

TO THE STUDENTS OF DAN RIVER HIGH SCHOOL:

Welcome to the 2022-2023 school year at Dan River High School! Your high school years should be a time filled with exciting memories and great experiences. Our teachers, administration, and staff are in place to encourage your success and assist you along the way to graduation and beyond. Please take advantage of all the opportunities that Dan River High School has to offer academically, athletically, and through many extra-curricular activities.

This handbook will serve as a reference tool for all students. The information provided will help ensure your success while a member of the DRHS Wildcat student body. In addition, the handbook serves as a student planner containing monthly calendars, weekly assignment records, as well as student hall passes. This handbook should be with you at all times during each school day.

Though the administration attempts to place all important information in this handbook, changes can occur due to unexpected situations. Students must pay attention to the morning and afternoon announcements, as well as the signage boards around the school to keep up with scheduled events. The information contained in this handbook will be covered by each teacher at the beginning of the school year, and also by the Administration in an assembly format. All students will be held accountable for all the information including rules, regulations, and procedures of DRHS that are presented in this handbook. Parents and guardians should review this handbook as well.

Any topic not covered in this handbook falls under the guidelines of the Pittsylvania County School Board Policy Manual. Please refer to the policies that were sent home with your child. The administration reserves the right to make changes to this handbook to promote the safety of all students, staff, and patrons of Dan River High School

Important School Facts

Principal: Dr. Joshua Bocock

Assistant Principals: Jonathan Fain
Franklin Ferguson

Mascot: Wildcat

Address:

Colors: Blue & White with Red

100 Dan River Wildcat Circle
Ringgold, VA 24586

School Day: 8:14 a.m. - 3:11 p.m.

Office Hours: 8:00 a.m. - 4:00 p.m.

Phone number: (434) 822-7081

Website: www.pcs.k12.va.us/drhs

Fax number: (434) 822-7347

BELL SCHEDULES (By Lunches)

REGULAR SCHEDULE	SPECIAL ACTIVITY SCHEDULE
1 st Lunch:	1 st Lunch:

1 st Block	8:14 a.m. - 9:47 a.m.	1 st Block	8:14 a.m. - 9:29 a.m.
2 nd Block	9:53 a.m. - 11:25 a.m.	2 nd Block	9:35 a.m. - 10:50 a.m.
Lunch	11:25 a.m. - 11:55 a.m.	Lunch	10:50 a.m. - 11:20 a.m.
3 rd Block	12:01 p.m. - 1:33 p.m.	3 rd Block	11:26 a.m. - 12:41 p.m.
4 th Block	1:39 p.m. - 3:11 p.m.	4 th Block	12:47 p.m. - 2:02 p.m.
		Activity	2:02 p.m. - 3:11 p.m.
2nd Lunch:		2nd Lunch:	
1 st Block	8:14 a.m. - 9:47 a.m.	1 st Block	8:14 a.m. - 9:29 a.m.
2 nd Block	9:53 a.m. - 11:25 a.m.	2 nd Block	9:35 a.m. - 10:50 a.m.
3 rd Block	11:31 a.m. - 12:15 p.m.	3 rd Block	10:56 a.m. - 11:30 a.m.
Lunch	12:15 p.m. - 12:45 p.m.	Lunch	11:30 a.m. - 12:00 p.m.
3 rd Block	12:45 p.m. - 1:33 p.m.	3 rd Block	12:00 p.m. - 12:41 p.m.
4 th Block	1:39 p.m. - 3:11 p.m.	4 th Block	12:47 p.m. - 2:02 p.m.
		Activity	2:02 p.m. - 3:11 p.m.
3rd Lunch:		3rd Lunch:	
1 st Block	8:14 a.m. - 9:47 a.m.	1 st Block	8:14 a.m. - 9:29 a.m.
2 nd Block	9:53 a.m. - 11:25 a.m.	2 nd Block	9:35 a.m. - 10:50 a.m.
3 rd Block	11:31 a.m. - 1:03 p.m.	3 rd Block	10:56 a.m. - 12:11 p.m.
Lunch	1:03 p.m. - 1:33 p.m.	Lunch	12:11 p.m. - 12:41 p.m.
4 th Block	1:39 p.m. - 3:11 p.m.	4 th Block	12:47 p.m. - 2:02 p.m.
		Activity	2:02 p.m. - 3:11 p.m.
1:00 PM RELEASE SCHEDULE		TWO-HOUR DELAY SCHEDULE	
1 st Block	8:14 a.m. - 9:14 a.m.	1 st Block	10:14 a.m. - 11:16 a.m.
2 nd Block	9:20 a.m. - 10:19 a.m.	2 nd Block	11:22 a.m. - 12:24 p.m.
1st Lunch Schedule		1st Lunch Schedule	
1 st Lunch	10:19 a.m. - 10:49 a.m.	1 st Lunch	12:24 p.m. - 12:54 p.m.
3 rd Block	10:55 a.m. - 11:54 a.m.	3 rd Block	1:00 p.m. - 2:02 p.m.
2nd Lunch Schedule		2nd Lunch Schedule	
3 rd Block	10:25 a.m. - 10:52 a.m.	3 rd Block	12:58 p.m. - 1:28 p.m.
2 nd Lunch	10:52 a.m. - 11:22 a.m.	2 nd Lunch	12:58 p.m. - 1:28 p.m.
3 rd Block	11:22 a.m. - 11:54 a.m.	3 rd Block	1:28 p.m. - 2:02 p.m.
3rd Lunch Schedule		3rd Lunch Schedule	
3 rd Block	10:25 a.m. - 11:24 a.m.	3 rd Block	12:30 p.m. - 1:32 p.m.
Lunch	11:24 a.m. - 11:54 a.m.	3 rd Lunch	12:30 p.m. - 1:32 p.m.
4 th Block	12:00 p.m. - 1:00 p.m.	4 th Block	2:08 p.m. - 3:11 p.m.

