

**Patrick County High School
Student Handbook
2017-2018**

215 Cougar Lane
Stuart, VA 24171
P: 276.694.7137 F: 276.694.6997
www.patrick.k12.va.us

School Motto -- Believe, Achieve, Succeed!
School Colors -- Green and Gold
School Mascot -- Cougar

Table of Contents

Principal's Message	2
General Information	6
School Facilities	17
Disciplinary Penalties.....	18
Standards of Student Conduct	20
Disciplinary Offenses and Consequences	24
Student Government Association	33
Clubs	34
Policies	36
Appendices	58

Notice of Language Assistance: If you have difficulty understanding English, you may request language assistance services and information can be communicated in the language of your preference.

Aviso a personas con dominio limitado del idioma inglés: Si usted tiene alguna dificultad en entender el idioma inglés, puede solicitar asistencia lingüística y la información puede ser

HANDBOOK AMENDMENTS AND ADDITIONS

This handbook is subject to amendments and additions throughout the school year as the School Board, Superintendent, Principal, and/or Patrick County High School staff deem necessary. Both parents/guardians and student will be notified of such amendments and/or additions. Any amendments and/or additions shall be considered a part of this handbook.

Principal's Message

Hello Cougar Nation!

As a 1987 graduate of PCHS and the son of an original PCHS faculty member, I am extremely excited and proud to be back at PCHS as your principal. We are going to have another great school year. There are lots of exciting things happening here on our campus. We will work hard together and celebrate being Patrick County Cougars along the way. PCHS is an excellent place to be, and we should be very proud of the accomplishments and traditions we have here. Our athletic teams have already produced conference championships, our Pride of Patrick County Marching Band, a consistently strong program that is known statewide, State Championship Fishing team, Scholastic Bowl team, and other cultural arts, vocational and club programs have excelled in their own areas of competition. As your principal, I pledge to you to continue our strong push in academics as well as extracurricular activities, in order to help your high school experience be one of the best times in your life.

The vision that I have for us consists of continued effective teaching in the classroom, student engagement and accountability, and holding all of us to the high standard that is expected by students, faculty, staff, parents, and all the community stakeholders. I believe in building relationships with students, parents, and staff as well as emphasizing how important education is to the future of our students. Education is the great equalizer. No matter your background, you have an opportunity to be successful with education. Life is often very difficult without. I certainly want to encourage our students in thinking about post-secondary opportunities such as a two or four year college, the military, or some other form of education after high school. I ask you to join with me as we strive to further this vision together.

In closing, we at PCHS are blessed to have tremendous community support and parental involvement. We appreciate the sustained support provided so unselfishly by our parents, community members, and local businesses. We pledge to continue to work hard to make our academic and extracurricular programs even stronger to ensure our students are successful and prepared for the future. They deserve no less. Please continue to communicate with the teachers, guidance counselors, and our administrative staff as we move forward together to meeting the challenges of the 21st century learner.

Kenneth T. Cox
Principal, Patrick County High School

Mission Statement

The mission of Patrick County High School is to build a foundation for lifelong learning that prepares students for responsible citizenship.

Beliefs

- Every student is a unique, worthy individual with the right to an education, in the most appropriate environment, that meets his or her physical, social, emotional, and intellectual needs.
- Effective classroom management and a safe, caring, and positive school environment promote respect, responsibility, productivity, and achievement.
- Curriculum and instruction should remain flexible to prepare students for mastery of state and national academic standards, citizenship, the workplace, higher education, and lifelong recreational activities.
- Students learn best when exposed to a variety of teaching methods and when challenging expectations are required.
- Students have the opportunity to explore and develop an understanding for other cultures.
- Students have the opportunity to develop an appreciation for the visual and performing arts.
- Education is the combined responsibility of the student, parent, educator, and community.
- Every student has the right to an education that includes the necessary technological, career, and vocational understanding and skills required in a complex and rapidly changing world.
- Our faculty and staff are our most important assets who, through their work and effort, make the critical difference in the accomplishments and future of our children.

Patrick County High School Alma Mater

Proud Blue Ridge Mountains, in your realm we thrive. Toward greater wisdom ever will we strive.
Hail Patrick County, Hail, to the green and gold! Hail to the school we love, Strong and true and bold!
We will be true to you as our dreams unfold.
Hail to the school we love, Strong and true and bold!

Words by: Frank Greenwalt Musical score by: Mike Milam 1992 – 1993

Title IX Policy

Equal educational opportunities shall be available for all students without regard to race, national origin, gender, ethnicity, religion, disability or marital or parental status. Educational programs shall be designed to meet the varying needs of all students.

No student, on the basis of gender, shall be denied equal access to programs, activities, services or benefits nor shall he be limited in the exercise of any right, privilege, or advantage nor denied equal access to educational and extracurricular programs and activities.

School Telephone Directory

Main Office	694-7137
Vocational	694-6078
Cafeteria	694-6077
Cosmetology/Auto Mechanics	694-3882
JROTC	694-4014
QUEST	694-3092
Multiple Disabilities (TMH)	694-2205

School Fax Directory

Main Office	694-6997
Guidance	694-5921
Library.....	694-6232

Important Telephone Numbers

Department of Social Services	276-694-3328
Fire and Rescue Squads	911

WHEO	276-694-3114
Patrick County Sheriff's Office	276-694-3161
Patrick County School Board	276-694-3163
Patrick County School Bus Garage	276-694-3268
Patrick County School Information Hotline	276-251-3154
Piedmont Community Services	276-694-4361
Poison Control Center	1-800-222-1222
Pioneer Community Hospital.....	276-694-8600
Virginia State Police	1-800-542-5959

**"Partners in Education"
Student's Pledge**

- I will
- ... be respectful, be responsible, and follow the rules.
 - ... be accountable for my actions, my attitude, my attendance, and my academics.
 - ... perform to the best of my ability.
 - ... discuss my school activities with my parents/guardians.

Educator's Pledge

- I will
- ... be respectful and responsive to all who want to learn.
 - ... treat all students fairly and set them up for success.
 - ... be prepared to teach and care every day.
 - ... administer tests based on all learning objectives that have been taught in class.
 - ... work with parents/guardians as "partners in education."
 - ... be "safety first" in all I do.

Parents'/Guardians' Pledge

- I will
- ... help my child to have the best possible education.
 - ... provide a home environment that will encourage my child to learn.
 - ... insist that all homework assignments be completed.
 - ... teach my child the importance of good attendance.
 - ... discuss what is going on at school.
 - ... contact and meet with my child's teachers.
 - ... remind my child of the necessity of discipline in the classroom.
 - ... support my child and help my child appreciate and enjoy the excitement of learning.
 - ... work with the school as "partners in education."

Principal's Advisory Team

The Patrick County High School administration is interested in the suggestions and concerns of the parents/guardians of our students. The Principal's Advisory Team works closely with the principal in support of the annual school plan for Patrick County High School. This team serves as the primary group through which parents/guardians and community members have input into the goals and direction of the school. This team of volunteers will meet with the principal on a regular basis.

Leadership Council

The Leadership Council is established for the betterment and continuous improvement of the education of the students at Patrick County High School and to promote quality as a way of teaching, learning, and caring. The council will consist of faculty and staff who are interested in supporting the mission of PCHS. The council will represent staff members from various departments at Patrick County High School.

Student Advisory Roundtable

Booster Clubs

Booster Clubs are formed by community volunteers who have a personal stake in supporting various programs at PCHS (academic, athletic, band, etc.).

Special Education Advisory Committee

Patrick County Public Schools has a Local Special Education Advisory Committee (SEAC), consisting of parents/guardians of special education students, persons/students with disabilities and community agency representatives that meet quarterly. The SEAC works with parents, the school board, school administrators and teachers to advise the school division of unmet special education needs, assist the school division in recognizing needs for special education students, review the special education annual plan and give periodic reports and recommendations to the Patrick County School Board. For more information on the SEAC, you may ask any school administrator or call the school board office to speak to the Director of Special Education at (276) 694-3163.

Student Citizenship Rights

1. All students have the right to the best education offered at Patrick County High School.
2. All students have the right to be treated fairly, justly, and with respect.
3. All students have the right to participate in extracurricular activities *for which they are eligible*.
4. All students have the right to be treated equally.
5. All students have the right to enjoy the benefits offered at PCHS in academics, athletics, clubs, and other organizations.
6. All students have the right to a drug-free and alcohol-free school with an environment conducive to learning.
7. All students have the right to attend school without fear and without disruption of the educational process.
8. If your rights are violated, it is your responsibility to inform the administration.

Student Citizenship Responsibilities

1. Comply with all school rules and pay close attention to daily announcements on the public address system.
2. Obey lawful requests of teachers and school personnel.
3. Be courteous to one another and address faculty/staff as Miss., Mrs., Ms., or Mr.
4. Volunteer information on matters relating to the health, safety and welfare of the high school's student body.
5. Dress and groom to meet fair standards of safety and health and to not cause disruption to the classroom.
6. Assist the school staff in operating a safe school for all.
7. Report accurately and refrain from inappropriate language in student newspapers, publications, or local media.
8. Make up work when absent from school.
9. Attend school, give a conscientious effort in all classroom work, and do not interfere with the education of fellow students.
10. Comply with federal, state and local laws.

General Safety Rules

Accidents never happen until they happen! Following safety rules will deter accidents.

1. Horseplay, wrestling, fighting, or childish behavior has no place in school and will not be tolerated.
2. Do not throw objects of any kind in the classroom, auditorium, cafeteria or hallway.
3. Do not run in classrooms, hallways, or on steps.
4. When walking in the hallways, always keep to the right.
5. Obey all safety rules for shops, laboratories, classrooms, physical education, and athletics.
6. Report all injuries, no matter how slight, to your teacher or school administration.

Top 10 Questions Often Asked: What To Do If

If You	Then
Are sick in school	Go to a teacher and get a pass to the school nurse/clinic
Are tardy to school	Go to the reception desk before class and obtain a note
Are late due to the bus	Report directly to the front office
Are absent from school	Obtain admission slip from ticket window beside the auditorium
Must leave school early	Take parental note to the ticket window before 8:20 a.m.
Have schedule or social problems	Go to guidance office between classes or during lunch
Need information about college	See the college advisor
Need to know if schools are closed	Call the hotline 276-251-3154
Need a parking permit	See bookkeeper
Need to report a crime	See an administrator

GENERAL INFORMATION

Academic Honors

Patrick County High School strives to identify and recognize those students who excel in academics. These achievements are recognized during awards assemblies. Academic awards for specific content areas are presented at the Awards Assembly. Awards for instrumental band are presented at the Spring Band Concert. Outstanding achievements of seniors are recognized at the Senior Honors Banquet. The academic letters are presented to underclassmen during the Back-to-School Assembly. Students are encouraged to strive to achieve these awards.

Superintendent Scholar

A student must have all A's every nine week grading period and no discipline referrals.

Principal's Honor Roll

Students in grades 9-12 must earn a 3.20 or higher grade point average, and a student in eighth grade must have an average of 88% or higher.

Junior and Senior Beta Club

Students are eligible for Beta Club based on academic performance. The criteria for membership are listed in the club section.

Academic Letter

A student in grades 9 - 12 who earns a 4.0 or higher grade point average for the year shall be awarded an Academic Letter the first year and a bar for each subsequent year.

Junior Class Marshal

A student in grade 11 who earns a 4.0 or higher cumulative grade point average will serve as a Junior Marshal at graduation. This determination will be made at the conclusion of the 3rd nine weeks of the junior year.

Scholarships

Various scholarships are presented to seniors at the Senior Honors Banquet. For more information on the available scholarships, students should contact the college advisor.

Honor Graduates

Beginning with the ninth grade class of 2014-2015, honor graduates achieving Magna Cum Laude status (GPA 4.0-4.2) and Summa Cum Laude status (above 4.2 GPA) will be recognized during high school graduation. Students ranked one through ten will be given a special parking space. Rank will be determined on the first day of school of the student's senior year. (Early graduates will not be included in the rankings.)

Academic Incentive Rewards

- B. Students in grades 9-12 with a 4.0 average and no grade lower than one "B" for the previous semester will receive a *Cougar Gold Card* to be used for:
 1. free ice cream every Friday;
 2. free admission to all PCHS home athletic events
- C. Students in grades 9-12 with a 3.5 average and no grade lower than one "C" for the previous semester will receive a *Cougar Silver Card* to be used for:
 1. free admission to five PCHS home athletic events;
 2. free ice cream every Friday
- D. Each student chosen by their teacher as the "Most Improved Student" will receive a *Cougar Bronze Card*. Students will receive the Bronze Card at the end of the twelve weeks of each semester. It may be used during the last six weeks of that semester for:
 1. free ice cream each Friday;
 2. free admission to three PCHS home athletic events

Academic Assistance or Intervention

Tutoring services are offered during and after school for core area classes: English, Math, Science, and Social Studies. Students should see their teachers for the proper forms. Teachers may also refer students for tutoring as needed. The following assistance and intervention programs are available for eligible students:

- A. After-school tutoring in core areas will begin at 3:40 p.m. and run until the scheduled time for activity buses, Monday through Thursday.
- B. An after-school program is available for students to recover high school credit for failed courses by repeating the failed courses during the regular school term on a computer based recovery program.

Activity Buses

Transportation is provided for those students who wish to remain after school to participate in extra-curricular activities, athletic practice, tutoring services, etc. Activity buses will leave at 6:30 pm, and will transport students to the elementary schools in each community. Students should make themselves aware of the time schedule. Only students involved in organized Patrick County High School activities will be allowed to ride activity buses. All bus rules and regulations are in effect for activity buses and passengers.

Athletic Passes

Athletic passes can be purchased at the beginning of the fall and winter seasons. This card will allow its bearer to enter all home played Patrick County High School scheduled sporting events. This card is valid only during the school year in which it was purchased. The card will not gain the bearer admittance to post-season tournaments. This will be the only advance ticket sale offered by the high school. All other tickets will be sold at the gate at the price set by the Piedmont District and the Virginia High School League.

Bell Schedules

No student should be on school grounds before 8:00 a.m. each morning. If it is beyond the student's control and necessary for him/her to arrive at PCHS before 8:00 a.m., the student should be under the supervision of a teacher or a coach. Students who arrive prior to 8:00 a.m. without permission from a teacher or a coach will not be able to enter the building.

No student should be on school grounds after the 3:30 p.m. bell unless under the supervision of a teacher or coach. Students are not allowed to stay on school grounds to wait for evening ball games to begin. Bell schedules: (see Appendix A)

Block Schedule (4 X 4)

Block Scheduling has been implemented at PCHS for the betterment of students. This class schedule is designed to give students the opportunity to take more courses and experience instruction in longer blocks of time. Called the *4x4 Block Schedule*, this plan allows students to take eight subjects over the course of a school year. The typical school day is made up of four blocks of time averaging approximately 85 minutes in length. Each week students are scheduled for different classes. This will allow students to take more than one

- laboratories in science, computer applications, physical education, career and technical education, art, music, and chorus provide more hands-on time and practical exercise time;
- active, rather than passive, learning is promoted;
- more time for the development of meaningful rapport between students and teachers is provided;
- greater opportunity for a student who has failed a course during the first semester, to repeat the class during the second semester if the master schedule and class size permit.

Terminology for block scheduling:

One year is made up of two 90-day semesters. These are called Fall Semester and Spring Semester.

Each semester is made up of two nine-week sessions.

Each school day is divided into four 85 minute blocks of time known as Block I, Block II, Block III, and Block IV.

Book bags

For the betterment of PCHS and the potential health issues associated with carrying heavy book bags, book bags are to be placed in student lockers upon arrival at PCHS. This alleviates the overcrowding concerns in classrooms, the cafeteria, the gymnasiums, and the auditorium while assuring a reduction in the amount of books a student may carry during the school day. Book bags may be removed from student lockers at the conclusion of each school day at 3:30 p.m. Students are allowed to carry string bags during the school day.

Change of Student Information

Students who change their residency, mailing address, or telephone number after enrolling in school must report the change promptly to the front office so that records can be corrected and kept current.

Conferences

Parent conferences are scheduled once each semester, but conferences are encouraged and may be initiated at any time by parents/guardians, counselors, teachers, or members of the administrative staff. These conferences may relate to the student's progress, the need for cooperative planning, excessive absences, behavior patterns, and/or personal problems. Parent conferences provide an excellent opportunity for the home and school to work together to assist the students. These conferences may be in person or by telephone.

Dances

Several times throughout the year, the SGA will sponsor dances for the students. These dances are designed as social functions for the students and may require special dress for special dances. With the exception of Homecoming, **all dances begin at 8:00 pm. and end at 11:00 pm.** Due to the football game prior to the dance, the Homecoming dance is held from 9:00 pm until 12:00 am. Students attending the dances should not arrive at PCHS before 7:45 pm, unless they attend the Homecoming football game that starts at 7:00 pm.

Students should have their parents/guardians pick them up or have a ride home immediately after the dance. Students whose parents/guardians or their transportation home are not present thirty minutes after the event will be taken to the Patrick County Sheriff's Office by school personnel where the parents/guardians may pick them up.

Dance tickets will be pre-sold the week of the dance. Students will be required to show proper I.D. at the door the night of the dance. Students will also be asked to sign out if they leave the dance early. No student will be permitted to return to the dance once he/she has left. Students who leave the dance must also vacate the school grounds. Those who do not leave school grounds may be subject to a trespassing violation.

Students will be required to maintain the dress code as specified in the student handbook, determined by the administration, and all violations will be handled by those on duty at the dance. Students may be asked to wear something else for the remainder of the night, turn the article of clothing around or inside out, or leave the dance. Students may be given a written discipline notice to report to the office the next school day. Although the dance styles of America are changing very quickly and the students' exposure to television has increased, the faculty and administration of Patrick County High School still maintain dances are a social

are performing and in no way will vulgar or suggestive dancing be permitted. Students will be asked to refrain from this type of dance by the Chaperons of the dance. If a student elects not to honor the request, the student's parents/guardians will be called to come and get him/her, or the student will be asked to leave the dance, and a letter will be forwarded to the parents/guardians addressing the issue.

