

East Forsyth High School

Home of the Eagles



2020-2021

Student Handbook

WELCOME TO THE 2020-2021 SCHOOL YEAR AT EAST FORSYTH HIGH SCHOOL

At East Forsyth High School, we believe that our mission is to provide a safe environment within which a quality education is attainable for every student. Have a great year!

ADMINISTRATIVE/COUNSELING STAFF ASSIGNMENTS

Administrative and Counseling Assignments are by student's last name.

Principal: Mr. Rodney Bass

Assistant Principal: Ms. Delan Peebles (last names A-G); Ms. Julie Nichols (last names H-O); Ms. Carmen Lemmons (last names P-Z)

Main Office Phone Number: 336-703-6735 Fax: 336-727-8546 **Main Office Hours:** 8:00 am until 4:30 pm

Guidance Counselors: Ms. Heather Beeson; Ms. Mindy Cannon; Ms. Shannon Arehart; Ms. Stephanie Sorrells; Ms. Allison Mathews

Director of Student Services: Ms. Allison Mathews

Guidance Office Secretary: Ms. Monica Harbor **Counseling Office Phone:** 336-703-6792

We hope to better serve our student/parent population by dividing our administrative and counseling staff in this manner. Please allow the appropriate principal or counselor to assist you with any concerns or questions that you might have during the school year.

School Resource Officers: Officer M. Long and Officer J. Deeney of the Kernersville Police Department

BELL SCHEDULE

1st Period	8:55 a.m. – 10:25 a.m.	<i>*** LUNCH SCHEDULE: Assigned by buildings – ask 3rd block teacher</i>		
2nd Period	10:30 a.m. – 12:00 p.m.	1 st Lunch	12:05 - 12:30	Class 12:35 -2:05
3rd Period***	12:05 p.m. – 2:05 p.m.	2 nd Lunch	12:50 - 1:15	Class 12:05 – 12:50
4th Period	2:10 p.m. – 3:40 p.m.			1:20 - 2:05
		3 rd Lunch	1:40 – 2:05	Class 12:05 – 1:35

REMOTE / VIRTUAL LEARNING SCHEDULE

1st Period 8:55 - 10:25 a.m. 8:55am - 9:40am - Synchronous Learning - Students online with teachers attendance will taken
9:40am -10:25am - Asynchronous Learning - Students using Canvas to complete independent work

2nd Period 10:30 - 12:00 p.m. 10:30am - 11:15am - Synchronous Learning - Students online with teachers attendance will taken
11:15am - 12:00pm - Asynchronous Learning - Students using Canvas to complete independent work

LUNCH - EVERYONE has lunch Monday - Thursday from 12:00pm - 12:30pm

3rd Period 12:35 - 2:05 p.m. 12:35pm - 1:20pm - Synchronous Learning - Students online with teachers attendance will taken
1:20pm - 2:05pm - Asynchronous Learning - Students using Canvas to complete independent work

4th Period 2:10 - 3:40 p.m. 2:10 - 2:55pm - Synchronous Learning - Students online with teachers attendance will taken
2:55pm - 3:40pm - Asynchronous Learning - Students using Canvas to complete independent work

Fridays during remote learning will be “FLEX FRIDAYS” - Students will have the opportunity to make up work they missed or complete retakes of assignments (per teacher discretion)

Weekly A/B day schedule: Monday A day, Tuesday B day, Wednesday A day, Thursday B day

STUDENT RESPONSIBILITY AND CONDUCT

The instructional programs in our classrooms are of the highest quality and are designed to meet the individual needs of our students. Your right to this educational program is coupled with your responsible and mature behavior in the classrooms and around campus. Students whose behavior is disruptive or disrespectful to staff members, and/or fellow students will be dealt with administratively so that they do not interfere with other students' right to learn or their teachers' right to teach.