AFTER-SCHOOL EXPECTATIONS

No student will be allowed to remain in any area after school hours without permission from and under the supervision of a staff member. Students are required to be with a sponsor, coach, or teacher by 3:25 p.m.

ANNOUNCEMENTS/MORNING PROCEDURES

Announcements for the day will be made over the public address system during first period. Students are expected to be quiet and attentive to the announcements. Students will observe the moment of silence and will stand during the Pledge of Allegiance. Announcement requests must be made by sponsors or coaches and require administrative approval. Students will not be allowed to request announcements. Any posters which do not pertain to school-sponsored events must be approved by the principal. The school will not make announcements for church, civic, social, or commercial organizations unless these organizations are co-sponsoring an activity with the school.

ATTENDANCE PROCEDURES

When a student is absent from class or school, the student will normally be excused according to the following guidelines:

1. Illness (parent must initiate contact with the attendance office each day of the absence; A doctor's note is required after seven (7) accumulated absences)
2. Quarantine
3. Death in the family
4. Medical appointments (must provide doctor's note/excuse)
5. Court proceedings (statement from court required).
6. Religious observances
7. Educational opportunities (5 maximum, must be pre-approved in advance with a pre-arranged absence form)
8. Emergencies/Other reasons approved in advance by the school administration.
9. For middle and high school students, one school day per year to engage in a civic event.
10. 4-H Activity (3 maximum, excludes SOL testing time, documentation required)
11. Subject to guidelines by the VA Department of Education, students who are members of a state- or federally-recognized tribal nation that is headquartered in Virginia shall be granted one excused absence per academic year to attend such nation's pow wow gathering provided that the student's parent provides the student's school advance notice of the absence in the manner required by the school.

If the reason for an absence does not fall within the guidelines, the absence will generally be unexcused. Absences that might be an exception to these guidelines must be approved in advance. When a student is absent due to suspension, the absence will be **verified**.

Upon returning to school following an absence, a student must have his/her absence verified and cleared on the day of his/her return. If for some reason this is not done, the student will have until the **next** school day to have his/her absence verified. Absences not cleared in this time frame will remain unexcused.

Additional Regulations Governing Middle and High School (Policy JED-PC)

Students who have unexcused absences at the middle school and high school level will not be given an opportunity to make up the work missed. This includes tests, labs and any work done in class on the day of the absence. Work done outside of the classroom by all other students can be accepted.

When an absence is judged to be unexcused, the student and/or a parent may request an appeal before the school attendance committee. This request for an appeal must be made in writing and must be received before the end of the school day following notification of an unexcused absence. If the appeal is successful, the absence will be excused and make-up work will be allowed. Make-up work will not be given

prior to the decision of the attendance committee. Note: The appeal process does not apply to suspensions.

The school attendance committee will be composed of three persons from the administration and the guidance department. This committee will meet within two school days, and, upon meeting, render an immediate decision. The decision of the committee will be final. Application of this policy to students with disabilities shall be consistent with federal and state laws and regulations as well as School Board policy regarding students with disabilities.

