a wide variety of capacities based upon their interests and the school's needs. Information about membership is included in school newsletters or can be obtained by calling the school office or checking the school's website. We invite our parents and community to become active in these organizations. Come be a part of South Pointe! Parent and support organizations are a separate function of the school operated by the support organization executive committee.

Academic Boosters	Band Boosters	After-Prom (Midnight Madness) Committee
Choral Boosters	Drama Boosters	School Improvement Council

Stallions Club-Athletics Volunteers

PROM QUALIFICATIONS AND GUIDELINES

A student must be classified as a junior or senior by the end of the first semester in order to attend the prom. All outstanding fines and dues must be paid before a student is eligible to purchase a ticket. Any eligible student wishing to purchase a ticket for an outside guest must complete an outside guest application and receive approval. The outside guest must be at least a junior with no outstanding fees or discipline records. The outside guest may not be older than the age of 20. Students are required to attend school the Friday before the scheduled date of the prom. Students and all guests must provide a picture ID with ticket to enter the prom. Students leaving the prom will not be allowed to re-enter.

Students are reminded to dress appropriately. The dress code for the prom may vary from year to year due to the latest trends and fashion. However, the general dress code is as follows:

Ladies:

1) Dresses may not reveal the mid-drift section of the body.
2) The dress line in the back should be no lower than the mid-back line. Areas of the body below the mid-back line should not be exposed.
3) Dresses should not have a plunging neckline.
4) Dresses may be no more than four inches above the knee.

Gentlemen:

1) Dress may be semi-formal or formal. (Tuxedos, suits and ties, and/or dress pants with shirt, and tie are appropriate)
2) Jeans are not appropriate

Shoes:
Appropriate shoes/and or footwear is required. Tennis shoes are not considered appropriate for this event.

RECYCLING

All members of the South Pointe community should recognize the need for and the benefits of recycling. Therefore, students, staff members, and visitors are asked to place recyclable materials in the designated areas on campus. Please join in making South Pointe campus a clean and attractive learning environment for everyone. South Pointe High School must be a leader in the Rock Hill community's recycling efforts!

RETURNED CHECKS

Due to the volume of uncollectible checks that the Rock Hill School District receives, we have contracted with Federal Automated Recovery Systems, Inc. (FARS) for the electronic collection of checks returned for insufficient funds (NSF). The School District or school staff will no longer arrange for the repayment of checks returned.

We will gladly continue to accept your checks with the following information: Drivers License #, Full Name, Street Address, and Phone Number. However, in the event your check is returned, it will be turned over to FARS for collection. FARS will debit your account electronically for the face amount of the check plus a fee of $30 as allowed by State law.

SALESPERSONS/VENDORS

No salesperson or vendor will be permitted to consult with any student or students except where prior written permission from the District Office has been granted.

SCHOOL-SPONSORED TRIPS (FIELD TRIPS)

By law, students who travel to participate in group activities such as band, athletic contests, or any activity where they represent the school or participate in a school-sponsored program are the responsibility of and are under the jurisdiction of the school while at the activity and are governed by the regulations of the school.

- Students who attend an activity with a group sponsored by the school must conduct themselves in an orderly fashion. All school rules apply.
- Any student, while in a uniform of the school such as band, cheerleader, athletics, etc., will conduct himself/herself at all times in an orderly fashion, whether he/she is with a group or alone. All school rules apply.
- For any school-sponsored trip, each student must bring written permission signed by his/her parents.

STUDENT PARKING
Parking Passes and General Parking Information

Parking on school property is a privilege extended to students in grades 10, 11, and 12 and any others who in exceptional circumstances are authorized by the Board of Trustees. (JGFF)
Parking tags will be issued according to the following guidelines:

1. **Students must complete the Alive at 25 course requirement. (See below.)**
2. Only one tag will be issued per family.
3. Student parking is limited to legally marked spaces in the Student parking lots. Student parking is prohibited in the faculty parking lot. No one is allowed to park or drive on grass areas.

4. Vehicles are not to be operated on campus in any unsafe manner or at a speed in excess of 10 MPH. Parking lots are not for "cruising".
5. Only students who are registered drivers will be allowed to drive to school. Any unregistered driver or vehicle is considered a safety concerns. In such cases, tickets or fines may be given and vehicles are subject to be towed.
6. A fee of $20.00 will be charged for parking on campus. **All financial obligations to the school (academic fees, lost books, library fines, athletic equipment, AFJROTC uniforms, etc.) must be paid before a parking permit may be purchased.** Student operated vehicles are not to be located on campus without a current parking tag properly displayed on the vehicle. This tag must be attached to the rearview mirror in the front windshield. There is a $10.00 replacement fee for lost or damaged parking tags.
6. Students are not to litter the parking area.
7. Failure to follow parking rules and regulations may result in any or all of the following sanctions:
    a. Reprimand
    b. $10.00 fine.
    c. $10.00 fine and a week of loss driving privileges
    d. $10.00 and loss of driving privileges for the remainder of the semester
    e. $10.00 and loss of driving privileges for the remainder of the year

    NOTE: Students who use their vehicles to transport themselves or others off campus during the school day without permission from school personnel or the administration face the same penalties listed above.
8. A student may be issued a temporary parking tag for $1.00 a day in the event that the student has a parking tag and must, for some reason, drive another vehicle temporarily, or if the student has a special temporary need to drive to school and does not have a parking permit. Students may apply for temporary permits in the main office before or after school.
9. All vehicles should be locked. No valuables should be left in vehicles. Items, if left in vehicles, should be removed from sight, preferably being locked in the trunks of the vehicles. **South Pointe High School is not responsible for a vehicle or its contents while parked on the South Pointe Campus.**
10. Any theft from or damage to a vehicle on the school's campus should be reported immediately to the main office. The campus resource officer will be notified if he/she is available. If the resource officer is unavailable, the Rock Hill Police Department should be contacted (329-7211).
11. If a car has been wrecked or traded, the parking tag must be brought to school in order to obtain new tag. Information on the new vehicle will be taken at this time.
12. A student must not transfer his/her parking tag to another student.
13. Students must have permission from an administrator to be in the parking lots during the day. **Loitering in the parking lot or inside cars during breaks, lunch periods, or upon arrival to and dismissal from school is prohibited.** Students violating this rule are subject to disciplinary action.
14. Students experiencing chronic tardiness to school are subject to loss of their campus driving privileges.
15. **Students are not to use their cars as lockers.**
16. All vehicles are subject to search while on the school campus. (Policy JLIE and Policy ARJIH-R)
17. Only Rock Hill High School and South Pointe High School students with sophomore status or above may receive parking stickers for the ATC.

18. Student drivers are <u>not</u> permitted to transport passengers to and from ATC or to other schools with the exception of siblings living in the same household.

19. Each student driving to the ATC must register his/ her car. Driving registration forms may be obtained in ATC "A" office or from the student's teacher. The form must be completed and signed by the student along with the student's parent. All Driving Registration forms must be turned in to "A" office at

ATC along with the student's RHHS or SPHS hangtags. Per district policy, all ATC students must ride the bus to ATC. Registered drivers may drive alone and unaccompanied by a passenger

Alive at 25 Course Requirement

Rock Hill High, and South Pointe require all students who wish to park vehicles on their school campuses, or the Applied Technology Center (ATC) campus, to complete the safe-driving course, *Alive at 25*. Since *Alive at 25* was launched in 2007, more than 55,000 students from ninety-eight South Carolina high schools have taken the course that emphasizes safe driving habits and the state's death toll among drivers 15-24 has dropped by 37%**.**

The 4 ½ -hour program, taught by former South Carolina Highway Patrol officers, teaches students about the dangers of speeding, using a cell phone/texting while driving, driving while intoxicated, as well as how to drive defensively. All of these issues have become prevalent among our district's students. Many have been involved in accidents coming to and from each school and The Applied Technology Center (ATC). Tragically, each school has had students killed in automobile accidents.

Only eligible students who complete the Alive at 25 course will be able to purchase the $15.00 parking passes. Once the course is completed, the school will be provided with the students' names. Students will only need to successfully complete the course once during his or her high school career. The cost of the *Alive at 25* course is $35.00; however, any student who cannot afford the fee should contact the South Carolina National Safety Council and ask about financial assistance. Alive at 25 is sponsored by the National Safety Council, SC Chapter, and is a non-profit 501(c)3 organization. You may register online through our school's website or at www.scaliveat25.org .

Available Session Dates for Alive at 25 All dates and times are listed on the www.scaliveat25.org website. If you have questions, see Ms. Lowder.

STUDENT COUNCIL

South Pointe High School's Student Council provides a democratic forum in which students can address those school-related issues which affect the lives of our students. The Student Council provides a continuous communication channel between students, faculty members, and administrators. A year-long program of social functions and community projects is provided for students. Training in the duties and responsibilities of good citizenship is offered, using the school environment as the primary training ground.

South Pointe students are encouraged to seek positions in the Student Council. Positions range from officers to representatives. Students who wish to run for election to Student Council offices should contact the Student Council advisor(s).

STUDENT CLUBS & ORGANIZATIONS

Students who are actively involved in their school are more likely to feel as though they are a part of the larger school environment. They also develop important social and leadership skills that will serve them well long after high school. South Pointe offers a wide variety of club and organizational opportunities in which students can participate. **All clubs are student-led with a teacher serving as sponsor.** Listed below are short summaries of several of these organizations and clubs in order that students may channel their energies into service and interest projects. This listing was accurate as of the time of printing. Some clubs may not be available due to low student interest/participation. Others may be added as the year goes along if there is enough student interest and a teacher is willing to serve as sponsor. Interested students are encouraged to contact the sponsor of these programs.

ACADEMIC CHALLENGE TEAM – Competes against other high schools in academic competitions

ART CLUB – Activities include art shows and exhibits.

BUSINESS PROFESSIONALS OF AMERICA – Promotes business fundamentals in today's society.

BETA CLUB – Membership in this academic achievement organization is via academic eligibility.
BOOK CLUB – Students read award-winning books and write book reviews.
ENGINEERING/ROBOTICS CLUB - Explore engineering and robotics through designing.
FELLOWSHIP OF CHRISTIAN ATHLETES – Student-led programs involving speakers, sharing time, and Christian outreach are offered to all interested students.
FILLIES – Spirit group for female juniors and seniors.
FRENCH CLUB - A variety of activities are offered to enhance a student's acquisition of the French language and culture.
INTERNATIONAL THESPIAN SOCIETY – Honors work of theatre students for excellence in theatre, community service.
JUNIOR CIVITANS –This service organization is open to all interested students. Service related projects are conducted.
KITTY HAWK AIR SOCIETY – This is the national honor society of the Air Force Junior ROTC Program. Acceptance requirements include being a member of the Air Force JROTC and meeting specific academic requirements.
LITERARY MAGAZINE – This staff works to compose the literary magazine made up of original student compositions, poems, short stories, etc. Interested students should consider enrolling in creative writing.
MOCK TRIAL – Team competes in SC Bar High School Mock Trial competition.
MODEL UNITED NATIONS – This group focuses on world issues. Students participate in extensive competition after much preparation. Acceptance is via an interview process.
NATIONAL ART HONOR SOCIETY – Inspires and recognizes outstanding ability and interest in art.
NATIONAL HONOR SOCIETY – Acceptance is based upon academic achievement and a faculty screening process.
PEARLS – Female exclusive club dedicated to self-improvement through academic, social and leadership opportunities.
PHOTOGRAPHY CLUB – Students explore the impact of photography in fashion, the media, politics, and art though lessons and practice.
PROGENY – The purpose of this organization is to educate and promote appreciation of cultural diversity.
PROM COMMITTEE – Students determine theme and design, create, decorate, and build for the prom.
SAAD – (Students Against Destructive Decisions) Promotes healthy decisions and activities.
SCHOOL IMPROVEMENT COUNCIL – This council meets once a month to discuss issues involving South Pointe.
SPiN – (South Pointe in the News) – This staff produces the school's magazine and online news. Interested students should sign up for Journalism when selecting courses.
SPiN in the AM and PM – Provides the school's televised morning announcements and afternoon announcements.
SPANISH CLUB – A variety of activities are offered to enhance the student's acquisition of the Spanish language and culture.
STEP TEAM – Choreographs rhythmic steps for the purpose of performance.
STUDENT COUNCIL – This council promotes all activities at South Pointe. Representatives are elected via school-wide elections.
STUDS – Male spirit group for juniors and seniors.
TEACHER CADETS – This course encourages and supports students interested in becoming teachers.
TECHNOLOGY CLUB – Students explore web tools, networking sites, and current technologies.
YEARBOOK STAFF – This group produces the school's yearbook.