Guests for dances

The students of Patrick County High School will be allowed to bring one guest to the Homecoming Dance and the Prom. No guests will be allowed at any other school sponsored dances. The guest **must** arrive and leave with the student, and is the responsibility of the sponsoring student. This responsibility includes conduct, obeying of all the rules and regulations, dress code, and presentation on the dance floor. If for any reason the guest cannot maintain his/her composure, he/she and the sponsoring student will be asked to leave the dance.

All guests should register on the *guest for dance form*. This form is due approximately one week before the dance. This deadline will not be extended for any reason. Should the employer or another school suggest the named guest is not in good standing with the company/school, the request will be denied by Patrick County High School. All guests should have a proper picture I.D. with them to enter the dance. *All guests for the dances should be in the eighth grade or above and not more than 21 years of age. No elementary students will be admitted. SRO or designated security person may deny admission of guests to a dance if the law enforcement official has knowledge that would indicate that guest is not in good standing in the community.*

Tickets:

Tickets will be sold in the SGA office or outside the cafeteria during all lunches the week of the dance. Seniors may purchase tickets to dances one day prior to general sale as a senior privilege. Once the bell has rung to return to class, ticket sales will stop. Students may purchase tickets for themselves and/or their date, but not any other students.

Exam Exemptions

Students may be exempt from exams IF:

1. Have an A average (90% or above)
2. Have passed an SOL or Credential test for this class

Graduation Requirements

Students may earn an advanced studies diploma or a standard diploma. To earn an advanced studies diploma, students must receive 26 credits, nine must be verified credits. To earn a standard diploma, students must receive 22 credits, six must be verified credits. (Refer to the PCHS Program of Studies)

Advanced Studies Diploma

Subject Area	Standard Units of Credit	Verified Units of Credit	SOL Tests for Verified Credit
English	4	2	English 10 Writing and English 11 Reading
Mathematics	4	2	Algebra I or Geometry or Algebra II
Science	4	2	Biology or Chemistry or Earth Science
History and Social Science	4	2	World Geography or World History I or World History II or VA/US History
Foreign Language	3		
Health and Physical Education	2		
Fine Arts or Career and Technical Education Course	1		
Economics and Personal Finance	1		
*Electives	3		
Student-Selected Tests 7		1	One additional from Mathematics, Science or History/Social Science, or Career and Technical Education Course (CTE)
Total	26	9	

Standard Diploma

Subject Area	Standard Units of Credit	Verified Units of Credit	SOL Tests for Verified Credit
English	4	2	English 10 Writing and English 11 Reading
Mathematics	3	1	Algebra I or Geometry or Algebra II
Science	3	1	Earth Science or Biology or Chemistry
History and Social Science	3	1	World Geography or World History I or World History II or VA/US History
Health and Physical Education	2		
Foreign Language, Fine Arts or Career and Technical Education Course	2		
Economics or Personal Finance	1		
*Electives	4		
Student-Selected Tests		1	One additional from Mathematics, Science or History/Social Science, or Career and Technical Education Course (CTE) certification, competency, or credential.

Fire and Emergency Drills and Regulations

According to the General Assembly of the Commonwealth of Virginia, fire drills must be conducted at least once a month in order that pupils might be made aware of the proper procedure for leaving the school building. Each school must have one within the first ten days of school, another within the first 20 days, and one per month after that.

Students may find instructions for the proper order in which to leave the building posted in each classroom. Students should leave the room in an orderly manner and treat each fire drill as if it were a real emergency situation. This could save a life!

Fire regulations prohibit blocking stairways and halls; therefore, students are not to loiter in the halls, stairways, or in front of lockers. Students are not allowed at any time to block the passage of others; doing so will result in disciplinary action from the administration.

The signal for a fire drill is a continuous blast of the fire alarm. Due to the seriousness of the fire situation, causing false fire alarms is a felony by law and will be treated as such.

Lockdown Drills

Lockdown drills will also be conducted at least twice during the first 20 days of school and at least two additional times during the remainder of the school year. Specific instructions will be conveyed to every person in the building as to what to do during each of these situations.

Tornado Drills and Regulations

When sightings of a tornado have been reported in the area -- an "all call" is made to announce that Patrick County High School is under a tornado alert. A long bell will follow this. Students should move into position at the sound of the bell. (Runners will be used to notify teachers, if necessary).

Teachers will move their students out of the classroom to an assigned area. They will direct students to face the wall, assume a curled position, and put hands over their heads so as to protect their faces from flying objects. Students should avoid windows, auditoriums, and gymnasiums.

If outside, students should lay face down in ditches and assume a protective position with hands covering their faces.

A tornado alert drill will be conducted at the beginning of the school year and in the early spring.

At the "All Clear" signal, teachers will take roll and report any injuries.

Drills for other emergencies will be conducted at least twice per year. The drills will be based on specific emergency situations that may occur in school, along with the rules that must be followed for each type of emergency.

Flower Delivery

Patrick County High School will accept flower deliveries daily before noon. All flowers will be delivered during the last thirty minutes of Block IV. Exceptions to flower deliveries may be made if the activity requires excessive staff time or is considered disruptive to normal school operations.

Food and Beverage Consumption

Without prior approval from PCHS Administration, food and drinks purchased from outside vendor/restaurants are PROHIBITED on school grounds between the hours of 8:00 am and 3:30 pm.

Fund Raising

All fund-raising activities for any organization within the school (class, club, athletic, etc.) must be approved by the administration. All fundraisers must have a specific purpose identified for earning money. Additionally, those students on the indebtedness list will not be allowed to participate.

Grading System

The 180-day year is divided into two semesters of 18 weeks each with two nine week reporting periods. (Reporting is by a letter grade):

GRADING SCALE & GPA SCALE

Letter Grade	Number Range	Regular	Advanced	DE/AP/Honors
A+	97-100	4.0	4.5	5.0
A	93-96	3.9	4.4	4.9
A-	90-92	3.7	4.3	4.7
B+	87-89	3.3	3.9	4.3
B	83-86	3.0	3.5	4.0
B-	80-82	2.7	3.3	3.7
C+	77-79	2.3	2.9	3.3
C	73-76	2.0	2.5	3.0
C-	70-72	1.7	2.3	2.7
D+	68-69	1.3	1.9	2.3
D	63-67	1.0	1.5	2.0
D-	60-62	.7	.9	1.7
F	0-59	0	0	0

Promotion Criteria

Grade classification is determined by a set of standards developed by the Virginia State Department of Education.

- Grade 9: Promotion or placement from grade 8
- Grade 10: Six credits at the end of grade 9
- Grade 11: Twelve credits at the end of grade 10
- Grade 12: Eighteen credits at the end of grade 11

Hall Passes

Students in the halls during their class period must have a hall pass or student planner/handbook with the date and time signed by their teacher.

Homework Policy

Homework is an important part of the learning process. It contributes to the development of organizational skills, self-discipline and a sense of academic ownership and responsibility. Some students may need more time and some less time to accomplish an assignment. The complexity of honors level work may require additional time.

For students:

Homework is a valuable part of the overall educational program and has greater success when students:

- ask questions in class if unsure of an assignment;
- complete homework as neatly and accurately as possible;
- schedule study time so that projects and long-term assignments are completed on time and not at the last moment; and
- keep a list of assignments in a notebook or student planner.

For Parents/guardians:

Parents/guardians should provide a good learning environment and:

- ensure adequate study time and encourage an atmosphere free from disruptions;
- turn off the TV and provide a quiet hour – "An Hour of Learning Power!";
- do not do the homework for your child;
- show positive interests; and
- help students set appropriate priorities and learn to handle their time requirements between school, work and extra-curricular activities.

Inclement Weather Announcements

Whenever schools are opened later than usual, closed, or an emergency arises, the school messaging system will be utilized to keep parents informed to assure student safety. Within minutes of the decision to delay/close, school officials will use this system to deliver a single, clear message to the students' parents or guardians by telephone, cell phone, e-mail, pager or PDA in any combination. In addition, the information hotline (276) 251-3154 can be used to access information regarding school closings/cancellations. In the event of an early dismissal due to inclement weather, students will follow written instructions given to the main office by parents indicating a regular bus stop, change in regular bus stop, or car rider. All students must leave the building at dismissal time.

Indebtedness

1. Students who owe money to the school resulting from club sales, lost or damaged books, failure to return school property, damage to school property, library fees, cafeteria fees, etc., are expected to pay it promptly.
2. At the end of the school year, those students who have not liquidated debts will be placed on an indebtedness list maintained by the principal.
3. Graduating seniors whose debts to the school have not been settled will not be allowed to participate in graduation activities.
4. Parents/guardians will be notified as early as possible of any indebtedness incurred by their student.

Lockers

Lockers will be assigned to all students at the beginning of each year. School officials throughout the year will remind students that their lockers are subject to periodic inspection and students will be held accountable for any and all contents of lockers. Each student will be held responsible for his or her locker and therefore will pay for any damage to lockers due to abuse such as kicking, slamming, and hitting. *To ensure proper accountability, no more than one person per locker is permitted.*

Lost And Found

Lost and found articles are kept in the clinic. Please check with the nurse immediately if you have lost or found an article. Students are *strongly* urged to secure their personal belongings and valuables. Please leave expensive items at home.

Medication

If it becomes necessary for a student to take any form of medication at school, parents must assume responsibility for the following:

1. Providing the school with written documentation that includes the following information: student's name, name of medication, dosage, hours to be given, name of licensed prescriber, date of prescription, expiration date of medication, expected duration of the administration of the medication and possible side effects. The use of all prescription medication should be authorized in writing by a licensed prescriber, which includes physicians, dentists, physician's assistants, or licensed nurse practitioner
2. Providing the medication in a container labeled, as required
3. Providing a completed parental consent form
4. Administering the first dose of any new medication, unless the medication is an "in school" medication only
5. Bringing the medication to the school
6. Picking up unused medication within one week of the expiration date

In exceptional cases a physician might recommend that a student self-administer medication, for example, for diabetes or asthma, or parents may request that the student be allowed to self-administer cough drops. In those situations, the student must bring a completed MEDICATION AUTHORIZATION form to school along with the PARENTAL CONSENT form. The principal and school nurse will review each request and

Students are not allowed to carry any medication in school, either prescription or over-the-counter, without prior medication authorization. Violations of this policy may result in student disciplinary actions.

Moment of Silence

The 2000 session of the General Assembly amended Section 22.1-203 of the Code of Virginia to require daily observation of a moment of silence, not to exceed one minute, in every classroom in the public school of Virginia. The teacher will ensure that all pupils remain seated and silent and make no distracting display during the time. This moment of silence will take place during morning announcements

Parent Portal

The Parent Portal will allow instant access to your child's academic information, including individual classroom assignments and corresponding grades. However, grades are only shown after teachers have finished entering them and have published them in to the portal. Due to a variety of classroom and instructional reasons, some grade books may be updated more frequently than others. Check the division website for additional information and how to sign-up at www.patrick.k12.va.us (Student progress reports may be printed at parent's request.)

Pledge of Allegiance

The General Assembly has provided for the daily saying of the Pledge of Allegiance. This is found in Section 22.1-202 of the Code of Virginia. The reciting of the Pledge of Allegiance will take place following the moment of silence during morning announcements.

School Bus

All students riding the bus must follow the instructions of the bus driver. Bus drivers have the authority and the responsibility to supervise the behavior of students while on the bus in order to ensure safe transportation. Failure of students to follow bus rules and the authority of the bus driver will result in loss of riding privilege. The school bus, and the area in which students wait for the school bus, is considered as an extension of the school grounds. Therefore, from the time students arrive at or leave the bus stop and arrive at or leave school, they are considered under the authority of school officials and must adhere to all rules.

- Arrive on time at the bus stop, with school supplies in backpack or book bag. Cut drawstrings from clothing. Remove dangerous straps. Key chains and other objects should not be attached to book bags. Backpack or book bag size must be small enough to fit in child's lap or under the seat.
- Only school supplies may be carried to school. No glass objects or animals (dead or alive) may be carried on the bus. In addition, if flowers/balloons, etc. are sent to the school and are to be carried home, they must be in plastic vases with balloons held in lap of student.
- Walk to the left facing traffic, as far off the road as possible.
- Do not accept a ride from anyone, unless your parents/guardians or school administration has approved.
- Check for moving vehicles in driveways or alleys, parked or turning cars, etc. as you directly walk to your bus.
- Go directly to the bus stop and remain until the bus arrives.
- Wait quietly and stand ten feet away from the roadway.
- Check traffic before crossing the roadway, wait for the driver's signal, and check traffic again.
- Know where the danger zone is and walk at least ten feet from the bus.
- Form a single line and use handrail to board the bus.
- Move directly to seat; sit facing the front, and hold belongings in lap.
- Keep aisle clear. Objects too large to be held in the student's lap may not be carried on the bus.
- Speak quietly, and talk to the driver only in emergencies.
- Use emergency doors, roof hatches, and window only in emergencies or during official practices. If you drop anything outside the bus, leave it. Get permission from your driver before picking it up.

office written permission from his/her parents/guardians, listing place to get off, the bus number, and date. The front office will verify the bus note and provide the student with a bus slip.

Search and Seizure

A search involves an invasion of privacy. Whether a search of a student is permissible depends on a balancing of the student's right to privacy and freedom from unreasonable search and seizure against the school division's responsibility to protect the health, safety and welfare of all persons in the school community and to carry out its educational mission. To maintain order and discipline in the schools and to protect the health, safety and welfare of students and school personnel, school authorities may search a student, student belongings, student lockers or student automobiles under the circumstances outlined below and may seize any illegal, unauthorized or contraband materials discovered in the search.

As used in this policy, the term "unauthorized" means any item dangerous to the health or safety of students or school personnel, or disruptive of any lawful function, mission or process of the school or any item described as unauthorized in school rules available beforehand to the student.

The locations at which searches of students and student property may be conducted are not limited to the school building or school property. Searches may be conducted wherever the student is involved in a school-sponsored function. (Refer to Policy JFG)

SOL Testing

Students are required to take SOL tests each semester when enrolled in SOL testing courses. Students will take SOL tests after approximately 80 days of instruction. While passing/failing the SOL tests will not affect a student's grade, it is an instrument that is used to determine graduation.

Sororities and Fraternities

Select sororities and fraternity's solicitation or membership is forbidden on school grounds.

Student Parking/Driving Regulations

Students are permitted to drive an automobile to school as a privilege. Vehicles will be registered by the bookkeeper. All vehicles will display the student parking pass and be parked in the designated parking area. Students will not park in any of the areas designated for faculty/staff parking. Tickets will be issued to violators of handicapped parking. The parking lot is off limits to students during the school day unless they are arriving at school late or leaving school early. Any student in the parking lot without a pass/authorization will be cited for loitering and skipping. Students who violate published parking regulations (see below) that are issued at the time of registration will have their parking privileges revoked. Violation of student parking/driving regulations will result in disciplinary action ranging from loss of driving privilege for one week to loss of driving privilege for the remainder of the year. *The school grounds speed limit is 10 mph.*

The administration will make efforts to police student riders and student drivers. No student should ride with a student driver without documented parental permission. No driver should give another student a ride unless they are registered on their parking permit application. Both rider and driver could lose parking privileges.

PCHS Parking Regulations

1. Drive safely at all times. (10 mph speed limit)
2. Park properly at all times.
3. Park in student parking areas only.
4. Parking on school grounds before 8:00 a.m. is not allowed.
5. Once parked, students must report directly to the building.
6. Vandalism is not the responsibility of the school.
7. Going to the parking lot during the school day is not allowed without administrative approval.
8. Sitting in cars during the school day is not allowed.
9. The student driver is responsible for their student riders.
10. Possession or use of drugs, alcohol, or tobacco products in vehicles on school grounds will result in loss of driving privileges for the year and discipline action as outlined in the student handbook.

necessary, to their application form.

12. Some parking violations require a warning from administration before driving privileges are taken; others do not.
13. Any student late for school, or returning to school grounds, must check in through the front office.
14. Violations for leaving school grounds without permission, driving at excessive speed, driving recklessly, parking out of designated areas, or leaving before buses, will be handled as outlined in the student handbook.
15. Any student who carries another student from school grounds without proper authorization will lose his/her parking permit and may be subject to possible suspension.
16. Any student who drives his/her or anyone else's vehicle on school grounds after losing his/her driving privilege will be subject to towing charges and suspension.
17. A student who chooses to drive to school and is late due to more than one breakdown will receive unexcused tardies.
18. Senior Parking: Seniors must park in the top student level nearest the building and are released prior to underclassmen. Underclassmen who try to leave when the seniors do will be subject to losing their driving privileges.
19. Excessive tardies to school will result in loss of driving privilege.
20. Students are required to lock vehicles on school property. Failure to lock vehicles will not be an excuse for items found or missing from vehicles.
21. Student drivers should obey all state driving laws.
22. PCHS administration reserves the right to search any student vehicle that is parked on school grounds.

Inclement Weather Notice to Student Driver and Parent/Guardians

When school is released early due to inclement weather, students will follow normal procedures for dismissal. The Patrick County School Board office will announce early dismissal time through the school messenger. Parents who would like their child to leave before the early release time should contact the main office with this request. Parents who would like their child to ride the bus during an inclement weather release should inform their child beforehand and/or contact the office so this message can be relayed to the student driver. The Patrick County School System encourages student drivers on possible inclement weather days to ride the school bus to and from school. If school is released early, the school system encourages students to ride school buses home. Dismissal procedures will follow regular release schedule, unless changes are authorized from Patrick County School Board office.

