

Vance County High School

925 Garrett Road
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(252) 430-6000



“VIPER Strong”

***Student and Parent Handbook
Special COVID-19 Edition***

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PRINCIPAL'S MESSAGE

August 5, 2021

Dear Students and Parents,

Welcome to the beginning of a new and exciting school year! It is an opportunity for all students to have a fresh start and make positive changes that will contribute to the goal of graduating from high school. The Vance County High School family hopes that every student has enjoyed their summer vacation. Each student should be able to return with a focus to perform well this school year. We accept the challenge to plan for meeting the needs of all students by creating and maintaining a safe, orderly and caring environment. We recognize that in order for effective teaching and quality learning to occur, all stakeholders must be active contributors. We need the full involvement of parents, students, community/business partners and faculty/ staff members. Parental involvement is necessary, student cooperation is required, business and community partnerships are essential! Quality work initiated by classroom teachers is an essential component to your success. Everyone has their part to play and we solicit the support of every participant during the 2021-2022 school year!

Vance County High School is a place where the purpose for teaching is for student learning. “**Better Together**” has been our focus since the 2019-2020 school year and strong commitments are already available for carrying out this focus. The faculty and staff have a strong commitment to equip our students with the 21st Century skills they will need to be competitive in a local, state and global workplace. We are committed to incorporating technology into instruction. In addition, we are committed to ensuring that students are learning the skills in each course through proper assessments and to graduating students with a high school diploma.

Effective communication is the key to keeping everyone adequately informed. The purpose of this handbook is to provide all stakeholders with pertinent information about the services, programs, guidelines, procedures, and rules governing our school. This handbook should be used as a reference throughout the school year so that students can know about and adhere to the policies and procedures which affect them. Any individual with questions and concerns is encouraged to call the school.

I thank you in advance for your support in helping us to help you succeed this school year at Vance County High School. Again, welcome to the Viper family!!

Sincerely,

Mr. Rey Horner

Mr. Rey Horner, Principal

Part I - Introduction

The Vance County High School Student/Parent Handbook provides a wealth of information about the school culture, operations, schedules, activities, policies, procedures, and rules. Students and parents are encouraged to become familiar with this information and to call or come by at any time during school hours to discuss policies and procedures that may be found in this handbook or that may be announced during the school year.

SCHOOL DAY

The school day has been extended. School is in session from 8:15 a.m. to 3:30 p.m. Students should report to the school no later than 8:10 am. They must be in class and ready to begin their work by 8:15 a.m. in order to receive the maximum benefit from the instruction provided.

SCHOOL OFFICE HOURS 7:45 am – 5:00 pm Monday – Friday Closed on Holidays	TEACHERS' WORKDAY HOURS 8:00 am – 3:30 pm Monday - Friday
SCHOOL TELEPHONE NUMBER (252) 430-6000	FAX NUMBER (252) 430-0308
SCHOOL WEBSITE https://www.vcs.k12.nc.us/Domain/1427	TWITTER VanceCountyHighSchool @VanceCountyHS
FACEBOOK www.facebook.com/VanceCoHighSchool	INDISTAR HOME https://www.indistar.org/

Part II -School Culture

SCHOOL MISSION

Vance County High School is committed to providing broad experiences and opportunities to students that enable them to compete globally.

VISION STATEMENT

Vance County High School provides an adaptable educational setting where learning is a catalyst to the pursuit of dreams in an evolving society.

VALUES STATEMENT

Vance County Vipers are caring individuals who strive for excellence in everything we do. We believe in honesty, integrity, and the pursuit of knowledge for the good of the community.

COLORS Kelly Green, Black, White, Grey	MASCOT Viper
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Part III - Attendance

INTRODUCTION

Daily attendance, active participation in each class, and appropriate behavior are critical parts of the learning process. Evidence shows that students who have good attendance, good behavior, and good participation are academically successful in their classes. These qualities prepare students to be contributing and productive members of our society. Students, therefore, are expected to attend school every day.

Attendance is primarily the responsibility of students and parents. The school best serves the home by establishing clear attendance expectations and providing timely reporting of students' attendance patterns. Both School Board Policy and North Carolina Law regulate attendance.

ABSENCE FROM CLASS AND FROM SCHOOL

A student is absent from class if his or her attendance is less than half of the class period. A student is absent from school if his or her attendance is less than half of the school day.

SCHOOL BOARD POLICY ON STUDENT ATTENDANCE AND COURSE CREDIT

A. Education Basis

Student absenteeism is a major cause of student failure, dropouts, and delinquency. It is imperative that everything possible be done in each school and class to maintain a regular attendance pattern for every student. Principals, teachers, and designated support staff must recognize that non-attendance is a symptom that something is wrong in the student's world.

