

SPRAYBERRY HIGH SCHOOL

"EXCELLENCE OUR TRADITION, DIVERSITY OUR STRENGTH, SUCCESS OUR MISSION"



**2525 Sandy Plains Road
Marietta, GA 30066**

**770-578-3200
Fax: 770-578-3202**

This agenda belongs to:

NAME _____

ADDRESS _____

CITY/STATE _____

PHONE _____

II. GENERAL INFORMATION

ACCIDENTS

All accidents resulting in an injury to a student should be reported immediately to the clinic.

AFTER-SCHOOL TUTORING

Sprayberry offers after-school tutoring for students needing assistance in English, Mathematics, Science, and Social Studies. **BE SURE TO CHECK THE SCHOOL WEBSITE FOR SPECIFIC DATES & TIMES.** Students must be on time and bring the required materials needed for the tutorial session. Transportation is not provided for students participating in the tutoring program. Parents are responsible for transportation, and students are required to leave campus immediately following the tutoring session.

ASSEMBLIES AND PEP RALLIES

Student assemblies and pep rallies are periodically held for educational and school spirit purposes. Students are expected to behave in a manner consistent with appropriate behavior at other public meetings.

BUILDING USE OUTSIDE REGULAR SCHOOL DAY

Any use of the building before or after school hours should be cleared with the proper coordinating administrator.

Students who arrive at school before 7:45 AM must remain in the cafeteria and are not allowed in any other part of the building.

Students should not be in the building past 3:40 PM unless being directly supervised by a faculty member or may face disciplinary consequences. Students who violate this may be given a criminal trespass warning.

Students should not attempt to gain access to Sprayberry High School on weekends or after normal school hours. The building may be secured and an attempt to gain entry will result in the alarm being activated. Cobb County Police treats unauthorized entry as trespassing. Students should always have a sponsor/teacher/coach with them who has access to the alarm box before attempting entry after hours and on weekends.

BUS TRANSPORTATION

Bus transportation is provided for students living in the Sprayberry attendance area who reside more than one mile from the school. Information regarding routes will be posted in the school and on the Cobb County Schools web site. Additional information can be obtained from the school office or by calling the county transportation office at (678) 594-8000. While on the school bus, the student is under the direct supervision of the bus driver. Improper bus conduct will result in appropriate disciplinary measures as outlined in JICDA-H, section E. Bus stops are considered an extension of the school campus.

CELL PHONES

Modern students have access to a variety of personal electronic devices (PED's), and the leadership of Sprayberry High School recognizes that this presents teachers with a unique opportunity to make use of technology to positively impact instruction. As a result, the limited use of PED's during the instructional day (8:20 – 3:30) is permitted under the following guidelines:

- PED's must be turned off at the start of each class period;
- PED's must remain in bags or purses for the duration of each class period;
- Bags & purses must remain at the front of the classroom for the duration of each class period.
- PED's are allowed in the cafeteria during lunch;
- PED's are allowed in the hallways during class change;
- Earbuds are required but **MAY ONLY BE WORN IN ONE EAR.**
- Students should not post to any social media outlet during the school day.
- PED's may **NOT** be used to record fights or any other conduct which breaks school rules; students who use their PED's in such a manner will be subject to discipline.

Failure to follow the guidelines above will result in an immediate discipline referral.

CERTIFICATES OF ENROLLMENT:

Certificate of Enrollment is required to get a driver's license or permit. Students need to come to the Front Office to sign up for the certificate. They will need to bring \$2.00 when they sign up. Please note that there is a 48-hour turnaround. The students will then need to pick them up. The certificates are only valid for 30 days.

CLINIC

The Clinic is located across from the front office and is staffed by a Registered Nurse between the hours of 8:30 AM and 3:30 PM daily. The clinic does not supply medications. Limited first aid is administered in accordance with Cobb County School District policy. If a student becomes ill after arriving at school, he/she should go to the Clinic where a call will be made to his/her parent or guardian. We ask parents and/or guardians when going out of town to provide caretakers with written authorization to make medical decisions and authorize dismissal from school. A copy of this authorization with contact information should be forwarded to the Attendance office.

Prescription Medicine at School

(Rule JGCD-R)

Students may not transport prescription medications to and from school. Prescriptions must be in the original container and must be brought to school by an adult and accompanied by an "Authorization to Give Medication at School" form. Medication in unlabeled containers or bags/and or without proper authorization will not be accepted or dispensed by school personnel. Questions regarding medication can be directed to the school nurse.

Over-the-Counter (OTC) Medicine at School

(Rule JGCD-R)

The school nurse does not stock or dispense OTC medicine (available without a doctor's prescription) for student use. A parent/guardian may supply an OTC for his/her student to be kept in the clinic. It must be in its original labeled container and be accompanied by an "Authorization to Give Medicine at School" form signed by the parent/guardian. A student may carry OTC medicine: inhalers, Epi-pens or insulin, ibuprofen, acetaminophen, aspirin, antacids, cough drops, and throat lozenges if the medicine is in its original labeled container and accompanied by an "Over the Counter Medication Permission" form signed by the parent/guardian, the student, and the school nurse. Copies are to be kept with the student and in the clinic. Forms are available in the clinic. Students are not permitted to give medication to other students.

DRILLS

Fire drills will be held monthly, while Code Red and Severe Weather drills may also be held periodically throughout the year. Students are to follow all instructions provided by administration and faculty during all drills.

Evacuation routes are posted in each classroom. Any student found tampering with the fire alarm, fire extinguisher, or other emergency equipment will be suspended and the appropriate authorities will be notified.

FIRST 10 / LAST 10

Students will not be given a pass or allowed out of the classroom during the first 10 minutes of each class period and the last 10 minutes of the period unless there is an evident emergency.

HALL PASSES

Students who are out of their assigned class for any legitimate reason are required to have written authorization from the classroom teacher or other school authority. It is the responsibility of the student to secure permission from a teacher before leaving the assigned classroom area. **ALL PASSES ARE REQUIRED TO BE WRITTEN IN THE STUDENT AGENDA.**

LOST & FOUND

If you have lost an item, check with the front desk in the main office. Lost items, including textbooks, should be turned in to the front office. Unclaimed textbooks will be returned to the textbook coordinator.

MESSAGES AND DELIVERIES TO STUDENTS

ALLOWED	MESSAGES: Only messages from parents to students regarding changes in transportation and appointments will be delivered during school hours. No deliveries will be made to students.
	ONLY ESSENTIAL ITEMS WILL BE ALLOWED TO BE DROPPED OFF <i>(Essential items include schoolwork, technology, lunches from home (not restaurants), and medications)</i> If a student has an essential item that needs to be dropped off, it can be dropped off at the Front Office between 8:30 AM and 3:00 PM. The student's teachers will be emailed and ask to let the student know they have something to pick up. We will NOT deliver any item to the student, nor will we interrupt class instruction to inform the student they have an item to be picked up.

PROHIBITED	SPORTS EQUIPMENT & UNIFORMS: These will not be accepted. Please arrange to meet with your student after school to deliver these items to them.
	FLOWERS, BALLOONS, & GIFTS: Sprayberry does not permit delivery of flowers, balloons, or gifts to students at any time during the school day. Parents and students should ask businesses to deliver these items to the recipient's home.
	FOOD: Students may not receive delivery of lunches from restaurants, this includes Uber Eats and Door Dash. Students are permitted to bring lunches to be eaten in designated areas during lunch. Items brought for lunch must be kept closed in a bag, lunch box, book bag, etc.

PARKING

Each student who chooses to park a vehicle at a Cobb County Public School must purchase a parking permit consisting of a decal that must be displayed in the manner prescribed by the administration. Handicapped parking is available in both the front and rear of the school.