NOTE: The responsibility of student drivers and riders rests with the student and his/her parents. Only approved riders are permitted to ride with your child. Parents are encouraged to monitor and supervise other students their child transports to and from school. Please remain in constant communication with your child regarding this issue

Student Health Screenings

Student health screenings are an essential component of school health services. Screenings are performed to detect previously unrecognized conditions or pre-clinical illnesses as early as possible to provide early intervention and prevent or limit a negative impact on academic achievement. Health screening guidelines have been established following state and local mandates according to the following schedule:

VISION – grades PK, K, 3, 7, and 10

HEARING – grades PK, K, 3, 7, and 10

HEIGHT/WEIGHT – grades PK, K, 1, 2, 3, 4, 5, 6, and 7

DENTAL – grades PK, K, 1, 2, and 3 if staff, scheduling, and facilities can be arranged

- In addition, all new students K through grade 3 are screened for fine and gross motor functions, and all new students are screened for speech, voice, and

- Nurses and/or speech therapists will notify parents of any screening results that indicate a potential problem so that they may seek appropriate follow-up for their child.

If for any reason a parent does not want their child to participate in any of the above screenings or would like their child screened at intervals other than stated above, they may contact their child's school nurse.

Parents will also be provided information about scoliosis for students in grades 5-10. While mandatory screening of scoliosis is not required, parents may request this service.

Textbooks

Students may be issued textbooks at the beginning of each semester. Students are responsible for the care and safe keeping of assigned textbooks. Students not returning a textbook at the end of the semester will be placed on the indebtedness list.

SCHOOL FACILITIES

Cafeteria

All students are issued a personal identification card annually to be used in the cafeteria and the library. This card (or assigned PIN number) must be used each time a student purchases a meal (or other items from the cafeteria) or checks out a book from the library. Students have the opportunity to prepay for their meals at school. Students may deposit money in their account in advance.

Students will be issued one card. If the card is damaged or lost, the student will be assessed the cost of issuing a new card.

Cafeteria Rules

All students should report to the cafeteria during their designated lunches.

1. Students should conduct themselves properly while in the cafeteria.
2. All lunch trays and trash *will* be taken to the proper areas for washing or disposal.
3. No hats or gum are allowed in the cafeteria.
4. Breaking line is not allowed.
5. Students are not to buy lunch or any food or drink item for other students.
6. While in the halls during lunch, students are to stay out of "off-limit" areas. *Students on lunch are not to be downstairs or in the career and technical building at any time for any reason. Students are to remain only in the areas designated for their specific lunch period.*
7. Faculty supervisors monitor the cafeteria and halls. Students having problems should contact one of the faculty members assigned to this duty.
8. Tardies to class from lunch may be obtained from the supervisory teacher in the cafeteria. This teacher will determine the condition of the tardy.
9. Students are not to throw food or any other object in the cafeteria.
10. No food or drinks are allowed outside the cafeteria, with the exception of water in a clear container.

Clinic

When a student becomes ill or injured at school, the student is referred to the school nurse, and the parents/guardians of the student are notified if necessary. If the school is unable to contact parents/guardians or relatives, the student will remain under the supervision of school authorities. No student will be permitted to go to the clinic without written permission from the classroom teacher.

Computer Lab

The computer lab is available for student use. The lab is open from 8:30 a.m. to 3:30 p.m. and during all three lunches. A lab assistant is available at these times.

Courtyard

The courtyard is available as a senior privilege during lunch. This is a privilege dependent upon the respect shown the area and the classrooms surrounding it.

Facilities For Physically Challenged

career and technical building.

Library

The school media center should be the focal point of student learning through the instructional program. It is a place where students, faculty, and community members are welcome. The media center strives to help patrons continue the lifelong process of *learning to learn*.

Students are welcome to use the library. The library is open before school and during lunch on most days for quiet study, book checkout, and computer use. The following procedures must be followed when checking out a book:

1. before taking a book from the library, be sure it has been properly checked out; students must have an ID card to check out a book from the library;
2. books are circulated from the library for a two-week period; students will be charged an overdue fine of \$.05 each day following one school day beyond the due date;
3. students are responsible for the restitution of lost books;
4. reference books may be circulated for a 24-hour period; any material that is checked out under this provision must be returned the next morning prior to the beginning of the school day. There is an overdue fine of \$.25 each day beyond the due date.

Restrooms

Restrooms are located throughout the building for your convenience. It will be greatly appreciated by other students and the custodians if you use the "good neighbor" attitude and keep them clean. Restrooms are not to be used as a lounge.

Sport Facilities

The Athletic Department takes great pride in the facilities at Patrick County High School. The Patrick County School Board, the PCHS Administration, the PCHS Athletic Boosters Club, and many others have put a great deal of time and money into the fields, courts, gyms, and weight room.

Groups wishing to use the PCHS athletic facilities must complete and submit a *Use of School Facility* form to the front office. Any individual wishing to use the PCHS athletic facilities must get approval by contacting the Athletic Director during school hours.

Anyone using these facilities without proper approval is in violation of Patrick County High School rules and could be subject to trespassing.

Teachers' Workrooms

Teachers' workrooms are to be used by the faculty and staff only. These areas are off limits to students. The only exception to this regulation would be for office helpers.

Telephones

To make a telephone call, go to the front office or guidance office, only during your lunch period. Students will not be called out of class for telephone calls except in an extreme emergency. Messages may be taken by school personnel and delivered at a later time to students.

DISCIPLINARY PENALTIES

The Patrick County High School administration may use one of the following penalties to maintain order, safety, security and discipline within the school environment:

The following penalties will be used when appropriate to assist a student in understanding that his/her conduct interferes with the educational process, interferes with the rights of others to learn, or is contrary to school policy or regulations.

"SAC" Room (Student Attitude Center)

SAC Room will be conducted as directed by the Patrick County High School administration. SAC Room will be a "detention center" for infractions such as:

- not participating in class
- not following posted classroom rules
- minor disruption of class

- horseplay
- tardiness to class
- not returning signed documents

Students assigned to SAC Room will report to the designated "detention center" at the beginning of their assigned lunch period. Students assigned to SAC Room will be provided a "bag lunch" by the cafeteria, if so desired. Students will eat in the assigned room. No talking or sleeping will be allowed. Students will be required to work on classroom assignments.

After-School Detention

A student may be detained during the week as a punishment for misbehavior or disobeying school rules.

At the present, after-school detention is planned for Tuesday and Thursday. It will be held in a designated room from 3:30 p.m. until five minutes before the activity buses depart.

Students will be allowed to ride the activity buses to their home elementary school where they may be picked up by their parents/guardians. Parents/guardians will be held responsible for seeing that their child is picked up from the elementary school.

Parents/guardians will be informed of after school detention prior to assignment. This notification will come in the form of a letter written to the offending student. It is the responsibility of the child to deliver the letter to his/her parents/guardians. Failure to do so does not exempt the student from serving after-school detention on the date assigned. Failure to report to after-school detention may result in in-school suspension or one day of out-of-school suspension.

Basic rules of After-School Detention

1. Be inside designated room by 3:35 p.m.
2. No writing on tables or any form of damage to school property.
3. One bathroom/water break at the halfway point.
4. Work is required, and it is a good opportunity to do homework, catch up on reading, etc.
5. No talking, horseplay, or moving around the room; sleeping will not be allowed.
7. No participation in extra - curricular activities the day of after school detention.
8. Failure to obey rules may result in immediate out-of-school suspension.

Removal from School Halls

Students should conduct themselves in a respectful, courteous, and responsible manner when walking the halls of Patrick County High School. Horseplay such as pushing, pulling, hitting, throwing objects, or any other such action may be interpreted as fighting or assault, and disciplinary action will be taken.

Running on school grounds at any time other than during Physical Education could result in severe injuries; therefore **running is not allowed**. Students will be held responsible for any injury done to others or any damage to school or private property because of running.

Infractions of school rules within the halls of Patrick County High School will mean that the student's privilege of walking the halls before school will be taken away. A designated classroom will be used to keep those students who will not be allowed to walk the halls. Students in this room will not be allowed to talk or socialize. Only those students receiving disciplinary action and who have been assigned to this room by the administration will be admitted.

Offenses warranting removal from halls

1. public display of affection
2. horseplay
3. running in hallways
4. in off-limits area
5. loitering in restrooms
6. violation of cafeteria rules
7. fighting

center. In-school suspension (ISS), a form of suspension, allows the student to serve punishment yet remain in school for attendance purposes and complete all missed work, to be graded by the teachers. Students will report to the ISS center, and complete assignments for all missed courses. Students who do not follow the rules of the ISS center will be suspended out of school. Students who refuse to serve ISS or misbehave in ISS will receive out-of-school suspension in addition to serving ISS time for original disciplinary offense.

Out-of-School Suspension

There are eleven areas of student behavior that could result in immediate out of school suspension:

1. **Fighting:** Both parties will be suspended for fighting, if neither of the parties can prove that his/her involvement was strictly self-defense. To prove self-defense, one must have made a legitimate attempt to avoid the fight by walking away, not stopping to listen to another student who is picking a fight, and/or not using profane or derogatory remarks toward another party. In addition, any student who agitates or talks to others in order to get a fight started between other parties may be suspended for his/her role.
2. Leaving school grounds, school bus, or an assigned school function for ANY reason without permission from the administration.
3. Stealing, cheating and lying.
4. Excessive disruptive behavior (including the destruction of school property or becoming a danger to other students).
5. Use of or possession of illegal drugs, possession of drug paraphernalia, prescription drugs not registered in the office, or alcoholic beverages.
6. Profanity, disrespectful remarks, or threats directed toward a teacher, secretary, administrator, student or any other school personnel.
7. Driving another student away from school without proper authority will also result in loss of driving privilege.
8. Racial slurs, sexual harassment, or verbal threats to others.
9. Sexual misconduct
10. Use of or possession of a weapon
11. Videotaping and/or taking photos of any inappropriate activity

From the time a student receives a letter stating that a suspension is in place and asking for a parent conference, he or she is barred from returning to the school grounds for any reason until the conference takes place.

The student may not return to the school grounds until being readmitted the day following the suspension. Furthermore, this would mean that the student would not be allowed on the school grounds of Patrick County High School for *any* and *all* extracurricular activities such as ball games, dances, plays, etc. Only regular school days can be counted as suspension days; therefore, days lost due to inclement weather will not be counted as suspension days.

Assembly Suspension

Students assigned assembly suspension will be assigned to in-school suspension during assembly programs. This is a result of inappropriate behavior during previously held assemblies.

Expulsion

Expulsion is the formal act by which a student is denied access to the school premises and has his/her name removed from the school register. The authority to expel a student is reserved by the Virginia law to the school board, acting on a recommendation of the Superintendent of Schools.

Appeals

A parent or guardian may appeal to the principal decisions made by a teacher or assistant principal who may have violated the student's constitutional rights, may have discriminated against the student in violation of board policy or may have made a misinterpretation of board policy. The decision of the principal may be appealed to the Division Superintendent or designee and thereafter to the school board.

The following are standards of student conduct established by the School Board for all students. The consequences of any act are determined on the basis of the facts presented in each situation in the reasonable discretion of the Board, its designated committees and other appropriate school officials.

1. Student Dress

Students are expected to dress appropriately for a K-12 educational environment. Any clothing that interferes with or disrupts the educational environment is unacceptable. Clothing with language or images that are vulgar, discriminatory, or obscene, or clothing that promotes illegal or violent conduct, such as the unlawful use of weapons, drugs, alcohol, tobacco, or drug paraphernalia or clothing that contains threats such as gang symbols is prohibited.

Clothing should fit, be neat and clean, and conform to standards of safety, good taste and decency. Clothing that exposes cleavage, private parts, the midriff, or undergarments, or that is otherwise sexually provocative, is prohibited. Examples of prohibited clothing include, but are not limited to: sagging or low-cut pants, low-cut necklines that show cleavage, tube tops, halter tops, backless blouses or blouses with only ties in the back, clothing constructed of see-through materials and head coverings unless required for religious or medical purposes.

Additionally, disciplinary action will be taken against any student taking part in gang-related activities that are disruptive to the school environment, which include the display of any apparel, jewelry, accessory, tattoo, or manner of grooming that, by virtue of its color, arrangement, trademark, or any other attribute, denotes membership in a gang that advocates illegal or disruptive behavior.

Parents of students requiring accommodation for religious beliefs, disabilities, or other good causes should contact the principal. Students not complying with this policy will be asked to cover the noncomplying clothing, change clothes or go home.

2. Attendance; Truancy

Students shall attend school on a regular and punctual basis unless otherwise excused in accordance with School Board policy or regulation. (See Policy JED Student Absences/Excuses/Dismissals.)

If a student who is under 18 years of age has 10 or more unexcused absences from school on consecutive school days, the principal may notify the juvenile and domestic relations court, which may take action to suspend the student's driver's license.

3. Disruptive Conduct

Students are entitled to a learning environment free of unnecessary disruption.

Any physical or verbal disturbance which interrupts or interferes with teaching and orderly conduct of school activities is prohibited.

4. Profane, Obscene or Abusive Language or Conduct

Students shall not use vulgar, profane or obscene language or gestures or engage in conduct that is vulgar, profane, and obscene or disrupts the teaching and learning environment.

5. Threats or Intimidation

Students shall not make any verbal, written, or physical threat of bodily injury or use of force directed toward another person. Students shall not use electronic technology or communication devices, such as the internet or cell phones, to intimidate or threaten for any reason.

6. Assault and Battery

A student shall not assault or commit battery upon another person on school property, on school buses or during school activities on or off school property.

An assault is a threat of bodily injury.

A battery is any bodily hurt, however slight, done to another in an angry, rude or vengeful manner.

7. Bullying

A student, either individually or as a part of a group, shall not harass or bully others either in person or by the use of any communication technology including computer systems, telephones, pagers, or instant messaging systems.

Prohibited conduct includes, but is not limited to, physical, verbal, or written intimidation, taunting, name-calling, and insults and any combination of prohibited activities.

and is repeated over time or causes severe emotional trauma. "Bullying" includes cyber bullying. "Bullying" does not include ordinary teasing, horseplay, argument, or peer conflict.

8. Gambling

A student shall not bet money or other things of value, or knowingly play or participate in any game involving such a bet, on school property, on school buses or during any school related activity.

9. Use and/or Possession of Alcohol, Tobacco, Anabolic Steroids, and Other Drugs

A student shall not possess, use, and/or distribute any of the restricted substances listed below on school property, on school buses or during school activities, on or off school property.

A student shall not attempt to possess, use, consume, procure, and/or purchase, any of the restricted substances listed below or what is represented by or to the student to be any of the restricted substances listed below or what the student believes are any of the restricted substances listed below.

A student shall not be under the influence of any of the restricted substances listed below, regardless of whether the student's condition amounts to legal intoxication.

Restricted substances include but are not limited to alcohol, tobacco and inhalant products, and other controlled substances defined in the Drug Control Act,

Chapter 15.1 of Title 54 of the Code of Virginia, such as anabolic steroids, stimulants, depressants, hallucinogens, marijuana, imitation and look-alike drugs, drug paraphernalia, and any prescription or non-prescription drug possessed in violation of School Board policy.

The School Board may require any student who has been found in possession of, or under the influence of, drugs or alcohol in violation of School Board policy to undergo evaluation for drug or alcohol abuse, or both, and, if recommended by the evaluator and with the consent of the student's parent, to participate in a treatment program.

In addition to any other consequences which may result, a student who is a member of a school athletic team will be ineligible for two school years to compete in interscholastic athletic competition if the school principal and the division superintendent determine that the student used anabolic steroids during the training period immediately preceding or during the sport season of the athletic team, unless such steroid was prescribed by a licensed physician for a medical condition.

10. Electronic Cigarettes

Students shall not possess electronic cigarettes on school premises, on school buses or at school sponsored activities.

11. Vandalism

Students shall not willfully or maliciously damage or deface any school building or other property owned or under the control of the School Board. In addition, students shall not willfully or maliciously damage or deface property belonging to or under the control of any other person at school, on a school bus or at school sponsored events.

12. Defiance of the Authority of School Personnel

Students shall comply with any oral or written instructions made by school personnel within the scope of their authority as provided by Board policies and regulations.

13. Possession or Use of Weapons or Other Dangerous Articles

Students shall not have in their possession any type of unauthorized firearm or other article which may be used as a weapon, regardless of whether it is commonly accepted as such. (See Policy JFCD Weapons in School.)

14. Theft

A student shall not intentionally take or attempt to take the personal property of another person by force, fear or other means.

15. Bus-Related Offenses

Students shall not behave in a disruptive manner or otherwise violate these

Standards of Conduct while waiting for a school bus, while on a school bus or after being discharged from a school bus.

16. Cheating

- plagiarizing by copying the language, structure, idea and/or thoughts of another
- falsifying statements on any assigned schoolwork, tests or other school documents

17. Trespassing

Students shall not trespass on school property or use school facilities without proper authority or permission, or during a period of suspension or expulsion.

18. Gang Activity

Gang-related activity is not tolerated. Symbols of gang membership are expressly prohibited (i.e., clothing that symbolizes association, rituals associated with, or activities by an identified group of students). (See Policy JFCE Gang Activity or Association.)

19. Harassment

A student shall not harass another student or any school employee, volunteer, student teacher or any other person present in school facilities or at school functions.

20. Communication Devices

Students may possess a beeper, cellular telephone, smart phone, tablet, Personal Digital Assistant (PDA) or other communications device on school property, including school buses, provided that the device must remain off and out of sight during instructional time unless it is being used for instructional purposes at the direction of the student's teacher.

At no time may any device be used with an unfiltered connection to the Internet.

The division is not liable for devices brought to school or school activities.

If a student possesses or uses such a device other than as permitted in this policy, in addition to other disciplinary sanctions which may be imposed, the device may be confiscated from the student and returned only to the student's parent.