B. Accurate Records and Reporting

1. Accurate attendance records are a legal responsibility of the principal. Most of this responsibility is delegated to each subject teacher and homeroom teacher. Attendance records constitute a legal record and their accuracy is critical.
 - a) Teachers must check attendance carefully each time a class meets and never delegate taking attendance to a student.
 - b) The principal and teachers shall follow standard student information management procedures for recording and appropriately reporting absences so that an accurate record of all class absences is maintained each school day.
2. The system for reporting of class absences shall be such that a student who has reported to the school at the beginning of the day, but is missing from a later class without permission is immediately reported to the school office. When a report is received in the school office, the absence will be quickly investigated. If the report is deemed to be accurate, the

parents/guardians will be notified of the student's absence from school.

C. Avenues for Promotion of Attendance

1. An interesting and challenging curriculum of study fitting the ability level of each student and a considerate, pleasant, and understanding teacher are incentives for regular student attendance.
2. School personnel are expected to check closely on absentees as an effective factor for helping students who may be inclined to become attendance problems or students who have already proven to be attendance problems.
3. Parents will be kept informed of their child's absences through effective parent education. Close communication with the home has proven to be an effective means of promoting regular attendance.
4. All class assignments and homework missed due to absence must be made up. Students are to be advised of this requirement at the beginning of the year and counseled carefully when a pattern of repeated absences begins to appear.
 - a) Regardless of the reason for an absence, the objective is to help students learn. Students must make up work that was missed. As teachers plan classroom and homework activities, they will also plan how those students who are absent will make up those activities.
 - b) When students will be absent for an extended illness or recuperation from injury, every effort must be made to get assignments to students on a regular basis. Students should be encouraged and assisted by teachers in making up work missed due to extended illness. If these absences extend beyond 10 days, a referral will be made for some form of homebound teacher service.
 - c) The parent will be notified of the student's absence.
5. Continuous school-wide incentive programs encouraging student attendance are required.
6. A Special Services Team (MTSS) is required in the school and its' focus is to respond systematically and professionally to student problems as they are observed and documented. This team consists of administrators, counselors, selected teachers, the social worker the school nurse, other support service personnel and service providers as needed. Attendance problems fall within the realm of the SST.

D. Procedures for Reporting Absences

The procedures for parental contact at Level I, II, and III as outlined below are required by **Compulsory Attendance Law of North Carolina** for unlawful absences from school. Vance County Schools will use these procedures for all absences.

	<p>(c) recommend the acceptance of an agreement negotiated with the parent or guardian by the principal or Special Services Team.</p> <p>4. The principal or designee shall document in writing all actions at his level to be placed in the student’s attendance file.</p> <p>5. The Executive Director for Student Services will be notified in writing of all cases referred to the district attorney or the juvenile intake counselor.</p>
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NORTH CAROLINA LAW ON COMPULSORY ATTENDANCE

North Carolina Law (General Statute 115C-378) requires that every child between the ages of seven (7) and sixteen (16) years of age attend school continuously for a period equal to the time in which the public school to which the child is assigned shall be in session. **Parents, guardians, and custodians are legally responsible for the continuous school attendance of their children.** Furthermore, they are required to notify the school of the reason for each known absence of their children. In addition, **the principal of the school is expected to report parents, guardians, and custodians who do not make a good faith effort to follow this law to the Vance County District Attorney.** Certain absences are not in violation of the Compulsory Attendance law; however, the school cannot excuse these absences unless notified in writing by the parent, guardian, or custodian. **All documentation is to be presented to the principal’s designee on the student’s first day back to school at the front desk.**

LAWFUL ABSENCES

A lawful absence falls into one of the seven (7) categories. An unlawful absence does not fall into one of the seven (7) categories.

ILLNESS OR INJURY	When the absence results from illness or injury which prevents the student from being physically able to attend school.
QUARANTINE	When the isolation of the student is ordered by the local health officer or by the State Board of Health.
DEATH IN THE IMMEDIATE FAMILY	When the absence results from the death of a member of the immediate family of the student. For the purpose of this

	regulation, the immediate family of a student includes, but is not necessarily limited to, grandparents, parents, brothers, and sisters.
MEDICAL OR DENTAL APPOINTMENTS	When the absence results from a medical or dental appointment of a student.
COURT OR ADMINISTRATIVE PROCEEDINGS	When the absence results from the attendance of a student at the proceedings of a court or an administrative tribunal if the student is a party to the action or under subpoena as a witness
RELIGIOUS OBSERVANCE	If the tenets of a religion to which a student or his/her parent adheres require or suggest observance of a religious event. The approval of such absences is within the discretion of the local board of education, but approval should be granted unless the religious observance, or the cumulative effect of religious observance, is of such duration as to interfere with the education of the student.
EDUCATIONAL OPPORTUNITY	When it is demonstrated that the purpose of the absence is to take advantage of a valid educational opportunity such as travel, the principal or designee must grant approval for such an absence prior to the absence

HIGH SCHOOL ABSENCES AND COURSE CREDIT

High school students who **miss more than five (5) days of a one-semester course**, not covered by a medical doctor's note certifying that the student was unable to attend school, will not receive credit for that course. High school students who **miss more than ten (10) days of a two-semester course**, not covered by a medical doctor's note certifying that the student was unable to attend school, will not receive credit for that course. However, in cases of unusual circumstances concerning excessive absences, death, court proceedings, etc., the principal may decide to award the student's earned average for the course. For students who wish to make up time missed from classes, after school attendance make-up sessions are available.