1. Vehicles are not to use the bus lane as a thoroughfare or for parking at any time. On school grounds, the school buses have the right of way and other vehicle and pedestrian traffic must yield accordingly.
2. It is illegal to park in areas designated FIRE LANE and also to block access to trash containers.
3. Vehicles **on school grounds should adhere to the posted speed limit.**
4. Other vehicles in the parking lot must stop and yield to school buses when buses begin departing campus.
5. Vehicle owners utilizing school parking facilities agree to maintain adequate liability insurance.
6. Drivers and passengers will wear seat belts at all times while driving on campus.
7. In the event of an accident in the parking lot, contact the campus police officer.
8. Parking and traffic violations on campus shall be subject to one or more of the following:
 - a. Citations will be issued.
 - b. Suspension of campus parking privileges.
 - c. Revocation of Parking Permit - parking fees will not be refunded when a student's parking permit is revoked.
 - d. Impounding of vehicle per Cobb County School System ordinance.
9. Leaving campus illegally may result in losing driving and parking privileges for a minimum of 45 days.
10. Students who are tardy to school or class may also lose their parking privilege. Refer to the General Misconduct section.
11. On the second truancy, a student may lose his/her parking privilege. Should any violation cause a student to lose parking privileges, parking will not be permitted either in regular parking or daily parking for a minimum of forty-five (45) school days. Parking fees will not be refunded.

All vehicles on school grounds are subject to search.

NOTE: The only authorized area for parking student bicycles is next to the Fine Arts wing in the bike racks. Parking of a bicycle on school property is at the rider's own risk.

Skateboarding is not allowed anywhere on the Sprayberry High School campus, and skateboards should not be carried in the school or on the school campus.

RESTRICTED AREAS

- Students must remain inside the building during class changes.
- Students who arrive at school before 7:45 AM must remain in the cafeteria and are not allowed in any other part of the building.
- The parking lot is off limits during the day. Students should leave their cars immediately upon arrival at school and not return to them without a pass until the end of their scheduled day.
- Faculty workrooms, restrooms, and the faculty dining area are restricted to faculty use.
- All academic hallways are off limits during all four lunch periods. The gym is also off limits. Special exceptions to these restrictions require written permission from a teacher or an administrator.
- Students are not to loiter on the stairs or in the vicinity of the stairs at any time.
- **Unless a student is under the direct supervision of a teacher/coach, students are not allowed in the building after 3:40 P.M.**
- Students are not allowed to loiter in any hall outside a class that is in session.

REMEMBER:

ONCE A STUDENT ARRIVES ON CAMPUS (INCLUDING BEFORE SCHOOL HAS STARTED), THERE IS NO PERMISSION TO LEAVE CAMPUS UNLESS THE PROPER PROCEDURES ARE FOLLOWED FOR CHECKING OUT OF SCHOOL.

VISITORS

Any visitors (those having valid business at the school) must report to the front office to sign in and receive a visitor's pass. Students may not bring friends or relatives who are not enrolled at Sprayberry with them to school.

III. ACADEMICS

CHEATING

Cheating is handled under CCSD Policy G4 and is defined as any of the following:

- Plagiarism, which is a form of academic dishonesty commonly defined as representing another's ideas, words, expressions, or data in writing or presentation without properly acknowledging the source. The sources of information that can be plagiarized are many and may include a friend's work, the work of an author, or even information found on the internet. All work presented to the teacher, such as written assignments or projects, must be completed using one's own words and thoughts unless one is directed otherwise by the teacher. One must always document the sources of the information presented that is not one's own unless that information is common knowledge that a mature reader would most likely know.
- Copying the work of others when the material is graded or is taken up to be graded later;
- Giving or receiving unauthorized information on any graded assignment;
- Communicating during a test or quiz;
- Using, or being in the possession of, notes or other sources of information during a test or quiz (*unless it is an open-notes test*);
- Giving or taking of information about a test or quiz,
- Asking a question during a test or quiz where the question itself provides information to those taking the test;
- The keeping of a test or quiz paper for the purpose of passing it to others;
- Storing information for retrieval in any electronic device;
- Transmitting information from one electronic device to another (i.e. text messaging or photograph) when forbidden to do so by the teacher.

COLLEGE ADMISSIONS

If you want to get into college and be successful, it takes hard work, starting in high school. Beginning with your freshman year, you should attend school regularly, take classes of rigor, participate in extra-curricular activities, give back to your community, and do well academically.

To qualify for a National Merit Scholarship, you must take the PSAT in 11th grade. Most students take the SAT or ACT during the spring of 11th grade, or the fall of 12th grade. Registration information can be found at www.act.org or www.sat.org.

All college applications should be completed through Naviance. For help with setting up your Naviance account, go to www.SprayberryCounseling.com and click on the Naviance link.

The student must stop by counseling to 1) request a transcript be sent, and 2) pay the \$2 transcript fee. The Counseling Office will only send transcripts upon written request. Pay attention to college application deadlines; college deadlines are non-negotiable.

Parents and students are encouraged to use Naviance and www.GAFutures.org for information on colleges, careers, scholarships, and financial aid.

Financial Aid: Financial aid may be available for some students planning to attend college. This aid may come in the form of scholarships, grants, loans, or work-study programs. The Free Application for Federal Student Aid (FAFSA) is available through the federal government at <https://studentaid.gov/h/apply-for-aid/fafsa>. If you are interested in the Pell Grant, HOPE Scholarship, or Zell Miller scholarships, you MUST complete the FAFSA.

COLLEGE ENTRANCE EXAMINATIONS -RECOMMENDED SCHEDULE:

PSAT	Fall of Sophomore Year	SAT or ACT	Spring of Sophomore Year <i>(if interested in Dual Enrollment)</i>
	Fall of Junior Year (for NMQT)		Spring of Junior Year
			Fall of Senior Year

NOTE: All questions regarding graduation requirements, student records, or standardized testing are to be directed to the Counseling Department.

COLLEGE VISITS

Students WILL be allowed to make up work for up to two (3) visits during high school. It is the student's responsibility to inform his/her teachers in advance of these appointments.

EARLY GRADUATION

Any student who is considering early graduation must apply in the School Counseling Department during the first fifteen (15) days of the term during which he/she wishes to graduate. Students are also required to complete the early graduation form and attend the early graduation meeting. All graduation requirements must be satisfied by the requested graduation date.

FIELD TRIPS

Field trips will be kept to a minimum in order to preserve instructional time. Field trips are activities with educational merit considered to be an extension of the class. Fees apply only to the cost of the activity and transportation. Students will not be excluded from a field trip due to inability to pay. Trips are subject to cancellation, however, if necessary funds are not collected. In order to participate in a field trip, the student must:

FINAL EXAMS

Comprehensive EOCs / Final Exams are given at the end of each term in every class. These count from 10 to 20 percent of the final grade, unless changes in policy from the State Board of Education mandate a change. It shall be the responsibility of students to make arrangements with teachers for final examinations which they have missed as a result of absences during the final examination testing period. Arrangements should be made to take the exam(s) missed within fourteen (14) calendar days from the end of the semester.

Final exams will not be administered early.

GRADING SCALE

High schools in Cobb County use the following grading system:

A = 90 - 100	D = 70 - 73
B = 80 - 89	F = Below 70
C = 74 - 79	

Additionally, conduct grades will be given each term. The following is a guide to conduct ratings:

S = Satisfactory
N = Needs Improvement
U = Unsatisfactory

GRADUATION CEREMONY

Only active Sprayberry students who have met all graduation requirements set forth by the State of Georgia will be allowed to participate in the Graduation Ceremony. Students may also be excluded from participation in Graduation Ceremonies for failure to attend the required graduation practices, for failure to reconcile outstanding debts, and/or for any other reasons deemed necessary by the administration. Only ticket holders will be permitted into event site. Non-ticket holders may view the ceremony via a live video broadcast.

THE SCHOOL HAS NO CONTROL OVER THE NUMBER OF TICKETS THAT ARE AVAILABLE.

THE TOTAL NUMBER OF TICKETS GIVEN TO EACH GRADUATE IS A FUNCTION OF THE NUMBER OF GRADUATES IN ANY GIVEN YEAR AND IS BASED ON THE SEATING CAPACITY AS SET BY THE LOCAL FIRE MARSHALL.

Tickets will be distributed at graduation practice.

HOMEWORK POLICY

Homework is an essential part of the learning process. It is the responsibility of the student and the parent to develop patterns of study at home, and it is the responsibility of the teacher to employ homework in a meaningful manner. If a student is absent from class, it is the student's responsibility to check CTLS for information on assignments that have been missed.