Requests for Excused Absences for Educational Opportunity: Such requests are for trips that are of educational value. Requests that typically meet these criteria include official college/university visits and educational agency/institution trips. Request forms may be picked up from the attendance clerk's office. **Absences due to educational opportunities count as absences from school and will count against a student's perfect attendance record.**

Checking in and out of School

Tardies

- Students who arrive after 8:14 a.m. are tardy and must report to the Attendance Clerk's office and submit a written excuse to the attendance clerk. The administration will decide whether the tardy is excused or unexcused.
- **Classes missed due to checking in fall under the same guidelines as the Attendance Policy and will be ruled excused or unexcused based on the reason provided in a written note from the parent/guardian.**
- Students who ride with or provide their own transportation will receive one (1) excused tardy per semester for car trouble. Additional excused tardies will not be granted except in extreme circumstances as determined by the administration.
- Tardies to school count as tardies to class. Please refer to the tardy policy on page 10 for consequences for tardies.

Checkouts/Early dismissals

- Students who need to leave school early must submit a written note from a parent or guardian to the Attendance Office in the morning. In addition, **the parent must make telephone contact with the school by 9:00 a.m. for confirmation.** This will verify the checkout/early dismissal. **Students must sign out through the attendance office.** If a student becomes ill during the day, the student must see the school nurse.
- **Classes missed due to checking out fall under the same guidelines as the Attendance Policy and will be ruled excused or unexcused based on the reason provided in a written note from the parent/guardian.**
- Students are not to check out and return to school on the same day without permission from an administrator.
- Early dismissals for appointments require documentation (note from a doctor, court clerk, etc.) on the day the student returns to school.
- **Students who leave school without permission will face disciplinary consequences.**

BEFORE-SCHOOL EXPECTATIONS

Students should not arrive to school prior to 7:55 a.m. unless they are under the supervision of a teacher or sponsor. Students arriving before this time are required to remain in the vestibule area until the 7:55 bell.

CAFETERIA AND LUNCH PERIOD

Students are required to report and remain in the cafeteria during their assigned lunch period. Students are to conduct themselves appropriately in the cafeteria. They should never break line, push others, or run. Students should respect the duty teachers and cafeteria workers' authority. Chairs, tables, and floors should be kept clean. All talking should be completed in normal volumes. Trays, silverware, and dishes must be returned to the appropriate area. All food items and trash should be cleaned up before leaving. No food should be consumed in the hallway. Per Federal guidelines, students are not permitted to consume fast food in the cafeteria. Breakfast and lunch are provided to all students at no charge.

CAR RIDERS

Students who are dropped off in the morning or picked up in the morning should make sure that those persons driving them to school obey the instructions on the sign posted at the entrance and exits. Only buses should be on the main road in front of the school during arrival and dismissal times (7:45 a.m. - 8:30 a.m. and 2:45 p.m. - 3:30 p.m.)

CLASS RANK

The first semester grade of each senior shall be averaged with his/her previous yearly averages to determine class rank and the selection of honor graduates.

GPA (Grade Point Average)

This is calculated by the total number of quality points divided by the number of courses attempted.

Points per Credit:

Advanced & AP Courses	All Other Courses
A = 5	A = 4
B = 4	B = 3
C = 3	C = 2
D = 2	D = 1
F = 0	F = 0

CLINIC

The clinic is staffed by a nurse. Students must have a pass from a teacher to visit the clinic.

Medications:

1. It is preferable for medication to be administered at home.
2. **Students are not allowed to have medication on their person at any time.** Doing so will result in disciplinary consequences including suspension from school up to expulsion.
3. All medications are required to be presented to the school clinic by a parent/guardian with signed medication permission form. All medications must be presented in the original container labeled with the student's name, date, and name of medication. If there is any discrepancy, whatsoever, between

the label on the bottle, the parent's/guardian's instructions, or the doctor's order (if indicated), the medication will not be administered.

4. The Medication Permission Form must be updated at the beginning of each school year or when there is a change of dosage.
5. Reminder by letter or telephone call to the parent/guardian for medication(s) to be picked up will be made before the close of the school year (or sooner if indicated). Medication not picked up at the close of the school year (or sooner if indicated) will be destroyed.

DESIGNATED AREAS

Students must remain in designated areas at all times. For example, if a student is at lunch, he/she should be in the cafeteria not in other parts of the building including teacher's classrooms. Students not in designated areas are subject to disciplinary consequences.