21. Reports of Conviction or Adjudication of Delinquency

Any student for whom the superintendent has received a report pursuant to VA

Code § 16.1-305.1 of an adjudication of delinquency or a conviction for an offense listed in subsection G of Va. Code § 16.1-260 may be suspended or expelled.

22. Laser Pointers

Students shall not have in their possession laser pointers.

23. Internet Use

Students shall abide by the Patrick County School Division's Acceptable Computer Use Policy and Regulation. (See Policy IBEA Acceptable Computer System Use.)

24. Felony Charges

Students charged with any offense, wherever committed, that would be a felony if committed by an adult may be disciplined and/or required to participate in prevention/ intervention activities.

25. Bomb Threats

Students shall not engage in any illegal conduct involving firebombs, explosive or incendiary materials or devices or hoax explosive devices or chemical bombs as defined in the Code of Virginia. Moreover, students shall not make any threats or false threats to bomb school personnel or school property.

26. Hazing

Students shall not engage in hazing.

Hazing means to recklessly or intentionally endanger the health or safety of a student or students or to inflict bodily harm on a student or students in connection with or for the purpose of initiation, admission into or affiliation with or as a condition for continued membership in a club, organization, association, fraternity, sorority, or student body regardless of whether the student or students so endangered or injured participated voluntarily in the relevant activity.

The principal of any school at which hazing which causes bodily injury occurs shall report the hazing to the local Commonwealth Attorney.

27. Extortion

No student may obtain or attempt to obtain anything of value from another by using a threat of any kind.

28. Fighting

29. Stalking

Students shall not engage in a pattern of behavior that places another person in fear of serious harm.

30. Other Conduct

In addition to these specific standards, students shall not engage in any conduct which materially and substantially disrupts the ongoing educational process or which is otherwise a violation of federal, state or local law.

CORRECTIVE ACTIONS

The following corrective actions are among those available to the school administration for violation of the Student Code of Conduct. The facts and circumstances of each offense are considered fully in determining reasonable corrective actions.

1. Counseling
2. Admonition
3. Reprimand
4. Loss of privileges, including access to the School Division's computer system
5. Parental conferences
6. Modification of student classroom assignment or schedule
7. Student behavior contract
8. Referral to student assistance services
9. Removal from class
10. Initiation of child study process
11. Referral to in-school intervention, mediation, or community service programs
12. Tasks or restrictions assigned by the principal or his designee
13. Detention after school or before school
14. Suspension from school-sponsored activities or events prior to, during, or after the regular school day
15. In-school suspension
16. Out-of-school suspension
17. Referral to an alternative education program
18. Notification of legal authority where appropriate
19. Recommendation for expulsion including recommendation for expulsion for possessing a firearm, destructive device, firearm muffler, firearm silencer or pneumatic gun on school property or at a school-sponsored event
20. and recommendation for expulsion for having brought a controlled substance, imitation controlled substance or marijuana, synthetic cannabinoids, onto school property or to a school sponsored activity
21. Evaluation for alcohol or drug abuse
22. Participation in a drug, alcohol or violence intervention, prevention or treatment program

DISCIPLINARY OFFENSES AND CONSEQUENCES

Affection, Public Display

Students should conduct themselves as ladies and gentlemen at all times While on school grounds, including all school-sponsored extracurricular activities, students are not allowed to engage in kissing/necking. The only bodily contact allowed will be holding hands.

First Offense	Referral to the front office; depending upon severity of the offense, conference with parents/guardians and administrator; warning and/or one day after-school detention
----------------------	---

Second Offense	Parents/guardians notified; one day in-school suspension
-----------------------	---

Recurrences	To be determined by the administration
--------------------	---

Alcohol

Students shall not possess, consume, or be under the influence of alcoholic beverages while on school

found in possession of alcohol will be subject to charges being filed with the sheriff's department.

First Offense **One to ten days out-of school suspension; mandated drug and alcohol counseling (Prior to readmission student must produce negative alcohol test.)**

Second Offense **Recommendation for expulsion**

Assault

A student shall not cause, or attempt to cause physical injury or behave in any way that could cause physical injury to a teacher, administrator, school employee, student, or any other person on school grounds or at a school function. This type of behavior will not be tolerated at Patrick County High School.

Fighting/assault automatically results in suspension from school. The Administration considers the severity of the offense when determining the number of days of suspension.

Assault on any school employee will result in recommendation for expulsion. The offense will be reported to the sheriff's department and a warrant will be requested.

First Offense **One to five days out-of-school suspension; student will not be allowed to walk the halls (before school and after lunch) for three months**

Second Offense **Five to ten days out-of school suspension; student will not be allowed to walk halls at any time for the remainder of the year – placement in QUEST school.**

Third Offense **Recommendation for expulsion**

Assembly Conduct

All students should be on their best behavior during assemblies. Talking while a speaker has the floor and/or disorderly conduct will not be tolerated. Students are to conduct themselves in an attentive, courteous, and respectful manner throughout any assembly.

1. Students are to sit in their assigned areas for both single and double assemblies.
2. When in the gym for assemblies, the aisles are always to be kept open.
3. Everyone, except those participating in the assembly when held in the gym, is to keep off the gym floor.
4. Hats will not be worn during assemblies.
5. Appropriate respect shall be demonstrated during the *Pledge of Allegiance*, the national anthem, and the school song.

Failure to adhere to the rules of the school in regards to assembly behavior will result in disciplinary action.

First Offense **Removal from assembly; placed in assembly-suspension for one assembly**

Second Offense **Place in assembly-suspension and one day after-school detention**

Third Offense **All remaining assemblies will be spent in assembly-suspension. Fewer than five assemblies will be carried over to the following year.**

Communication and Entertainment Devices

Students may use cell phones before school, during lunch, and after school hours or at school functions/activities after the school day as long as its use does not disrupt the activity. During the school day, devices may be used as directed by faculty and staff. If devices are visible or are used in school when not appropriate, then staff may confiscate said device and disciplinary action will be taken.

First Offense **Warning by teacher; item turned into office, student may pick up at end of day**

Third Offense**Item seized and turned over to parent; one day in-school suspension****Bullying**

Either individually or as a part of a group, a student shall not harass or bully others either in person or by the use of any communication technology including computer systems, telephones, pagers, or instant messaging systems. Prohibited conduct includes, but is not limited to, physical, verbal, or written intimidation, taunting, name-calling, and insults and any combination of prohibited activities.

"Bullying" means any aggressive and unwanted behavior that is intended to harm, intimidate, or humiliate the victim; involves a real or perceived power imbalance between the aggressor or aggressors and victim; and is repeated over time or causes severe emotional trauma. "Bullying" includes cyber bullying. "Bullying" does not include ordinary teasing, horseplay, argument, or peer conflict. The following conduct is illustrative of bullying:

- physical intimidation, taunting, name calling and insults;
- comments regarding the race, gender, religion, physical abilities or characteristics of associates of the targeted person; and/or
- falsifying statements about other persons.

First Offense**Investigation of incident conducted and appropriate disciplinary action will be taken according to the severity of the offense with possible recommendation for counseling****Second Offense****To be determined by the administration****Cafeteria Misbehavior**

Failure to follow cafeteria and lunch rules will result in disciplinary action. The teacher on duty has the authority to:

- assign students to clean-up duty in the cafeteria for a designated time
- designate assigned lunchroom seating
- assign SAC

Dangerous Weapons and Instruments

Students shall not have in their possession any type of unauthorized firearm or other article which may be used as a weapon, regardless of whether it is commonly accepted as such. Examples include guns, look-a-like guns, knives of any size or type, nightsticks, firecrackers, smoke bombs, scent oils, laser pointers, or any other item that could cause disruption of the school and be a danger to anyone. This regulation incorporates Policy JFCD.

First Offense**Item seized; one to ten days out-of-school suspension followed by a parent conference****Second Offense****Recommendation for expulsion**

If any of the above weapons are used in an assault or brandished, a recommendation for expulsion will be made to the Patrick County School Board.

Open Disrespect/Defiance

All students are under the jurisdiction of the administration, teachers, secretaries, and other employed personnel of the Patrick County School Board and must comply with their directions. This includes teachers who may not teach the student in question. Substitute teachers are to be afforded the same respect as regular teachers. No student shall show disrespect towards a staff member or another student. Disrespect includes abusive language to staff members and students. Any student who disobeys a reasonable request or otherwise openly defies a school staff member shall be subject to out-of-school suspension and considered for expulsion.

No student shall threaten, verbally abuse, swear at, use profane gestures, or refuse to obey a teacher,

First Offense **One to three days out-of-school suspension; mandatory parent conference**

Second Offense **Two to five days out-of-school suspension; mandatory parent conference**

Disruption of Class

All students should respect the rights of others. This expectation includes the right of another to receive an education. When one student disrupts class, he/she is interfering with the rights of the whole class. This includes, but is not limited to, student failure to complete assigned work. At this point, it may be necessary to remove that student from the class.

No student shall disrupt the educational atmosphere of the class. Disruption of class is a serious infraction of the rules, which becomes more serious with each infraction. Teachers will attempt to contact parents/guardians to discuss the problem for each offense.

First Offense **Warning by the teacher; serious disruptions may also include removal from the classroom for the remainder of the block as determined by the administration**

Second Offense **One day SAC; ISS for rest of block; parent contact**

Third Offense **ISS for the block for two days**

Recurrences **To be determined by the administration**

Students who are sent to the office on a recurring basis will be required to have their parents/guardians attend a parent/teacher conference in order to rectify the situation.

Dress Code and Regulations

1. Hats, bandanas, headbands, head wraps, or any other inappropriate head gear may not be worn in the front office, any classroom, cafeteria, auditorium, library, or gymnasium.
2. Fish hooks on hats are prohibited.
3. No attire that exposes *any portion of the torso or undergarments* may be worn. Half-shirts, tube tops, spaghetti straps, halters, or any apparel incorporating these items are unacceptable. No "short shorts" or "short skirts" may be worn.
4. All tops, shorts, and skirts will be measured by using a 3x5 index card. The shoulder piece of the top must measure three inches. Shorts and skirts must measure 5 inches from mid-knee.
5. Legging/jeggings must be worn with a shirt or skirt that meets the 5 inches measure requirement.
6. No pajama pants, tops, or bedroom shoes may be worn.
7. No shirts, hats, or clothing that displays messages or illustrations of a profane nature or advertisement for drugs or any illegal substance may be worn. Tank-tops, basketball jerseys, and vests shall be worn with a T-shirt underneath.
8. Sunglasses may not be worn in the building.
9. No jeans, pants, etc., that are cut - out or torn, that reveal any of the private anatomy, or cause a disturbance may be worn. Pants will be pulled to the waist line/belt line.
10. Any student wearing clothes that are judged disruptive (apparel that reflects use of drugs, alcohol, tobacco, profanity, sexual connotations) by the principal or assistant principal may be sent home.
11. Body piercings that endanger the safety of oneself or others will not be allowed.
12. Dog chains, pocket chains, wallet chains, or any type of chain deemed inappropriate by the administration will be prohibited.

Each Offense **Clothes may be changed, student may be instructed to turn clothing "inside out", or jewelry may be removed. If student refuses, parent will be called and student will be suspended for the remainder of the day**

A student shall not possess, use, and/or distribute alcohol, tobacco and/or tobacco products, or other drugs on school property, on school buses, or during school activities, on or off school property. This includes, but may not be limited to, smokeless tobacco, anabolic steroids, look-alike drugs, drug paraphernalia, and any prescription or non-prescription drug not possessed in accordance with Policy JHCD.

- a. A student shall not possess, procure or purchase or attempt to possess, procure, or purchase, or be under the influence of (legal intoxication not required), or use or consume or attempt to use or consume, any of the restricted substances listed in this regulation or what is represented by or to the student to be any of the restricted substances listed in this regulation or what the student believes is any of the restricted substances in this regulation. This regulation incorporates Policy JFCF.
- b. Restricted Substances include alcoholic drinks, marijuana, synthetic cannabinoids, narcotic drugs, hallucinogens, stimulants, depressants, and anything else covered by the Drug Control Act referenced below, as well as any amusable glue, paint and similar materials, anabolic steroids and both prescription and non-prescription drugs if they are not taken according to the prescription or directions on the package, and includes anything that a student represents to be a restricted substance or which a student believes is a restricted substance.

In addition to any other consequences which may result, a student who is a member of a school athletic team will be ineligible for two school years to compete in interscholastic athletic competition if the school principal and the division superintendent determine that the student used anabolic steroids during the training period immediately preceding or during the sport season of the athletic team, unless such steroid was prescribed by a licensed physician for a medical condition

From time to time, the school, in cooperation with the sheriff's department, may use the service of a trained dog to help discover if there are illegal drugs on campus.

When any drug violation occurs, the sheriff's department is notified and criminal charges may be filed.

In accordance with section 22.1-277.08 of the Code of Virginia, students in violation of the drug policy will be long-term suspended and recommended for expulsion.

Students found in possession of over-the-counter medicines may also be suspended from school.

Sale or distribution of above-mentioned products, with or without money exchange, will result in a recommendation to the Patrick County School Board that the offending student be expelled from Patrick County High School.

Fighting, Supporting/Instigating a Fight

Any student guilty of fighting on school property will be suspended from school. Any student involved in the instigation or encouragement of a fight will also be subject to school discipline.

First Offense	One to five days out-of-school suspension; student will not be allowed to walk the halls (before school and after lunch) for three months
Second Offense	Five to ten days out-of school suspension; student will not be allowed to walk halls at any time for the remainder of the year – placement in QUEST school.
Third Offense	Recommendation for expulsion

Fires and Fire Alarms

No student shall set a fire on school grounds nor falsely pull a fire alarm.

First Offense	One to ten days out-of-school suspension; possible recommendation for QUEST school or expulsion
Second Offense	Recommendation for expulsion

Gangs

First Offense Investigation of incident conducted and appropriate disciplinary action will be taken according to the severity of the offense

Second Offense To be determined by the administration

Gum

The Principal may ban chewing gum at any time when it has become a major problem. All chewing gum should be disposed of properly, *not thrown on the floor, stuck on the furniture or walls, or in the water fountains*. Teachers can choose whether they will allow gum in their classrooms.

Harassment

Harassment of any kind is strictly forbidden at Patrick County High School. Harassment is any unwelcome physical or verbal conduct. It also includes any conduct of a sexual nature such as touching, grabbing, electronically (sexting) or making sexual comments that interfere with the ability of a student to receive an education.

A student shall not harass another student or any school employee, volunteer, student teacher or any other person present in school facilities or at school functions.

Students are expected to treat their fellow students with dignity and respect at all times. Any form of harassment should be reported to teachers or administrators immediately. (Refer to policy GBA/JFHA)

First Offense Investigation of incident conducted and appropriate disciplinary action taken according to the severity of the offense

Second Offense To be determined by the administration

Hazing

Hazing of any kind is strictly forbidden at Patrick County High School. Students are expected to treat their fellow students with dignity and respect at all times. Any form of hazing should be reported to teachers or administrators immediately.

Hazing means to recklessly or intentionally endanger the health or safety of a student or students or to inflict bodily injury on a student or students in connection with or for the purpose of initiation, admission into or affiliation with, or as a condition for, continued membership in a club, organization, sorority, fraternity, or student body regardless of whether the student or students so endangered or injured participated voluntarily in the activity.

Hazing is a Class 1 misdemeanor that may be punished by confinement in jail for up to 12 months and a fine of \$2,500.00 or both, in addition to any disciplinary consequences that may be imposed. In addition, any person receiving bodily injury by hazing has a right to sue, civilly, the person or persons guilty thereof, whether adults or minors.

First Offense Investigation of incident conducted and appropriate disciplinary action taken according to the severity of the offense with possible recommendation for counseling

Second Offense To be determined by the administration

Honor Code

The primary function of an Honor Code is to instill a common sense of honor and morality in each student. This system revolves around the concept of respect, responsibility, accountability, and academic performance; the self-respect one has for one's work, and the respect one has for the words, the work, and the possession of others. "Violation of the Honor Code" includes, but is not limited to, cheating on an examination or other academic work, plagiarism, and the abuse of resource materials. It is equally important that no student tolerates such behavior by others. Each student is responsible for abiding by and upholding the code of honor.

Violations:

1. At Patrick County High School, violation of the Honor Code is defined as any form of dishonesty

- a. Copying another student's academic work that has been completed for credit, including class work, homework, workbook assignments, etc.
 - b. Allowing another student to have access to, or copy, from academic work that has been completed for credit.
2. Giving or receiving any form of assistance to or from other students during quizzes, tests, exams, or other types of evaluative activities.
 3. Using unauthorized materials to complete any form of academic work including, but not limited to, open notebooks, cheat sheets, open texts, notes written on desks, hands, etc.
 4. Submitting as an original work any form of assignment that has been created by another person.
 5. Plagiarizing: Plagiarism is presenting work for credit that is not the original work of the student, except where research papers and related writing projects are properly footnoted.

First Offense	(not to exceed one zero on assigned work); parents/guardians contacted to discuss situation
Second Offense	One day suspension; parent conference with administration to discuss situation; zero on assigned work
Third Offense	Three days in-school suspension; zero on assigned work
Recurrences	To be determined by the administration

Language, Profane/Abusive

Disrespectful language is not acceptable. Written or spoken profanity or vulgarity, whether directed or not directed at another person, will result in disciplinary action which may include suspension.

First Offense	Warning; disciplinary action will be taken according to severity of offense
Recurrences	To be determined by the administration

Library Conduct

Quiet and orderly conduct must be maintained in the library in order to provide students the opportunity for study, research, reading, and other educational activities. The library provides many educational services for Patrick County High School; therefore, students are not to use the library for a social area. No food, drink, or gum is allowed in the library at any time.