MAKE-UP WORK POLICY

All missed assignments may be made up for any absence or specific discipline consequences. Each individual department will make their own regulations regarding the time and place of make-up work, make-up tests, remediation, and re-assessment. It is the student's responsibility to arrange a time for make-up work.

MEDIA CENTER

Students may check out books, magazines, flash drives, and selected electronic items. Books may be checked out for three weeks and renewed as needed. Many books required for class readings may be found in the Media Center. A fine of ten (10) cents per day is charged for overdue books; equipment and electronics accrue fines of one dollar (\$1) per day. Students are charged the replacement cost when books are lost or severely damaged; transcripts are held for media charges.

The Media Center network makes available full-text information from periodicals, newspapers, radio and television information shows, government documents, literary criticisms, and on-line information. Databases, as well as the media center web page, are accessible from home; media specialists can provide addresses and passwords. The Media Center follows county regulations regarding Internet use. Classes have priority for computer use during lunch.

The Media Center is available for student use before school from 7:45 AM until class begins, during lunch, and after school until 4:30 PM

TEXTBOOKS

Textbooks will be made available to students on a loan basis in each class for which a text has been adopted by the Cobb County Board of Education. In some classes, texts will be available during class time or on a checkout basis. All textbooks are the property of the State of Georgia. Students are totally responsible for protecting textbooks from loss, theft and damage. Students will be charged for texts that have been lost, stolen or damaged. Damages that render a book unfit for use will be assessed at the full price of the textbook. No texts will be issued to students who owe fees or fines until payment has been made. In no case shall a student be eligible to receive diplomas until restitution is made for lost or damaged textbooks, media center materials, classroom instructional material or equipment. Transcripts shall not be sent to post-secondary schools until students have paid all debts.

WEIGHTED COURSES

Cobb County GPA: Honor classes receive .5 extra quality points (EQP), AP classes receive 1.0 EQP, Dual Enrollment (DE) classes receive no EQPs unless the student has taken every available AP class (within that subject area) and then takes the next level in the college setting

HOPE GPA: .5 EQP for AP and DE classes- up to a 4.0; there are no EQP for honors classes

IV. ATTENDANCE

The Attendance Office is located inside the back doors of the school (near the patio and bus lanes). The office is open from 7:45 a.m. to 3:45 p.m. Parents/Guardians must show an I.D. in order to check out a student.

- A student is expected to attend all classes and is not entitled to class cuts – there are no “Senior Skip” days.
- **No Open Campus** - Students are not to leave campus for the purpose of lunch. Leaving campus for “personal” reasons is also not acceptable.
- **Work-Based Learning Program** - Students must leave campus after their last class or forfeit parking privileges and release status.
- A student must be present for two (2) full class periods to be counted present for the day.
- The Cobb County Public School System maintains an automated phone system that automatically calls the home of any student shown absent for the day.

- ParentVue may be used to see both your child's attendance and grades.

ABSENCES (EXCUSED):

State Board of Education policy allows only the following circumstances as Excused Absences:

1. Personal illness.
2. Death or serious illness in the immediate family.
3. Recognized holiday observed by the student's faith.
4. Doctor Visit – Doctor's note must be submitted.
5. Absences mandated by governmental agencies (court order, etc.).
6. Conditions which render school attendance impossible or hazardous to the student's health and safety.
7. Selection to serve as a Page in the General Assembly.
8. Up to a maximum of five (5) days per school year to visit with a parent who is in military service in the armed forces on leave from an overseas deployment to a combat zone.
9. College Visits – Up to 3 during high school. Note must be on college letterhead.

****ALL OTHER REASONS ARE UNEXCUSED****

ABSENCES (UNEXCUSED)

Absences due to family/educational trips **MUST BE APPROVED IN WRITING BY AN ADMINISTRATOR BEFORE** the trip is taken. These absences will be marked unexcused; however, permission may be given to make-up work missed, provided that arrangements are made in advance.

PLEASE NOTE THAT FAMILY EMERGENCIES ARE NOT CONSIDERED EXCUSED ABSENCES.

AFTER AN ABSENCE:

If a student is absent for **ANY REASON**, a written note from a parent/guardian or doctor is required within three (3) days to excuse this absence; if a student fails to turn in an excuse by the third day back from an absence/s the absence/s remains unexcused. The note is to be brought to the Attendance Office by your student upon their return to school.

ALL ABSENCE NOTES MUST INCLUDE:

- ✓ Student's full name
- ✓ Student's ID number
- ✓ Date/s the student was absent
- ✓ Reason for the absence
- ✓ Number where the parent can be reached during the day
- ✓ Signature of the parent or legal guardian.

Under certain circumstances, the Attendance Office can ask for doctor's note if there are extensive absences from the student.

CERTIFICATES OF ENROLLMENT

A Certificate of Enrollment is required to get a driver's license or permit. Students need to come into the Main Office and sign their names on the Request for Certificate of Enrollment Clipboard.

Please note that a \$2.00 processing fee is required when the form is picked up and that there is a 48-hour turnaround.

CHANGE IN ADDRESS, PHONE NUMBER, OR CONTACTS

It is very important for the school to maintain accurate contact information. Please contact the Counseling Office if there are any changes to your student's record, (i.e. telephone number, address, contacts).

CHECKING OUT EARLY

If a student needs to leave school during the day, a written note from a parent/guardian (including a parent phone number, student's name, student ID number, time of check out and reason for early dismissal) should be brought to the Attendance Office **BEFORE SCHOOL STARTS**.

For the safety of all students, no phone check outs are allowed and requests for early dismissal must be in writing so that they can be verified. If anyone other than the parent/guardian (Uber driver, taxi driver, relative, friend, etc.) is coming in to pick up your

student, the note must contain the name of the person signing the student out. The person picking the student up must come inside and show ID in order to sign the student out.

If your student is driving or walking, a parent MUST be contacted before he/she is allowed to leave campus. In the event that a parent cannot be reached, the student will not be permitted to leave. If an emergency medical appointment is scheduled on the same day and the student is driving, the parent must email the Attendance Office at beth.gibeaut@cobbk12.org in advance to arrange for a student checkout. (Please allow 1 hour to respond your email.) Any early dismissals that have not been prearranged (walk-ins) will not be accommodated after 3:00 p.m.

DRIVERS LICENSES - CERTIFICATES OF ENROLLMENT

A **Certificate of Enrollment (also known as an Attendance Verification Form)** for driver permits/licenses must be requested through the Main Office. Students may visit the Main Office during lunch by signing the Attendance Verification Request Clipboard.

There is a \$2.00 processing fee that students must pay when they pick up the completed form.

Forms are available for pickup on during lunch. If there is no school on a Monday, completed forms may be turned in on the first scheduled school day of that week. Students needing reinstatement forms must follow the same procedures.

For the purpose of reporting to the Department of Driver Services, a Non-Compliant student is one who:

- Has dropped out of school without graduating and has remained out of school.

The school must report to the state all students that have been involved in disciplinary situations involving:

- Threatening striking or causing bodily harm to a teacher or other school personnel.
- Possession or sale of drugs or alcohol on school property.
- Possession or use of a weapon on school property.

STUDENT SICKNESS DURING THE DAY

If a student becomes ill during the day, he/she should report to the nurse's clinic, located in the main building, with a hall pass from the current teacher. The parent or guardian will be contacted for arrangements to transport the student home.

TARDY TO SCHOOL (CHECKING IN LATE)

Students who are late to school must go to the Attendance Office to check in. Documentation for an excused tardy is due at the time of arrival. No exceptions.

PLEASE NOTE THAT NEITHER TRAFFIC NOR FAMILY EMERGENCIES ARE CONSIDERED AN EXCUSED REASON FOR A TARDY.

After checking in via the Attendance Office, the student will proceed to their scheduled class and present their check-in slip/ tardy ticket. A student who fails to check-in is officially absent and will receive school consequences.

V. COUNSELING

Counselors assist students through core classroom lessons, small group sessions, and individually. Counselors also offer help with college and career readiness and are there to address any social/emotional needs. Counselors are available throughout the school day and will see students right away, if possible. Otherwise, students may schedule an appointment. Students are required to get permission from their classroom teacher before coming to the counseling department. Students are always welcome to stop by during their lunch break.