STUDENT DRIVER REGULATIONS

Driving and parking a vehicle at Dan River High School is a privilege and is afforded to licensed student drivers. Unsafe driving practices, excessive unexcused check-ins or check-outs, and excessive absences can result in withdrawal of driving privileges to school as determined by the administration. Student drivers must register their vehicle by purchasing and displaying a Dan River High School parking decal that displays the current year. A limited number of decals are available for purchase. If a student changes vehicles, he or she must re-register the new vehicle with the office.

Students must park their vehicles properly in the student parking lot. Students are not allowed to park behind the school at any time or the lot near the cafeteria. Upon arrival to school, students are to immediately exit their vehicles and enter the building. Students may not return to their vehicles without permission from administration.

EXAMS

All high school courses require a final exam. The exam grade will count 20% of the final grade; the two nine-week grades will be calculated to represent 80% of the final grade.

Exemptions: No high school students will be exempt from taking an exam in a course with the exception of a student, regardless of grade level, who has (1) received a passing score on an end-of course SOL test or an Industry Certification assessment or (2) earned an "A" average on the grades earned for the two nine-weeks of the semester, provided that the student does not have the option of receiving a passing score on an end-of-course SOL test or an Industry Certification test. A student who is eligible to take an end-of-course SOL test or an Industry Certification test must take the test as a means of exempting the exam; the student may not use an "A" average as a means of exempting the exam.

FOOD AND DRINK

Students who bring lunch to school must eat in the cafeteria. No student is to enter the teachers' lounge for drinks or snacks at any time. No food should be consumed in the classrooms, lockers, hallways, restrooms, gymnasium, locker rooms, or library. Water bottles and thermal cups must have a screw top or locking lid.

GRADING SYSTEM

The grading system is based upon a 100-point scale. The scale is as follows:

A = 90 - 100

B = 80 - 89

- C = 70 - 79
- D = 60 - 69
- F = Below 60

GRADUATE OF MERIT

- Graduates who attain a specified point total accumulated during their high school studies qualify as Pittsylvania County Graduate of Merit.
- Recognition: Each recipient will be honored during a public ceremony held at the end of the final semester and attended by the students, parents, business sponsors, and school officials.
- For more information, see a school counselor.

GUIDANCE

Our comprehensive guidance program serves the students and their ever-changing needs. The program is designed to:

- assist students in discovering special abilities and interests,
- provide counseling both social and personal,
- provide financial aid information,
- provide student information to colleges,
- coordinate state-mandated tests,
- register and enroll new students,
- arrange for tutors,
- schedule classes, and assist students in planning a program of study that best meets their needs.

HOMEWORK

The need for homework varies according to the content and level of courses. Its value lies in practicing skills and doing research. The amount and frequency of homework is commensurate with the course and class level. Student homework is reviewed, checked, or graded as needed to verify understanding and completion.

HONOR ROLL

To qualify as an honor graduate, the student must attain a 3.2 average on all units of credit attempted for subjects which are designated as ninth grade or above and must have a good conduct record. The first semester grade of each senior shall be averaged with his/her previous yearly averages to determine the selection of honor graduates.

INSURANCE

All students involved in athletics or shop work must have valid health insurance. It is also highly recommended for all physical education students. The deadline for the purchase of school insurance is October 1st. Fall sports participants must have insurance before being allowed to participate.

LOCKERS

Students are allowed to use their lockers before school, between classes, and after school. Students are assigned lockers and should not share lockers with other students. Use of lockers during instructional time is not permitted.

LOST AND FOUND

Many articles are lost or misplaced during the school year. Students who find an article not belonging to them should deliver it to the main office. Students should report their losses to their teachers and to the office.

MAKE-UP WORK

It is the responsibility of students who had an excused absence to meet with their teacher to arrange for make-up work. The time allowed for make-up work is the number of days missed plus one. An administrator must handle exceptions to this policy. **Note that assigned papers, projects, or long-term assignments are not considered make-up work.** These assignments are considered on an individual basis. **The teacher reserves the right to request that a student complete make-up work before or after school.** The following guidelines will be used for requesting make-up work:

1. Students are encouraged to get assignments for short-term absences from peers.
2. The school will not collect assignments for a student if he/she is absent for only one day.
3. Requests for make-up work should be made to the guidance office with 24-hours' notice.

MEDIA CENTER

The media center is open each day from 8:10 a.m. until 3:25 p.m. Books may be checked out for two weeks and may be renewed. A fine of \$0.10 per day will be charged for each overdue item.