TELEPHONE PRIVILEGES

Students will not be called to answer the phone during school hours. Parents, friends and employers should NOT call South Pointe to leave student messages. Classes will not be disrupted to deliver a message except in a serious emergency. Telephones in school offices are designated for faculty and administrative use only. If a student needs to make an emergency phone call to his/her parent or guardian, he or she should request to use the office phone.

VISITORS

Parents are requested to report directly to the office upon arrival at school. The office staff will be happy to assist you in any way possible. **Only visitors who are on school business will be permitted on the grounds during school hours.** Immediately upon arriving on school grounds, all visitors must state their business with the proper authority and "check-in" at the main office. As a part of the check-in procedure, visitors must present a valid driver's license to be scanned as a part of our security procedures. A visitor tag will be issued. Out-of-town student visitors or family guests will **not** be permitted to visit the school during instruction time. Students may not bring younger children to South Pointe during the school day. **Pursuant to State Law, persons entering the school property are deemed to have consented to search of their person and property (Act 373 of 1994).**

SOUTH POINTE STALLION ATHLETICS

South Pointe offers competitive extracurricular activities to all students. The coaching staff encourages all students to become involved in our programs. We strongly believe that a sound physically-fit body will enhance the mind. Physical fitness, exercise, strength and speed development, flexibility and endurance are important to the overall growth of the individual. Combined with competition on the interscholastic level, we prepare ourselves for the days ahead in a very competitive society.

South Pointe High School is a member of the South Carolina High School League, the AAAA Conference, and Region 3. (Other Region 3 teams are Broome, Chester, Clinton, Lancaster, and Union County.) We are required to meet the rules, regulations, and by-laws of the above organizations. As participants, students must comply with certain requirements as well. The coaches of each individual sport are here to assist students in any way. Students must maintain the academic requirements prior to enrolling in the athletic program. Academics have priority over athletics, although the two combined can be very worthwhile and rewarding to all participating students.

We encourage student involvement and participation in representing our school, community, and your family. If we can assist you in any way, please do not hesitate to ask.

BEHAVIOR AT ATHLETIC EVENTS

SPHS is known for its school spirit, a spirit that is noted by anyone who visits the school or attends one of its athletic events. As the players on the field or court have a responsibility to do their very best, so also do the fans in the stands. Fan support is best when it is positive, good-natured, and sportsmanlike. Booing, taunting, or deriding an opposing player, fan, or official is unacceptable. Cheers, chants, signs, or gestures that are obscene, mocking, or derogatory are not reflective of Stallion spirit. Any violation of this code of conduct for athletic events could result in any or all of the following consequences depending on the severity of the offense as deemed by school administration: removal from the event, school punishment including but not limited to in-school suspension or out of school suspension, and banning of student from future school sponsored events.

FALL SPORTS

Football
9th grade, Junior Varsity, Varsity

Cheerleading
Junior Varsity, Varsity, Dance Team

Girls Golf

Girls Tennis

Swimming

Cross Country
Boys, Girls

Volleyball
Junior Varsity, Varsity

WINTER SPORTS

Basketball
Boys: 9th grade, Junior Varsity, Varsity
Girls: Junior Varsity, Varsity

Wrestling
Junior Varsity, Varsity
Dance Team

SPRING SPORTS

Baseball
Junior Varsity, Varsity

Girls Softball
Junior Varsity, Varsity

Boys Golf

Boys Tennis

Soccer
Boys: Junior Varsity, Varsity
Girls: Junior Varsity, Varsity

Track and Field
Boys, Girls

ATHLETIC PHYSICAL

Any student engaging in any athletic competition that is sponsored by the schools of the District or is played under the name of the schools of the District shall be required to furnish a statement by a medical doctor certifying the student's physical fitness.

ATHLETIC FEE/INSURANCE

The Rock Hill School District collects a sixty dollar ($60) athletic fee each year from all athletes who are selected and participate in the Middle Schools' and the High Schools' athletic programs. The fee is due once the athlete is selected to participate on a team. Athletes may participate in multiple sport seasons after paying this one-time fee. Ten dollars ($10) of the fee goes to mandatory supplemental insurance for each participating athlete. The remainder of the fee goes towards replacement of uniforms, equipment, and other athletic-related expenses. In the event an athlete chooses to no longer participate or has to be removed from a team, the athletic fee will not be reimbursed.

INTERSCHOLASTIC ACTIVITIES

Students who participate in interscholastic activities sponsored by the school shall be required to meet all the standards or requirements as prescribed by the State High School League and school district.

Intra-District Transfers
Rock Hill School District Athletic Rules
Effective January 1, 2017

1. Any student athlete who has an in district transfer of address (any type change of address) during the 2nd semester of the 8th grade year through the 12th grade year will result in ineligibility to participate in sports for 365 days from the date of change of address.

2. An appeal of eligibility may be made to the Athletic Appeals Committee within five days of ineligibility notification. Appeals committee consists of 3 high school principals, one middle school

administrator, and the associate superintendent for athletics.

3. High school coaches will no longer meet with middle school athletes in the spring of the year. All athletic notices will be mailed to middle school students from the high school athletic offices.

4. High school coaches attending middle school events will attend as spectators. High school coaches will not be permitted on the middle school event sidelines, locker rooms, or team meeting spaces. High school coaches will not talk with middle school athletes or address middle school teams.

5. No middle school student or rising 9th grade student should try out for a high school team unless the student resides in the high school zone at the time of the tryout.

6. No middle school student or rising 9th grade student should practice with a team or workout with a team unless he/she resides in the high school zone at the time of the workout or practice.

7. If a coach, assistant coach, volunteer coach is found to be recruiting, or utilizing others In the community to recruit, he/she will be subject to losing his/her coaching position.

ELIGIBILITY REQUIREMENTS FOR INTERSCHOLASTIC ACTIVITIES IN SOUTH CAROLINA

1. A student who becomes 19 years of age prior to July 1, 2019 will not be eligible to compete in any athletic activities during the 2019-2020 school year.
2. A student must not participate under an assumed name.
3. A student must be a bona fide student carrying the equivalent of at least four units of credit for which no previous credit has been received.
4. A student must not have received a high school diploma or its equivalent.
5. To be eligible to participate in athletic contests during fall semester, a student must meet the following criteria:
   A. Have an overall passing average for the preceding year (1.0 GPR);
   B. Have made a passing grade (D) the preceding semester in at least 2.5 full block subjects;
   C. If a student passes only two (2) courses the preceding semester, he/she must pass all required courses up to two (2).
   D. Be regularly enrolled, in regular attendance, and carry at least 2 block courses during the school year.

To be eligible to participate in athletic contest during spring semester, a student must meet the following criteria:

A. Have an overall passing average for the preceding semester;

B. Have made a passing grade (D) for the preceding semester in at least 2.5 full block subjects;
C. If a student passes only two (2) courses the preceding semester he/she must pass all required courses spring semester.
D. Be regularly enrolled, in regular attendance, and carry at least two (2) full courses during the school year.

NOTE: *Physical Education (weight training) will not count toward eligibility once a student has completed two (2) years of physical education. Two (2) courses in summer school may be used to gain eligibility.*

6. A student will be ineligible at the end of the fourth school year from the time he first entered 9th grade.
7. A student must have attended school at least 60 days in the semester immediately proceeding the present semester.
8. A student must live with his parents or legally appointed guardian and attend the high school in his/her attendance area. (See your principal for exceptions to this rule).
9. A student is eligible immediately if a transfer is the result of a real change of residence of his parents or guardian. (See your principal for exceptions to this rule).
10. If guardianship is involved, a student must live with the appointed guardian for one calendar year following filing of guardianship papers in the county clerk of court's office. (See your principal for exceptions to this rule).
11. A student must not violate his or her amateur status.
12. A student must not have transferred as a result of recruiting or undue influence.
13. A student must not practice with, nor participate on, any athletic team other than a team representing his/her school during the school session.

NATIONAL COLLEGIATE ATHLETIC ASSOCIATION (NCAA)

Eligibility Center Information for Athletes

NCAA rules require that the NCAA Clearinghouse certify a student before the student can enroll as a student athlete. Please follow these steps:

1. Obtain a Clearinghouse "Student Release Form" from the counseling office.
2. Complete the "Form" and send the white part to the Clearinghouse in the envelope provided, along with the processing fee. On the form you should check "Option 1," authorizing any institution to request information about the applicant. As an alternative, the applicant may mark the codes of up to five institutions. In that case only those codes marked will get the applicant's information.
3. Give the yellow and pink copies of the form to the counselor at the high school. If the applicant has attended more than one high school, photocopies of the yellow and pink sheets should be made and sent to the applicant's previous high schools.
4. The counselor will use the yellow part of the form to send to the applicant's current transcript and 48-H form. The counselor will keep the pink copy to send the applicant's final transcript after graduation.
5. When the applicant registers for the SAT or ACT, the student must request that the scores be sent at that time to the Clearinghouse, even if the scores are not sent to any of the schools which are recruiting the student. Please mark 9999 in the section on "college code choices" when registering for the test(s). If this is not done, it will cost more to have the score information sent at a later time.

Remember, mark 9999 each time the test is taken, in addition to any institution codes. Failure to follow these steps will render the student ineligible as an athlete at any NCAA Division IA, IAA, or III school. Fee waivers are available for students who are unable to meet the cost of the processing fee. See the counselor or apply for a waiver. Anyone having questions concerning the Clearinghouse may call the Clearinghouse at 319-337-1492.

TARDIES TO SCHOOL AND/OR CLASS

It is the desire of the South Pointe administration and faculty have "0" tardiness to school in the morning and to classes during the school day. Tardy students disrupt the learning of all students when they enter a classroom. Tardiness causes a valuable loss of time. Tardiness is also evidence of a lack of self-discipline and should NEVER be tolerated as habitual behavior. **Tardy to class/school is defined as: not in your classroom when the tardy bell rings. Physical Education students are to be in their assigned roll call areas when the tardy bell sounds.**

Please note that tardies due to running out of gas, oversleeping, flat tires, loss of electrical power, eating school breakfast, etc., are NOT excused tardies. Excuses for tardies should be submitted to the attendance office. Students are advised to not waste tardies on situations like those listed above; rather, be on time so that serious penalties for excessive tardies can be avoided.

Tardy Lock-out Policy

South Pointe has enacted a lockout tardy policy, meaning teachers will close the doors to classrooms when the tardy bell rings. (There will be a warning bell that will ring two minutes prior to the tardy bell ringing.) Students who are locked out will report to the designated area to receive one of the consequences listed below.

Tardies will be accumulative per nine-weeks. This means that a student can reach levels of consequences as a result of a combination of tardies from various classes during the NINE-WEEK PERIOD. It is possible to receive more than one tardy a day if a student is late to more than one class. The consequences are as follows:

1st Warning - pass to class
2nd Warning – pass to class and letter and/or phone call home
3rd Warning- pass to class and phone call home
4th One hour of After School Detention
5th 2 one hour of After School Detention
6th 1 Day of ISS
7th 2 Days of ISS
8th and beyond….. OSS.