APPOINTMENTS

If you need to see your counselor, stop by the counseling department to schedule a meeting. Parents may call in to schedule a meeting.

TRANSCRIPTS & RECORDS

Sprayberry maintains permanent records for students currently enrolled. Records of graduates or withdrawn students are kept for one additional year or until the date of graduation. For two years, former students may request from the high school that their transcript be mailed to a designated college/institution. After that, former students need to go through the county office to request records.

All students 18 years of age or older must request their own transcripts.

WITHDRAWALS

A parent or guardian must accompany the student and sign the withdrawal paperwork. All books must be returned and fees paid to clear records before withdrawing. Parents should set up a withdrawal appointment in the counseling department.

VI. BUS TRANSPORTATION

AFTERNOON BUS PROCEDURES

1. A warning horn will sound one minute before the bus doors are closed.
2. A student's bus will always be in the same numbered parking slot even if it is a substitute bus.
3. Students should check with the Front Office for questions about which bus they ride.
4. Once the bus doors close they will not reopen, and students must clear the bus lanes so the buses can leave.
5. A student who misses the bus may come to the Main Office to call home.
6. Students may only ride another bus in an emergency and must bring to the Front Office a request in writing from their parents upon arrival to school. This request will be verified and students may pick up the bus pass with the bus change authorization by administration during their lunch period.

SCHOOL BUS POLICIES

Bus transportation is provided for all students who qualify within the county guidelines from Sprayberry High School. Routes and times will be posted by the bus port of the school. Safety rules and regulations have been developed to assure the rights of all students who are eligible to ride the bus, but it is also their responsibility to follow these rules. When rules are broken, the privilege of riding the bus will be interrupted. Students who ride a bus are under the jurisdiction of the school from the time they arrive at the bus stop. Cobb County rules of bus conduct must be followed at all times. Improper behavior on a school bus can result in suspension from bus transportation and/or from school for a given period of time.

For more details on the Safe Rider program, be sure to check the official CCSD page at:

<http://www.cobbk12.org/centraloffice/transportation/saferider.aspx>

SAFE RIDER PROGRAM RULES

- 1st Offense - Driver Student Conference & Parent Contacted (Courtesy Notice.) Student on probation and re-assigned to the front of Bus for 1 week.
- 2nd Offense - Driver Student Conference & Parent Contacted. (Courtesy Notice.) Student on probation and re-assigned to the front of Bus for 2 weeks.
- 3rd Offense* - Referral submitted, 3 Day Bus Suspension. Upon return student placed on probation and re-assigned to the front of Bus for 1 week.
- 4th Offense* - Referral submitted, 5 Days Bus Suspension.
*Conference required to return to bus.
- 5th Offense - Referral submitted, Transportation Director recommends Bus suspension for the remainder of the year.

SCHOOL BUS CONDUCT

- Students must show respect for school bus drivers at all times and follow the **"The Safe Rider Program."**
- **Insubordination:** All students shall comply with reasonable directions or commands of any Cobb County School District Employee.
- NO student shall refuse to identify oneself upon request of any Cobb County School District Employee.
- Students must be standing at the bus stop AT LEAST FIVE (5) MINUTES prior to the scheduled pick-up time. Students are to wait at the school bus stop in an orderly manner.
- Students must WAIT for instructions (hand signals or otherwise) from the school bus driver EVERY TIME when crossing the street to board the bus or when exiting the bus. Students must be able to maintain eye contact with the school bus driver or cross in full view of the school bus driver.
- Students must board the bus as soon as school is dismissed and not loiter in the courtyard and on the sidewalk. Once on the bus at dismissal time, the student will need the approval of an administrator to depart the bus at school.

- Students MUST remain SILENT and STILL at ALL railroad crossings until the school bus crosses railroad tracks completely.
- High School drivers may assign seats at their discretion.
- Students MUST remain seated properly at all times unless otherwise directed by the school bus driver. (BACK-to-BACK – BOTTOM to BOTTOM)
- Unnecessary noise is prohibited. Students must talk quietly - NO loud voices.
- Student shall not talk on a cell phone and no other electronic devices can be used without headphones and must not be heard by others. Students must be able to hear bus driver at all times.
- Due to allergic reactions and the possibility of choking - food, gum, and/or drinks are not to be consumed or opened on the school bus.
- Name calling, harassment, intimidation, threats and bullying is prohibited on the school bus
- Obscene language and gestures are prohibited on the school bus.
- Fighting, pretend fighting, roughhousing or horseplay is NOT permitted.
- NO objects (however small) are to be thrown on, out, or at the school bus.
- Destruction or defacing any part of the school bus is prohibited.
- Emergency doors, windows, and hatches are to be opened ONLY at the direction of the school bus driver.
- Students must keep all body parts inside the school bus at all times.
- Students shall not use mirrors, lasers, flashing lights, flash cameras, or any other lights or reflective surfaces in a manner which might interfere with the operation of the school bus.
- Weapons (or objects that look like and/or could be used as weapons) are NOT permitted at bus stop, on the school buses, or on school grounds.
- Tobacco, illegal drugs and/or alcohol is NOT permitted at bus stop, on the school buses or on school grounds.
- Objectionable and/or dangerous items are NOT allowed on the school bus. (glass items, lighters/matches, animals, balloons, skateboards, perfume/cologne, aerosol cans, plastic bags, insects, straight or safety pins, sharp objects, large toys or objects that cannot easily fit on the student's lap or any other item of a questionable nature that might present a safety hazard)
- Band instruments, sporting equipment and school projects can be transported ONLY if there is enough space for all students' seating requirements. Items may be placed in the seat or lap to whom they belong. This is left to the bus driver's discretion.
- Students will not be allowed to board or exit the school bus at a bus stop other than the assigned residence bus stop.

VII. DISCIPLINE

BEHAVIOR INTERVENTIONS

TEACHER DETENTION: Teachers may assign detention for violations of class rules. Teacher detention is served either during lunch or before or after school. Know when and where you are to report for detention. Failure to serve detention will result in a referral to an administrator.

IN-SCHOOL SUSPENSION: In-school suspension is a program designed to modify student behavior while keeping the student in school with access to schoolwork. This program isolates the student from his/her peers in a controlled environment which makes him/her reconsider the appropriateness of his/her behavior. The alternative to ISS is out-of-school suspension. A student is ineligible for extra-curricular activities and athletic practices and games during ISS assignment. Students who fail to successfully complete their ISS assignment will not be allowed to make up class work and will receive a zero on all work assigned during the suspension. A student dismissed from ISS will receive OSS for the remainder of the ISS assigned days plus one day.

OUT-OF-SCHOOL SUSPENSION: Severe behavior infractions may result in a student being suspended from school, and certain behaviors always result in suspension due to Cobb County policy or local school policy.

- It is the student's responsibility to check CTLS for work.
- A suspended student will be allowed to make up work missed during the time of the suspension.
- All work missed during the suspension - except for major tests - is due at the beginning of each class the day a student returns from the suspension with no exceptions. Work not turned in to a teacher upon returning from suspension will receive a grade of zero.
- If an out-of-school suspension is for a total of more than ten school days, a student or his/her parents may petition the Policy and Planning Division of the Cobb County Schools central office for a hearing to appeal the suspension.

CONSEQUENCES FOR SPECIFIC INFRACTIONS

Cobb County Board of Education policies supersede the consequences below as Board policy may be changed within an academic year. The administration also reserves the right to modify any of the below measures depending on the situation at

hand. Cobb County Board Rules may be found at www.cobbk12.org. Numbers listed after each offense indicate the progressive consequences for each subsequent offense.