MOMENT OF SILENCE

As required by School Board Policy and State regulations, Dan River High School will observe a moment of silence at the beginning of each school day followed by students being requested to recite the "Pledge of Allegiance to the Flag." During the moment of silence, students are to remain silent and are not to disrupt or distract others. This time may be used for personal reflection, prayer, and meditation. Students and others are prohibited from praying aloud during the moment of silence.

PAYMENTS AND FINES

Students and parents may pay for various fees or fines using checks. Checks must include a phone number of the responsible party on the check. If the account from which the check is written has insufficient funds to cover the amount, the matter will automatically be referred to a collection company. By paying by check you are also authorizing the collection of a fee through an electronic fund transfer from your account if your payment is returned unpaid. This fee can range from \$35.00 to \$50.00 per check and is collected and kept by the outside collection company. Pittsylvania County Schools only receives the face value of the check.

SCHOOL CLOSING

When it becomes necessary to close schools due to inclement weather or emergencies, a decision will be made at the earliest possible time. All patrons and students are asked not to call the school, school board office, or the highway department. Local radio and TV stations, the PCS website (<http://www.pcs.k12.va.us/public/weather.html>), and the SchoolMessenger alert system alert parents of changes to school operations.

STUDENT ACTIVITIES

Student Council: The Student Council Association (SCA) of Dan River High is designed to promote unity, participation, and communication among the students, faculty,

and administration. This organization is comprised of elected officer delegates and representatives from the student body.

Service Clubs: These clubs build leadership skills, self-esteem, and character. They also provide countless hours of service to the school and community. Dan River is proud of its dedicated service clubs, which include: JROTC, BETA Club, Interact, and YOVASO.

Performance Groups: Drama, marching band, concert band, concert choir, and Forensics are DRHS's performing groups. These groups have individual selection auditions.

National BETA Club: Students are inducted into this national service organization by invitation. Membership criteria include outstanding scholarship, leadership, service, and character. Students must have a 3.2 GPA to be considered for membership in the BETA Club. A record of service to school and/or community must be demonstrated prior to induction.

Other DRHS clubs include: FBLA, FFA, Spanish, French, DECA, Science, Art, FCA, FCCLA, Technology, and Book Club.

TARDIES

All students are expected to arrive to class on time and to be prepared for class. Students are considered tardy if they arrive to class after the tardy bell rings. Disciplinary actions for tardies are as follows. Please note that tardies to school count as tardies to class.

3rd tardy: Tardy Referral--Warning

4th tardy: Tardy Letter Home

5th tardy: One day of In-School Suspension (ISS)

6th tardy: Two days of ISS

7th tardy: One day of Out-of-School Suspension (OSS)

Repeat Offenses: Subsequent OSS as determined by administration

TELEPHONES

Students may use the school telephone with the permission of an administrator. Cell phones are not to be used during the school instructional day at any time.

TEXTBOOKS

Books must be returned in basically the same condition as they were issued. No student can turn in a book for credit that was not properly issued to him/her. Students with outstanding book obligations will be placed on the fines list and records and privileges can be withheld.

VALEDICTORIAN/SALUTATORIAN

The valedictorian represents the senior with the highest cumulative GPA at the conclusion of the first semester of the senior year. The salutatorian represents the senior with the second highest cumulative GPA at the conclusion of the first semester of the senior year. In case of a tie for valedictorian, co-valedictorians shall be declared with no salutatorian. In case of a tie for salutatorian, co-salutatorians shall be declared.

VISITORS

All visitors to Dan River High School during school hours must report to the Main Office and state the nature of their business. Parents are always welcome to visit the school. Prior arrangements and appointments are appreciated. Visitor passes must be worn and visible at all times.

INTERSCHOLASTIC ATHLETIC PROGRAM

The athletic program at DRHS offers a variety of team and individual sports for both boys and girls. In order to participate in the athletic program, a student must have a completed VHSL parental consent/physician's examination form on file with the school athletic director before the first day of conditioning or practice. To be eligible for participation (including practice) in the sports programs, a student must be currently enrolled in four courses and must have passed at least three subjects the preceding semester. Students must be present for half (2 periods) of the school day in order to participate in any practice or game that day.

CONDUCT OF STUDENT ATHLETES

Student athletes are expected to exemplify the highest standard of conduct befitting a lady or gentleman. Student athletes should remember that many people are observing their actions and that bad conduct reflects not only upon themselves, but also DRHS. Remarks, gestures, and other outbursts that may result in a technical foul or an official warning is considered unsportsmanlike conduct and is frowned upon by the athletic department and school administration. Any penalty during an athletic event can be punishable according to appropriate school policies. (Example - a fight during a soccer or football game could also result in a 10 day suspension from school.) Players ejected from a contest are responsible to the coach of the team, the athletic director, and/or the principal for disciplinary action. The Virginia High School League requires ejected players to sit out one to two games, depending on the reason for the ejection.