LATE ARRIVALS TO SCHOOL

All non-bus riding students who arrive to school after 8:25 should report to the attendance office to sign in and receive an admittance pass before going to lockers or reporting to class. This includes students that arrive during class change times. **Failure to sign in at the attendance office will result in referral to the office.**

When a student fails to sign in, their absence is not changed to reflect attendance in school. Failure to comply with this rule will effect attendance and cutting.

LATE ARRIVAL TO SCHOOL DUE TO BUS

Should a student arrive to school on a late bus, the following procedures will be followed. If a student is not eating breakfast, a time-stamped pass will be issued to the student to enter class. The student will be allowed **six** minutes to get to class. The teacher will not accept a pass without a time stamp. If they arrive over the six minutes they are considered late to class and will be allowed in the classroom but the teacher will document the late to class. If a student is eating breakfast they will be issued a breakfast pass but without a time stamp. They will report directly to the cafeteria. They now have ten minutes to eat lunch. Once they are finished eating, the teacher on duty will time stamp the pass

so they can report to class. They will be allowed **six** minutes to get to class. The teacher will not accept a pass without a time stamp. If they arrive over the six minutes they are considered late to class. The student will be allowed in the classroom but the teacher will document the late to class. Students that are late to first block due to late bus are subject to the same tardy consequences but they are coded in educator handbook as late to class. The first two consequences will be documented in minor offenses as warnings. Starting with the 3rd offense, documentation will occur under the major category.

1st	Warning
2nd	Warning – phone call home
3rd	Warning- phone call home
4th	One hour of After School Detention
5th	2 One hour of After School Detention
6th	1 Day of ISS
7th	2 Days of ISS
8th	OSS

EARLY DISMISSAL FROM SCHOOL

Students must have the school's permission to leave campus once they arrive on the school grounds. A student may be dismissed from school with **written** permission from the parent or legal guardian once school personnel approve it. Permission will not be granted allowing students to leave campus for lunch. Early dismissal notes should be submitted to the attendance office before school. **Only those parents and emergency persons listed on the student information card will be allowed to pick up students for early dismissal.** Information cards are sent home with students the first week of school. The school needs to be informed in a timely manner if any changes may occur during the academic year in the information provided to the school. In case of student emergencies occurring at school, the attendance clerk will notify parents by telephone.

STUDENTS MUST ALWAYS SIGN OUT WITH THE ATTENDANCE OFFICE BEFORE LEAVING CAMPUS. This applies whether the student brought an early dismissal note or if the student was notified by Attendance during the day that they were to be dismissed early. Failure to sign out or failure to leave campus immediately upon signing out could result in suspension.

SUPERVISION OF STUDENTS

Students are not permitted to leave school property once they have arrived in the morning without administrative approval until the regularly scheduled school closing time. Once on campus, students may not leave to go to nearby stores, return home for needed items, etc. **STUDENTS MUST HAVE THE SCHOOL'S PERMISSION TO LEAVE CAMPUS ONCE THEY ARRIVE ON SCHOOL GROUNDS.**

Supervision will be provided in designated areas for a reasonable length of time before and after regular school time for classes or an extracurricular activity. Supervision will be provided for students who ride a bus upon arrival and until such time as the bus departs after classes are dismissed. All other students will be provided supervision no more than thirty minutes prior to the opening of school and thirty minutes after classes are dismissed.

Supervision will be provided for students participating in extracurricular activities ten minutes prior to the designated arrival time and up to thirty minutes after the conclusion of the activity. This will include time that may be required for dressing after athletic events. Students who are repeatedly on the school premises after the designated time for supervision may be excluded from future extracurricular activities.

School officials are not required to maintain direct supervision of spectators before or after extracurricular activity. School officials will, at all times, provide reasonable supervision for crowd control during all extracurricular activities.

DISCIPLINARY INFORMATION

STUDENT CODE OF CONDUCT

Across the nation and the state, a rash of serious incidents, accidents and injuries have awakened educators, parents, and law enforcement officials to the need for more emphasis on maintaining order in the schools. South Pointe High School has enacted and will enforce a strong Code of Student Conduct designed to deter unacceptable behaviors and teach students to abide by the rules. The basis of the strict code is the concept of RESPECT…respect for others, for property, for authority and for self. The code of student conduct also emphasizes PERSONAL RESPONSIBILITY. Each STUDENT is responsible for his/her own behavior and for knowing the rules of his/her school. TEACHERS are expected to handle minor misconduct thus avoiding referral to the principal or the principal's designee. PARENTS shall be involved early in the process by working directly with their child's teacher, as well as the school administration. The offenses listed in this code of student conduct are considered serious and will be enforced by school administration.

Unacceptable behaviors are defined uniformly, but the consequences may vary depending on the degree of misconduct, the age and record of the student, any special services the student may be receiving, and the judgment of the principal or the principal's designee.

All behaviors cannot be measured on an objective scale of deficiency, nor can such behaviors be attributed to the same motives. Therefore, the consequence section of the code of conduct is established as a MINIMUM guide for school officials to follow. The Principal reserves the right to assess each offense on its individual merit, and on the basis of its severity, and may impose any reasonable consequence.

All discipline rules and regulations shall apply at all school functions including the regular school day, school sponsored events including extracurricular activities, student activity trips, field trips, and summer school sponsored activities. Disruptive or poor behavior may result in a student being banned from attending future extracurricular activities.

STUDENT'S RIGHTS	STUDENT'S RESPONSIBILITIES
1. To be informed of all school rules and the consequences if violated.	1. To observe all school rules and accept personal consequences if violated.
2. To be shown personal respect by all other students and school personnel.	2. To demonstrate respect to all other students and school personnel.
3. To use school facilities, properties, and materials in an appropriate manner.	3. To respect and protect school facilities, properties, and materials.
4. To attend school and benefit from quality educational opportunities.	4. To attend school and all classes on time and on a regular basis.
5. To have access to an appropriate education, including instruction and use of materials and tests, at a level that allows an opportunity for success.	5. To participate in educational opportunities, completing classroom assignments and homework to the best of their ability.
6. To hear, examine, and express divergent points of view, including freedom of speech, written expression and symbolic expression.	6. To consider and respect the divergent point of view of others. Being sure that personal expressions, either spoken, written or by symbol, do not infringe on the rights of others.
7. To know in advance how grades in a class will	7. To understand the teacher's grading systems,

be determined.	monitoring his or her own progress in each class.
8. To enjoy a reasonable degree of personal privacy.	8. To keep their persons and property free of dangerous or illegal objects, materials, and substances.
9. To participate in extra-curricular activities and clubs if they qualify academically or otherwise. Students may not be excluded on the basis of sex (except as allowed under Title IX), color, race, ethnic origin, religion or disability.	9. To abide by the rules of extra-curricular, activities, as well as display school spirit and good sportsmanship.
10. To choose whether or not to participate in patriotic or religious activities.	10. To respect the rights of others to participate in patriotic or religious activities.
11. To receive personal, academic, and vocational counseling.	11. To seek personal, academic, and vocational counseling.
12. To receive due process in all disciplinary actions, including an appeal procedure.	12. To cooperate with school personnel in cases involving disciplinary actions, following prescribed steps for an appeal and accepting final decisions.
13. To dress comfortably in a manner appropriate to a school setting.	13. To dress in a way not offensive to others, nor in violation of the school dress code.
14. To assemble peacefully on school grounds.	14. To assemble so as not to disrupt the educational process.
15. To participate in school government based on a democratic process.	15. To take an active interest in student government.
16. To remain in the school program if married, if a parent, or if pregnant.	16. To seek appropriate medical advice regarding school attendance and communicate with school officials about their attendance status.
17. To have access to records and/or transcripts As provided by statute.	17. To provide the school with all information relevant to making educational decisions.
18. To be free from all forms of sexual harassment by any person at school or school-sponsored events.	18. To avoid making unwelcome and inappropriate verbal, written or physical conduct of a sexual nature.
19. To attend a school that is safe and free from unlawful drugs and alcohol.	19. To not possess or use any unlawful drugs and/or alcohol at school or school-sponsored events.
20. To attend a school that is safe and free from weapons and weapon look-a-likes.	20. To not possess or use weapons or weapon look-a-likes at school or school sponsored events.

PARENT'S ROLE

South Pointe High School seeks to provide all students with the best opportunities for academic and personal growth. To successfully meet our goal we must work with and have the cooperation of all parents. It is the school's responsibility to provide a safe, non-threatening environment for all students, and we ask that all parents...

1. Teach your child self-respect, respect for the law, respect for the authority in the school and respect for the rights and property of others;
2. Show a positive attitude toward the school and toward your child's learning progress;
3. Make certain your child attends school ALL DAY, EVERY DAY, except for **serious** emergencies or when his/her illness is debilitating or may be contagious.
4. Know your child's school, the teachers and the administration, and the expected curriculum;
5. Work closely with school personnel to solve any disciplinary or academic problems;

6. Teach your child to dress properly and neatly and to be clean and well-groomed;

7. Make sure the school has your correct/current home and work telephone numbers, home address, and at least two emergency contacts (name/number);

8. Encourage your child to get personally involved in school activities by participating in extra-curricular programs.

Research continues to show that students are much more successful academically and personally when their parents get actively involved in their child's school experience. We look forward to getting to know and working with all our parents.

ADMINISTRATOR'S ROLE

1. The administrators will, with the assistance of the faculty and staff, develop a Code of Conduct that is based on the school's philosophy. Emphasis will be placed on RESPECT and RESPONSIBLE DECISION-MAKING.

2. The principal or principal's designee will have statutory powers, which permit them to determine disciplinary action appropriate to student misconduct. The Principal shall always protect the students' rights of due process and appeal.

3. The principal, or the principal's designee, shall give strong consideration to the recommendation for discipline made by a teacher, other member of the instructional staff, or a bus driver when making a decision regarding a student referral for discipline.

4. The principal, or the principal's designee, may recommend to the Superintendent the exclusion of any student who has committed a serious breach of conduct, including, but not limited to, willful disobedience, open defiance of authority against a member of the school staff, violence against persons or property, or any other act which substantially disrupts the orderly conduct of the school. Any recommendation of exclusion shall include a detailed report by the principal, or the principals designated representative, on the alternative measures taken prior to the recommendation of exclusion.

5. The principal, or the principal's designee, will make a reasonable attempt to contact student's parents or guardians and inform them of the investigation of cases that may lead to a recommendation of exclusion for their child.

6. The principal, or the principal's designee, shall make a good faith effort immediately to inform a student's parent or guardian by telephone of a student's suspension and the reasons for the suspension. A copy of all discipline referrals will be sent to parents.

7. Principal's, or the principal's designee, will make a reasonable effort to contact the parent or guardian of a student who may be placed in personal or legal jeopardy due to interrogation by a law officer, and given the opportunity to be present during questioning. If the parent cannot be present, the principal or his designee may be given permission to be present in the absence of the parent. This does not include questions concerning any other matter pertaining to school or a school-related activity or event.

8. The principal, or principal's designee, must release a student to law enforcement officers when a warrant is presented for the student's arrest. In this case, the principal should make a reasonable attempt to contact the parent or guardian.

9. It is understood that disciplinary decisions are based on the judgment of the individual administrator according to the details of each specific case.

10. The Code defines minimum consequences to be assigned for certain violations of school policy, procedures, and expectations; however, the principal or his designee determines the consequence. The administration may assign more than the minimums indicated in this Code.

11. The student's record may be considered. Consequences will be increasingly severe if rules are broken repeatedly or habitually. Repeated disruptive behavior may constitute "defiance of authority," and may result in exclusion.

12. The principal is required to report certain infractions to law enforcement authorities and may press charges if the violation warrants such action.