First offense	Warning with referral to the office
Second offense	One day SAC room
Third offense	One day after-school detention
Recurrences	Loss of library privileges

Physical Education Rules

Physical Education is a requirement from the State of Virginia. Each student is encouraged to buy a physical education uniform. Dressing properly for physical education class is a school board regulation. Failure to dress out for physical education will result in disciplinary action:

First offense	No daily points earned; warning issued by the teacher
Second offense	No daily points earned; two days SAC room; parents/guardians contacted by teacher
Third offense	Day of in-school suspension for the block
Recurrences	To be determined by the administration

Restrooms, Appropriate Conduct

Second offense	Removal from morning hall or lunch hall for one week
Third offense	Removal from morning hall or lunch hall for two weeks
Recurrences	To be determined by the administration

School Bus Behavior

The same level of discipline and behavior maintained in schools is expected on the school bus. Student behavior on the bus is under the driver's control at all times. The bus driver is authorized to assign seats. Upon entering the bus, the student is to be seated and remain seated during the entire time the bus is in motion. Passengers on the bus will refrain from any behavior which is detrimental to the safe operation of the school bus, such as:

1. loud talking, screaming, laughing, or profane or obscene language.
2. eating or drinking on the bus.
3. the use or possession of tobacco products, drugs, drug paraphernalia, or alcohol.
4. willful or careless damage to the bus or contents (The student must pay for damages.)
5. objects must not be thrown inside the bus or out the window. Any object thrown out of the bus window may result in criminal charges and/or loss of bus riding privileges.
6. fighting, or slapping others.
7. no part of the body may be extended out the bus window.
8. combustible or flammable materials are not to be carried on bus (cigarette lighters).
9. or anything else that would distract the driver or result in a poor public image.

Video cameras are used to observe student behavior.

First offense	Warning
Second offense	Loss of bus riding privileges for 1-3 days
Third offense	Loss of bus riding privileges for 5-10 days
Fourth offense	Loss of bus riding privileges for 10 days and mandatory parent conference
Fifth offense	Loss of bus riding privileges for rest of school year

Student will be responsible for his/her transportation to and from school. *More serious offenses may start at a higher level. Student may also be suspended from school or placed in In-School Suspension.

Skipping Class/Out of Area

Being out of class without permission from the teacher or the front office will be judged as skipping class. Any student in the parking lot without a pass/authorization will be cited for loitering and skipping.

First offense	One day after school detention and three days SAC lunch; parent notified
Second offense	Three days ISS; parent conference
Third offense	One day out-of-school suspension
Recurrences	To be determined by the administration

Stealing

Students are discouraged from bringing large amounts of money and/or valuable personal property to school. It is the responsibility of the student to report theft to the administration. The administration will determine if the sheriff's department will be notified.

No student should steal, or attempt to steal another person's property. Taking another person's property without his/her permission will be considered stealing and restitution will be made for all offenses.

First offense	One to three days out-of-school suspension; must pay restitution
----------------------	---

based upon the situation. In the event that school property with value exceeding ten dollars is stolen, the sheriff's department will be notified and charges will be pressed. Students having items stolen must report the theft to the front office.

Tardy Regulations

It is the responsibility of all students to arrive at school, class and lunch on time. Tardies are disruptive and are detrimental to the educational process.

1. Students who are not in the room and in their seats when the tardy bell rings will be marked tardy. Failure to be in the class within three minutes constitutes skipping.
2. Students reporting to school after the first five minutes of Block I must report to the main office for admission to school and will be recorded as tardy.
3. Parent notes in excess of four for tardies in a semester will be marked as unexcused unless accompanied by a medical note, court appointment, and/or an administrator's referral.

First offense	Warning by teacher; assignment by teacher
Second offense	2 days S.A.C. room, assigned by teacher. Teacher will contact parent.
Third offense	Referral to office with two days after-school detention
Recurrence	To be determined by the administration

Tardies will begin each semester!

NOTE: Students issued Patrick County High School parking permits may be penalized additionally by revocation of parking privileges if the tardy policy is abused.

Tobacco Usage or Possession

A student shall not possess and/or use tobacco products on school property, on school buses, or during school activities, on or off school property. This includes, but is not limited to, smokeless tobacco, look-alike drugs, e-cigarettes, or paraphernalia in accordance with Policy JHCD.

First offense	Three days in-school suspension
Second offense	Five days in-school suspension; notify sheriff's department
Third offense	Two days out-of-school suspension
Recurrences	To be determined by the administration

Truancy/Skipping School

Truancy is declared when a student is out of school without school and parent authorization or for improper reasons. Excuses for absences must meet the conditions set forth by the school board, the state, and the school attendance policy. Forgery of a parent or doctor note is prohibited. Punishments may range from a parent conference to suspension and/or referral to legal authorities, depending on the severity of the act.

Parent conferences will be required when absenteeism develops. Excessive truancy will result in court proceedings.

First offense	Parent conference; Two days ISS
Second offense	Three days ISS
Third offense	Five days ISS
Recurrences	To be determined by the administration

Vandalism

Each student is expected to take pride in keeping the buildings and grounds neat in appearance at all times. Students who willfully destroy or damage school property will be held both legally and financially responsible.

Responsibilities of homeroom representatives: The responsibilities of the homeroom representatives shall be to attend the SGA General Assembly meetings, bring information and issues of concern or interest to the SGA, make regular announcements of upcoming events and communicate SGA activities pertinent to students, and volunteer to help on projects through participation on SGA committees. Homeroom representatives are members of the Board of Student Initiated Volunteer Board in the Administrative Division of the SGA.

CLUBS

The students of Patrick County High School will have an opportunity to join a club. Students may join only one club that meets during the academic day, but may attend the meetings of other clubs that meet before or after school. Students may receive an invitation for membership in several clubs whose roster is determined by grade point or athletic participation. Students will be permitted to join these clubs. Students who join a club will remain in that club until the academic school year is completed. Students should study their options for club membership carefully and select the club they wish to join. If you have any questions, please contact the club sponsor for additional information before the club registration deadline.

Clubs will meet four times a year or at other times approved by the administration. Those students who wish not to join a club will be assigned to a club study hall while the clubs hold their regular meetings. This assignment will be considered a class assignment and will be treated as such, should a student choose not to report to an assigned classroom.

Clubs that elect officers and/or plan fundraisers or special activities should submit an electronic copy of all agendas, officer elections, and special reports to the SGA Vice President or SGA Advisor for use in updating the SGA calendar and committees. Club presidents will be assigned to an SGA committee and will meet as deemed necessary by the SGA.

Club Information Sheet

At Patrick County High School, there are various clubs to which students can belong. Students may sign up for one of these clubs if the requirements of the specific club are met. Below is a listing and short description of possible clubs.

Do not sign up for any club if you cannot or will not meet the requirements. Do not sign up for any club if you are not willing to participate in club meetings, projects, and fund-raisers.

Students WILL NOT be permitted to change clubs after the club registration deadline. The only changes that will be made to the club rosters after registration deadline will be the removal of students that do not pay dues. Failure to pay dues by the first club meeting will result in the student being placed in Study Hall for the remainder of the academic year.

AASIS 9th—12th: AASIS is a club that is affiliated with Radford University. Membership is by invitation only. It is designed for students that are thinking about attending college. Members will be paired with a student/mentor from Radford University to assist them in the program. Students from Radford University will visit club members once each semester at PCHS. In return, club members will visit Radford University once each semester to meet with their mentor. During club meetings, members will correspond with their Radford University mentors through letters. The club is responsible for making a presentation to Radford University about an aspect of Appalachian history. Limit of 20 students per year.

ART 9th—12th: The Art Club is designed for those people interested in learning about art. Students must be enrolled either semester or have completed at least one year of art. Members are expected to participate in fundraisers and community service.

BOOK CLUB (8th – 12th): This club is dedicated to those of us who think there is nothing better than a good book! We will read three to four student picked books a year and will spend club time discussing them. Club members will also get to share books they are currently reading or would recommend to others. Sponsors: K. Goard and L. Maxie. Location – Room 142.

BETA (Junior and Senior): A student must maintain a 3.75 or higher cumulative grade point average. Eighth graders are eligible for Junior Beta Club. Freshman, sophomores, juniors, and seniors are eligible for the Senior Beta Club. Membership is by invitation only.

them aware of their rights, responsibilities, and privileges as American citizens. Participation in the JROTC program is not required to join this club; it is open to any/all students. Dues per meeting are non-perishable food items, such as canned foods. The collection of each meetings' dues/food will be donated to the Patrick County Food Bank. Sponsor: J. Wagner. Location – Room 218.

CIVIL WAR REINACTMENT CLUB – Looks at life during the years of the Civil War – the clothing, the customs, etc. as well as life of the soldier. It gives students a chance to experience history and honor those individuals from that time period. No dues. Sponsor: L. Leviner. Location – Room 160.

COLLEGE AMBASSADORS -This club will provide students with an opportunity for personal development as well as the chance to increase the college-going culture in their high school. Through a series of workshops that cover a range of topics such as resumes, interview skills, and professionalism, club members will gain the practices that will better prepare them for their future. Location – Room 122.

DRAMA 8th—12th: The PCHS Drama Club is open to all students who are interested in exploring improvisational theatre, learning about upcoming school plays and supporting the work of the drama department. Enthusiastic about acting or stage craft? Come be a part!

DRBA (Dan River Basin Association) (8th -12th) – The Dan River Basin Association (DRBA) Club will be offered for students who are interested in the natural and cultural resources of the Dan River watershed through stewardship, recreation, and education. The club is for those who enjoy outdoor activities or wish to become involved in environmental issues. This club will also build valuable volunteer experience. There is a \$5.00 club due for fieldtrips.

FBLA 8th—12th: The purpose of the Future Business Leaders of America is based on a five-point program; business knowledge and skills, school and community leadership promotion, financial, state, and national levels. Members must be currently enrolled or have taken a business class in the past and must participate in one fundraiser and two service projects per year.

FCA 8th—12th: The Fellowship of Christian Athletes is open to any student who is interested in joining a club with religious affiliation. The FCA works in conjunction with the PCHS Praise and Worship Team.

FCCLA 8th—12th: The Family, Career and Community Leaders of America is designed to help individuals improve personal, family, and community living through organized group and individual activities of the family and consumer sciences program in the schools. Members must be enrolled or have taken a Family and Consumer Sciences class. New members are required to participate in projects.

FEA 9th—12th: The Future Educators Association is a small group of students who have the desire to pursue teaching as a possible career. The PCHS Chapter of the FEA will do numerous activities throughout the school year. Those activities include rewarding teachers and staff members during the National Education Week; “adopting” a class at a nearby elementary school, and doing extension activities with an elementary class to reinforce the topics they have learned. Students must fill out an application and provide the appropriate teacher recommendations. The club has limited membership. Students must have at least a “C” average or better in each of their classes. Students should be energetic, cooperative and have an ability to make a classroom environment fun.

FFA 8th—12th: The National Future Farmers of America Organization is dedicated to making a positive difference in the lives of students by developing their potential for premier leadership, personal growth and career success through agricultural education. Club members have numerous opportunities to participate in contests, leadership conferences, field trips, and career development activities. Members must be in an agriculture education class or have had one in the past. Fundraiser participation is strongly encouraged.

HOSA 9th—12th: The Health Occupations Students of America Club brings together young people interested in health careers. Members share common interests, explore opportunities and requirements in health fields and grow as individuals. Members must be enrolled in a Health Occupation class and must participate in fundraisers as well as community service projects

PARTY 8th—12th: The Positive Attitude Toward Yourself Club is a student organization that promotes self-confidence and a positive attitude. A major objective is to discourage the use of alcohol and drugs through recreational activities. Participation in service projects is required

designed for students who have a passion for a variety of animal causes. Sponsor: B. Martin. Location – Room 131.

SCIENCE 8th—12th: The Science Club gives the student a chance to develop a better understanding of science and how it is used in daily living. Students are expected to participate in fundraisers.

SIGN LANGUAGE 8th—12th: The Sign Language Club is designed for students interested in learning basic sign language and about the community of individuals that communicate in this form. The club is open to 8th—12th grade. There is no prerequisite, but a heart and desire to be a part of this club.

SKILLS USA 9th—12th: The Skills USA club is an organization for students who are enrolled in trade and industrial and technical education programs. Through club activities which are planned, initiated and conducted by club members, the organization promotes social and leadership skills as well as pride in personal workmanship. The club brings together students who share common interests, ideals and purposes. Through various activities, members learn about their roles in the school community and the world of work. Members serve others and make vital contributions toward improving the quality of life in today's world.

SPANISH 8th—12th: The Spanish Club supplements the Spanish class with regard to the cultural aspects of Spanish speaking people. The club engages in a variety of community, school, and club projects. Students must be enrolled in a Spanish class that year or have completed Spanish IV. Fundraisers are required. The club is open to 8th—12th grade and is divided according to grade.

TECHNOLOGY STUDENT ASSOCIATION 8th—12th: Technology Students Association is a nationally recognized program of all Virginia schools, both public and private. TSA goals include providing an opportunity for students to gain contact with industrial and business personnel, and acquiring democratic understanding through leadership activities. Students organize projects that contribute to the community. The TSA organization offers opportunities at the regional, state, and national levels for leadership development and competitive events, adding to the students' knowledge and understanding of an ever-changing technical world. Students must have taken or be enrolled in a technology class. Fundraiser participation is required.

VARSITY: Varsity Club members will have lettered in a varsity sport at Patrick County High School. Dues must be paid and members must participate in several community projects, including Special Olympics. Since this club does not meet on the regular club day, meetings are called several times during the year.

4-H Teens in Action (8th – 12th): If you enjoyed your 4-H experience in Elementary School and you would like to continue to participate in 4-H, please join us on club day for 4-H Teens in Action. The 4-H TIA Club places primary emphasis on leadership and community service. Teens serve in leadership roles as they organize county competitions, serve as judges and serve as teen leaders for 4-H camps and day camps. There are no dues for this club. Location – Room 223.

ACCEPTABLE COMPUTER SYSTEM USE POLICY

PCPS Policy Reference GAB/IIBEA (5/2013)

The School Board provides a computer system, including the internet, to promote educational excellence by facilitating resource sharing, innovation and communication. The term computer system includes hardware, software, data, communication lines and devices, terminals, printers, CD-ROM devices, tape drives, servers, mainframe and personal computers, the internet and other internal or external networks.

All use of the Division's computer system must be (1) in support of education and/or research, or (2) for legitimate school business. Use of the computer system is a privilege, not a right. Any communication or material used on the computer system, including electronic mail or other files deleted from a user's account, may be monitored or read by school officials.

The Division Superintendent shall establish administrative procedures, for the School Board's approval, containing the appropriate uses, ethics and protocol for the computer system. The procedures shall include:

- 1) a prohibition against use by division employees and students of the division's computer equipment and communications services for sending, receiving, viewing or downloading illegal material via the Internet;

to prevent access to

- a. child pornography as set out in Va. Code § 18.2-374.1:1 or as defined in 18 U.S.C. §2256;
 - b. obscenity as defined by Va. Code § 18.2-372 or 18 U.S.C. § 1460; and
 - c. material that the school division deems to be harmful to juveniles as defined in Va. Code § 18.2-390, material that is harmful to minors as defined in 47 U.S.C. § 254(h) (7) (G), and material that is otherwise inappropriate for minors;
- 3) provisions establishing that the technology protection measure is enforced during any use of the division's computers by minors;
 - 4) provisions establishing that the online activities of minors will be monitored;
 - 5) provisions designed to educate students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response;
 - 6) provisions designed to prevent unauthorized online access by minors, including "hacking" and other unlawful activities by minors online;
 - 7) provisions prohibiting the unauthorized disclosure, use, and dissemination of personal information regarding minors; and
 - 8) a component of Internet safety for students that is integrated in the division's instructional program.

Use of the School Division's computer system shall be consistent with the educational or instructional mission or administrative function of the Division as well as the varied instructional needs, learning styles, abilities and developmental levels of students. The Division's computer system is not a public forum. Each teacher, administrator, student and parent/guardian of each student shall sign the Acceptable Computer System Use Agreement, GAB-E1/IIBEA-E2, before using the Division's computer system. The failure of any student, teacher or administrator to follow the terms of the Agreement, this policy or accompanying regulation may result in loss of computer system privileges, disciplinary action, and/or appropriate legal action.

The School Board is not responsible for any information that may be lost, damaged or unavailable when using the computer system or for any information retrieved via the Internet. Furthermore, the School Board will not be responsible for any unauthorized charges or fees resulting from access to the computer system. The Division Superintendent shall submit to the Virginia Department of Education this policy and accompanying regulation biennially.

The School Board will review, amend if necessary, and approve this policy every two years.

ACCEPTABLE COMPUTER SYSTEM USE GUIDELINES

PCPS Policy GAB-R/IIBEA-R (7/2013)

All use of the Patrick County School Division's computer system shall be consistent with the School Board's goal of promoting educational excellence by facilitating resource sharing, innovation and communication. The term computer system includes hardware, software, data, communication lines and devices, terminals, printers, CD-ROM devices, tape drives, servers, mainframe and personal computers, the internet and any other internal or external network.

Computer System Use-Terms and Conditions:

1. **Acceptable Use.** Access to the Division's computer system shall be (1) for the purposes of education or research and be consistent with the educational objectives of the Division or (2) for legitimate school business.
2. **Privilege.** The use of the Division's computer system is a privilege, not a right.
3. **Unacceptable Use.** Each user is responsible for his or her actions on the computer system. Prohibited conduct includes but is not limited to:
 - using the network for any illegal or unauthorized activity, including violation of copyright or contracts, or transmitting any material in violation of any federal, state or local law.
 - sending, receiving, viewing or downloading illegal material via the computer system.