CONDUCT AT ATHLETIC EVENTS

The Virginia High School League requires good sportsmanship to be shown at all times in all athletic and extracurricular activities. Students and spectators are to treat the opposing teams, fans, and officials cordially. There is to be no abusive language; no throwing of objects; no kind of physical contact such as pushing, hitting, etc.; no booing; and no uncomplimentary signs. Students and spectators are not allowed on the playing floors or fields. Failure to abide by the regulations could cause DRHS to forfeit the athletic contest, be placed on probation, fined, or even dropped from the league. At all times and at any event, DRHS students are obligated to cooperate with faculty members and school representatives.

DRHS SCHOOL TRADITIONS

Communications with the Dan River community is a tradition at Dan River High School. Our goal is to inform our parents and patrons about all school activities and to encourage their attendance at school events.

The Archway: Our yearbook is produced annually and covers all aspects of student life. Photographs of individual students, as well as clubs, organizations, and athletic group pictures are included.

Homecoming: Homecoming Football game date will be provided at a later date.

Awards Assemblies: Dan River High School students are recognized for their achievements. The Academic Awards Assembly is held during the academic year to honor students who have outstanding academic achievement. The community is invited to attend these celebrations of excellence. Athletic excellence awards are presented at the end of the fall, winter, and spring seasons.

Junior-Senior Prom: This formal dance is held in the spring. Hosted by the junior class, the event honors Dan River seniors. Attendance at the prom is a privilege; failure to adhere to school rules can result in an administrative decision to exclude a student from the prom festivities. **Students missing more than 15 days of school (unexcused), including Out-of-School Suspensions, will not be allowed to attend the prom.**

Baccalaureate: Students enjoy a motivational and inspirational program presented by fellow students and Dan River community members.

Commencement Exercise (Graduation) - Graduation is the culminating activity for seniors and is designed to be a solemn and dignified occasion. Student speeches and the awarding of diplomas are highlights of this event. This is a privilege for seniors and junior marshals. Failure to adhere to school rules can result in an administrative decision to exclude a student from the commencement activities.

CODE OF CONDUCT AND PCS POLICIES

A copy of the Policies and Regulations Manual of Pittsylvania County Schools is maintained in the school media center and is available to students, employees, as well as the public. All students attending DRHS have a right to an education without disruption. Please review the guidelines below. Also, refer to the policy booklet sent to each high school student which includes a copy of the Code of Conduct.

Behavior Management Center (BMC): Behavior Management Center was implemented for the purpose of the teacher to have the option of removing a student from class for minor offenses that do not warrant a referral to the administration. Students sent to BMC will have the same assignment that the class is working on or the teacher can choose the option of the student completing a packet available in the BMC room.

Bullying: Students who bully, harass, threaten, or intimidate other students will be disciplined. Under no circumstances are students allowed to confront other students or take matters in their own hands. Doing so will result in disciplinary consequences.

Bus infractions: Riding the school bus is a privilege, not a right of students. Appropriate behavior is expected of all students on the bus and at the bus stop for the safety of all. Inappropriate behavior will result in disciplinary action and/or suspension of riding privileges.

Cellular Devices: In following PCS Policy JS-PC, cellular devices (cell phones, cellular watches, i.e. smart watches, etc.) cannot be **seen, used or heard** during the instructional day (7:55a - 3:11p). The device will be confiscated by school personnel in every instance. The student may collect the device from the main office after school. Cell phones are not to be used while traveling to or from school on the

school bus. Violations of this policy will result in the following consequences: first offense- three (3) days of ISS; second offense- one (1) day of OSS; third offense- three (3) days of OSS. Repeated offenses will result in progressive consequences.

Chromebooks: Students are expected to have a Chromebook in hand each day for school. This is a division-wide initiative and it is the responsibility of each student to be prepared for class.

- If you do not have a Chromebook, one needs to be checked out from the Library before school.
- Chromebook check out will be from 7:55 to 8:14 each morning. If you arrive after the 8:14 bell to obtain a Chromebook, you will receive a tardy to class, as you will not be able to receive a loaner device and get to class on time. (There will be adjustments made for late bus arrivals)
- Chromebooks that have been checked out will be returned each day from 3:00 to 3:11.
- If you do not return the loaner device each day, disciplinary action and/or fines are likely to follow.
Check-in/Check-out
- Students who check-in late who do not have a Chromebook must immediately report to the library with their check-in note to obtain a device.
- If you do not have a check-in note from the office, you will not be able to check-out a device.
- Students checking-out of school should return the loaner device to the library before exiting.