"LIVING THE SOUTH POINTE WAY"

"The South Pointe Way" is an initiative that is centered upon the principles of PBIS, Positive Behavior Intervention and Support. The goal of "The South Pointe Way" is to express the importance of our three core values, which are *Integrity, Community, and Excellence*, while at the same time rewarding positive behaviors that take place in our school every day.

Our goal is to have at least 80% of our students in the 0-1 referral range for the school year. For this purpose, we have created a matrix of expectations in order to share exactly what types of behaviors are expected of our students in various locations throughout the building. We also have several incentives in place in order to help us accomplish our goal, including "The South Pointe Way" recognition cards that can be turned in for a variety of incentives. We are excited about the fact that our students are rewarded for their positive contributions to our school culture. We are proud to say that we are "Living the South Pointe Way".

Be certain to view the "Living the South Pointe Way" bulletin board located in the main gallery near the office and the numerous banners displayed throughout the building to see the behavioral expectations and the incentives that are provided.

DISCIPLINE POLICY

We ask that students conduct themselves in a manner that will facilitate a proper learning environment. An assertive discipline plan will be posted in each classroom. Students are expected to follow the plan, and any deviation from the plan will result in the stated consequences. Detentions will be assigned for minor infractions. The student is expected to serve his detentions for the teacher giving the detentions.

If the student sent to the office has a severe infraction, he/she may be suspended and could be recommended for expulsion. Should a student fail to report to the office when directed by a staff member, that student will receive a suspension.

The plan may be adjusted for individuals and for individual classes with proper notification to those concerned.

COMPLAINTS AND GRIEVANCES

Students who have complaints or grievances concerning school matters are to discuss such complaints or grievances with the appropriate assigned administrator. The decision of the principal may be appealed to the Superintendent. The decision of the Superintendent may be appealed to the Board.

The Board will only hear complaints and grievances when such have been presented through the channels outlined above. **JICDA Code of Conduct**
Issued 5/16

Mr. Marek Marshall- 10th-12 grade – Ho-Sr
Ms. Kay Runyans- 10th -12th grade – A-Hi
Mr. Anthony Thomas- All 9th grade
Ms. Kenisha Williams- 10th -12th grade – St.-Z

Purpose: To establish the basic structure for a code of conduct and discipline for students.
The board expects students to conduct themselves in an orderly, courteous, dignified, and respectful manner. This requirement refers to their actions toward other students and teachers,

their language, their dress, and their manners. The board believes self-discipline is an interpersonal goal of public education.

Students have a responsibility to know and respect the policies, rules, and regulations of the school and district. Violations of such policies, rules, and regulations will result in disciplinary actions.

The district's code of conduct and discipline is established to achieve and maintain order in the schools. In administrative rule JICDA-R, the administration offers a list of offenses along with the required or recommended dispositions for the information of students, parents/legal guardians, and school personnel.

Disciplinary actions will include appropriate hearings and review. The removal of a student from the learning environment will occur only for just cause and in accordance with due process of law. The board authorizes its school authorities to employ probation and suspension and to recommend expulsion, if necessary, to enforce this policy (see policies JKD and JKE). The administration will consider extenuating circumstances when taking disciplinary action.

The administrative rule is effective during the following times and in the following places:

- on the school grounds during and immediately before or immediately after school hours
- on the school grounds at any other time when the school is being used by a school group
- off the school grounds at a school activity, function, or event
- en route to and from school on a school bus or other school vehicle or at an official school bus stop
- at any time or place that has a direct and immediate effect on maintaining order and discipline in the Rock Hill School District

Administrative Rule: JICDA-R Code of Conduct

Issued 5/16

Level I - Disorderly Conduct

Disorderly conduct includes any activity in which a student engages that tends to impede orderly classroom procedures or instructional activities, orderly operation of the school or the frequency or seriousness of which disturb the classroom or school.

Acts of disorderly conduct may include, but are not limited to, the following:

- classroom tardiness
- cheating on examinations or classroom assignments
- lying
- acting in a manner so as to interfere with the instructional process
- abusive or profane language between or among students
- failure to complete assignments or carry out directions
- use of forged notes or excuses
- cutting class
- leaving school without permission
- school tardiness
- truancy
- excessive unexcused absences
- cell phone violation
- dress code violation
- failure to display ID when one is required
- internet violations

• unauthorized or inappropriate use of electronic devices
• unauthorized distribution or presentation of a publication or material

The staff will follow these basic enforcement procedures in instances of disorderly conduct:

• When the staff member observes (or is notified about and verifies) an offense, the staff member will take immediate action to correct the misconduct. The staff member will use an appropriate sanction and maintain a record of the misconduct and the sanction.
• If a particular misconduct is not immediately correctable, the staff member should refer the problem to the appropriate administrator for action specified under this administrative rule.
• The administrator should meet with the reporting staff member, and, if necessary, the student and the parent/legal guardian, and should apply the appropriate disciplinary action.
• The administrator will maintain a complete record of the procedures.
• The staff may apply sanctions in cases of disorderly conduct that may include, but are not limited to, the following:
- verbal reprimand
- withdrawal of privileges
- detention
- in-school suspension/recovery room
- out-of-school suspension
- confiscate item
- academic penalty (cheating)

Level II - Disruptive Conduct

Disruptive conduct includes those activities in which students engage that are directed against persons or property and the consequences of which tend to endanger the health or safety of themselves or others in the school. Some instances of disruptive conduct may overlap certain criminal offenses, justifying both administrative sanctions and court proceedings.

The administration may reclassify disorderly conduct (Level I) as disruptive conduct (Level II) if the student frequently engages in (Level I) disorderly conduct offenses.

Acts of disruptive conduct may include, but are not limited to, the following:

• use of an intoxicant
• use or possession of tobacco products or materials
• fighting
• inciting others to violence or provoking a fight
• vandalism (minor)
• stealing
• threats against others
• harassment, intimidation, hazing, or bullying
• trespassing
• profane or abusive language to staff
• refusal to obey school personnel or agents (such as volunteer aides or chaperones) whose responsibilities include supervision of students
• possession or use of unauthorized substances

• possession or use of a controlled substance or paraphernalia associated with the use of controlled substances, as defined by law or local school board policy
• illegally occupying or blocking school property in any way with the intent to deprive others of its use
• noncompliance of administrative direction during a school emergency
• unlawful assembly
• failure to cooperate fully with school officials in the investigation of a Level II offense
• disrupting lawful assembly
• bus misconduct
• horseplay, hitting, tripping, or pushing that could cause injuries or damage to property
• gambling

The staff will follow these basic enforcement procedures in instances of disruptive conduct:

• When the administrator observes (or is notified and verifies) an offense, he/she will investigate the circumstances of the misconduct and confer with staff on the extent of the consequences.
• The administrator will notify the parent/legal guardian of the student's misconduct and related proceedings. The administrator will meet with the student and, if necessary, the parent/legal guardian, confer with them about the student's misconduct, and apply the appropriate disciplinary action.
• The administrator will keep a complete record of the procedures.
• If appropriate, school officials should notify law enforcement authorities.
• The administration may apply sanctions in cases of disruptive conduct which may include, but are not limited to the following:
- temporary removal from class
- temporary or permanent removal from bus
- alternative education program
- in-school suspension
- out-of-school suspension
- transfer
- referral to outside agency
- expulsion
- restitution of property and damages, where appropriate, should be sought by local school authorities

Level III - Criminal Conduct

Criminal conduct includes those activities in which students engage that result in violence to themselves or to another's person or property or which pose a direct and serious threat to the safety of themselves or others in the school. These activities usually require administrative actions which result in the immediate removal of the student from the school, the intervention of law enforcement authorities, and/or action by the board.

Acts of criminal conduct may include, but are not limited to, the following:

• assault and battery
• extortion
• bomb threat
• false fire alarms
• possession/use of fireworks or explosive devices
• failure to report knowledge of weapons or explosive devices to school authorities

• possession, use, or transfer of dangerous weapons
• possession or transfer of look-a-like weapons
• sexual offenses
• vandalism (major)
• theft, possession, or sale of stolen property
• arson
• furnishing or selling unauthorized substances, as defined by board policy
• furnishing, selling, or possession of controlled substances (drugs, narcotics, or poisons)
• distribution, sale, purchase, manufacture, or unlawful possession of a controlled substance while in or within a radius of one-half mile of school grounds
• threatening to take the life of or inflict bodily harm upon a teacher, principal, or members of their immediate family

The staff will follow these basic enforcement procedures in instances of criminal conduct:

• The administrator will contact law enforcement.
• When an administrator observes (or is notified of and verifies) an offense, the administrator will confer with the staff involved, apply the appropriate disciplinary action, and, if appropriate, meet with the student.
• If warranted, the administrator should immediately remove the student from the school environment. The administrator will notify a parent/legal guardian as soon as possible.
• Staff will follow established due process procedures when applicable.
• The administrator will keep a complete record of the procedures.
• The administration may apply sanctions in cases of criminal conduct that may include, but are not limited to, the following:
  - out-of-school suspension
  - assignment to alternative schools
  - expulsion
  - restitution of property and damages, where appropriate, should be sought by local school authorities

Extenuating, Mitigating, or Aggravating Circumstances

The board may give the appropriate administrator the authority to consider extenuating, mitigating, or aggravating circumstances that may exist in a particular case of misconduct. The administrator should consider such circumstances in determining the most appropriate sanction.

Student Conduct Away From School Grounds or School Activities

Administrators are to take appropriate action when student misconduct away from school grounds or school activities has a detrimental effect on the educational environment, safety, or general welfare of students or staff of the district. Student misconduct includes any action performed in person, in writing, or electronically. The administrator should take into consideration the protection of students and staff from the effects of violence, drugs, and/or disruptions. At a minimum, administrators or their designees should meet with the student upon his/her arrival at school, give the student notice of the concerns, and allow the student an opportunity to present his/her side of the story. The administration may either permit the student to attend classes as usual or may take appropriate disciplinary action including, but not limited to, in-school suspension or out-of-school suspension in order to conduct an investigation into the matter. The parents/legal guardians of students will be notified of any action taken by the administration and offered the opportunity for a conference with the administration.