Students who participate and attend extracurricular and athletic events are representing the student body at East Forsyth High School. Accordingly, students are expected to display appropriate behavior at such functions. Inappropriate conduct will result in disciplinary action. Courts have upheld discipline of students for off-campus conduct when principals have shown that the student's action has a direct and immediate effect on the school's atmosphere. The laws of North Carolina and Administrative Policy No. 5131 will be followed covering possession, distribution, or consumption of alcohol/drugs and possession of weapons. Please read thoroughly the Student Rights and Responsibilities Policy No. 5131 of the Winston-Salem/Forsyth County School Board. This policy statement covers most areas of concern for students with respect to conduct, rights, and responsibilities. It will be the policy of East Forsyth High School to abide by and enforce the articles of this policy.

REMOTE / VIRTUAL STUDENT RESPONSIBILITY AND CONDUCT

Students are expected to conduct themselves in the virtual classroom with the same respect and mature behavior as if they were in the face-to-face classroom setting. Students are expected to participate DAILY in their synchronous course. Attendance will be taken within the first 10 minutes of the class. Tardies and absences will be marked on PowerSchool learning. Asynchronous work will be assigned daily and students will need to complete it in a timely manner, according to their teacher's instruction. Late grades will be assigned if the assignment is turned in after the due date. The WSFCS district chosen online platform is CANVAS. Login instructions are mailed home with schedules before the school year begins but they can also be found on the WSFCS district website.

Regulations will be in place for conduct while on Microsoft Teams/Zoom meetings. Teachers will discuss procedures during the first day of school as they are outlined below:

1. Cameras will be ON
2. Microphones will be MUTED unless the student is speaking or is being spoken to
3. RAISE HAND feature will be used to ask permission to speak
4. CHAT will be used according to individual teacher's instructions.

Parents will be contacted by the individual teacher if the student isn't performing to the best of their ability. If the behavior continues, parents will be contacted again by the CARE team which includes guidance counselor, MTSS coordinator, and administrators.

Missed synchronous time will have to be made-up by the student based on the instruction of the individual teacher and the approval of their administrator.

CAMPUS HOURS

Students should arrive no earlier than 8:00 a.m. Unless involved in a sport or extra curricular activity, **students should be off campus by 4:00 p.m. We care about your safety; therefore, students may not have visitors on campus.** Parents are encouraged to visit us. Parents should report to the office upon arriving on campus so that we can better serve them.

DRESS CODE

Personal appearance affects our behavior and many times our appearance determines what others think and believe about us. **The following clothing items are UNacceptable:** tank tops, "wife-beaters", spaghetti straps, off-the-shoulder tops, strapless shirts/tube tops, sheer/see-through clothing, cut-off sleeves on shirts, tops that expose cleavage, exposed midriffs, shorts or skirts shorter than finger-tip length, pants with holes that inappropriately exposes flesh, underwear or bras showing or worn as outerwear, bandanas, clothing that contains gang related items or insignia, clothing with inappropriate pictures, words, or phrases, clothing that advertises or promotes alcoholic beverages or unlawful controlled substances (this also includes jewelry that promotes a negative message), yoga pants, stretch pants, leggings worn without a LONG over-shirt. Chains on clothing are not permitted at school and garments which cover the student's face or conceal the student's identity are not permitted. **The dress code will be enforced and students who are in violation will be asked to comply or sent to ISS until a parent/guardian can come get them. Students who consistently violate dress code could face out of school suspension. Final decisions will be based on Administrative discretion.**

AUTOMOBILE POLICY

Freshmen and sophomores are not permitted to drive to school due to an inadequate number of parking spaces. Violations of this policy may result in suspension from school and/or towing of the vehicle. Upperclassmen shall not purchase a parking sticker or loan a sticker to underclassmen. Violation of this rule will result in the upperclassmen's driving privilege being suspended for the remainder of the school year.