NO OTHER STUDENTS SHOULD BE SENT TO THE LIBRARY FOR A DEVICE DURING THE SCHOOL DAY

Offense Number	Disciplinary Action
1st Offense	BMC
2nd Offense	BMC
3rd Offense	BMC
4th Offense	BMC
5th Offense	BMC
6th Offense	ISS x 1 day
7th Offense	ISS x 2 days
8th Offense	ISS x 3 days
9th Offense	OSS x 1 day
10th Offense	OSS x 2 days

Dress Code: The Administration reserves the right to determine appropriateness of dress. These guidelines shall be equally applicable to all students regardless of gender:

- Shoes must be worn at all times on school grounds. Bedroom slippers are prohibited. For safety, teachers may require a particular type of shoe for lab, shop, or gym activities.
- Students shall be permitted to wear a head covering and/or hairstyle that is religiously and/or ethnically specific or significant in school. All other types of head coverings shall be placed in lockers upon arriving at school. Hats, hoods and bandanas cannot be worn in the building.
- Headbands or headwraps are permitted but may not exceed a width of 2 inches.
- Apparel, jewelry, accessories, visible tattoos, or manner of grooming that, by virtue of its color, arrangement, trademark, or any other attribute, denotes membership in a gang or advocates an illegal or disruptive behavior is prohibited.
- Garments and accessories which are disruptive, pose a risk of injury, or compromise the safety of the student or others are prohibited.
- Sunglasses cannot be worn in the building.
- Headphones/earbuds shall be placed out of sight upon entering the building.
- Pajamas or sleepwear, costumes, and blankets are prohibited in the school building and on buses.
- Large or bulky coats/jackets are to be placed in lockers during the school day.
- **Athletes shall not be in full uniform during the school day; uniform tops meeting the dress code may be worn.**
- All apparel must be opaque (not see-through) with no visible skin showing and cover at least two (2) inches of each shoulder and all areas from one armpit across to the other armpit down to 4 inches above the knee, both in the front and back. Shoulder straps shall be at least two inches in width.
- **Clothing may not depict, imply, advertise, or advocate illegal, violent, or lewd conduct; nudity; weapons; or the use of alcohol, tobacco, marijuana or other controlled substances.**
- **Clothing may not display or imply vulgar, discriminatory, or obscene language or images.**
- **Clothing may not display, imply, or depict hate speech/imagery targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or any other protected classification.**
- Rips, tears, or sheer sections in clothing must be in areas other than those required to be covered in opaque (not see-through) material or be worn over opaque fabric.
- If leggings, compression or yoga pants are worn, opaque (not see-through) apparel that is fingertip length using the longest finger on the hand of the student, both in the front and back, must also be worn.
- Pants must be worn at the waist. No undergarments shall be visible at any time.
- **Weapon-related attire is prohibited unless it is part of a school-sponsored club or activity.**

Violation of the student dress code will result in disciplinary action up to out-of-school suspension.

Drugs and alcohol: Possession, use, and/or distribution of alcohol, drugs, or drug paraphernalia on school property during the day or during any school activity are prohibited. Any student who violates this section of the Code of Conduct is subject to

school intervention, suspension, long-term suspension, recommendation for expulsion, and referral to the Pittsylvania County Sheriff's Office.

Disruptions: Inappropriate behavior that disrupts classroom instruction is prohibited and is subject to disciplinary action.

Falsified Fire Alarm: The Code of Virginia states that it is a Class 1 misdemeanor if any person who without just cause summons by telephone or otherwise any ambulance or fire-fighting apparatus or maliciously activates a manual or automatic fire alarm in a public school building, regardless of whether the fire department responds.

Fighting: Fighting is strictly prohibited. Participants will receive up to 10 days of suspension from school, possible recommendation for expulsion, and charges filed with the Pittsylvania County Sheriff's Office.

Gang Activity: Students are not permitted to be in possession of any gang-related articles of clothing or items. This includes gang-related writings and symbols. Bandanas are strictly prohibited at school. Failure to follow these guidelines will result in disciplinary consequences.

Gambling: Gambling is prohibited. This includes, but is not limited to card playing, the use of dice or any activity that involves the exchange of money.