In the event the student is incarcerated based on his/her out-of-school conduct, the principal or his/her designee will notify the student that he/she is to meet with the administration prior to returning to school. At the conclusion of the inquiries to obtain more information on the matter, the administrator or his/her designee should take appropriate action which may include, but is not limited to, one or more of the following:

- returning the student to his/her normal class schedule and removing all evidence of suspension
- placing the student on probation and allowing the student to resume his/her normal class schedule
- placing the student on probation, allowing the student to continue classwork, but restricting the student's participation in extracurricular activities and/or designated school activities; for example, clubs, study halls, pep rallies, student government activities, and so forth
- suspending the student
- recommending expulsion of the student from regular school and placement in the district's alternative school
- recommending expulsion but allowing access to virtual school programs through the district's alternative school (these students are only allowed on alternative school campus for coursework and exams that require a proctor in a virtual school accessed through our district's alternative school); students not able to successfully enroll will be expelled for the remainder of the school year
- recommending expulsion of the student for the remainder of the year

Additional Information is found in the published Administrative Rule **Política: Código de conducta de JICDA**

Publicado 5/16

Objetivo: establecer la estructura básica de un código de conducta y disciplina para los estudiantes.
La junta espera que los estudiantes se comporten de manera ordenada, amable, digna y respetuosa.
Este requisito hace referencia a sus acciones hacia los demás estudiantes y maestros/as, a su idioma, su vestimenta y sus modales. La junta cree que la autodisciplina es un objetivo interpersonal de la educación pública.
Los estudiantes tienen la responsabilidad de conocer y respetar las políticas, reglas y regulaciones de la escuela y el distrito.
Si infringen dichas políticas, reglas y regulaciones, recibirán medidas disciplinarias.
El código de conducta y disciplina del distrito se establece para lograr y mantener el orden en las escuelas. En la regla administrativa JICDA-R, la administración ofrece una lista de infracciones junto con las disposiciones exigidas o recomendadas para informar a estudiantes, padres/tutores legales y personal de la escuela.
Las medidas disciplinarias incluirán audiencias y revisión. Sólo se retirará a un estudiante de su entorno de aprendizaje por una causa justa y de conformidad con el debido proceso legal. La junta autoriza a las autoridades escolares a emplear los métodos de *probation* y suspensión y de recomendar la expulsión, si es necesario, para hacer cumplir esta política (consultar políticas

JKD y JKE). La administración considerará las circunstancias atenuantes cuando imponga una medida disciplinaria.
La regla administrativa entra en vigencia durante los siguientes horarios y en los siguientes lugares:

- dentro de los límites de la escuela, durante e inmediatamente antes o inmediatamente después del horario escolar
- dentro de los límites de la escuela en cualquier otro momento en que un grupo de la escuela utilice la escuela
- fuera de los límites de la escuela en una actividad, función o evento escolar
- en camino hacia y desde la escuela a bordo de un autobús escolar o cualquier otro vehículo escolar, o en una parada de autobús escolar oficial
- en cualquier momento o lugar que tenga un efecto directo e inmediato para mantener el orden y la disciplina en el Distrito Escolar de Rock Hill

Regla administrativa: Código de conducta JICDA-R
Publicado 5/16

Nivel I – Perturbación del orden
La perturbación del orden incluye cualquier actividad en la que participe un estudiante que tienda a impedir el orden en los procedimientos del salón de clases o las actividades de instrucción, el funcionamiento ordenado de la escuela o, cuando dicho comportamiento tiene tal frecuencia o gravedad que molesta al funcionamiento de la escuela o la clase.
Los actos de perturbación del orden pueden incluir, entre otros, los siguientes:

- llegar tarde al salón de clases
- hacer trampa en exámenes o tareas escolares
- mentir
- actuar de tal manera que interfiera con el proceso de instrucción
- usar lenguaje abusivo o profano entre los estudiantes
- no completar las tareas ni cumplir con las instrucciones
- usar notas o excusas falsificadas
- interrumpir la clase
- retirarse de la escuela sin permiso
- llegar tarde a la escuela
- ausentismo escolar
- uso excesivo de ausencias no justificadas
- infringir la regla del teléfono celular
- infringir el código de vestimenta
- no mostrar su identificación cuando se le requiere
- infringir la regla de uso de Internet
- uso no autorizado o inadecuado de dispositivos electrónicos
- distribución o presentación no autorizada de una publicación o material

El personal de la escuela respetará estos procedimientos básicos para exigir el cumplimiento de las reglas en circunstancias de alteración del orden:

- Cuando un miembro del personal observe (o sea notificado sobre ello y lo verifique) una infracción, el miembro del personal tomará una medida inmediata para corregir

el mal comportamiento. El miembro del personal utilizará la sanción correspondiente y mantendrá un registro del mal comportamiento y su sanción.

- Si un mal comportamiento en particular no se puede corregir inmediatamente, el miembro del personal deberá derivar el problema al administrador correspondiente para que tome la medida especificada y conforme a esta regla administrativa.
- El administrador debe reunirse con el miembro del personal que denunció el mal comportamiento y, si es necesario, con el estudiante y el padre/la madre/el tutor legal, y deberá aplicar la medida disciplinaria correspondiente.
- El administrador llevará un registro completo de los procedimientos.
- El personal puede aplicar sanciones en casos de alteración del orden que puede incluir, entre otros, los siguientes:
  - reprimenda verbal
  - retirar privilegios
  - castigo
  - suspensión dentro de la escuela/sala de recuperación
  - suspensión fuera de la escuela
  - confiscación de artículos
  - penalidad académica (hacer trampa)

Nivel II – Comportamiento perjudicial

El comportamiento perjudicial incluye las actividades que realizan los estudiantes y que están dirigidas contra personas o contra la propiedad, y cuyas consecuencias tienden a poner en peligro la salud o la seguridad de dichos estudiantes o de otras personas dentro de la escuela. Algunas instancias de comportamiento perjudicial pueden superponerse con delitos penales, lo cual justifica la aplicación de sanciones administrativas y procedimientos legales frente a un tribunal.

La administración puede reclasificar un comportamiento de alteración del orden (Nivel I) como comportamiento perjudicial (Nivel II) si el estudiante frecuentemente incurre en la alteración del orden (Nivel I).

Los actos de comportamiento perjudicial pueden incluir, entre otros, los siguientes:

- uso de una sustancia intoxicante
- consumo o posesión de productos o materiales relacionados con el tabaco
- pelear
- incitar a otros a la violencia o provocar una pelea
- vandalismo (menor)
- robo
- amenazas contra otras personas
- acoso, intimidación, rituales de iniciación u hostigamiento (*bullying*)
- invadir la propiedad
- uso de lenguaje profano o abusivo dirigido al personal de la escuela
- negarse a obedecer al personal o a los empleados de la escuela (como voluntarios o chaperonas) cuyas responsabilidades incluyen la supervisión de estudiantes
- posesión o consumo de sustancias no autorizadas
- posesión o consumo de una sustancia controlada o parafernalia asociada con el uso de sustancias controladas según lo define la ley o la política de la junta escolar local

- ocupar o bloquear ilegalmente la propiedad de la escuela, de cualquier manera, con el objetivo de evitar que otras personas hagan uso de la misma
- no cumplir con una instrucción administrativa durante una emergencia escolar
- reuniones ilegales
- no cooperar en su totalidad con los empleados de la escuela en la investigación de una infracción Nivel II
- interrumpir reuniones legales
- mala conducta en el autobús
- jugar rudo, golpear, hacer tropezar o empujar, actividades que podrían causar lesiones o daños a la propiedad
- apuestas

El personal seguirá estos procedimientos básicos para hacer cumplir el reglamento en casos de comportamiento perjudicial:

- Cuando el administrador observe (o sea notificado sobre ello y lo verifique) una infracción, investigará las circunstancias de dicho mal comportamiento y consultará al personal cuáles deberían ser las consecuencias
- El administrador notificará al padre/a la madre/al tutor legal acerca del mal comportamiento del estudiante y los procedimientos relacionados con el mismo. El administrador se reunirá con el estudiante y, y es necesario, con el padre/la madre/el tutor legal, hablará con ellos acerca del mal comportamiento del estudiante y aplicará la medida disciplinaria correspondiente
- El administrador llevará un registro completo de los procedimientos
- Si corresponde, los funcionarios de la escuela deberán notificar a las autoridades policiales
- El administrador puede aplicar sanciones en casos de comportamiento perjudicial que puede incluir, entre otras, las siguientes:
  - retirar temporalmente al estudiante de la clase
  - retirar temporal o permanentemente al estudiante del autobús
  - programa educativo alternativo
  - suspensión dentro de la escuela
  - suspensión fuera de la escuela
  - traslado
  - derivación a una agencia externa
  - expulsión
  - las autoridades de la escuela local deberán buscar la restitución de la propiedad y el resarcimiento por los daños, cuando corresponda

Nivel III – Conducta criminal

La conducta criminal incluye las actividades en las cuales los estudiantes participan y que generan violencia, tanto para ellos mismos como para otras personas o propiedad, o que suponen una amenaza directa y grave a la seguridad, tanto de ellos mismos como de las demás personas que concurren a la escuela. Estas actividades generalmente requieren de medidas administrativas que tienen como resultado retirar directamente al estudiante de la escuela, la intervención de las autoridades policiales y/o una medida de la junta.

Los actos de conducta criminal pueden incluir, entre otros, los siguientes:

- agresión y pelea
- extorsión
- amenaza de bomba
- falsas alarmas contra incendios
- posesión/uso de fuegos artificiales o dispositivos explosivos
- no informar la presencia de armas o dispositivos explosivos a las autoridades de la escuelas
- posesión, uso o traslado de armas peligrosas
- posesión o traslado de armas de juguete
- agresiones sexuales
- vandalismo (grave)
- robo, posesión o venta de artículos robados
- incendio intencional
- proveer o vender sustancias no autorizadas, según lo definido por la política de la junta
- proveer, vender o poseer sustancias controladas (drogas, narcóticos o venenos)
- distribución, venta, compra, fabricación o posesión ilegal de una sustancia controlada mientras está en la escuela o en un radio de media milla del área de la escuela
- amenazar con matar o lesionar físicamente a un/a maestro/a, director/a o miembros de su familia directa

<u>En caso de conducta criminal, el personal seguirá los procedimientos básicos para el cumplimiento de la política:</u>

- El administrador se contactará con la policía
- Cuando un administrador observe (o sea notificado y verifique) una infracción, el administrador se reunirá con el personal involucrado, aplicará la medida disciplinaria correspondiente y, si corresponde, se reunirá con el estudiante
- Si se justifica, el administrador deberá echar inmediatamente al estudiante del entorno escolar. El administrador notificará al padre, la madre o el tutor legal lo antes posible
- El personal respetará los procedimientos del debido proceso cuando corresponda
- El administrador llevará un registro completo de los procedimientos
- La administración puede aplicar sanciones en casos de conducta criminal que pueden incluir, entre otras, las siguientes:

- suspensión fuera de la escuela
- asignación de escuelas alternativas
- expulsión
- las autoridades locales deberán tratar de que el responsable restituya lo que ha dañado, cuando corresponda

Circunstancias atenuantes, mitigantes y agravantes

La junta puede dar al administrador correspondiente la autoridad para considerar circunstancias atenuantes, mitigantes o agravantes que puedan existir en un caso de mal comportamiento. El administrador deberá considerar dichas circunstancias para determinar la sanción más adecuada.

Comportamiento de los estudiantes cuando están lejos de la escuela o en actividades escolares

Los administradores deben tomar las medidas que correspondan cuando los estudiantes tienen un mal comportamiento en ocasiones en las que están lejos del área de la escuela o en actividades escolares, y esto tiene un efecto negativo en el entorno educativo, la seguridad o el bienestar general de los estudiantes o el personal del distrito. El mal comportamiento de un estudiante puede incluir cualquier acción que realice de manera personal, por escrito o a través de medios electrónicos. El administrador debe tomar en cuenta la necesidad de proteger a los estudiantes y el personal de los efectos de la violencia, las drogas y/o los disturbios. Como mínimo, los administradores o las personas que ellos designen, deben reunirse con el estudiante luego de que el mismo llegue a la escuela, avisar al estudiante cuáles son los problemas y permitir al estudiante la posibilidad de contar su versión de lo que ha sucedido. La administración también puede permitir que el estudiante asista a clases de manera normal o puede tomar medidas disciplinarias que pueden incluir, entre otras, suspensión dentro o fuera de la escuela para dirigir una investigación sobre el tema. Los padres/tutores legales de los estudiantes serán notificados acerca de toda medida que haya tomado la administración y se les ofrecerá la oportunidad de reunirse con la administración.