In order to protect individuals and property, the parking lot is considered off limits except at the time students are arriving or leaving campus. As soon as students arrive on campus, they must exit their car and immediately leave the parking area. **Sitting in cars before, during, or after school is not allowed.** Students are also not allowed to return to their cars at any time during the school day - **THIS INCLUDES CLASS CHANGES.** Students should not leave personal belongings in their vehicles in the hope of retrieving such items during the school day. **Any vehicle without a parking permit will be towed at the owner's expense.**

MEDICATION POLICY

Medication cannot be dispensed to students unless it is provided to the school by the parent. All prescription medication must be in its original container, and a *Permission to Give Medication Form* must be completed by both parent and physician. Over the counter medications such as Tylenol and Advil may be given if they have been provided by the parent and written permission from the parent is on file. Only students who have chronic health conditions may carry medication with them. Examples of these types of medications include diabetic meters and insulin, asthma inhalers, and EpiPens for severe allergic reactions. All other medications must remain in the main office. When a student needs to take their medication, they are to report to the main office to receive it. At the end of the school year, all medication must be picked up or it will be discarded.

FEES

It is the responsibility of the school to collect the required fees established by the Board of Education, such as: physical education fees, lock fees, and charges for lost or damaged books, materials, supplies, and equipment. Students who do not take physical education are not required to pay the physical education fee. All student fees and charges, both optional and required, are to be paid within 30 days of the date they become due. If a fee or charge has not been paid, the principal shall: deny participation in all extracurricular activities and prohibit purchasing optional products (for example, a parking pass, prom ticket, etc.).

ATTENDANCE

The North Carolina Compulsory Attendance Law requires that all children between the ages of seven and sixteen attend school on a regular basis. All excuse notes for absences, tardies to school or early dismissals must be submitted to the main office. Documentation of extended absences must be presented in the form of a medical note stating the nature and length of illness. If a student is absent from school half day or more, they may not be eligible to participate in extracurricular activities or practice with athletic teams on the same day, afternoon, or evening of such absence.

CHECKING OUT EARLY

If a student needs to leave school during the school day for any reason, a parent/guardian must make phone contact with the main office on that day or have their student bring in a note to the office announcing the absence. Students who drive to school may leave with parent permission at the time designated. They **must** report to the main office and sign out with the office staff at the time of their departure. Students who do not drive must remain in class and will be called when their parent/guardian arrives to sign them out. For safety reasons, students **will not** be sent out to the parking lot to wait for their ride. If a person other than a parent/guardian or emergency contact will be picking up your child, you must call the office and give permission for your child to leave with that particular person. Any student who leaves campus without reporting to the main office to sign out will receive disciplinary action.

CHECKING IN LATE

Students who arrive at school before 9:15am should report directly to class. If students have an excuse for being late, they need to give their note to the main office at that time. **If a student misses more than 50% of a class period, the student will be considered absent for that class.**

ATTENDANCE MAKE-UP TIME

Once a student has reached 5 absences in a class, that student is required to make-up 45 minutes of time per absence. For example, if a student has missed 8 days in 1st block, they must make-up 45 minutes per absence over the 4th absence which equals 3 hours of make-up time just for their 1st block class. Absences are individual to each class/course a student is enrolled in at school. **Students are responsible** for keeping track of their absences, make-up time needs, speaking to their teachers about making up time and signing up for making up time. Students should first speak to their teacher about making up time with that teacher. However, if the teacher and student's schedules do not mesh, then the student can ask their teacher to sign them up for Saturday School or After-School Detention (ASD) to do make-up time.

ATTENDANCE WAIVERS

If a student accumulates more than 4 absences in a class and these absences over 4 are considered lawful absences, then the student's parent can complete an Attendance Waiver Form. The waiver form can be acquired in the main office. A waiver must be completed for EACH quarter that a student has accumulated more than 4 absences in a class AND they are asking for the time to be waived. The waiver form MUST be turned in a minimum of 5 days BEFORE the end of the quarter. If a waiver is granted by administration for attendance make-up time, it does NOT excuse students from making up the work they missed during their absences. ALL work must be made up despite the excuse/reason a student was absent, otherwise a zero will be recorded in the grade book for each assignment not completed.

MAKE-UP WORK

Students are responsible for asking their teachers about make-up work. All students are expected to make-up all missed assignments. Teachers must allow work to be made-up and should give one-day make-up time for each day the student is absent. For lengthy absences, assignments may be requested by calling the Guidance Office (703-6792). Teachers will be allowed 24 hours to prepare the assignments for pickup. Assignments ready for pick-up will be located in guidance.