A1. DRUGS & ALCOHOL (POSSESSION / CONSUMPTION)	<ol style="list-style-type: none"> 1. Minimum ten (10) days OSS. 2. Minimum ten (10) days OSS with recommendation for long-term suspension for the remainder of the current school year (<i>Criminal charges may also be filed</i>).
A2. DRUG PARAPHERNALIA	<ol style="list-style-type: none"> 1. Minimum five (5) days OSS. 2. Minimum ten (10) days OSS. 3. Minimum ten (10) days OSS with recommendation for long-term suspension for the remainder of the current school year.
A3. DRUGS / ALCOHOL (FALSE PRESENTATION)	<ol style="list-style-type: none"> 1. Minimum five (5) days OSS.
A4. DRUG / ALCOHOL (DISTRIBUTION)	<ol style="list-style-type: none"> 1. Minimum ten (10) days OSS with recommendation for long-term suspension for the remainder of the current school year (<i>Criminal charges may also be filed</i>).
A5. INHALENTS	<ol style="list-style-type: none"> 1. Minimum ten (10) days OSS. Minimum ten (10) days OSS with recommendation for long-term suspension for the remainder of the current school year (<i>Criminal charges may also be filed</i>).
A6. DRUGS (SYNTHETICS)	<ol style="list-style-type: none"> 1. Minimum ten (10) days OSS. 2. Minimum ten (10) days OSS with recommendation for long-term suspension for the remainder of the current school year (<i>Criminal charges may also be filed</i>).
NOTE: Alcohol / Illegal Drug / Inhalant offenses are cumulative for grades 8-12.	
B1. TRUANCY	<ol style="list-style-type: none"> 1. May be treated as insubordination (G4)
B2. TARDY (UNEXCUSED, PER SEMESTER)	<p>6th – Lunch Detention 9th – 1 day ISS 12th – 2 days ISS 15th – 3 days ISS 18th – 1 DAY OSS <i>(and up) (TREATED AS INSUBORDINATION: G4)</i></p>
B3. SKIPPING CLASS	<p>A class skip occurs when a student is absent from his/her assigned class for more than 5 minutes without permission from the teacher or authorization from the main office.</p> <ol style="list-style-type: none"> 1. Minimum two (2) days ISS 2. Minimum three (3) days ISS 3. Minimum five (5) days ISS and parking privileges revoked
B4A. LEAVING SCHOOL CAMPUS WITHOUT PERMISSION	<ol style="list-style-type: none"> 1. Minimum three (3) days ISS – Notify parents and work coordinator for those on Work Program 2. Minimum four (4) days ISS and parking privileges may be suspended for the remainder of the semester or a minimum of forty-five (45) days. There will be no refund for the parking permit. 3. Minimum five (5) days ISS
B4B. IMPROPER CHECK IN AND/OR CHECK OUT:	<p>At all times, students must check in immediately upon arriving on campus, and check out prior to leaving. Failure to do so will result in the following consequences:</p> <ol style="list-style-type: none"> 1. Conference / Warning 2. Minimum one (1) day ISS 3. Minimum two (2) days ISS
C. BOMB THREATS	<ol style="list-style-type: none"> 1. Minimum ten (10) days OSS with recommendation for long-term suspension for the remainder of the current semester AND two (2) additional semesters. 2. Recommendation for permanent expulsion (<i>Criminal charges may also be filed</i>).
D. BULLETS, BB'S, PAINT BALL PELLETS	<ol style="list-style-type: none"> 1. Minimum five (5) days OSS.

<p>E1 – E7. BUS DISCIPLINE:</p>	<ul style="list-style-type: none"> • 1st Offense - Driver Student Conference & Parent Contacted (Courtesy Notice.) Student on probation and re-assigned to the front of Bus for 1 week. • 2nd Offense - Driver Student Conference & Parent Contacted. (Courtesy Notice.) Student on probation and re-assigned to the front of Bus for 2 weeks. • 3rd Offense* - Referral submitted, 3 Day Bus Suspension. Upon return student placed on probation and re-assigned to the front of Bus for 1 week. • 4th Offense* - Referral submitted, 5 Days Bus Suspension. <p style="text-align: center;">* Conference required to return to bus.</p> <ul style="list-style-type: none"> • 5th Offense - Referral submitted, Transportation Director recommends Bus suspension for the remainder of the year.
<p>F1. CELL PHONES (UNAUTHORIZED USE)</p>	<ol style="list-style-type: none"> 1. Minimum two (2) days ISS. 2. Minimum three (3) days ISS. 3. Minimum one (1) day OSS. <i>(TREATED AS INSUBORDINATION: G4)</i>
<p>F2. INAPPROPRIATE MATERIAL (PERSONAL ELECTRONIC DEVICE)</p>	<ol style="list-style-type: none"> 1. Minimum three (3) days OSS. 2. Minimum ten (10) days OSS.
<p>F3. SOCIAL MEDIA (PERSONAL ELECTRONIC DEVICE)</p>	<ol style="list-style-type: none"> 1. Minimum two (2) days ISS. 2. Minimum three (3) days ISS. 3. Minimum one (1) day OSS. <i>(TREATED AS INSUBORDINATION: G4)</i>
<p>F4. UNAUTHORIZED RECORDING (PERSONAL ELECTRONIC DEVICE)</p>	<ol style="list-style-type: none"> 1. Minimum three (3) days OSS.
<p>G1. PROFANITY / OFFENSIVE LANGUAGE (DIRECTED AT STUDENT)</p>	<ol style="list-style-type: none"> 1. Minimum two (2) days ISS. 2. Minimum three (3) days ISS. 3. Minimum five (5) days OSS.
<p>G2. PORNOGRAPHY</p>	<ol style="list-style-type: none"> 1. Minimum five (5) days OSS.
<p>G3. PROFANITY / OFFENSIVE LANGUAGE (DIRECTED AT STAFF)</p>	<ol style="list-style-type: none"> 1. Minimum five (5) days OSS. 2. Minimum ten (10) days OSS.
<p>G4. INSUBORDINATION TO ANY FACULTY OR STAFF MEMBER</p>	<ol style="list-style-type: none"> 1. Minimum two (2) days ISS. 2. Minimum three (3) days ISS. 3. Minimum one (1) day OSS.
<p>CHEATING OF ANY KIND</p>	<ol style="list-style-type: none"> 1. Student may receive a zero on the assignment -Teacher will notify parent. Student will receive "U" in conduct on that 6-week report card. 2. Student may receive a zero on the assignment - Teacher will notify parent and administrator will assign one (1) day OSS, student will receive "U" in conduct on that 6-week report card. <i>(TREATED AS INSUBORDINATION: G4)</i> <p>NOTE: <i>Cell phone infractions which occur during a testing situation will be considered cheating and will receive consequences for both cheating and cell phone use.</i></p>
<p>G5. FAILURE TO REMOVE SELF FROM DISRUPTIVE SITUATION</p>	<ol style="list-style-type: none"> 1. Minimum one (1) day OSS. 2. Minimum two (2) days OSS. 3. Minimum three (3) days OSS.