- gaining unauthorized access to resources or entities.
 - posting material created by another without his or her consent.
 - submitting, posting, publishing or displaying any obscene, profane, threatening, illegal or other inappropriate material.
 - using the computer system while access privileges are suspended or revoked.
 - vandalizing the computer system, including destroying data by creating or spreading viruses or by other means.
 - intimidating, harassing, or coercing others.
 - threatening illegal or immoral acts.
4. **Network Etiquette.** Each user is expected to abide by generally accepted rules of etiquette, including, but not limited to the following:
- Be polite.
 - Users shall not forge, intercept or interfere with electronic mail messages.
 - Use appropriate language. The use of obscene, lewd, profane, lascivious, threatening or disrespectful language is prohibited.
 - Users shall not post personal information other than directory information as defined in Policy JO Student Records about themselves or others.
 - Users shall respect the computer system's resource limits.
 - Users shall not post chain letters or download large files.
 - Users shall not use the computer system to disrupt others.
 - Users shall not modify or delete data owned by others.
5. **Liability.** The School Board makes no warranties for the computer system it provides. The School Board shall not be responsible for any damages to the user from use of the computer system, including loss of data, non-delivery or missed delivery of information, or service interruptions. The School Division denies any responsibility for the accuracy or quality of information obtained through the computer system. The user agrees to indemnify the School Board for any losses, costs or damages incurred by the School Board relating to or arising out of any violation of these procedures.
6. **Security.** Computer system security is a high priority for the school division. If any user identifies a security problem, the user shall notify the building principal or system administrator immediately. All users shall keep their passwords confidential and shall follow computer virus protection procedures.
7. **Vandalism.** Intentional destruction of or interference with any part of the computer system through creating or downloading computer viruses or by any other means is prohibited.
8. **Charges.** The School Division assumes no responsibility for any unauthorized charges or fees as a result of using the computer system, including telephone or long-distance charges.
9. **Electronic Mail.** The School Division's electronic mail system is owned and controlled by the School Division. The School Division may provide electronic mail to aid students and staff in fulfilling their duties and as an education tool. Electronic mail is not private. Students' electronic mail will be monitored. The electronic mail of staff may be monitored and accessed by the School Division. Unauthorized access to an electronic mail account by any student or employee is prohibited. Users shall be held personally liable for the content of any electronic message they create. Downloading any file attached to an electronic message is prohibited unless the user is certain of that message's authenticity and the nature of the file.
10. **Enforcement.** Software will be installed on the division's computers having Internet access to filter or block internet access through such computers to child pornography and obscenity. The online activities of users may also be monitored manually. **Any violation of these regulations shall result in loss of computer system privileges and may also result in appropriate disciplinary action, as determined by School Board policy, or legal action.**

ADMINISTRATION OF SURVEYS AND QUESTIONNAIRES

All instructional materials, including teacher's manuals, films, tapes, or other supplementary material which will be used as part of the educational curriculum for a student or which will be used in connection with any survey, analysis, or evaluation as part of any federally funded program shall be available for inspection by the parents or guardians of the student in accordance with Policy KBA Requests for Information.

B.) Participation in Surveys and Evaluations

No student shall be required, as part of any federally funded program, to submit to a survey, analysis, or evaluation that reveals information concerning

- (1) political affiliations or beliefs of the student or the student's parent,
- (2) mental or psychological problems of the student or the student's family,
- (3) sex behavior or attitudes,
- (4) illegal, anti-social, self-incriminating, or demeaning behavior,
- (5) critical appraisals of other individuals with whom respondents have close family relationship
- (6) legally recognized privileged or analogous relationship, such as those lawyers, Physicians, and ministers,
- (7) religious practices, affiliations, or beliefs of the student or student's parent, or
- (8) income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program), without the prior consent of the student (if the student is an adult or emancipated minor), or in the case of an emancipated minor, without the prior written consent of the parent.

C.) Surveys Requesting Sexual Information

In any case in which a questionnaire or survey requesting that students provide sexual information, mental health information, medical information, information on student health risk behaviors pursuant to Va. Code § 32.1-73.8, other information on controlled substance use, or any other information that the School Board deems to be sensitive in nature is to be administered, the School Board shall notify the parent concerning the administration of such questionnaire or survey in writing at least 30 days prior to its administration. The notice will inform the parent of the nature and types of questions included in the questionnaire or survey, the purposes and age-appropriateness of the questionnaire or survey, how information collected by the questionnaire or survey will be used, who will have access to such information, the steps that will be taken to protect student privacy, and whether and how any findings or results will be disclosed. In any case in which a questionnaire or survey is required by state law or is requested by a state agency, the relevant state agency shall provide the School Board with all information required to be included in the notice to parents. The parent has the right to review the questionnaire or survey in a manner mutually agreed upon by the school and the parent and to exempt the parent's child from participating in the questionnaire or survey. Unless required by federal or state law or regulation, school personnel administering any such questionnaire or survey shall not disclose personally identifiable information.

No questionnaire or survey requesting that students provide sexual information shall be administered to any student in kindergarten through grade six.

D.) Additional Protections

A parent or emancipated student may, upon request, inspect any instructional material used as part of the educational curriculum of the student and any survey created by a third party before the survey is administered or distributed to a student. Any inspection shall be in accordance with Policy KBA Requests for Information.

In addition, in the event of the administration or distribution of a survey containing one or more of the subjects listed in subsection I.B. above, the privacy of students to whom the survey is administered will be protected by:

- (a) Survey must be anonymous requiring no indicators which could lead to an individual student's identity
- (b) Creation of an environment for survey administration which will protect the privacy of student responses and safeguard identity of students

II. Physical Examinations and Screenings

If the Patrick County School Division administers any physical examinations or screenings other than

- those required by Virginia law, and
- surveys administered to a student in accordance with the Individuals with Disabilities Education Act, policies regarding those examinations or screenings will be developed and adopted in consultation with parents.

III. Commercial Use of Information

Questionnaires and surveys shall not be administered to public school students during the regular school day or at school-sponsored events without written, informed parental consent when participation in such questionnaire or survey may subsequently result in the sale for commercial purposes of personal information regarding the individual student

This subsection does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions, such as the following:

- college or other postsecondary education recruitment, or military recruitment;
- book clubs, magazines, and programs providing access to low-cost literary products;
- curriculum and instructional materials used by elementary schools and secondary schools
- tests and assessments used by elementary schools and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments;
- the sale by students of products or services to raise funds for school-related or education-related activities; and
- student recognition programs.

IV. Notification

Notification of Policies

The Board shall provide notice of this policy directly to parents of students annually at the beginning of the school year and within a reasonable period of time after any substantive change in the policy. The Board will also offer an opportunity for the parent (or emancipated student) to opt the student out of participation in

- activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose);
- the administration of any survey containing one or more items listed in subsection I.B. above; or
- any nonemergency, invasive physical examination or screening that is
- required as a condition of attendance;
- administered by the school and scheduled by the school in advance; and
- not necessary to protect the immediate health and safety of the student, or of other students.

Notification of Specific Events

The Board will directly notify the parent of a student, at least annually at the beginning of the school year, of the specific or approximate dates during the school year when the following activities are scheduled, or expected to be scheduled:

- activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose);
- the administration of any survey containing one or more items listed in subsection I.B. above; or
- any nonemergency, invasive physical examination or screening that is
- required as a condition of attendance;
- administered by the school and scheduled by the school in advance; and

Instructional material: the term "instructional material" means instructional content that is provided to a student, regardless of its format, including printed or representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments.

Invasive physical examination: the term "invasive physical examination" means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.

Parent: the term "parent" includes a legal guardian or other person standing in loco parentis (such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the welfare of the child).

Personal information: the term "personal information" means individually identifiable information including

- a student or parent's first and last name;
- a home or other physical address (including street name and the name of the city or town);
- a telephone number; or
- a Social Security identification number.

ELEMENDARY AND SECONDARY EDUCATION ACT: EVERY STUDENT SUCCEEDS ACT

The Every Student Succeeds Act of 2015 (ESSA) was signed into law on December 10, 2015. The new law replaces the No Child Left Behind Act of 2001 (NCLB). Under ESSA, states will develop new federal accountability systems during the 2016-2017 year, to be implemented during the 2018-2019 school year. Updates on plan progress will be made available on this webpage throughout the development of Virginia's state plan. http://www.doe.virginia.gov/federal_programs/esea/essa/index.shtml

ATTENDENCE POLICY/PROCEDURES STUDENT ABSENCES/EXCUSES/DISMISSALS

PCPS Policy Reference: JED (7/2013)

I. Student Attendance Policy

Student attendance is a cooperative effort and the School Board shall involve parents and students in accepting the responsibility for good attendance.

Each parent/guardian or person having control or charge of a child within the compulsory attendance age shall be responsible for such child's regular and punctual attendance at school as required under provisions of the law.

A reasonable effort shall be made to contact a parent/guardian of each absent student every day, and to obtain an explanation for the student's absence, where there is no indication that the student's parent is aware of and supports the absence. A log will be kept of call attempts.

Students who are absent must bring a valid note stating the reason for absence upon returning to school. Unexcused absences shall be handled according to regulations issued by the superintendent.

The superintendent's regulations will include procedures for excusing students who are absent by reason of observance of a religious holiday. Such regulations will ensure that a student is not deprived of any award or of eligibility or opportunity to compete for any award, or of the right to take an alternate test or examination, which he missed by reason of such absence, if the absence is verified in an acceptable manner.

Students shall attend school for a full day unless otherwise excused. Secondary students shall be scheduled for a full school day unless they are enrolled in a cooperative work-study program. All other exceptions to a full day schedule must be approved on an individual basis by the superintendent or designee.

High school students may spend a maximum of five (5) school days each academic year participating in High School to Work Partnerships established pursuant to guidelines developed by the Board of Education. The superintendent's regulations will specify that students who miss a partial or full day of school while participating in Partnership programs will not be counted as absent for the purposes of calculating average daily membership. The regulations will also include procedures by which students may make up work

II. Compulsory Attendance Procedures

a) Upon Fifth Absence Without Parental Awareness and Support

If (1) a student fails to report to school for a total of five scheduled school days for the school year, and (2) there is no indication that the student's parent is aware of and supports the absence; and (3) reasonable efforts to notify the parent of the absences have failed, then the Principal or his designee or the attendance officer shall make a reasonable effort to ensure that direct contact is made with the parent, either in person or through telephone conversation, to obtain an explanation for the pupil's absence and to explain to the parent the consequences of continued nonattendance. The school principal or his designee or the attendance officer, the pupil, and the pupil's parent shall jointly develop a plan to resolve the pupil's nonattendance. Such plan shall include documentation of the reasons for the pupil's nonattendance.

b) Upon Sixth Absence Without Parental Awareness and Support

If the pupil is absent an additional day after direct contact with the pupil's parent and the attendance officer has received no indication that the pupil's parent is aware of and supports the pupil's absence, either the school principal or his designee or the attendance officer shall schedule a conference within ten school days, which must take place no later than the fifteenth school day after the sixth absence. At the conference, the pupil, his parent, and school personnel, shall meet to resolve issues related to the pupil's nonattendance. Other community service providers may also be included in the conference.

c) Upon Additional Absence Without Parental Awareness and Support

Upon the next absence after the conference without indication to the attendance officer that the pupil's parent is aware of and supports the pupil's absence, the Principal or designee shall notify the attendance officer or Superintendent or his designee who shall enforce the compulsory attendance rules by either or both of the following: (i) filing a complaint with the juvenile and domestic relations court alleging the pupil is a child in need of supervision as defined in § 16.1-228 or (ii) instituting proceedings against the parent pursuant to § 18.2-371 or § 22.1-262. In filing a complaint against the student, the attendance officer shall provide written documentation of the efforts already undertaken to resolve the pupil's absence. If the student's parents have joint physical custody of the student and the school has notice of the custody arrangement, then both parents shall be notified at their last known addresses.

d) Parental Cooperation in Remediating Excessive Unexcused Absences

It is expected that parents will cooperate with the attendance officer and other school officials to remedy the student's attendance problem. Where direct contact with a parent cannot be made, despite reasonable efforts, or where parents otherwise fail to cooperate in remediating the student's attendance problem, the superintendent or the superintendent's designee may seek immediate compliance with the compulsory school attendance laws. The attendance officer, with the knowledge and approval of the Superintendent, shall institute proceedings against any parent who fails to comply with the requirements of the compulsory attendance laws. Where the complaint arises out of the parent's failure to comply with the requirements of § 22.1-258, the attendance officer shall document the school division's compliance with this Code section.

III. Report for Suspension of Driver's License

In addition to any other actions taken pursuant to this policy, if a student who is under 18 years of age has 10 or more unexcused absences from school on consecutive school days, the principal may notify the juvenile and domestic relations court, which may take action to suspend the student's driver's license.

IV. Attendance Reporting

Student attendance shall be monitored and reported as required by state law and regulations. At the end of each school year, each public school principal shall report to the Superintendent the number of pupils by grade level for whom a conference was scheduled pursuant to Part II (B) above. The Superintendent shall compile this information and provide it annually to the Superintendent of Public Instruction.

V. Dismissal Precautions

Principals shall not release a student during the school day to any person not authorized by the student's parent/guardian to assume responsibility for the pupil. Students shall be released only on request and authorization of parent or guardian. The superintendent shall provide procedures for release of pupils who

the person to receive the student is on the requesting party. A formal check-out system shall be maintained in each school.

ATTENDANCE REGULATIONS

PCPS Policy Reference: JED-R (10/2016)

Absences/Truancy School and Class Attendance -Grades K-12

The Patrick County School Board is committed to affording its youth a high quality education. To reinforce this commitment, standards for student attendance are developed to encourage punctuality, self-discipline, responsibility, and overall student success in school.

Students are expected to be in school, in class, and ready for instruction. Daily and punctual school attendance is essential to each student's academic development. Absence from school is detrimental to student achievement. The following guidelines will be used for awarding perfect attendance for the school year: The student must be in a classroom setting for a minimum of two hours to be considered "present". The two hours do not have to be consecutive, nor at the beginning of the school day. Tardies and/or early dismissals that exceed six (6) for the year will result in the student not being eligible for perfect attendance.

As required under the provisions of law, each parent/guardian is responsible for regular and punctual attendance of any child in his or her charge within the compulsory age for school attendance. Emancipated students are responsible for their own regular and punctual attendance. Parents and emancipated students are expected to work cooperatively with school personnel to correct attendance problems, including meetings with teachers, counselors, or administrators.

Each member of a school's faculty is expected to avoid causing a student to be tardy or absent from a colleague's class. If a student is tardy or absent because of being detained by a faculty member, then he/she will be considered excused and the absence will not be included in the count for excessive absences.

Students shall not be in an unauthorized area of the school without prior permission, and shall not leave a classroom, building, or assigned area without proper permission. Students who do not comply with this section will be subject to disciplinary action in accordance with the Code of Student Conduct and Discipline Guidelines.

A. Absence Defined

Students of school age shall attend their assigned schools during school hours in accordance with state law. The Superintendent, through the principals, shall be responsible for maintaining accurate records of student attendance and for closely monitoring the reasons for students' absences.

Parents shall furnish a written reason for absences from school upon the child's return to school.

Students who are absent with a prior written notice from a parent for observance of a religious holiday may not be deprived of any award or of eligibility or opportunity to compete for any award, or of the right to take an alternate test or examination, which he missed by reason of such absence, if the absence is verified in an acceptable manner by the principal or his/her designee.

At the elementary school level, if a student does not attend school for at least two hours, he/she is counted absent.

At the high school level, absences are computed for each class. A student who misses more than half of the class period or forty-five (45) minutes of any class will be counted absent for that class.

to the note. Students will be allowed four (4) parent notes during the year for excused absences at the elementary level. High school students are allowed four (4) parent notes per semester for excused absences. Excuses for absences that shall be deemed acceptable and excusable include the following:

- Student illness or injury
- Quarantine
- Medical or dental appointments
- Student court appearance
- Death in the immediate family (parents/guardians, grandparents, brothers, sisters, foster parents)
- Religious observances
- Pre-arranged college visits (2 per year)
- Extenuating circumstances, which are determined appropriate and arranged in advance by the school administration

Note: The principal or designee may consider circumstances beyond the control of the students and/or parent and excuse the student from school for reasons other than those listed above.

Classes missed due to school sponsored activities, e.g., field trips and athletics, are excused since students are considered present in school for these activities. Classes missed due to exam exemptions are also excused.

C. Religious Holidays

Students shall be excused for the observance of traditional religious holidays. The parent who is responsible for notifying the child's school of the religious holiday(s) to be observed should prearrange absences.

Parent's notes shall specify:

1. the date(s) of the absences(s);
2. the name of the religious holiday; and
3. a statement that the absence is due to the exercise of the student's bona fide religious beliefs.

If the parent is unable to prearrange the absence, a request for exemption must be received no later than the second day after the student's return to school from the absence occasioned by the religious observance.

Students are responsible for contacting teachers for work missed.

D. Unexcused Absences

A student's absence shall be unexcused for the following reasons: no note for an absence, parent notes for personal illness (five (5) or more per year at the elementary level; five (5) or more per semester at the high school level), skipping, truancy, suspensions, and other absences without prior school approval.

E. Parental/Guardian Notification of Absences

A documented attempt will be made to contact the parent or guardian if a student is absent without administrative approval or knowledge.

F. Recordkeeping for Absences

Each principal is responsible for establishing a school recordkeeping system for all student absences.

Each teacher is responsible for recording as excused or unexcused school or class absence and tardiness.

Excused absences for school-sponsored/related activities, authorized visits of students with school personnel, and recognized religious holidays should be noted as such.

All absences require written confirmation from the parent. All absence notes will be preserved until the close of the school term, and the principal will be the judge of the signature validity.