AFTER SCHOOL ACTIVITIES

Students are encouraged to take advantage of the many extracurricular activities at East Forsyth. Only students under the supervision of a staff member for any after school activity such as: tutoring, a team sport, after school detention, or club meeting, should remain after school. All other students should leave the campus promptly at the end of the instructional day. **ANY STUDENT NOT UNDER THE SUPERVISION OF A STAFF MEMBER MUST BE OFF CAMPUS BY 4:00 P.M.** Students are not to loiter on campus after school. Students are expected to have rides pick them up promptly after activities are complete.

IT'S OUR CALL/IT'S MY CALL

Our schools are taking a stand against alcohol and drug abuse. The School Board and Superintendent are asking you and all other high school students to stand up, be counted as Drug Free and participate in the It's Our Call/It's My Call Program. These two powerful and challenging programs allow you to make a choice and a statement that will not only affect your future but the future of other students as well. This is a requirement if you choose to participate in extracurricular activities, including sports and clubs; provides an opportunity to show your commitment to being free from drug, alcohol, and steroid use; random selection for drug and steroid testing; drug testing (urinalysis) by a certified laboratory; privacy and confidentiality respected; free assessment and intervention if test is positive.

AFTERNOON ACTIVITY BUS SCHEDULE

An activity bus will leave East Forsyth on selected days at 4:45 p.m. for tutoring and 6:30 p.m. for athletics. The bus is scheduled to run Tuesday through Thursday. The bus will NOT operate on exam days. Students will be allowed to ride the bus only if they have a legitimate reason for staying after school. **Students MUST be provided with a pass by the faculty member supervising their after school activity** and this pass must be presented to the driver in order to board the bus.

TARDY POLICY

Tardiness is defined as arriving to class after the bell has sounded for class to begin without a valid reason for being late. Valid reasons for tardiness are circumstances beyond the control of the student such as late bus, a teacher or principal detained student, etc. If a student is more than 5 minutes tardy to class without a valid note, then the student will be considered skipping and a discipline referral will be submitted to administration.

IN-SCHOOL SUSPENSION - ISS

ISS provides an alternative to out-of-school suspensions. This program is designed to minimize lost class time by allowing students to fulfill obligations. If a student is assigned to ISS, they are expected to report immediately at the time assigned. Students are expected to sit in the assigned seat, complete all work sent, turn in all work to the ISS teacher upon completion, stay awake, be silent, and turn in cell phones to the ISS teacher upon entering the ISS room. Failure to comply with the rules in ISS will result in additional ISS or suspension from school.

BREAKFAST/LUNCH

Students should demonstrate good behavior and manners in the cafeteria. Any student who is observed breaking in line or leaving food/trash on the table will be disciplined. **The breakfast line will close promptly at 8:50 a.m. Food and drinks are not permitted in the buildings at any time.**

School Board policy requires all students remain on campus during lunch. Buildings where classes are meeting are closed. Students may study or sit in the cafeteria or courtyard outside of the cafeteria. All other areas of the campus are off-limits during lunch. Students are not allowed to return to their cars during lunch for any reason. **The parking lot is a restricted area during the school day.** Students who violate this policy or who leave campus during lunch may lose their driving privileges and be subject to other disciplinary measures.

ATHLETIC PROGRAM

A full program of varsity and junior varsity sports for young women and men is offered including: baseball, basketball, cheerleading, cross-country, football, field hockey, golf, indoor and outdoor track, lacrosse, soccer, softball, swimming, tennis, volleyball, and wrestling. Students who participate in and attend extracurricular functions and athletic events are representing the student body at East Forsyth High School. Accordingly, students are expected to display appropriate behavior at such functions.

To be eligible for participation on a team, a student must maintain a 2.0 GPA and pass a minimum load of work during the preceding semester to qualify at any time during the present semester. The semester is normally considered half of the academic year. A minimum load is defined as four courses in the traditional school schedule. Evidence of legal age with date of birth must be established and on file with the school. A physical examination, copy of birth certificate, and insurance are required before the student can practice.