G6. REFUSING TO STOP AFTER HAVING BEEN DIRECTED TO DO SO BY FACULTY OR OTHER STAFF, REFUSING TO IDENTIFY ONESELF, OR GIVING A FALSE NAME OR INFORMATION TO FACULTY OR STAFF	<ol style="list-style-type: none"> 1. Minimum five (5) days OSS. 2. Minimum ten (10) days OSS.
G7. DRESS CODE	<ol style="list-style-type: none"> 1. Warning 2. Minimum one (1) day ISS. 3. Minimum one (1) day OSS. <i>(Treated as insubordination)</i>
G8A. FAILURE TO COMPLETE ISS	<ol style="list-style-type: none"> 1. Remaining days of ISS converted to OSS, plus one (1) additional day of OSS. Student receives a grade of ZERO on all work missed.
G8B. FAILURE TO SERVE LUNCH DETENTION	<ol style="list-style-type: none"> 1. Student must serve original lunch detention PLUS one (1) additional day of lunch detention. 2. One (1) day of ISS.
G9. VIOLATION OF NO-CONTACT / STAY-AWAY LETTER	<ol style="list-style-type: none"> 1. Minimum two (2) days OSS. 2. Minimum five (5) days OSS. 3. Minimum ten (10) days OSS.
H1. INTERRUPTION OF CLASS	<ol style="list-style-type: none"> 1. Minimum one (1) day ISS. 2. Minimum three (3) days ISS. 3. Minimum one (1) day OSS. <i>(TREATED AS INSUBORDINATION: G4)</i>
H2. DISRUPTION OF CAFETERIA OR SCHOOL	<ol style="list-style-type: none"> 1. Minimum five (5) days OSS. 2. Minimum ten (10) days OSS and recommendation for long-term suspension for remainder of current school year.
H3. TRESPASS ON ANOTHER SCHOOL CAMPUS	<ol style="list-style-type: none"> 1. Minimum three (3) days OSS. 2. Minimum five (5) days OSS. 3. Minimum ten (10) days OSS.
H4. ON CAMPUS WHILE SUSPENDED	<ol style="list-style-type: none"> 1. Minimum three (3) days OSS. 2. Minimum five (5) days OSS. 3. Minimum ten (10) days OSS. <p>NOTE: <i>Students assigned to ISS are not allowed on campus after 3:40 PM on the day of their assignment to ISS.</i></p>
H5. UNAUTHORIZED AREA	<ol style="list-style-type: none"> 1. Minimum one (1) day ISS. 2. Minimum three (3) days ISS. 3. Minimum five (5) days ISS.
ON CAMPUS AFTER SCHOOL (UNSUPERVISED)	<p>Students must leave the building by 3:40 PM unless they are in the physical presence of a supervising teacher/staff member. Failure to do so will be handled according to the consequences previously outlined in RULES G4 & G6.</p>
LEAVING THE CLASSROOM WITHOUT PERMISSION	<ol style="list-style-type: none"> 1. Minimum one (1) day ISS. 2. Minimum three (3) days ISS. 3. Minimum one (1) day OSS. <i>(TREATED AS INSUBORDINATION: G4)</i>
H6. BLOCKING ENTRANCE / EXIT	<ol style="list-style-type: none"> 1. Warning 2. Minimum five (5) days OSS.
H7. CLASS DISRUPTION	<ol style="list-style-type: none"> 1. Minimum one (1) day OSS. 2. Minimum five (5) days OSS. 3. Minimum ten (10) days OSS.

H8. PREVENTING ATTENDANCE	<ol style="list-style-type: none"> 1. Minimum one (1) day OSS. 2. Minimum five (5) days OSS. 3. Minimum ten (10) days OSS.
H9. BLOCKING TRAFFIC	<ol style="list-style-type: none"> 1. Minimum one (1) day OSS. 2. Minimum five (5) days OSS. 3. Minimum ten (10) days OSS.
H10. VERBAL ALTERCATION	<ol style="list-style-type: none"> 1. Minimum five (5) days OSS. 2. Minimum ten (10) days OSS. 3. Minimum ten (10) days OSS and recommendation for long-term suspension for remainder of current school year.
H11. UNAUTHORIZED DELIVERIES	<ol style="list-style-type: none"> 1. Minimum one (1) day ISS. 2. Minimum three (3) days ISS. 3. Minimum one (1) day OSS. <i>(TREATED AS INSUBORDINATION: G4)</i>
H12. PURCHASE / SALE / DISTRIBUTION OF UNAUTHORIZED ITEMS	<ol style="list-style-type: none"> 1. Minimum one (1) day ISS. 2. Minimum three (3) days ISS. 3. Minimum one (1) day OSS. <i>(TREATED AS INSUBORDINATION: G4)</i>
H13. ALLOWING UNAUTHORIZED PERSON INTO BUILDING	<ol style="list-style-type: none"> 1. Minimum one (1) day ISS. 2. Minimum three (3) days ISS. 3. Minimum one (1) day OSS. <i>(TREATED AS INSUBORDINATION: G4)</i>
I1. FALSE REPORTS / STATEMENTS:	<ol style="list-style-type: none"> 1. Minimum three (3) days OSS. 2. Minimum five (5) days OSS. 3. Minimum ten (10) days OSS.
I2A/B. FALSE ALARMS / EMERGENCY CALLS:	<p>A student who willfully and knowingly gives or causes a false alarm to be given (including opening AED boxes) or reports a false call to emergency services:</p> <ol style="list-style-type: none"> 1. Minimum ten (10) days OSS. 2. Minimum ten (10) days OSS with recommendation for long-term suspension for the remainder of the current semester AND two (2) additional semesters. <p>Note: <i>In every instance the appropriate law enforcement agency will be notified.</i></p>
J. GAMBLING	<ol style="list-style-type: none"> 1. Minimum two (2) days OSS. 2. Minimum five (5) days OSS. 3. Minimum ten (10) days OSS
K1. GANG RELATED ACTIVITY	<p>A "gang" is defined as any group or association of three or more persons, whether formal or informal, which encourages, solicits, promotes, urges, counsels, furthers, advocates, condones, assists, causes, advises, procures, or abets any illegal or disruptive activity or behavior of any kind, whether on or off school campuses or school property.</p> <ol style="list-style-type: none"> 1. Minimum five (5) days OSS. 2. Minimum ten (10) days OSS with recommendation for long-term suspension for the remainder of the current school year. <p>Note: <i>In every instance the appropriate law enforcement agency will be notified.</i></p>
K2. DISPLAY OF GANG TATTOOS	<ol style="list-style-type: none"> 1. Minimum five (5) days OSS. 2. Minimum ten (10) days OSS with recommendation for long-term suspension for the remainder of the current school year. <p>Note: <i>In every instance the appropriate law enforcement agency will be notified.</i></p>
K3. HOLDING SELF OUT AS GANG MEMBER	<ol style="list-style-type: none"> 1. Minimum five (5) days OSS. 2. Minimum ten (10) days OSS with recommendation for long-term suspension for the remainder of the current school year. <p>Note: <i>In every instance the appropriate law enforcement agency will be notified.</i></p>

<p>K4. SOLICITATION OF GANG MEMBERSHIP</p>	<p>1. Minimum five (5) days OSS. 2. Minimum ten (10) days OSS with recommendation for long-term suspension for the remainder of the current school year.</p> <p><i>Note: In every instance the appropriate law enforcement agency will be notified.</i></p>
<p>K5. OTHER GANG-RELATED BEHAVIOR</p>	<p>1. Minimum five (5) days OSS. 2. Minimum ten (10) days OSS with recommendation for long-term suspension for the remainder of the current school year.</p> <p><i>Note: In every instance the appropriate law enforcement agency will be notified.</i></p>
<p align="center">NOTE: Gang offenses are cumulative for grades 8-12.</p>	
<p>L1. HARASSMENT</p>	<p>Harassment is defined as intentional, substantial, and unreasonable verbal, physical or written contact that is initiated, maintained, or repeated. No student shall engage in harassment, intimidation, or abuse of or toward any other student(s), District employees or other adults for any reason. This prohibition includes but is not limited to, harassment, intimidation or abuse of students or others based on actual or perceived race, creed, color, national origin, religion, sex, age, disability, sexual orientation, gender, gender identity or a physical characteristic.</p> <ol style="list-style-type: none"> 1. Minimum one (1) day OSS. 2. Minimum five (5) days OSS. 3. Minimum ten (10) days OSS.
<p>L2. THREATS / INTIMIDATION</p>	<p>No student shall threaten, either verbally, in writing, electronically, or by physical presence, expressed or implied, or conspire to cause bodily injury to any student, District employee or non-District employee.</p> <ol style="list-style-type: none"> 1. Minimum five (5) days OSS. 2. Minimum ten (10) days OSS.
<p>L3. BULLYING</p>	<p>No student shall bully another student or students. Bullying behavior is defined as the willful attempt or threat to inflict injury on another person when accompanied by an apparent present ability to do so or;</p> <ul style="list-style-type: none"> • Intentionally exhibiting a display of force such as would give the victim reason to fear or expect immediate bodily harm, or; • Any intentional written, verbal or physical act, which a reasonable person would perceive as being intended to threaten, harass or intimidate that: <ul style="list-style-type: none"> ○ Causes substantial physical harm or bodily harm capable of being perceived by a person other than the victim and may include, but is not limited to, substantially blackened eyes, substantially swollen lips or other facial or body parts, or substantial bruises to body parts; ○ Has the effect of substantially interfering with the victim student's education; ○ Is so severe, persistent or pervasive that it creates an intimidating or threatening educational environment; or ○ Has the effect of substantially disrupting the orderly operation of the school. <p>Bullying behavior is also defined as cyberbullying which occurs through the use of electronic communication, whether or not such electronic act originated on school property or with school equipment, if the electronic communication:</p> <ul style="list-style-type: none"> • Is directed specifically at students or school personnel; AND • Is maliciously intended for the purpose of threatening the safety of those specified or substantially disrupting the orderly operation of the school; <p align="center">AND</p> <ul style="list-style-type: none"> • Creates a reasonable fear of harm to the students' or school personnel's person or property or has a high likelihood of succeeding in that purpose. <ol style="list-style-type: none"> 1. Minimum ten (10) days OSS. 2. Minimum ten (10) days OSS with recommendation for long-term suspension for the remainder of the current school year.