Students who are absent from school may not participate in any extracurricular activities of the school that same day without permission of the administration. A student must attend a minimum of two (2) hours at the

G. Make-up Work

When a student is absent, he/she will have one school day for each day's absence to complete make-up work. If parents request make-up work on the day of the child's absence, this request must be made by 10:00 am. Any make-up work may then be picked up, at the end of the school day, in the front office to avoid interruption of class instruction. It is recommended that assignments or make-up work be picked up by an adult as opposed to being sent by students. Make up work not submitted on time will result in a grade of zero.

H. Excessive Absences

The following procedures shall be utilized as mandated by the Code of Virginia, Section 22.1-254 and School Board Policy JED in handling student attendance problems:

- If a student fails to report to school for a total of five (5) unexcused days for the school year, direct contact will be made with the parent to obtain an explanation for the student's absence and to explain to the parent the consequences of nonattendance.
- If a student fails to report to school for a total of six (6) unexcused days for the school year, a conference with the student and his/her parents and school personnel will be scheduled to resolve issues related to the student's nonattendance.
- If a student fails to report to school for a total of seven (7) or more unexcused school days for the school year, compulsory attendance rules will be enforced through court action.
- A student who misses over twenty-five (25) days of school may be considered for retention.
- In addition to any other actions taken, if a student is under 18 years of age and has 10 or more unexcused absences from school on consecutive school days, the juvenile and domestic relations court will be notified by the Attendance Coordinator and action requested to suspend the student's driver's license.

1. Resulting Actions

Tuancy interventions may include, but is not limited to, the following: parent conference; scheduled contact with parent; referral to the guidance counselor; loss of privileges and/or restricted participation in school activities; referral to alternative learning program; and recommendation to the administration for other consequences.

I. Student & Parent Annual Signatures

Each student and parent/guardian will be provided with a copy of the attendance regulations annual.

AVAILABILITY OF SCHOOL DIVISION POLICIES

In compliance with VA Code 22.1-253.13.7, the policies for Patrick County Public Schools are available on the school division's website at <https://sites.google.com/a/patrick.k12.va.us/pccps-policy-manual/>. Printed copies of Patrick County Public School division's policies are available at work site as well as the central office.

Questions regarding the school division's policies should be directed to:

Assistant Superintendent

Patrick County Public Schools

P.O. Box 346 – 104 Rucker Street

Stuart, VA 24171

(276) 694-3163

CHILD FIND

In accordance with *Regulation Governing Special Education Programs for Children with Disabilities in Virginia*, The Patrick County Public Schools wish to announce the availability of special education

Special Education services are available in Patrick County Public Schools for those (age birth to 21 inclusive) who are eligible in the following exceptionalities:

- “Autism” means a developmental disability significantly affecting verbal and nonverbal communication and social interaction, generally evident before age three, that adversely affects a child’s educational performance. Other characteristics often associated with autism are engagement in repetitive activities and stereotyped movements, resistance to environmental change or change in daily routines, and unusual responses to sensory experiences. The term does not apply if a child’s educational performance is adversely affected primarily because the child has an emotional disability. A child who manifests the characteristics of autism after age three could be diagnosed as having autism if the criteria in this definition are satisfied.
- “Deafness” means a hearing impairment that is so severe that the child is impaired in processing linguistic information through hearing with or without amplification, which adversely affects educational performance.
- “Deaf-blindness” means hearing and visual impairments occurring at the same time, the combination of which causes severe communication and other developmental and educational problems that cannot be accommodated in special education programs solely for children with deafness or blindness.
- “Hearing Impairment” means impairment in hearing, whether permanent or fluctuating, that adversely affects a child’s educational performance, but which is not included under the definition of “deafness” in this section.
- “Intellectual Disability” means significantly sub average general intellectual functioning existing concurrently with deficits in adaptive behavior and manifested during the developmental period, which adversely affects a child’s educational performance.
- “Multiple Disabilities” means two or more impairments at the same time (such as intellectually disabled, blindness, learning disabled, orthopedic impairment, etc.) the combination of which causes such serious educational needs that they cannot be accommodated in special education programs solely for one of the impairments. The term does not include deaf-blindness.
- “Orthopedic Impairment” means a severe orthopedic impairment which adversely affects a child’s educational performance. The term includes impairments caused by congenital anomaly (e.g. club foot, absence of some member), impairments caused by some disease (e.g., poliomyelitis, bone tuberculosis), and impairments from other causes (e.g. cerebral palsy, amputations and fractures or burns which cause contractures).
- “Other Health Impaired” means having limited strength, vitality, or alertness, including a heightened alertness to environmental stimuli that result in limited alertness with respect to the educational environment that is due to chronic or acute health problems such as asthma, attention deficit disorder or attention deficit hyperactivity disorder, diabetes, epilepsy, a heart condition, hemophilia, lead poisoning, leukemia, nephritis, rheumatic fever, sickle cell anemia, and Tourette Syndrome.
- “Emotional Disability” is defined as follows: 1) The term means a condition exhibiting one or more of the following characteristics over a long period of time and to marked degree, which adversely affects educational performance: a. an inability to learn which cannot be explained by intellectual, sensory or health factors; b. an inability to build or maintain satisfactory interpersonal relationships with peers and teachers; c. inappropriate types of behavior or feelings under normal circumstances; d. a general pervasive mood of unhappiness or depression; or e. a tendency to develop physical symptoms or fears associated with personal or school problems. 2) The term includes schizophrenia. The term does not apply to children who are socially maladjusted, unless it is determined that they have an emotional disability.
- “Specific Learning Disability” means a disorder in one or more of the basic psychological processes involved in understanding or using language, spoken or written, which may manifest itself in an imperfect

visual, hearing or motor disabilities or intellectual disabilities, or emotional disabilities or of environmental, cultural or economic disadvantage.

- “Speech or Language Impairment” means a communication disorder, such as stuttering, impaired articulation, a language impairment, or a voice impairment that adversely affects a child’s educational performance.
- “Visual Impairment” means a visual impairment that, even with correction, adversely affects a child’s educational performance. The term includes both partial sight and blindness.
- “Developmental Delay” means a disability affecting a child ages two through six:

- 1) who is experiencing development delays, as measured by appropriate diagnostic instruments and procedures, in one or more of the following areas: physical development, cognitive development, communication development, social or emotional development, or adaptive development; and
- 2) who, by reason thereof, needs special education and related services. *Resulting* in total or partial functional disability or psychosocial impairment or both, that adversely affects a child’s educational performance. The term applies to open or closed head injuries resulting in impairments in one or more areas, such as cognition; language; memory; attention; reasoning; abstract thinking; judgment; problem solving; sensory, perceptual, and motor abilities; psychosocial behavior; physical functions; information processing; and speech. The term does not apply to brain injuries that are congenital or degenerative, or to brain injuries induced by birth trauma.

Children who exhibit impairments in the above listed categories should be referred for possible special services. Those who qualify will be provided a free and appropriate education as specified under the “Individuals with Disabilities Education Act” (IDEA).

Parents of children who may qualify for services under IDEA or Section 504 of the Rehabilitation Act of 1973 should contact the school’s principal or the Director of Special Education (276-694-3163).

EATING DISORDERS

Eating disorders are serious health problems that usually start in childhood or adolescence and affect both girls and boys. With early diagnosis, eating disorders are treatable with a combination of nutritional, medical, and therapeutic supports. Recognizing the importance of early identification of at-risk students, the 2013 Virginia General Assembly passed a law requiring each school board to provide parent educational information regarding eating disorders on an annual basis to students in the fifth through twelfth grades. It is important to note that eating disorders are not diagnosed based on weight changes as much as behaviors, attitudes, and mindset. Symptoms may vary between males and females and in different age groups. Often, a young person with an eating disorder may not be aware that he/she has a problem or keeps the issues secret. Parents/guardians and family members are in a unique position to notice symptoms or behaviors that cause concern. Noting behaviors common to people with eating disorders may lead to early referral to the primary care provider. It is important for eating disorders to be treated by someone who specializes in this type of care.

After reviewing the information on the reverse side of this letter, if you think your child may be showing signs of a possible eating disorder, please contact your primary health care provider, school nurse, or one of the resources listed below.

- Academy for Eating Disorders (AED)
<http://www.eatingdisorderhope.com/information/help-overcome-eating-disorders/non-profits-organizations/aed>
- Families Empowered and Supporting Treatment of Eating Disorders (F.E.A.S.T.)
www.feast-ed.org
- National Eating Disorders Association
www.nationaleatingdisorders.org
Toll free, confidential Helpline, 1-800-931-2237

Additional resources may be found at:

http://www.doe.virginia.gov/support/health_medical/index.shtml, under the section titled, Eating Disorders

What Are Eating Disorders?

Eating disorders are real, complex, and devastating conditions that can have serious consequences for health, productivity, and relationships. They are not a fad, phase or lifestyle choice. They are potentially life-threatening conditions affecting every aspect of the person's functioning, including school performance, brain development, emotional, social, and physical well-being.

Eating disorders can be diagnosed based on weight changes, but also based on behaviors, attitudes and mindset. Be alert for any of these signs in your child.

Key things to look for around food:

- Eating a lot of food that seems out of control (large amounts of food may disappear, you find a lot of empty wrappers and containers hidden)
- Develops food rules—may eat only a particular food or food group, cuts food into very small pieces, or spreads food out on the plate
- Talks a lot about, or focuses often, on weight, food, calories, fat grams, and dieting
- Often says that they are not hungry
- Skips meals or takes small portions of food at regular meals
- Cooks meals or treats for others but won't eat them
- Avoids mealtimes or situations involving food
- Goes to the bathroom after meals often
- Uses a lot of mouthwash, mints, and/or gum
- Starts cutting out foods that he or she used to enjoy

Eating disorders affect both males and females of all ages.

Weight is NOT the only indicator of an eating disorder, as people of all sizes may be suffering.

Key things to look for around activity: Exercises all the time, more than what is healthy or recommended – despite weather, fatigue, illness, or injury

- Stops doing their regular activities, spends more time alone (can be spending more time exercising)

Physical Risk Factors:

- Feels cold all the time or complains of being tired all the time. Likely to become more irritable and/or nervous.
- Any vomiting after eating (or see signs in the bathroom of vomiting – smell, clogged shower drain)
- Any use of laxatives or diuretics (or you find empty packages)

Other Risk Factors:

- Believes that they are too big or too fat (regardless of reality)
- Asks often to be reassured about how they look
- Stops hanging out with their friends
- Not able to talk about how they are feeling
- Reports others are newly judgmental or “not connecting”

If your Child Shows Signs of a Possible Eating Disorder

How to Communicate with Your Child

- Understand that eating disorder sufferers often deny that there is a problem.
- Educate yourself on eating disorders
- Ask what you can do to help
- Listen openly and reflectively
- Be patient and nonjudgmental
- Talk with your child in a kind way when you are calm and not angry, frustrated, or upset
- Let him/her know you only want the best for him/her
- Remind your child that he/she has people who care and support him/her
- Be flexible and open with your support
- Be honest
- Show care, concern, and understanding
- Ask how he/she is feeling
- Try to be a good role model, don't engage

specializes in the treatment of eating disorders. The earlier a person with an eating disorder seeks treatment, the greater the likelihood of physical and emotional recovery.

LAWS REGARDING THE PROSECUTION OF JUVENILES AS ADULTS

The following information has been developed by the Office of the Attorney General regarding the prosecution of juveniles as adults.

Section 22.1-279.4 of the Code of Virginia states:

School boards shall provide information developed by the office of the Attorney General to students regarding laws governing the prosecution of juveniles as adults for the commission of certain crimes. Methods of providing such information may include, but not be limited to, public announcements in the schools, written notification to parents, publication in the student conduct manual, and inclusion in those materials distributed to parents pursuant to 22.1-279.3.

The following information in question and answer format provides the notice required by this section of the Code.

Who is a juvenile? Section 16.1-228 of the Code of Virginia defines a juvenile as "a person less than 18 years of age: Section 16.1-269.1 of the Code permits juveniles, 14 years of age or older at the time of an alleged offense, to be prosecuted as adults for specific crimes under certain circumstances. This process is called a transfer to the appropriate circuit court for trial as an adult.

How is the age of the juvenile calculated? Section 16.1-241 of the Code of Virginia provides that for the purpose of transferring a juvenile to circuit court for trial as an adult, the child must have been 14 or older at the time of the offense.

Under what circumstances does the law permit the transfer of juveniles for trial as adults? The Code of Virginia permits the transfer of juveniles for trial as adults under three specific circumstances. Following is a description of each circumstance and the procedure that is followed in order to determine whether the student is transferred to circuit court.

Circumstance #1

A transfer can occur when a juvenile, who is age 14 or older at the time of the offense, is charged with a crime which would be a felony if committed by an adult (16.1-269.1A of the Code of Virginia). Offenses are either felonies or misdemeanors. Those offenses that are punishable by confinement in a state correctional facility or death are felonies; all other offenses are misdemeanors. Felonies are classified of rate purposes of punishment and sentencing into six classes. The authorized punishments for conviction of a felony are as follows:

- Class 1 felony – death if the person convicted was 18 years of age or older at the time of the offense and is not determined to be mentally retarded and a fine of not more than \$100,000. If the person was under 18 years of age at the time of the offense or is determined to be mentally retarded, the punishment shall be imprisonment for life or imprisonment for life and a fine of not more than \$100,000.
- Class 2 felony – imprisonment for life or for any term not less than twenty years or imprisonment for life or for any term not less than twenty years and a fine of not more than \$100,000.
- Class 3 felony – a term of imprisonment of not less than five years or more than twenty years or a term of imprisonment of not less than five years nor more than twenty years and a fine of not more than \$100,000.
- Class 4 felony – a term of imprisonment of not less than two years or more than ten years and a fine of not more than \$100,000.
- Class 5 felony – a term of imprisonment of not less than one year nor more than ten years, or in the discretion of the jury or the court trying the case without a jury, confinement in jail for not more than twelve months and a fine of not more than \$2,500, either or both.
- Class 6 felony – a term of imprisonment of not less than one year nor more than five years, or in the discretion of the jury or the court trying the case without a jury, confinement in jail for not more than twelve months and a fine of not more than \$2,500, either or both.

(18.2-9 and 18.2-10 of the Code of Virginia)

and may retain jurisdiction or transfer the juvenile to the appropriate circuit court for criminal proceedings. Any transfer to the circuit court is subject to the following conditions: (1) notice; (2) probable cause to believe that the juvenile committed the alleged delinquent act or a lesser included delinquent act; (3) the juvenile is competent to stand trial; and, (4) the juvenile is not a proper person to remain within the jurisdiction of the juvenile court.

The decision regarding whether the juvenile is not a proper person to remain within the jurisdiction of the juvenile court is based upon but not limited to, the following factors:

- The juvenile's age
- The seriousness and number of alleged offenses
- Whether the juvenile can be retained in the juvenile justice system long enough for effective treatment and rehabilitation
- The appropriateness and availability of the services and dispositional alternatives in both the criminal justice and juvenile justice systems needed by the juvenile
- The record and previous history of the juvenile in the jurisdiction where the alleged crime occurred or in other jurisdictions
- Whether the juvenile has escaped from a juvenile correctional entity in the past
- The extent, if any, of the juvenile's degree of mental retardation or mental illness
- The juvenile's school record and education
- The juvenile's mental and emotional maturity
- The juvenile's physical condition and maturity

Circumstance #2

A transfer can occur when a juvenile 14 years of age or older is charged with an offense which would be a felony if committed by an adult. ([16.1-269.1C](#) of the Code of Virginia)

In this circumstance, transfer is requested at the discretion of the Commonwealth's Attorney. If the Commonwealth's Attorney wishes to transfer the juvenile for trial as an adult, the juvenile court holds a preliminary hearing to determine whether there is probable cause to believe the juvenile committed the alleged delinquent act. Upon a finding of probable cause, the juvenile is transferred for prosecution as an adult. ([16.1-269.1C](#) of the Code of Virginia)

Circumstance #3

A transfer occurs when a juvenile 14 years of age or older at the time of the alleged offense is charged with capital murder, first or second degree murder, lynching or aggravated malicious wounding. ([16.1-269.1B](#) of the Code of Virginia)

Transfer under this circumstance is automatic. Whenever a juvenile 14 years of age or older is charged with capital murder, first or second degree murder, lynching or aggravated malicious wounding, he or she must be tried as an adult. The juvenile court holds a preliminary hearing to determine whether there is probable cause to believe the juvenile committed the alleged delinquent act. Upon a finding of probable cause, the juvenile is transferred for prosecution as an adult. ([16.1-269.1B](#) of the Code of Virginia)

If a juvenile is transferred for prosecution as an adult on one offense, what happens if he or she has also been charged with other offenses? If any one charge is transferred, all other charges of delinquency arising out of the same act will be transferred. ([16.1-269.6](#) of the Code of Virginia)

Does the transfer impact subsequent alleged criminal offenses? Yes. Once a juvenile is convicted of a crime as an adult in circuit court, all subsequent alleged criminal offenses of whatever nature, will be treated as adult offenses and no transfer hearing will be required. ([16.1-269.6](#) of the Code of Virginia)

What happens when an adult is sentenced for a crime he or she committed as a juvenile? When the juvenile court sentences an adult who has committed, before attaining the age of 18, an offense which would be a crime if committed by an adult, the court may impose a penalty up to a maximum of 12 months in jail and/or a fine up to \$2,500. ([16.1-284](#) of the Code of Virginia)

What can happen if a juvenile is tried as an adult? There are significant differences between a juvenile being tried as a juvenile and a juvenile being tried in the circuit court as an adult. In the juvenile system, a

felony. Second, if the adjudication is for a misdemeanor, the juvenile court record is expunged when the juvenile reaches the age of majority and is considered an adult. Third, a juvenile who is adjudicated delinquent remains in the juvenile system where a judge has discretion in the determination of the punishment or consequences to be imposed. In the juvenile system, the emphasis is on treatment and education.