To be eligible to participate in athletics, the student with the consent of his/her parents must agree in writing to submit to random alcohol, anabolic steroid and drug testing. In addition to testing students for alcohol, the students shall be tested for the presence of marijuana, cocaine, amphetamines, anabolic steroids and any other drugs the superintendent deems appropriate as recommended by Partnership for a Drug Free NC. If an athlete or auxiliary participant is suspended out of school, they will also be unable to participate in the extracurricular or sports activity on the day(s) of the suspension. If a student is suspended from school for an alcohol or other drug related violation, the student will be suspended from participation in athletics and/or extracurricular activities for a minimum of thirty (30) school days. Students may be suspended or expelled from such activities for a longer time period at the discretion of the principal or the principal's designee.

LOCKS AND LOCKERS

Locks and lockers are available for student rental during the school year. Locks may be rented from the main office. Personal locks are not used at East Forsyth. Students are NOT permitted to share lockers with other students. Because lockers are the property of the WSFCS System, they are subject to inspection by authorized school personnel when necessary for the safety and welfare of the student body. Kicking, hitting, or damaging the lockers could result in disciplinary action. **East Forsyth cannot be responsible for lost or stolen belongings that are left in lockers. It is the student's responsibility to keep their belongings locked in their assigned locker at all times.** Locks will also be issued by the Physical Education department to be used in locker rooms during PE classes.

BUS BEHAVIOR

Riding a bus to and from campus is a privilege. Failure to follow established rules may lead to loss of that privilege and/or disciplinary action. School rules are in effect on the school bus AND at the bus stop. Students are NOT allowed to ride any bus other than the one assigned to them.

SAFETY

Fire drills are held monthly. The signal is a continuous ringing of the fire alarm bell. Students are expected to leave the buildings and walk to the nearest parking lot as directed by exit signs, classroom teachers, or the PA system. Tornado, hurricane, or other safety drills will be scheduled during the school year. Students should follow instructions from faculty members related to these drills. All students and staff members should report to assigned areas and remain there until the drill is completed.

Lock-Down Drills will be held multiple times during the school year. An announcement will be made when a lock-down drill begins and students are expected to follow all directions provided, stay silent and cooperate with all adults. During a lock-down, students are expected to “shelter in place” or, if they are not in class at the time of the lock-down, they should enter the nearest classroom under the direction of an adult and share their name and where they would normally be with the adult in the room.

In the case of an actual emergency situation, students will be given as much information as possible, as quickly as possible. Students should remain in their classrooms, cafeteria, or other specific location and await specific instructions.

STUDENT RIGHTS AND RESPONSIBILITIES

POLICY 5131

Policy 5131 is an important school policy for our students. Accordingly, the school system makes this available to all students under separate cover for review during the school year. Each student will receive a copy of this policy. Students and parents should become familiar with the policies contained in this document. While several policies dealing with tobacco products, alcohol, other illegal drugs, and weapons are mentioned below, students and parents should consult Policy 5131 for additional information and policies on other topics. Failure to become familiar with this important publication will NOT be an acceptable excuse for policy violations.

In accordance with School Board Policy 5131, students are not allowed to possess, smoke or chew tobacco products on school property during the school day or at any after school-related activity. **This includes vapes and electronic cigarettes of any kind.**

Students shall NOT possess, use, give away, attempt to sell or purchase or be under the influence of any illegal narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, malt beverage, wine, alcoholic beverage or any other controlled substance as defined by North Carolina law. Policy 5131 includes beer and other malt beverages that contain less than .5 of an ounce of alcohol and non-alcoholic beverages.

Possessing any form of a weapon on school property is against state law and is in violation of WS/FCS Board policy. Your safety and that of your classmates depends on a weapon-free school. Weapons include guns, knives, box cutters, explosives, slingshots, blackjacks, brass knuckles, etc. Any student who is found guilty of possessing a weapon on campus will be expelled from school, arrested and fined up to \$500 and may spend up to six months in jail.