L4. STALKING	<ol style="list-style-type: none"> 1. Minimum one (1) day OSS. 2. Minimum five (5) days OSS. 3. Minimum ten (10) days OSS.
M1. INCENDIARY DEVICES (MATCHES, LIGHTERS, ETC.)	<ol style="list-style-type: none"> 1. Minimum one (1) day OSS. 2. Minimum three (3) days OSS. 3. Minimum five (5) days OSS.
N. OFF-CAMPUS OFFENSES	<p>Off-campus misconduct for which a student shall be disciplined includes, but is not limited to, any off-campus conduct that is:</p> <ul style="list-style-type: none"> • Prohibited by the Georgia or United States criminal codes; AND • Punishable as a FELONY or would be punishable as a felony if committed by an adult; AND • Conduct for which a student has been arrested, indicted, adjudicated to have committed, or convicted; AND • Conduct which makes the student's continued presence at school a potential danger to persons or property at the school or which disrupts the educational process. <ol style="list-style-type: none"> 1. Minimum ten (10) days OSS with recommendation for long-term suspension for the remainder of the current semester AND two (2) additional semesters. <p>Note: In every instance the appropriate law enforcement agency will be notified.</p>
O. OTHER BEHAVIORS	<ol style="list-style-type: none"> 1. Dependent upon the seriousness of the behavior in question.
P. OVER-THE-COUNTER MEDICATION	<ol style="list-style-type: none"> 1. Warning. 2. Minimum one (1) day OSS. <i>(TREATED AS INSUBORDINATION: G4)</i>
Q. PARTY TO THE OFFENSE	<p>No student shall urge, encourage, counsel, further, promote, assist, cause, advise, procure, or abet any other student(s) to violate any other discipline policy.</p> <ol style="list-style-type: none"> 1. Student discipline is the same as that recommended for the original offense. <p>NOTE: This includes the use of personal electronic devices to record fights or other rule violations.</p>
R1. USE OF ANY DEVICE / SUBSTANCE IN A MANNER INCONSISTENT WITH ITS INTENDED USE	<ol style="list-style-type: none"> 1. Minimum one (1) day ISS.
R2. USE OF MILD ELECTRICAL SHOCK DEVICE	<ol style="list-style-type: none"> 1. Minimum one (1) day OSS. 2. Minimum three (3) days OSS. 3. Minimum five (5) days OSS.
R3. ROUGH OR BOISTEROUS ACTIVITIES	<ol style="list-style-type: none"> 1. Minimum three (3) days ISS. 2. Minimum five (5) days ISS. 3. Minimum three (3) days OSS.
R4. PHYSICAL ALTERCATION	<ol style="list-style-type: none"> 1. Minimum five (5) days OSS. 2. Minimum ten (10) days OSS. 3. Minimum ten (10) days OSS with a recommendation for long-term suspension for the remainder of the current school year. <p>Note: Criminal charges may also be filed.</p>
R5. PHYSICAL HARASSMENT	<ol style="list-style-type: none"> 1. Minimum five (5) days OSS. 2. Minimum ten (10) days OSS. 3. Minimum ten (10) days OSS with a recommendation for long-term suspension for the remainder of the current school year.

R6. FIGHTING	<ol style="list-style-type: none"> 1. Minimum ten (10) days OSS. 2. Minimum ten (10) days OSS with a recommendation for long-term suspension for the remainder of the current school year. 3. Minimum ten (10) days OSS with a recommendation for permanent expulsion. <p>Note: Criminal charges may also be filed.</p>
R7. GANGING UP TO PHYSICALLY ATTACK	<ol style="list-style-type: none"> 1. Minimum ten (10) days OSS with a recommendation for long-term suspension for the remainder of the current school year. 2. Minimum ten (10) days OSS with a recommendation for permanent expulsion. <p>Note: Criminal charges may also be filed.</p>
R8. PHYSICAL THREAT (STUDENT)	<ol style="list-style-type: none"> 1. Minimum ten (10) days OSS. 2. Minimum ten (10) days OSS with a recommendation for long-term suspension for the remainder of the current semester. 3. Minimum ten (10) days OSS with a recommendation for long-term suspension for the remainder of the current school year.
R9. BATTERY	<p>Battery shall be defined as when a student: 1) intentionally causes physical harm to a person; or 2) causes or attempts to cause injury, or behaves in such a way as to cause physical injury to a student.</p> <ol style="list-style-type: none"> 1. Minimum of ten (10) days OSS. 2. Minimum of ten (10) days OSS with a recommendation for permanent expulsion. <p>Note: Criminal charges may also be filed.</p>
R10A-C. PHYSICAL THREAT / VIOLENCE (EMPLOYEE)	<ol style="list-style-type: none"> 1. Minimum ten (10) days OSS with a recommendation for long-term suspension for the remainder of the current school year. 2. Minimum of ten (10) days OSS with a recommendation for permanent expulsion. <p>Note: Criminal charges may also be filed.</p>
R11. UNAUTHORIZED CONFINEMENT / DETENTION	<ol style="list-style-type: none"> 1. Minimum one (1) day OSS. 2. Minimum three (3) days OSS. 3. Minimum five (5) days OSS.
NOTE: R6, R7, AND R9 offenses are cumulative for grades 8-12.	
S1. PRESCRIPTION DRUGS	<ol style="list-style-type: none"> 1. Minimum three (3) days OSS. 2. Minimum five (5) days OSS. 3. Minimum three (3) days OSS.
T1. DAMAGE TO PROPERTY	<ol style="list-style-type: none"> 1. Minimum five (5) days OSS and restitution. <p>Note: Criminal charges may also be filed.</p>
T2. SETTING FIRE TO PROPERTY	<ol style="list-style-type: none"> 1. Minimum ten (10) days OSS and restitution. 2. Minimum ten (10) days OSS, restitution, and recommendation for long-term suspension for remainder of current school year. <p>Note: Criminal charges may also be filed.</p>
T3/4. THEFT / VANDALISM	<ol style="list-style-type: none"> 1. Minimum five (5) days OSS and restitution. 2. Minimum ten (10) days OSS and restitution <p>Note: Criminal charges may also be filed.</p>
T5. POSSESSION OF STOLEN PROPERTY	<ol style="list-style-type: none"> 1. Minimum five (5) days OSS. 2. Minimum ten (10) days OSS. <p>Note: Criminal charges may also be filed.</p>
U1A. INORDINATE DISPLAYS OF AFFECTION	<ol style="list-style-type: none"> 1. Conference. 2. Minimum three (3) days ISS.
U1B. CONSENSUAL SEXUAL ACTIVITY	<ol style="list-style-type: none"> 1. Minimum five (5) days OSS. 2. Minimum ten (10) days OSS.