En el caso de que el estudiante sea encarcelado debido a su mal comportamiento fuera de la escuela, el director o la personal que éste designe, notificará al estudiante que debe reunirse con la administración antes de regresar a la escuela. Al finalizar las preguntas para obtener más información sobre el tema, el administrador o la persona que éste designe, debe tomar las medidas correspondientes que pueden incluir, entre otras, una o más de las siguientes opciones:

- permitir que el estudiante regrese a su cronograma normal de clases y eliminar toda evidencia de suspensión
- colocar al estudiante en proceso de *probation* y permitir que el estudiante reinicie sus clases normalmente
- colocar al estudiante en proceso de *probation* y permitir que el estudiante continúe con su trabajo en clases pero restringir la participación del estudiante en actividades extracurriculares y/o actividades escolares designadas, por ejemplo, clubes, grupos de estudios, concentraciones previas a los partidos deportivos, actividades de gobierno estudiantil, etc.
- suspender al estudiante
- recomendar que el estudiante sea expulsado pero permitirle acceso a programas virtuales de educación a través de la escuela alternativa del distrito (estos estudiantes sólo tienen permiso para ingresar al campus de la escuela alternativa para ver los cursos y exámenes que requieren de un supervisor en una escuela virtual, a la cual se accede a través de nuestra escuela alternativa del distrito), los estudiantes que no puedan inscribirse con éxito serán expulsados durante el resto del año escolar
- recomendar que el estudiante sea expulsado durante el resto del año escolar

Se puede encontrar más información en las Reglas Administrativas publicadas.

DETENTIONS

A detention is a penalty for failure to follow directions and regulations within the school. A student who is issued a detention must serve with the teacher who issued the detention after school on the designated day. The length of the detention may vary depending upon the infraction. Students who feel the detention given them was unjust should follow the proper channel of appeal. (See Due Process procedures for appeal guidelines.)

Detentions assigned by an administrator for a discipline referral will be served after school from 3:45 P.M. – 4:45 P.M. in the cafeteria on Mondays, Wednesdays, and Thursdays. Students are responsible for their own transportation. Students may utilize the after school tutoring bus. However, proper paperwork to request after school transportation must be submitted. The request form can be picked up in the administrative office. Students are expected to report with materials to work on class assignments. Talking, sleeping, or use of cell phones while assigned after school detention is not permitted. Students must accept the direction of the supervising teacher at all times. Students failing to cooperate shall be subject to additional disciplinary actions. If a student fails to attend an assigned after school detention, the student will be ineligible to participate in any extra-curricular activities until the assigned after school detention has been served.

IN SCHOOL SUSPENSION PROGRAM (ISS)

Students who are suspended in school for violating school rules will serve the suspension in the in-school suspension classroom. Suspended students should report to ISS by 8:25 a.m. on the days assigned. The student will remain there until school is dismissed. If a student has an early release, he/she will be permitted to leave at that time but will be required to make up this time in ISS the following day. While in ISS, the student must do the work that is assigned by the supervising teacher and obey the rules. Students who violate the rules or refuse to do the assigned work will receive additional disciplinary action.

Students must serve all days assigned in ISS. Failure to serve will result in unlawful absences for the days missed and upon the student's return to school, he/she must complete the suspension in ISS. Students who report to regular classes after being assigned to In-School Suspension will receive further disciplinary action.

Students who serve ISS will be counted present in school for those days. When the student returns to regular classes, he/she will have three school days to make up the missed work. It is the student's responsibility to go to each teacher and find out what was missed. This should be done before and after school on the suspension days. Those who wait until after their suspension days to ask for make up work will find themselves further behind in their classes. Failure to make up the work within three days may negatively impact any graded assignments.

OUT OF SCHOOL SUSPENSION (OSS)

Students are expected to conduct themselves at all times and places in a manner that will be in the best interest of the school. Conduct of the student in any manner, which disrupts class, or involves substantial disorder or invasion of the rights of others, is a basis for suspension or exclusion of the student.

Students may be assigned OSS by an administrator. Students may be sent home for a period of one to ten days. The days that the students miss will count against their attendance records. Suspensions will be deemed unexcused absences. Missed assignments can be made up if the student takes the initiative to do so.

RECOMMENDATIONS FOR EXCLUSIONS (EXPULSION)

The administrative staff at South Pointe High School has developed guidelines for semester exclusions. A student will be recommended for exclusion from school when the student has accumulated **10** total suspensions:

Some violations that fall under our Safe School policy are still subject to a recommendation for exclusion. Students who are recommended for exclusion will be provided an opportunity for a hearing before the district exclusion hearing officer. The hearing officer may recommend that the student be readmitted to school immediately, that the student be excluded for less than the remainder of the year, or that the student be excluded for the remainder of the year. Suspension or exclusion recommendation in no way rescinds the right of the principal to have a student arrested when the conduct of the student has violated "the law" or poses a threat to property or the well being of other students or staff. Examples of conduct that may lead to suspension or exclusion are indicated in the discipline section of the handbook. Please read and fully understand the contents of this policy.

PETITIONS FOR READMISSION FROM EXCLUSIONS (EXPULSION)

Students who have been expelled for the remainder of the current school year or for the remainder of a semester in some cases in high school may make a written request to the superintendent, or the superintendent's designee, for readmission for the subsequent semester or school year. The request must be in the form of a reflection letter written by the student and signed by both the parent and the student. The letter should meet the guidelines described in the attached Expulsion Reentry Course Description. All students must complete the mandatory portion of the Expulsion Reentry Course. Students in high school who are expelled and enroll and successful matriculate in one of the school district's alternative program opportunities, such as the Renaissance Academy or Alternative Educational Services, will not have to complete all parts of the Expulsion Reentry Course. As well, middle school students will not have to complete all parts of the Expulsion Reentry Course.

If a student fails to complete the reentry requirements as specified in the Expulsion Reentry Course or chooses not to attempt the Expulsion Reentry Course, the student may return to school on a strict behavior contract. If a student fails to initiate the reentry process and is under the age of 17 years old, he/she will be referred to Family Court for truancy according the Compensatory Attendance Regulations for South Carolina.

If the superintendent, or the superintendent's designee, denies the student's request, or in all cases of permanent expulsion, the student may make a written request to the Rock Hill School District Three of York County Board of Trustees for readmission, and may include a request to appear before the board. If the request is denied by the board, the student may submit another request prior to the following school year.

STUDENT DISCIPLINARY ACTIONS OF ELIGIBILITY FOR EXTRACURRICULAR ACTIVITIES

An activity often entails activities of public interest, visibility and focus of attention. Students who take part in such activities, in effect, serve as special ambassadors of the school they represent. Consequently, the behavior of those students who choose to participate in these activities draws such public interest and attention that is unique in its capacity to elevate or diminish the School District's standing in the public mind. Strong public education program cannot exist without strong public support.

Therefore, all students participating in extracurricular activities who are charged by law enforcement authorities with criminal conduct or who engage in other acts of "gross misbehavior", e.g. (A) possession or use of controlled substances at school or at school-sponsored activities, (B) acts of disrespect to a teacher or other school authority, (C) acts of cruelty or violence either physical or emotional, (D) use of profane or vulgar language – shall, at the discretion of the principal, be subject to suspension and/or possible exclusion from participation in extracurricular activities.

The U.S. Supreme Court has ruled that random drug testing for students who participate in extracurricular activities is constitutional as long as certain procedural steps are followed.

Before taking disciplinary action, pursuant to this rule, the principal shall meet and confer with the student's teacher and extracurricular sponsor(s). The principal's decision shall be final unless reversed or

modified on appeal to the Superintendent or the Superintendent's designee, in which event the decision of the Superintendent or the Superintendent's designee shall be final.

If a student is found to be in violation of the above rule, the following consequences shall be applied:

FIRST OFFENSE: The student shall be suspended from all extracurricular activities for not less than five (5) consecutive school days. If the offense involves use or possession of a controlled substance, the student must enroll in the Keystone program and complete the program. If, at any point, the student fails to follow all rules and regulations for attendance and participation in the program, he/she will immediately become ineligible to participate in any activity until the program is fully completed. The student's eligibility to resume participation is contingent upon his/her agreement to participate in a random controlled substance testing program for a period of not less than six school months.

SECOND OFFENSE: The student shall be suspended from all extracurricular activities for the remainder of the school year. However, if the second offense occurs with less than six(6) weeks remaining in the school year, the principal may, if he/she chooses, extend the suspension period to include the first six (6) weeks grading period of the ensuing school year.

FELONY CRIMINAL CHARGES: Charges brought by law enforcement of felony criminal offenses shall result in immediate ineligibility for a calendar year from the date of the charge. If a student is found not guilty of such charges, he/she shall be eligible, following review by the principal, for immediate reinstatement. If a charge brought forth by law enforcement is of high and serious nature, but may not be classified as a felony, the charge may be determined, by review of the principal, to be treated just as a felony for purposes of this rule.

Any violation of this rule under a court ordered penalty or performance obligation (i.e. pre-trial intervention) of some kind would remain ineligible, as the rule should apply, until the court order has been fully satisfied.

Notice of Decision and Right to Appeal

Notice of a decision by the principal to suspend or exclude shall be given to the student's parent/guardian in writing. In those instances where the principal's decision is to suspend the student from participation in activities for more than five (5) consecutive school days, the notice shall conclude with a final sentence that stands alone and in bold print that reads as follows:

"This decision may be appealed to the Superintendent or Superintendent's designee within five (5) days of this decision by submitting the following request in writing and addressed to Superintendent, Rock Hill School District, P.O. box 10072, Rock Hill, SC 29731: Please schedule at the earliest available time a hearing to review the decision of _____, Principal of _____ school, to (suspend) (exclude) my son/daughter, _____, from participating in activities.

Nothing herein shall be construed as limiting the responsibility or authority of school officials to initiate standard disciplinary processes or take other disciplinary actions as may be deemed appropriate.

Any student formally charged by law enforcement with criminal conduct about which school officials neither know nor are able through their own investigative efforts are able to determine the facts will be required to cease participating in extracurricular activities pending resolution of the criminal charge. Upon resolution of the charges, the matter will be reexamined and a decision made regarding any further exclusion from extracurricular activities.

ALCOHOL AND/OR DRUGS

The possession, use, being under the influence of, or distribution of alcohol, drugs, or other controlled substances on school campuses will result in OSS, mandatory participation in the District Keystone program, referral to law enforcement and possible expulsion. Students can attend Keystone

only once per academic year. A second offense during the same academic year will result in recommendation for expulsion. All suspected illegal substances will be confiscated.

TOBACCO USE AND POSSESSION

Rock Hill Schools prohibits the use and/or possession of all tobacco products or paraphernalia including, but not limited to cigarettes, cigars, pipes, smokeless tobacco and snuff by all students, staff and visitors. Rock Hill Schools is a 100% tobacco-free, smoke-free environment for all students, staff and visitors within all district facilities, vehicles and grounds and at all district-sponsored events or when district facilities are being use

SEARCH AND SEIZURE AND THE USE OF TRAINED DRUG DOGS ON SCHOOL PROPERTIES

In compliance with RHSD policy and as authorized by State law, school administrators and officials may conduct reasonable searches on District property of lockers, desks, vehicles, and personal belongings such as purses, book bags, wallets, and satchels, with or without probable cause, subject to the limitations and requirements of this policy to include random searches. Board policy permits district personnel to conduct random blanket searches of school property with professionally trained handlers and dogs for the purposes of detecting the presence of illegal materials. - Policy JIH and Administrator Rule JIH-R

DRUG DOG

The Rock Hill School District and the Rock Hill Police Department established a drug prevention program designed to keep school premises free of controlled substances. An officer of the Police Department and a dog trained to detect drugs will periodically visit schools to inspect lockers and automobiles parked on the premises. The program is designed for the dog to sniff property only. Should a student with a controlled substance on his/her person come close to the dog, the animal will pick up the scent. This may be reason for the principal to investigate further. The principal or his designee will accompany the officer while on school grounds. Students found to be involved in bringing controlled substances to school will be disciplined according to district policies.

DISTRICT POLICY ON HARASSMENT, INTIMIDATION OR BULLYING

Code **JICFAA** *Issued* **1/16**

Purpose: To establish the basic structure for maintaining a safe, positive environment for students and staff that is free from harassment, intimidation, or bullying.