OTHER POLICIES AND REGULATIONS

Cell phones and other electronic devices should NOT be used in the classroom, unless prescribed for instructional use by the teacher. **If used in a classroom against teacher discretion, these items will be confiscated and must be picked up by a parent/guardian. Electronic devices that are brought on campus are brought at the student’s own risk. The school is not responsible for lost or stolen items.**

Skateboards are not permitted on the campus of East Forsyth High School.

When students travel in a group to represent the school, they will go and return by the same mode of transportation, unless the principal grants permission. Such permission would be granted only after the principal makes parental contact.

Signs or posters that are placed around the campus should always be placed on cork strips or brick surfaces only. Under no circumstances should posters or announcements be placed on painted surfaces or windows. Under no circumstances should double-sided tape be used on any surface around campus. **All signs or posters must be approved by the office.**

All fundraisers must have prior approval by the principal. **It is not permissible to sell any item on campus for outside agencies such as churches, scouts, etc. or for personal profit.**

Parents and guardians are always welcome and encouraged to visit classrooms, assemblies, or other special events during the school day, but they must check-in at the main office as soon as they arrive on campus. **Students may not have other visitors or guests on campus.** East Forsyth is a closed campus.

Teacher-directed profanity is an immediate Out of School Suspension (OSS). If a student is directed to the office and fails to report to the office the student will receive OSS. Failure to give your correct name to an adult when requested will result in OSS.

GUIDANCE SERVICES

Students are divided by alphabet among counselors. Students should make appointments to see counselors. Areas in which the guidance department offers assistance are: referral for special services from agencies and school personnel, counseling for personal problems, registration, administration and interpretation of standardized tests, information concerning colleges and other post-high school institutions, information concerning financial aid and scholarships, information about enrichment programs, occupational information, necessary schedule adjustments (with administrative approval), activities related to graduation, driver's eligibility certificate.

To make a request to see a counselor, students should come to the Guidance Office before school, during your lunch, or after school. **Out of courtesy to your classroom teacher, please do not visit the Guidance Office during class time unless you have permission to do so.**

GRADING AND REPORTING

Report cards will be issued after each of the four nine-week periods. Student progress is indicated by letter grades using the scale: A: 90 – 100 B: 80 – 89 C: 70 – 79 D: 60 – 69 F: 59 and below

To be on the honor roll, a student must: have a "B" average, carry a minimum of five (5) courses during the grading period, and no unsatisfactory or incomplete quarter grades.

CLASSIFICATION BASED ON CREDITS:

For promotion from the ninth grade, students must have earned five (5) credits.

For promotion from the tenth grade, students must have earned nine (9) credits.

For promotion from the eleventh grade, students must have earned sixteen (16) credits.

High school promotion pursuant to this administrative regulation shall be based solely on credits earned during enrollment in high school and shall exclude credits earned in middle school.

MEDIA CENTER GUIDELINES

Students have free access to the Media Center before school, after school, and during their assigned lunch. Throughout the school day individual students, including TA's, wishing to come to the MC **MUST** have a signed note from their teacher. Students who do not have notes will be sent back to their class. **ALL** students are required to sign-in when they arrive, unless they are in a class accompanied by their teacher, and must sign-out when they leave. "Closed" or "Testing" signs indicate that the MC is being used for other purposes and is not open for general use.

Students are expected to help keep the facility clean. No food or drinks are allowed in the MC. Students may use cell phones, laptops, or other similar devices for instructional purposes only. Students must follow the expectations of the Acceptable Use of Internet and Websites in the Winston-Salem/Forsyth County School System Board Policy (AR 6161.1).

Students may check out three books at a time for up to two weeks. Books may be renewed for an additional two weeks, if needed. Students may also check out flip cameras, laptops, and reference material for up to three days. Students are responsible for any damaged or lost materials.

Students are welcome to use the computers in the MC when the facility is open, unless the computers have been reserved for a class. Students are expected to follow WSFCS System "acceptable use" guidelines. The fee for printing is 10 cents per copy. A photocopying service is also available for 10 cents per page.