In contrast, if a juvenile is prosecuted as an adult the issues and information related to the charge and the conviction of a crime are part of the public record. Because the information becomes an adult criminal record, it is not expunged when the juvenile reaches the age of 18. Additionally, the judge does not have the same discretion in sentencing. The judge in circuit court must impose at least the mandatory minimum sentence that is prescribed in sentencing guidelines. The circuit court does have the discretionary power to commit the juvenile to the juvenile system even if prosecuted as an adult.

NONDISCRIMINATION

Equal educational opportunities shall be available for all students without regard to race, national origin, gender, ethnicity, religion, disability or marital or parental status. Educational programs shall be designed to meet the varying needs of all students.

No student, on the basis of gender, shall be denied equal access to programs, activities, services or benefits or be limited in the exercise of any right, privilege, and advantage or denied equal access to educational and extracurricular programs and activities.

NOTIFICATION OF RIGHTS REGARDING STUDENT SCHOLASTIC RECORDS

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

- (1) The right to inspect and review the student's scholastic records within 45 days of the day the school division receives a request for access. Parents or eligible students should submit to the school's principal a written request that identifies the record(s) they wish to inspect. The school's principal will arrange for access and notify the parent or eligible student of the time and place where the records may be inspected.
- (2) The right to request the amendment of the student's scholastic records that the parent or eligible student believes is inaccurate or misleading. Parents or eligible students may ask Patrick County Public Schools to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify what is inaccurate or misleading. If the school division decides not to amend the record as requested by the parent or eligible student, the school division will notify the parent or eligible student or the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
- (3) The right to consent to disclosures of personally identifiable information contained in the student's education record, except to the extent that FERPA authorizes disclosure without consent.

One exception that permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school division as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement personnel); a person serving on a School Board; a person or company the school division has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review the scholastic records in order to fulfill his or her professional responsibility.

Upon request, the school division discloses scholastic records without consent to officials of another

maintaining order, and to discuss improvement of the child's behavior and educational progress, it may order the parent to so meet; or

2. If the court finds that a parent has willfully and unreasonably failed to accompany a suspended student to meet with school officials pursuant to subsection F, or upon the student's receiving a second suspension or being expelled, it may order the student or his parent, or both, to participate in such programs or such treatment, including, but not limited to, extended day programs, summer school, other educational programs and counseling, as the court deems appropriate to improve the student's behavior or school attendance. The order may also require participation in a parenting, counseling or a mentoring program, as appropriate or that the student or his parent, or both, shall be subject to such conditions and limitations as the court deems appropriate for the supervision, care, and rehabilitation of the student or his parent. In addition, the court may order the parent to pay a civil penalty not to exceed \$500.

H. The civil penalties established pursuant to this section shall be enforceable in the juvenile and domestic relations court in which the student's school is located and shall be paid into a fund maintained by the appropriate local governing body to support programs or treatments designed to improve the behavior of students as described in subdivision G 2. Upon the failure to pay the civil penalties imposed by this section, the attorney for the appropriate county, city, or town shall enforce the collection of such civil penalties.

I. All references in this section to the juvenile and domestic relations court shall be also deemed to mean any successor in interest of such court. (1995, c. [852](#); 1996, c. [771](#); 2000, c. [538](#); 2001, cc. [688](#), [820](#); 2004, c. [573](#).)

PARENTS RIGHT TO KNOW UNDER THE NCLB ACT

Parents wishing to know the professional qualifications of their child's classroom teacher may contact the school.

Patrick County Public Schools

Guidelines for the use of student-owned Electronic Devices

Policy IIBEA-E3

Use of Personal Mobile Internet Devices

Students at Patrick County High School may bring personal mobile internet devices to school to use as educational tools. The use of these devices during instructional time will be at the teacher's discretion and only for instructional purposes. All use must adhere to the Acceptable Use Agreement and Guidelines for the Use of Student-owned Electronic Devices.

Responsibilities

1. Students are responsible for utilizing School Division technology for facilitating learning and enhancing educational information based on school division curriculum and instructional goals.
2. Students are responsible for maintaining the privacy of passwords and are prohibited from publishing or sharing passwords with other system users. Students shall not attempt to gain unauthorized access to any computer system or go beyond personal authorized access. This includes logging into the system through another person's account or attempting to bypass the internet content filter.
3. Students are responsible for maintaining appropriate use of electronic mail. School officials reserve the right to monitor any or all activity on the division's computer systems and to inspect individuals' files. Students should not expect that their communications and files on division owned computers/servers are private.
4. Students must not access, display, or transmit pornography, obscenities, or other materials deemed inappropriate for educational purposes. In accordance with the Children's Internet Protection Act (CIPA), the School Division makes every reasonable effort to filter access to internet content that is obscene, depicts pornography, is harmful to minors, or is deemed inappropriate for minors. The School Division does not guarantee that school officials will monitor or control all user access to non-filtered, inappropriate internet content or that students will not have access to such materials while using the division's technological resources.
5. Students are responsible for properly using and caring for district technology including hardware and

6. Users must adhere to copyright and trademark laws and applicable licensing agreements in the use of hardware and software and the transmitting or copying of text or files from the internet or from other network resources.

Students may be disciplined for any improper or prohibited activity, including but not limited to:

1. using a computer ID/password other than his/her own
2. using a computer to engage in any illegal act
3. using a computer to engage in "cyberbullying"
4. using School Division technology without authorization
5. downloading files or installing software
6. gaining unauthorized access to any computer system or otherwise access data not intended for the user including, but not limited to, other users' files and administrative data
7. engaging in inappropriate language or activities on division networks
8. accessing the division network with personal computers or other electronic devices that obtain an IP address
9. accessing the Internet with personal computers or other mobile internet devices other than by using the division secure wireless network

Violation of any of the above rules may result in a loss of network/internet access. Additional disciplinary action may be determined at the building level in keeping with existing procedures and practices regarding inappropriate conduct. When and where applicable, law enforcement agencies may be involved.

The Patrick County School Board makes no warranties of any kind, neither expressed nor implied, for the internet access it is providing. The Division will not be responsible for any damages users suffer, including, but not limited to, loss of data resulting from delays or interruptions in service; the accuracy, nature, or quality of information stored on Division devices, hard drives, or servers; the accuracy, nature or quality of information gathered through Division-provided internet access; personal property used to access Division computers or networks or for Division-provided internet access; nor for unauthorized financial obligations resulting from Division-provided access to the internet. Parents may choose to have their student(s) not utilize technology services by completing and returning the non-participation form.

PATRICK COUNTY PUBLIC SCHOOLS FERPA NOTICE FOR DIRECTORY INFORMATION

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that Patrick County Public Schools, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Patrick County Public Schools may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow Patrick County Public Schools to include this type of information from your child's education records in certain school publications. Examples include, but not limited to:

- A playbill, showing your child's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with

If you do not want Patrick County Public Schools to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing by September 1st. Patrick County Public Schools has designated the following information as directory information:

- Student's name
- Participation in officially recognized activities and sports
- Address
- Telephone listing
- Weight and height of members of athletic teams
- Electronic mail address
- Photograph
- Degrees, honors, and awards received
- Date and place of birth
- Major Field of study
- Dates of attendance
- Grade level
- The most recent educational agency or institution attended

Note:

Policy governed by: Section 9528 of the ESEA (20 U.S.C. 7908) as amended by the No Child Left Behind Act of 2001 (P.L. 107-110), the education bill, and 10U.S.C. 503, as amended by section 544, the National Defense Authorization Act for Fiscal Year 2002 (P.L. 107-107), the legislation that provides funding for the Nation's armed forces.

PESTICIDE NOTIFICATION

To maintain a safe and healthy environment in which children can learn, pesticides may be required to be applied periodically during the school year to control indoor and outdoor pests.

Because some individuals may have concerns regarding the use of these pest control products, the Patrick County School District has established a registry for those individuals who wish to be notified prior to the use of these materials in and around the school. Although the school will call the people listed on the registry or make every reasonable effort to notify them of any pending pesticide applications, situations may arise where the emergency use of a pesticide is required. Under such emergency situations, time may be inadequate to notify individuals prior to the pesticide being applied.

Should you have any questions about pesticides being used, including the types of pesticides used and the timing of treatments, please contact:

Patrick County Public Schools
Maintenance Director
P.O. Box 346
Stuart, Virginia 24171
Phone 276-694-6984

PROHIBITION AGAINST HARASSMENT AND RETALIATION

PCPS Policy Reference JFHA/GBA (10/2016)

The Patrick County School Board is committed to maintaining an educational environment and workplace that is free from harassment. In accordance with law, the Board prohibits harassment against students, employees, or others on the basis of sex, gender, race, color, national origin, disability, religion, ancestry, age, marital status, genetic information or any other characteristic protected by law or based on a belief that such characteristic exists at school or any school sponsored activity. The Patrick County School Board is an equal opportunity employer.

It is a violation of this policy for any student or school personnel to harass a student or school personnel based on sex, gender, race, color, national origin, disability, religion, ancestry, age, marital status, genetic

religion, ancestry, age, marital status or genetic information or any other characteristic protected by law or based on a belief that such characteristic exists at school or any school sponsored activity, by students, school personnel or third parties participating in, observing or otherwise engaged in school sponsored activities.

SEX OFFENDER REGISTRY

In compliance with VA Code 22.1-79.3, the Patrick County Public Schools has an active policy with regards to sex offenders. Parents and citizens may access policy KN at <http://www.patrick.k12.va.us/index.cfm/topic/341> or request to see the policy at any Patrick County Public School work site. Parents and citizens may also access information on the Sex Offender and Crimes Against Minors Registry at <http://sex-offender.vsp.virginia.gov/sor/>.

STUDENT PICTURES ON THE WEBSITE

Many opportunities arise during the school year for your child's picture to be taken and placed on the web pages for the various schools. We find this to be a special way to recognize individual and group accomplishments and share this information with others. A student's name will not be listed with a picture on the web site. In order for each school to best address your desire regarding your child's picture on the web site, please indicate permission on the Acceptable Use Policy.

Patrick County Public Schools

Community Resources

ALCOHOL & DRUG ABUSE

- Alcohol AA Abuse & Addiction Hotline 800-257-1975
- Center For Substance Abuse Treatment 800-662-4357
- Piedmont Community Services Martinsville 276-632-7128
- Piedmont Community Services Stuart 276-694-4361

CHAMBER OF COMMERCE

- Patrick County Chamber of Commerce, Inc. 276-694-6012

CHILDREN, YOUTH AND EDUCATION

- Blue Ridge Regional Library 276-694-3352
- Extension Office - 4-H Youth Organization – Stuart 276-694-3341
- Patrick County Adult Learning Center 276-694-6542
- Patrick County Education Foundation 276-694-7863
- Piedmont Community Services 276-694-4361
- Social Services - Patrick County 276-694-3328
- STEP 276-694-2239
- Sylvan Learning Center (Winston Salem) 336-724-5644

COUNSELING SERVICES

- Associate Christian Counseling 336-789-7405
- Citizens Against Family Violence 276-694-2555
- Embracing Life Counseling (Winston-Salem) 336-351-5301
- Moses Cone Behavioral Health (Greensboro) 336-832-9600
- Pathways Counseling & Dev. (Winston-Salem) 336-924-3801
- Psychological Associates (Martinsville) 276-632-3572

EMERGENCY SERVICES

- For Emergencies 911
- Patrick County Sheriff's Department 276-694-3161
- Virginia State Police 800-553-3144

- Workforce Investment: One-Stop Center 276-694-6542

FAMILY AND MARRIAGE

- Department of Social Services 276-694-3328
- Patrick County Health Department 276-694-3188
- Piedmont Community Services 276-694-4361

FINANCIAL ASSISTANCE

- Patrick County Department of Social Services 276-694-3328
- Salvation Army 276-647-3450

FURNITURE AND CLOTHING

- Goodwill 276-638-5100
- Salvation Army 276-647-3450

HEALTH

- Developmental Center for Handicapped 276-694-6047
- Home Care of Memorial Hospital 276-694-2272
- Home Health Care Associates, Inc. 276-694-7756
- Juvenile Diabetes Research Foundation 202-371-0044
- Mountain Valley Hospice 276-694-4416
- Patrick County Health Department 276-694-3188
- Piedmont Community Services (Stuart) 276-694-4361
- Pioneer Community Hospital 276-694-3151
- Virginia Department for Deaf 800-552-7917

HOTLINES AND CRISIS NUMBERS

- Allergy & Asthma Network 800-878-4403
- CDC National AIDS Hotline 800-342-2437
- Center for Substance Abuse Treatment 800-662-4357
- Child Abuse Hotline 800-552-7096
- Child Find of America 800-426-5678
- Child Protective Services-Pat. Co. Social Service 276-694-3328
- Citizens Against Family Violence 276-632-8701
- CONTACT – Patrick County 276-694-2962
- Domestic Violence Hotline 276-632-8701
- Injury and Violence Prevention 800-732-8333
- National Hope-line Network (Suicide) 800-784-2433
- National Runaway Switchboard 800-786-2929
- National Suicide Hotline 800-273-8255
- Piedmont Community Services 276-632-7128
- Poison Control 800-222-1222
- Rape Abuse & Incest National. Network 800-656-4673
- Sexual Assault Services 276-632-8701
- Stop It Now! Child Abuse Helpline 888-773-8368

Regular Bell Schedule

8:05	Teachers report to classroom
8:25	First bell
8:30	Tardy bell
8:30 - 8:35	Announcements
8:35 - 9:55	Block I
10:00-11:25	Block II
11:30 - 1:25	Block III Lunch
11:30-12:00	First Lunch
12:15-12:45	Second Lunch
12:55-1:25	Third Lunch
1:30-2:00	Academic Enrichment Period
2:05 - 3:30	Block IV
6:30*	Activity buses leave

90 Minute Classes Bell Schedule

8:05	Teachers report to classroom
8:25	First bell
8:30	Tardy bell
8:30 - 8:45	Announcements
8:45 - 10:15	Block I
10:20-11:50	Block II
11:55 - 1:55	Block III Lunch
11:50-12:20	First Lunch
12:40-1:10	Second Lunch
1:25-1:55	Third Lunch
2:00 - 3:30	Block IV
6:30*	Activity buses leave

Single Assembly (morning)

8:05	Teachers report to classroom
8:25	First bell
8:30	Tardy bell
8:30 - 8:35	Announcements
8:35 - 10:00	Block I
10:05 - 10:59	Students report to Assembly
11:04 - 12:18	Block II
12:23 - 2:10	Block III Lunch
12:18 - 12:48	First Lunch
1:00 - 1:30	Second Lunch
1:40 - 2:10	Third Lunch
2:15 - 3:30	Block IV
6:30*	Activity buses leave

Club Schedule (morning)

8:05	Teachers report to classroom
8:25	First bell
8:30	Tardy bell
8:35 - 9:35	Clubs
9:35-10:50	Block I
10:55-12:10	Block II
12:15-2:10	Block III/Lunch
12:10-12:40	First Lunch
12:55-1:25	Second Lunch
1:40-2:10	Third Lunch
2:15-3:30	Block IV
6:30*	Activity buses leave

Single Assembly (afternoon)

8:05	Teachers report to classroom
8:25	First bell
8:30	Tardy bell
8:30 - 8:35	Announcements
8:35 - 10:00	Block I
10:05 - 11:25	Block II
11:30 - 1:15	Block III
11:25 - 11:53	First Lunch
12: 10 - 12:38	Second Lunch
12:45 - 1:15	Third Lunch
1:20 - 2:45	Block IV
2:50 - 3:30	Assembly

Double Assembly

8:05	Teachers report to classroom
8:25	First bell
8:30	Tardy bell
8:30 - 8:35	Announcements
8:35 - 10:13	Block I
10:18 - 11:48	Block II
10:18 - 10:58	First Assembly
11:08 - 11:48	Second Assembly
11:53-1:52	BlockIII/Lunch
11:48 - 12:18 (<i>tardy bell 12:21</i>)	First Lunch
12:37 - 1:05 (<i>tardy bell 1:08</i>)	Second Lunch
1:23 - 1:52	Third Lunch
1:57 - 3:30	Block IV
6:30*	Activity buses depart

One-Hour Delay

9:05	Teachers report to classroom
9:25	First bell
9:30	Tardy Bell
9:30 - 11:02	Block I
11:07 - 12:22	Block II
12:22 - 2:15	Block III/Lunch
12:22 - 12:52	First Lunch
1:05 - 1:35	Second Lunch
1:45 - 2:15	Third Lunch
2:20 - 3:30	Block IV
6:30*	Activity buses leave

Two-Hour Delay

10:05	Teachers report to classroom
10:25	First bell
10:30 - 11:30	Block I
11:35 - 1:30	Block II/Lunches
11:35 - 12:00	First Lunch
12:15 - 12:45	Second Lunch
1:00 - 1:30	Third Lunch
1:35 - 2:30	Block III
2:35 - 3:30	Block IV
6:30*	Activity buses leave

Three-Hour Delay

11:05	Teachers report to classroom
11:25	First bell
1:30 - 12:25	Block I
12:30 - 1:50	Block II/Lunches
12:25-12:50	First Lunch
12:55-1:20	Second Lunch
1:25-1:50	Third Lunch
1:55-2:40	Block III
2:45 - 3:30	Block IV
6:30*	Activity buses leave

Early Dismissal (1:00 dismissal)

8:05	Teachers report to classroom
8:25	First bell
8:30	Tardy Bell
8:30 - 9:35	Block I
9:39 - 10:34	Block II
10:38 - 12:08	Block III/Lunch
10:34 - 11:02	First Lunch
11:07 - 11:35	Second Lunch S
11:40 - 12:08	Third Lunch
12:12 - 1:00	Block IV
TBA	Activity buses

*Warning bell for activity buses will ring approximately 15 minutes prior to departure time.

Departure time subject to change due to warning bell