The board prohibits acts of harassment, intimidation, or bullying of a student by students, staff, and third parties that interfere with or disrupt a student's ability to learn and the school's responsibility to educate its students in a safe and orderly environment whether in a classroom, on school premises, on a school bus or other school-related vehicle, at an official school bus stop, at a school-sponsored activity or event whether or not it is held on school premises, or at another program or function where the school is responsible for the student.

For purposes of this policy, harassment, intimidation, or bullying is defined as a gesture, electronic communication, or a written, verbal, physical, or sexual act reasonably perceived to have the effect of either of the following:

- harming a student physically or emotionally or damaging a student's property or placing a student in reasonable fear of personal harm or property damage
- insulting or demeaning a student or group of students causing substantial disruption in, or substantial interference with, the orderly operation of the school
- demonstrates motivation by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity, and expression or a mental, physical, or sensory disability or by any other distinguishing characteristic

Any student who feels he/she has been subjected to harassment, intimidation, or bullying is encouraged to file a complaint in accordance with procedures established by the superintendent. Complaints will be investigated promptly, thoroughly, and confidentially. All school employees are required to report alleged violations of this policy to the principal or his/her designee. Reports by students or employees may be made anonymously.

The district prohibits retaliation or reprisal in any form against a student or employee who has filed a complaint or report of harassment, intimidation, or bullying. The district also prohibits any person from falsely accusing another as a means of harassment, intimidation, or bullying.

The board expects students to conduct themselves in an orderly, courteous, dignified, and respectful manner. Students and employees have a responsibility to know and respect the policies, rules, and regulations of the school and district. Any student or employee who is found to have engaged in the prohibited actions as outlined in this policy will be subject to disciplinary action, up to and including expulsion in the case of a student or termination in the case of an employee. Individuals may also be referred to law enforcement officials. The district will take all other appropriate steps to correct or rectify the situation.

Students, parents/legal guardians, teachers, and staff members should be aware that the district may take disciplinary actions for conduct initiated and/or created off-campus involving the inappropriate use of the Internet or web-based resources if such conduct poses a threat or substantially interferes with or disrupts the work and discipline of the schools, including discipline for student harassment and bullying.

The superintendent or his/her designee will be responsible for ensuring notice of this policy is provided to students, staff, parents/legal guardians, volunteers, and members of the community, including its applicability to all areas of the school environment as outlined in this policy.

The superintendent or his/her designee will also ensure that a process is established for discussing the district policy with students.

HARASSMENT/INTIMIDATION

Harassment is unwelcome behavior that makes a student or staff member feel uncomfortable or unsafe. Such behavior is detrimental to learning and can add to poor self-esteem on the part of the person being harassed. Such behavior goes beyond what would be considered innocent fun. Harassment can take the form of physical, verbal, and/or nonverbal behavior. Some examples of this inappropriate behavior include, but are not limited to the following unwelcome behaviors: *physical contact, threats, insults, name calling, obscene gestures, telephone calls, electronic or online communications (Wikki, Facebook, blogs, etc.), jokes, notes, starting/repeating rumors about someone, continuous staring at someone which brings about obvious discomfort, and other inappropriate behaviors which have the same effect on someone.*

No one deserves such treatment as that stated above. If a student feels he/she is being harassed, the student should first ask the harasser to stop the unwanted behavior. If the behavior continues, the student should report the problem to a teacher, a counselor, an administrator, or another school person in whom the student has trust. In addition, the victim should refrain from using harassing behaviors himself/herself in retaliation for the treatment (s) he is receiving. <u>It is most important that the problem be addressed in the proper manner.</u>

If a student is unsure whether his/her behavior is harassing in nature, the student should ask himself/herself if the behavior is one that would be appropriate to display in front of an adult that the student respects. Or, would the behavior be unwelcome if it were directed toward someone the student loves? If the answer to either of these questions is “No,” then the behavior is likely to be harassing or offensive and should be eliminated.

Students who continue to allow themselves to be the victims of harassing people are, in effect, condoning such behavior. A student should not be afraid to seek help if he/she cannot get the harasser to terminate the undesired behavior. All reported incidents will be investigated by administrative personnel.

District Policy AR JIAA-R Sexual Harassment of Students *(Issued 1/16)*

These procedures are intended to do the following:

- discourage employees and students from sexually harassing students of the district
- promote a harassment-free school environment
- remedy in a speedy manner any consequences of sexual harassment
- establish ongoing education and awareness of the problem of sexual harassment
- provide information about how to resolve claims of sexual harassment

Definition of Sexual Harassment

Sexual harassment includes unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature under the following conditions:

- Submission to such conduct is made either expressly or implicitly a term or condition of a student's education.
- Submission to or rejection of such conduct by an individual is used as a basis for educational decisions affecting a student.
- Such conduct has the purpose or effect of unreasonably interfering with a student's education or creating an intimidating, hostile, or offensive school environment.

Sexual harassment may include, but is not limited to, verbal harassment, including sexually offensive comments or slurs; physical harassment; physical interference with movement or work; or visual harassment such as sexually offensive cartoons, drawings, posters, images, or video.

Not all behavior with sexual connotations constitutes sexual harassment under federal law. In order to qualify as a complaint under Title IX, sexual harassment must be sufficiently severe, persistent, or pervasive that it does one of the following:

- adversely affects a student's education
- creates a hostile or abusive educational environment

A one time incident must be severe to rise to the level of sexual harassment.

Sexual harassment is prohibited against members of the same sex as well as against members of the opposite sex.

Behavior Prohibited of All Employees

- No employee may condition an individual student's education, educational benefit, or educational opportunity on the student's acquiescence to any of the sexual behaviors defined above.
- No employee may retaliate against any student because that student has filed a complaint, testified, assisted, or participated in any manner in a sexual harassment investigation, proceeding, or hearing conducted by an authorized agency.
- No employee will tolerate a sexually hostile or offensive school environment created by any other employee or student who engages in sexual harassment.
- No employee will destroy evidence relevant to an investigation of sexual harassment.

Behavior Prohibited of All Employees and All Students

- No employee or student of this district will create a sexually hostile or offensive school environment for any other student by engaging in any sexual harassment.
- No employee or student of this district will assist any individual in doing any act which constitutes sexual harassment against any other student.

Obligations of Administrators/Supervisors

Preventive action:

- The district policy on sexual harassment and this administrative rule will be referenced in employee and student handbooks.
- All administrators/supervisors will give a copy of district policy on sexual harassment and this administrative rule to all employees. The district will give a copy of the student handbook to all students.
- The district policy on sexual harassment and this administrative rule will be available in each school's media center and the district office.
- Annually, administrators/supervisors will ensure that the provisions of the district policy on sexual harassment and this administrative rule, as well as an orientation on the definition of sexual harassment, the procedures for registering a complaint about sexual harassment, and the redress available are reviewed with all employees and students. With regard to students, such review and orientation will take into consideration, and be appropriate to, the students' ages.
- The district will make information from the U. S. Department of Education, Office of Civil Rights (OCR) about filing claims of sexual harassment with OCR available through the personnel office.
- Annually, the administrators/supervisors will attend a training session on sexual harassment which will cover the definition of sexual harassment, the district's commitment to eliminating and avoiding sexual harassment in the schools, the penalties for engaging in sexual harassment, and the procedures for reporting incidents of sexual harassment.

Investigative/corrective action

- Any student who feels that he/she has been the object of sexual harassment is encouraged to file a complaint with the student's principal (except for situations covered in the following paragraph). Such a complaint may be filed by the student's parent/legal guardian.
- Under no circumstances will a student be required to first report allegations of harassment to the principal if that person is the individual the student is accusing of the harassment. In such cases, the student or the student's parent/legal guardian will contact the director of personnel.

- The administrator/supervisor will, within three working days, initiate an investigation of any incident of alleged sexual harassment reported to them or observed by them. Personnel will maintain confidentiality throughout the investigation. Only those who have an immediate need to know may be provided the identity of the complainant.
- Upon the completion of the investigation, the administrator/supervisor will report in writing the results of any investigation of sexual harassment, including corrective or disciplinary action taken, to the personnel director and to the complainant and/or the complainant's parent/legal guardian.
- If an employee or student is determined to have sexually harassed a student, the administrator/ supervisor will take whatever disciplinary action he/she determines is warranted, up to and including termination of an employee or expulsion of a student.
- Even if the employee has been terminated or the student expelled, the administrator/supervisor will follow up within three months of any reported incident of sexual harassment to determine whether the complainant has been subjected to any further sexual harassment.
- The administrator/supervisor having reason to believe that a child's physical or mental health or welfare has been or may be adversely affected by abuse or neglect will report such conduct in accordance with state law and board policy JLF (Student Welfare) on reporting child abuse or neglect.

Obligations of All Employees and Students

- All employees and students will report to their immediate supervisor or teacher, respectively, any conduct on the part of non-employees, such as sales representatives, service vendors, or employees from another district, etc. which is believed to constitute sexual harassment. The supervisor or teacher will report this information in writing to the supervisor of the non-employee for investigation. This information must also be reported to the appropriate principal and the director of personnel.
- All employees and students will cooperate with and maintain the confidentiality of any investigation of alleged acts of sexual harassment conducted by the district or by any appropriate governmental agency.
- The district prohibits any action to discourage any student from reporting alleged sexual harassment.
- The district prohibits retaliation in any way against an employee or student who has provided information as a witness to an incident of sexual harassment.

Policy JIAA Sexual Harassment of Students *(Issued 1/16)***:**

Purpose: To establish the board's vision for student rights and responsibilities with regard to sexual harassment.

The district prohibits sexual harassment of students by district employees, other students, or third parties. All students and employees must avoid any action or conduct which could be viewed as sexual harassment or inappropriate conduct of a sexual nature. This includes any action or conduct communicated or performed in person, in writing, or electronically through such means that include, but are not limited to, telephones, cell phones, computers, or other telecommunication devices and includes text messaging, instant messaging, and social media.

Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature under any of the following circumstances:

- Submission to such conduct is made either expressly or implicitly a term or condition of a student's education.
- Submission to or rejection of such conduct by an individual is used as the basis for any decisions affecting a student.

Any student who feels he/she has been subjected to sexual harassment is encouraged to file a complaint in accordance with administrative rule JIAA-R. A parent/legal guardian may also file a complaint on behalf of his/her child. All allegations will be investigated promptly, thoroughly, and impartially to determine what occurred. In the interim and at the conclusion of the investigation, appropriate steps will be taken to effectively address the situation.

Any employee or student who is found to have engaged in sexual harassment or inappropriate conduct of a sexual nature will be subject to disciplinary action, up to and including termination in the case of an employee, or expulsion in the case of a student. The district will take appropriate steps to correct or rectify the situation.

The district prohibits retaliation or reprisal in any form against a student who has filed a complaint of sexual harassment.
The identity of the complainant and the facts stated in any complaint will remain confidential.

FILE: JIAA-E SEXUAL HARASSMENT FORMAL COMPLAINT FORM

Name of student complainant: _____

Address: _____
Phone number: _____
Parent's / Guardian name: _____
School: _____

Grade: _____

Name(s) of alleged harasser(s):_____
_____

Approximate date(s) of alleged harassment or when harassment began, if ongoing:
_____
_____

Location or situation where alleged harassment occurred, or is occurring:
_____
_____

Nature of the harassment:
_____
_____
_____

Name and position of individual who conducted your informal consultation:
_____

Other individuals in whom you have confided about the alleged sexual harassment:
_____
_____

Individuals you believe may have witnessed, or also been subjected to, the alleged sexual harassment:
_____
_____
_____

Remedy sought: _____
_____
_____
_____

_____ _____
Signature of complainant or Date
Complainant's parent/legal guardian

_____ _____
Signature of individual receiving complaint Date

Note: Form may be printed from online handbook or it may be picked up anonymously from the guidance and administrative areas of the building.