DRIVER'S ELIGIBILITY

North Carolina legislation is designed to motivate and encourage students to complete high school. In order to receive a driver's license or permit, a student under the age of 18 must allow the N.C. Department of Motor Vehicles access to the student's educational records to show that he or she has made adequate academic progress in the previous semester in order to obtain a Driving Eligibility Certificate. In addition, the student's driving permit or license will be revoked if the student does not make adequate academic progress each semester, drops out, or is suspended/expelled for more than 10 consecutive school days.

DRIVER'S EDUCATION

In North Carolina, drivers under age 18 are provisional licensees and must pass a Driver Education Course in order to get a license. This is available through their high schools and professional agencies. The Driver Education Course consists of a 30 hours of class work and 6 hours behind the wheel training.

Students MUST Register for Driver Education online at <http://ncdrivingschool.com/online-class-registration/> or call (800) 375-6550.

In-Class (30 hours): Students must be 14 1/2 years of age to take the required 30-hour classroom portion and are enrolled in the class in DOB order, oldest first. The instructor will call each student to ensure that they can commit to the class schedule (excluding summer sessions). **PERFECT ATTENDANCE IS MANDATORY.** You must be able to attend the class for two consecutive weeks, three hours each day. During the regular school year, the 30-hour classroom phase is held after school. The class runs 3:30-6:30 (3 hours) for 10 days. Summertime registrations begin in May and students are registered first-come-first-served.

In-Car (6 hours): No student will be scheduled for behind-the-wheel instruction until all 30 hours of classroom instruction have been completed. Students are scheduled to drive by the classroom phase of Driver Education they are in. The oldest students drive first, down to the youngest, in order. Each student can drive a maximum of two hours per day. Each behind-the-wheel instructor sets his/her own driving schedule and will call the student to set up a time for driving. The student should receive a total of six hours behind the wheel.

STUDENT SEARCHES

School officials have the right to search students, including their cars, pockets, book bags, gym bags, purses, etc. if they have reason to suspect that a student is concealing evidence of misconduct. They may also search a portable communications device (cell phone) if they have reasonable suspicion that it was used to violate the code of conduct. School officials also may search a student's locker or desk at any time, because they are school property. Students may use them to store only things that may lawfully be brought to school. Under certain circumstances, police dogs may be used to inspect lockers or vehicles for drugs, and metal detectors may be used to screen students for weapons.

AUTHORITY OF SCHOOL PERSONNEL

The principal has the authority and responsibility to investigate and take appropriate action regarding any prohibited or criminal student behavior and any other behavior appropriately referred to him or her. The teacher has the authority and responsibility to manage student behavior in the classroom and when students are under his or her supervision. The teacher is expected to implement the student behavior management plan and any other school standards or rules. The teacher may develop other standards or rules consistent with the direction provided by the board, superintendent and school principal. Every teacher, student teacher, substitute teacher, voluntary teacher, teacher assistant or other school employee is required to report to the principal all acts of violence occurring in school, on school grounds or at any school-sponsored activity. Teachers and other school personnel have the authority to manage or remove disruptive or dangerous students from the classroom and other locations within the school building. School personnel may use reasonable force to control behavior or to remove a person from the scene in those situations when necessary: 1. to correct students; 2. to quell a disturbance threatening injury to others; 3. to obtain possession of a weapon or another dangerous object on the person, or within the control, of a student; 4. for self-defense; 5. for the protection of persons or property; or 6. to maintain order on school property, in the classroom, or at a school-related activity whether on or off school property. Except as restricted by N.C.G.S. 115C-391.1, school personnel may use appropriate seclusion and restraint techniques reasonably needed in the circumstances described above as long as such use is consistent with state law and applicable board policies and procedures. **Students must comply with all directions of principals, teachers, substitute**

teachers, student teachers, teacher assistants, bus drivers and all other school personnel who are authorized to give such directions during any period of time when they are subject to the authority of such personnel.

CAMPUS CLEANLINESS

We expect all students and staff members to take pride in our campus! All trash should be deposited in appropriate trash cans around campus. Please keep the parking lots, bathrooms, courtyards and classrooms clean and beautiful.