Honor Code - Students are expected to abide by the honor code. Any of the following acts will be considered honor code violations:

1. Turning in or copying another student's work or homework as your own or allowing someone to copy your work;
2. Using "crib sheets," notes or the like;
3. Helping someone during a test or quiz;
4. Giving or receiving information from another student who has already taken the test or quiz; or
5. Plagiarizing
6. Any student determined to have given or received help on an SOL test will be disciplined according to this same policy. Also, the student's SOL results will be voided and the student will have to retake the test during the next testing session.

First Violation - Zero on work, referred to office, parent contact

Second Violation - Zero on work, referred to office, parent contact, 1-day suspension

Third Violation - Zero on work, referred to office, parent conference, 3-day suspension

NOTE: Subsequent offenses will result in a minimum of a 5-day suspension for each offense.

Incorrigible Behavior: Any student that continually violates the Pittsylvania County Schools' Code of Conduct may be recommended for expulsion.

In-School Suspension: Students are assigned in-school suspension by the administration. Students assigned to in-school suspension will be allowed to complete work that would be available in regular class period. Failure to comply with the in-school suspension coordinator will result in suspension from school. Upon returning from the suspension, the student would be required to serve the required number of in-school suspension days.

Leaving School Without Permission: A student must not leave school at any time without permission. To do so will result in disciplinary action.

Out-of-School Suspension: Students assigned to out-of-school suspension are not allowed to attend school or any school functions during the term of the suspension. Suspensions begin at the close of the school day on the same day assigned. **Students returning from suspension must get a blue note from an administrator upon returning to school.**

Problems Between Students: Faculty members are to settle all disputes or misunderstandings arising between students. Students are never to attempt to settle disputes or misunderstandings by fighting, using inappropriate language, etc. Students should report any incident to the office or ask for a conference with a guidance counselor. The first period teacher is the student's first point of contact and mentor in school problems.

Prohibited Items: Possession or use of the following prohibited items may result in disciplinary action. Headphones, playing cards, dice, radios, MP3 players, iPods, pagers, or any other electronic or non-electronic devices which distract or impede the educational process. **Administration reserves the right to determine the appropriateness of any items brought to school.**

Public Affection: Students are expected to refrain from public displays of affection. Students who violate this policy will be subject to disciplinary action. Kissing and inappropriate touching is prohibited at school and all school-related functions. Hand holding is permitted.

Safety Precautions:

1. Hallways and stairways are never to be blocked. No one is to be seated on the stairways or hallways at any time.
2. Congregating in hallways in such a manner as to obstruct the free passage of other students constitutes a safety hazard and is in violation of fire regulations. Teachers will not allow students to congregate at their classroom doors.
3. Always keep to the right when moving in halls, on the stairways, or while entering or leaving the classroom. This will help to alleviate congestion in the halls.
4. Do not run or horseplay in the hallways at any time. This is a serious safety hazard which could result in injury to yourself and others.
5. In shop areas, health and safety regulations, as well as usual occupational dress requirements will determine the dress code.
6. Safety glasses must be worn in all labs and shops.
7. Students must use sidewalks when using outside pathways.

Search and Seizure: When reasonable suspicion exists, school officials may search property belonging to students. Property belonging to students includes items that can be connected to a student, carried by a student, or stored by a student in areas made available to the student by the school. These areas include lockers, desks, storage bins, automobiles, parking lots and other locations. Prior to initiating a student search, the student will be informed of the reason for the search and may request consent for a search. If consent is not granted, the search may be conducted

anyway if the standard of reasonable suspicion is met. Students' rights will be respected at all times.

Threatening Statements: Students must refrain from making any statements that may be interpreted as threatening toward students or staff. Threatening statements will be taken seriously and, in many cases, result in disciplinary consequences up to expulsion from school.

Tobacco: In accordance with Virginia State law, a person under the age of 18 in possession of or smoking cigarettes is violating the Virginia Code of Law 18.2.371.1. All students are PROHIBITED from use and possession of tobacco products, matches, and lighters on school property. Use or possession of tobacco will result in suspension from school.

Vandalism and Property Damage: Students are expected to respect the property of others and to take pride in school property. Students who vandalize or destroy any school property will make restitution and/or face disciplinary action. If damage is the result of an accident, students should report it to school personnel (teacher or administrator) immediately.

Weapons: Weapons of any description are strictly prohibited at any Pittsylvania County school. Possession of any weapon in a locker, on one's person, in personal belongings, or in a vehicle will be referred to the Pittsylvania County Sheriff's Office and will result in a recommendation for expulsion.