SCHOOL BUS REGULATIONS

Students are not to enter buses at any time during the day. In the afternoon buses will leave seven minutes after school is out. All students are instructed to obey the bus driver's orders while on the bus. Students are reminded that all rules of conduct applying in the school also apply on the bus. **Riding a State school bus is a privilege and not a right.**

MEETING THE BUS

1. Students must be on time.
2. In approaching the bus stop, if a pupil has to walk along the highways, he/she should always walk on the left, on the shoulder, facing traffic.
3. When crossing the highways, he/she should walk, not run.
4. Pupils should not run along side the bus when the bus is moving, but should wait until it stops and then walk to the door.
5. Balloons and flowers are not permitted on school buses.

ON THE BUS

1. Passengers should go to their assigned seats, without crowding or pushing, and **remain seated while the bus is in motion.**
2. Passengers must never extend arms, legs or head out of the bus.
3. Passengers should not talk to the driver while the bus is in motion, except in an emergency.
4. Passengers must never tamper with the emergency door or any other part of the bus equipment.
5. Passengers must not mar nor deface the bus, and seat coverings must not be damaged in any manner. Any damage to the bus or the seats should be reported by the pupil to the driver as soon as possible.
6. Only the driver or other authorized person should remove the First Aid Equipment, which is to be used only for emergency treatment.
7. Passengers must not tamper with The Fire Extinguisher, which is to be used only by the driver in an emergency.
8. Passengers must not fight or scuffle in the bus or create any disturbance. Classroom conduct should be maintained.
9. Passengers must not wave or shout at pedestrians or occupants of other vehicles and must not throw objects from the windows.
10. Books, lunch boxes, or other objects should not be placed in the aisle of the bus.

LEAVING THE BUS
ON THE SCHOOL GROUNDS

1. Passengers must remain seated until the bus comes to a complete stop. They must never attempt to leave until the bus has come to a full stop and the door is opened to indicate they may leave.
2. Passengers should leave in an orderly manner. Pupils in the front seat leave first.
3. Pupils must not loiter nor play around the stopped or parked bus.
4. Pupils should not enter a restricted area set aside for bus parking or loading.

ON THE TRIP HOME

1. **Passengers are permitted to leave only at regularly designated stops.** Any changes must be made with the parent's request and approved by the school official.
2. A student who must cross the highway after exiting the bus should go around to the FRONT of the bus and wait for the bus driver of the school bus patrol to direct him/her to cross the highway.

Specific student behavior expectations are established for the safe and efficient operation of the school district transportation system in accordance with state laws and regulations. Transportation is considered an extension of the regular school. Students who violate behavior expectations while riding a bus are subject to suspension from riding the bus and/or all other penalties established for misbehavior while students are on the school premises. Copies of these regulations are provided annually to all students. Additional copies may be obtained from the school principal or the director of the district bus transportation system.

BUS INTERFERENCE

It is illegal to interfere with the operation of any school bus. Other than authorized school personnel and students, no one is to board a bus, restrict the movement of the bus in any way, or use any form of threat (physical or verbal) to the driver or any passenger. Orders issued by school bus drivers must be followed explicitly. Legal action can be taken against any person violating this law (State Law 59-67-245).

School bus drivers are not permitted to allow students to leave the bus or to be removed from the bus by anyone while enroute to their assigned bus stops. Therefore, parents may not stop the bus to remove a student prior to the student's arrival at his/her regular bus stop.

PHOTOS AND RELEASE OF STUDENT INFORMATION

The following information is releasable upon request at the direction of the student's school principal: the student's name, address, telephone number, date and place of birth, photo, subjects of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance (on both annual and daily basis), diplomas and awards received, and the most recent previous education agency or institution attended by the student.

Any parent or guardian of a student attending Rock Hill Schools who would prefer that any or all of the information designated above not be released without the parent's or guardian's prior consent must notify the Office of the Superintendent (P. O. Drawer 10072, Rock Hill, SC 29731) in writing by September 1, 2017. If such notice is given, the school attended by the student must be identified.

Notification of Rights under FERPA for Elementary and Secondary Schools

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

(1) The right to inspect and review the student's education records within 45 days of the day the School receives a request for access.

Parents or eligible students should submit to the School principal [or appropriate school official] a written request that identifies the record(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

(2) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

Parents or eligible students who wish to ask the School to amend a record should write the School principal [or appropriate school official], clearly identify the part of the record they want changed and specify why it should be changed. If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise them of their 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.

(3) The right to privacy of personally identifiable information in the student's education records,

except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the School 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 person or company with whom the School has outsourced services or functions it would otherwise use its own employees to perform (such as an attorney, auditor, medical consultant, or therapist); a parent or student serving on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

[Optional] Upon request, the School discloses education records without consent to officials of another school district in which a student seeks or intends to enroll or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer. [NOTE: FERPA requires a school district to make a reasonable attempt to notify the parent or student of the records request unless it states in its annual notification that it intends to forward records on request.]

(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-8520

Directory Information

The following information is releasable upon request at the discretion of the principal of each school; the student's name, address, telephone number, date and place of birth, photo, subjects study, participation in officially recognized activities and sports, weight and height of members of athletics teams, dates of attendance (on both an annual and daily basis), diplomas and awards received, and the most recent/previous educational agency or institution attended by the student. Any parent or guardian of a student attending Rock Hill Schools who would prefer that any of the information designated above not be released without the parent's or guardians' prior consent should notify in writing the Office of the Superintendent, Rock Hill Schools P.O. Drawer 10072, Rock Hill SC 29731 by the Tuesday following Labor Day. If such notice is given, the school attended by the student will be notified.

para las Escuelas Primarias y Secundarias

La Ley de Derechos Educativos de la Familia y la Confidencialidad (*Family Educational Rights and Privacy Act*), conocida por sus siglas en inglés FERPA, confiere a los padres y los estudiantes mayores de 18 años (denominados "estudiantes aptos") ciertos derechos con respecto a los expedientes académicos o registros educativos del estudiante. Estos derechos son:

(1) El derecho a inspeccionar y revisar el expediente del estudiante en un plazo de 45 días contado de la fecha de petición de acceso.

El padre o estudiante apto debe presentar al director de Escuela [o el correspondiente funcionario escolar] una petición por escrito que señale el documento o los documentos que desea inspeccionar. El funcionario de escuela se

encargará del acceso y de notificar al padre o el estudiante apto respecto a la hora y el lugar donde los documentos se pueden inspeccionar.

(2) El derecho a solicitar una modificación del registro que el padre o el estudiante apto estime inexacto o equívoco.

Un padre o estudiante apto puede pedirle a la escuela que se modifique un registro que él considere inexacto o equívoco. Debe dirigirse por escrito director de la escuela [o al correspondiente funcionario], señalar con claridad la parte del registro que desea que se modifique , y especificar por qué es inexacto o equívoco. Si la scuela determina no modificar el registro en el sentido de la petición presentada por el padre o el estudiante apto, la escuela notificará al padre o el estudiante apto sobre la decisión y le avisará sobre su derecho a una audiencia en relación con la petición de modificación. Se proporcionará información adicional al padre o el estudiante apto sobre el procedimiento de audiencia al ser notificado sobre el derecho a audiencia.

(3) El derecho a dar consentimiento para la divulgación de información susceptible de identificación personal contenida en los expedientes académicos del estudiante, salvo en los casos señalados por FERPA que autorizan la divulgación sin consentimiento.

Una excepción, que permite la divulgación sin consentimiento, se trata de la divulgación a los funcionarios escolares con intereses educativos legítimos. Un funcionario escolar es un empleado de la escuela en calidad de administrador, supervisor, instructor, o personal de apoyo (incluyendo el personal de salud o médico y el personal de la unidad de seguridad o policial); una persona que integre el Consejo Escolar; una persona o compañía con la cual la escuela contrate para desempeñar una función particular (como un abogado, un auditor, un consultor médico, o un terapeuta); o un padre o estudiante que se desempeñe en un comité oficial, tal como un comité de disciplina o de procedimientos conciliatorios de disputas laborales, o que asista a otro funcionario escolar en el ejercicio de sus funciones.

Un funcionario tiene un interés legítimo si el funcionario necesita revisar un registro educativo a fin de cumplir con su responsabilidad profesional.

[Optativo] A petición, la escuela divulgará sin consentimiento registros educativos a los funcionarios de otro distrito escolar en donde el estudiante piensa o pretende matricularse. [NOTA: Según lo dispuesto por FERPA, un distrito escolar tiene la obligación de hacer un intento razonable de notificar al padre o el estudiante apto sobre la petición de expediente a no ser que se señale en su notificación anual que tiene la intención de hacer llegar los expedientes en respuesta a la solicitud.]

(4) El derecho a presentar un reclamo ante el Departamento de Educación de EE.UU. respecto al presunto incumplimiento con los requisitos de FERPA por parte de la Escuela. El nombre y la dirección de la Oficina que administra FERPA son:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5901

[NOTA: Además, puede ser conveniente para una escuela incluir su aviso público de información de directorio junto con su notificación anual de derechos conforme a FERPA, según lo dispuesto por § 99.37 de las regulaciones.]

Información del Directorio

Los siguientes datos se entregan a petición del solicitante y a la discreción de la dirección de cada escuela: nombre del estudiante, domicilio, número de teléfono, fecha y lugar de nacimiento, foto, asignaturas estudiadas, participación en actividades y deportes reconocidos oficialmente, peso y estatura de los miembros de los equipos de atletismo, fechas de asistencia (anual y diaria), diplomas y premios recibidos, y nombre de la última o anterior agencia o institución educativa a la que asistió el estudiante. Los padres o tutores de los estudiantes que asisten a las escuelas de Rock Hill que prefieran que los datos mencionados anteriormente no se divulguen sin el consentimiento previo de los padres o tutores, deben notificar por escrito a: *Office of the Superintendent, Rock Hill Schools P.O. Drawer 10072, Rock Hill SC 29731* antes del martes siguiente al Día del Trabajo. En el caso de recibir dicha notificación, se lo notificaremos a la escuela a la que asiste el/la estudiante.

SOUTH POINTE HIGH SCHOOL EMERGENCY INFORMATION SHEET

1. **Student Name**_____ _____
First Middle Last Grade

2. **Student Address**_____ _____
Street City Zip Home Phone

3. **Date of Birth**_____ **Sex:** *M F* **Race:** *B W AP AI H* ***Other*** **Student SS#:**_____

4. **Legal Guardian**_____

5. **Child lives with**: Name_____ Relationship _____

Name_____ Relationship _____

6. Father's Employer:_____ Phone:_____

7. Mother's Employer:_____ Phone:_____

8. Father's Cell Phone:_____ E-mail:_____

9. Mother's Cell Phone:_____ E-mail:_____

10. In case of an emergency, list 3 people to be notified. Please check whether those listed have permission to allow your child to sign out or may sign them out if you cannot be reached. ONLY those designated below may sign your child out or give permission to sign out.

_____ _____ Yes___ No___ _____
1st Contact Relationship Phone

_____ _____ Yes___ No___ _____
2nd Contact Relationship Phone

_____ _____ Yes___ No___ _____
3rd Contact Relationship Phone

If the parents and authorized persons, named above, cannot be reached at the time of emergency, and if immediate observation or treatment is urgent in the judgment of the school authorities, do you authorize and direct the school authorities to send the child (properly accompanied) to the hospital most easily accessible? Yes_____ No_____

Please check any of these conditions that your child may have:

Asthma ____ Kidney Problems ____ Diabetes____ Sickle Cell____ Seizures ____ Allergies____

Epilepsy____ Eye____ Heart Problems____ Hearing____

List any other medical conditions or concerns that you feel we need to know about your child:_____

_____

_____

Signature of Legal Guardian:_____ Date:_____

Note: This form is made available during registration and may also be picked up from the school nurse.

SOUTH POINTE HIGH SCHOOL

Home of the Stallions!

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