U1C. INDECENT EXPOSURE	<ol style="list-style-type: none"> 1. Minimum three (3) days OSS. 2. Minimum five (5) days OSS. 3. Minimum ten (10) days OSS. <p>Note: Criminal charges may also be filed.</p>
U1D. SEXUAL MISCONDUCT	<ol style="list-style-type: none"> 1. Minimum one (1) day OSS. 2. Minimum three (3) days OSS. 3. Minimum five (5) days OSS. <p>Note: Criminal charges may also be filed.</p>
U2A. SEXUAL HARASSMENT (VERBAL / VISUAL)	<ol style="list-style-type: none"> 1. Minimum two (2) days OSS. 2. Minimum five (5) days OSS. 3. Minimum ten (10) days OSS. <p>Note: Criminal charges may also be filed.</p>
U2B. SEXUAL HARASSMENT (PHYSICAL)	<ol style="list-style-type: none"> 1. Minimum three (3) days OSS. 2. Minimum five (5) days OSS. 3. Minimum ten (10) days OSS. <p>Note: Criminal charges may also be filed.</p>
U3. CONTACT WITH INTIMATE BODY PARTS	<ol style="list-style-type: none"> 1. Minimum ten (10) days OSS. 2. Minimum ten (10) days OSS with recommendation for long-term suspension for the remainder of the current semester AND two (2) additional semesters. <p>Note: Criminal charges may also be filed.</p>
U4. SEXUAL MOLESTATION	<ol style="list-style-type: none"> 1. Minimum ten (10) days OSS. 2. Minimum ten (10) days OSS with recommendation for long-term suspension for the remainder of the current semester AND two (2) additional semesters. <p>Note: Criminal charges may also be filed.</p>
NOTE: U2, U3, AND U4 offenses are cumulative for grades 8-12.	
V. STIMULANTS	<ol style="list-style-type: none"> 1. Conference. 2. Minimum three (3) days ISS.
W1. LOOKING FOR TECHNOLOGY SECURITY PROBLEMS	<ol style="list-style-type: none"> 1. Minimum five (5) days OSS. 2. Minimum ten (10) days OSS plus a recommendation for long-term suspension for the remainder of the current school year. <p>Note: Criminal charges may also be filed.</p>
W2. DISRUPTION OF TECHNOLOGY RESOURCES	<ol style="list-style-type: none"> 1. Minimum five (5) days OSS. 2. Minimum ten (10) days OSS plus a recommendation for long-term suspension for the remainder of the current school year. <p>Note: Criminal charges may also be filed.</p>
W3. SOLICITING / ENGAGING IN BUSINESS	<ol style="list-style-type: none"> 1. Minimum three (3) days ISS. 2. Minimum five (5) days ISS.
W4. MONOPOLIZE / WASTE TECHNOLOGY RESOURCES	<ol style="list-style-type: none"> 1. Minimum three (3) days ISS. 2. Minimum five (5) days ISS.
W5. UNAUTHORIZED FILES	<ol style="list-style-type: none"> 1. Minimum three (3) days ISS. 2. Minimum five (5) days ISS.
W6. THEFT / VANDALISM USING TECHNOLOGY RESOURCES	<ol style="list-style-type: none"> 1. Minimum five (5) days OSS, plus restitution. 2. Minimum ten (10) days OSS, plus restitution. <p>Note: Criminal charges may also be filed.</p>
W7. INAPPROPRIATE MATERIALS	<ol style="list-style-type: none"> 1. Minimum three (3) days OSS. 2. Minimum ten (10) days OSS. <p>Note: Criminal charges may also be filed.</p>
W8. ALTERATION OF RECORDS / OTHER PROHIBITED ACT	<ol style="list-style-type: none"> 1. Minimum five (5) days OSS. 2. Minimum ten (10) days OSS plus a recommendation for long-term suspension for the remainder of the current school year.

W9. USE OF SOCIAL NETWORKING SITES	<ol style="list-style-type: none"> 1. Minimum two (2) days ISS. 2. Minimum three (3) days ISS. 3. Minimum one (1) day OSS. <i>(TREATED AS INSUBORDINATION: G4)</i>
W10. UNAUTHORIZED RECORDING	<ol style="list-style-type: none"> 1. Minimum three (3) days ISS.
X. TOBACCO / VAPING (POSSESSION)	<ol style="list-style-type: none"> 1. Minimum of two (2) days OSS. 2. Minimum of three (3) days OSS. 3. Minimum of five (5) days OSS.
X. TOBACCO / VAPING (DISTRIBUTION)	<ol style="list-style-type: none"> 1. Minimum of two (2) days OSS. 2. Minimum of three (3) days OSS. 3. Minimum of five (5) days OSS.
Y. CATEGORY I WEAPON: DANGEROUS WEAPON OR FIREARM -LOADED OR UNLOADED	<ol style="list-style-type: none"> 1. Minimum ten (10) days OSS with recommendation for long-term suspension for the remainder of the current semester AND two (2) additional semesters. Note: <i>In every instance the appropriate law enforcement agency will be notified.</i>
Y. CATEGORY II WEAPON (INCLUDING BLADES MORE THAN 2 INCHES)	<ol style="list-style-type: none"> 1. Minimum ten (10) days OSS. 2. Minimum ten (10) days OSS with recommendation for long-term suspension for the remainder of the current semester AND two (2) additional semesters. Note: <i>In every instance the appropriate law enforcement agency will be notified.</i>
Y. CATEGORY III WEAPON (INCLUDING BLADES LESS THAN 2 INCHES)	<ol style="list-style-type: none"> 1. Minimum five (5) days OSS. 2. Minimum ten (10) days OSS. Note: <i>In every instance the appropriate law enforcement agency will be notified.</i>
1. NOTE: Category II & III offenses are cumulative for grades 8-12.	

INTERROGATIONS & SEARCHES

(Administrative Rule JCAB-R)

The principal or authorized representative is authorized to conduct reasonable interrogations of students in order to properly investigate/address misconduct. To ensure students' safety, the Board authorizes reasonable searches of students by authorized school officials. The principal or authorized representative has the authority to conduct inspection of students' school lockers, articles carried upon their persons, and vehicles. Such searches shall be based on reasonable suspicion of the presence of deleterious items, but not limited to bombs, handguns, clubs, or other dangerous weapons, contraband drugs, alcohol, tobacco, stink/smoke bombs, noise makers, and water guns. If a school official has reasonable suspicion to believe that a student is in possession of an unauthorized metal-containing object or weapon, the school official may conduct a metal detector search of the student's person and personal effects. Principals or designees may interview or interrogate students without prior notice or permission of parents/guardian.

VIII. ATHLETICS / EXTRA-CURRICULARS

ATHLETICS, ACTIVITIES, CLUBS, AND ORGANIZATIONS

Students are encouraged to take an active part in student clubs and organizations provided they meet eligibility requirements as set forth by the State Board of Education. Only clubs and organizations which do not discriminate based on race, color, national origin and religious affiliation will be approved by the principal or his designee. All approved organizations must have a faculty sponsor. Student initiated organizations which exist to foster or advocate religion will be allowed in accordance with the Equal Access Act. If you have an interest in one of these groups, please see the student activities administrator or sponsor. Please visit our website for a complete listing of clubs, mission and purpose of each club, faculty advisor, and a description of planned activities for the 2022-2023 school year.

ATHLETIC ELIGIBILITY REQUIREMENTS

To be eligible to participate, practice, and/or try out in interscholastic activities, a student must be academically eligible. A student is required to pass classes that carry at least 2.5 Units counting toward graduation the semester immediately preceding participation.

EXCEPTION: *First semester ninth-grade students.*

- (a) Passing is a grade of seventy (70).
- (b) Students participating in junior varsity or "B" team competition must meet all scholastic requirements.

- (c) If an eligible student transfers from a school using a traditional format and that student cannot get a full schedule of classes with equivalent credit in the semester of the transfer, the school may petition the Executive Director for a waiver of this rule for the first semester after the transfer occurs.
- (d) For schools offering courses with yearlong grading, eligibility must be computed for each semester.
 - (1) At the end of the first semester, the school must determine that the student has a grade of 70% or higher in classes carrying at least 2.5 Units.
 - (2) The second semester grade will be the grade given for the entire course and shall include the end-of-course test grade.
 - (3) Remediation programs designed to bring the student's first semester grade up to 70% or higher may be used (*in accordance with GHSA guidelines*) if the school allows such programs for all students.

ATHLETIC TEAMS

	FALL	WINTER	SPRING
SPORT	Cheerleading	Basketball (<i>Boys / Girls</i>)	Baseball
	Cross Country	Cheerleading	Golf
	Football	Swimming	Soccer (<i>Boys / Girls</i>)
	Fast-Pitch Softball	Wrestling	Tennis (<i>Boys / Girls</i>)
	Volleyball		Track (<i>Boys / Girls</i>)
			Lacrosse (<i>Boys / Girls</i>)