Note: A student is counted absent when he or she attends less than half of a class period; Parents should call their child's school before 10 a.m. to report any absences. If unable to call the school, parents should send a note explaining the absence on the day the child returns to school. Unexplained absences will be considered unexcused.

- A. The decision of the principal not to grant an earned average may be appealed to the Superintendent within five (5) days after notification of the attendance policy violation. Such an appeal must be made in writing by the student and/or parents, giving all supporting information to substantiate the appeal. Upon notification of an appeal, the principal will also submit in writing the data, which supports the principal's decision.

- B. Absences at the request of parent/guardian for trips or work will be counted as part of the allowable absences in a course.
- C. Students who miss work in classes because of skipping class, leaving school without permission, or a blatant violation of school attendance will receive a grade of **59** or the **earned grade**, whichever is lower on all work missed.
- D. The principal reserves the right to give an unlawful absence for any violation of the school attendance policy. Participation in a “skip day” is one example of a blatant violation.
- E. Excused absences and unexcused absences are totaled when determining exam exemptions.
- F. Only absences due to school-sponsored activities are not totaled when determining an exam exemption.

WAIVER OF ATTENDANCE STANDARDS

To further encourage good attendance and scholarship, students will be given the opportunity to request a waiver if there are valid reasons for absences exceeding the number in the categories listed under lawful absences. This waiver will be granted under the following conditions:

- A. An Attendance Review Board will render decisions in individual cases for students who believe that absences in excess of the allowed minimum should not be counted.
- B. Any student who exceeds the number of absences allowed will be required to submit the Special Request for Student Attendance Review Form to the principal’s office for clarification or submission to the Attendance Review Board. Clarification refers to those absences that are inadvertently listed due to clerical errors. The principal will review all recommendations of the Attendance Review Board for final determination.
- C. When the student misses a day(s) that causes him/her to exceed the permissible number of days, the student must submit the Special Request for Student Attendance Review Form to the principal within five (5) school days after returning to school.
- D. The principal and the chairman of the Attendance Review Board will review absences occurring within five days prior to the beginning of final exams. If the decision that is rendered is unsatisfactory, the student may immediately appeal to the Superintendent.
- E. The Attendance Review Board will be comprised of an assistant principal, one counselor, and two other members of the faculty as appointed by the principal.

- G. The Attendance Review Board will meet one time during each semester on a schedule determined by the principal and chairman of the group. This meeting will be held during the latter part of each semester.

MAKING UP ABSENCES

A student, who has had more than **5 “lawful”** absences in a one-semester course or 10 in a two-semester course, is eligible to make up the time missed. Students who exceed the 5 or 10-day limit should begin making up time as soon as possible. As a general rule, students will not be allowed to make up time if they have more than **15 “lawful”** absences in a semester course or more than 24 absences in a yearlong course. Unless the Attendance Review Board has approved a student, he/she can make up only four (4) absences per semester beyond the 8 “lawful” absences. **Absences must be made up within 10 days of the absence.**

MAKING UP WORK

Students have the responsibility for contacting each teacher concerning classwork and homework missed during an absence from school or class. This could include notification before or during an absence. All assignments missed due to absences must be made up. Upon returning from an absence, students will have a maximum of five days to make up all schoolwork missed. A grade of zero will be recorded for classwork and homework not made up within the make-up time period following a student's return to school. However, even after receiving a zero, students are still encouraged to make up the missed school work (no credit) and have the work checked by the teacher. **NOTE: Students who miss work in classes because of skipping school or class will receive a grade of 50 or the earned grade whichever is lower on all work missed.**

When a student is out of school for two (2) days or more for illness, the counselor will request and collect all missed school work from the teachers, upon request by the parent, one day in advance of the expected pick-up date.

SIGNING IN/SIGNING OUT

Whenever a student arrives on the campus after 8:20 a.m., the student must report to the front office and sign in. The designated person will give the student a pass to class. Once a student arrives on school property for a regular school day, he or she may not leave school prior to 3:30 p.m. unless he or she has an approved *Early Dismissal Pass* or the permission from an administrator.

TARDY POLICY

A student is tardy and will be counted as such if he or she is not inside the classroom or homeroom when the tardy bell stops ringing. Habitual tardiness to school and to each class period will not be tolerated and will result in consequences. A student's tardiness accumulates for one semester and starts over at the beginning of the second semester. Tardies **do not** start over at the beginning of each new six-weeks grading period.

TARDY TO SCHOOL: Students who arrive at school after 8:20 A.M. are to report directly to the Front Office.

CLASSROOM/HOMEROOM: Teachers serve as hall sweepers. Students will be escorted to their classroom and the classroom teacher will record the student as tardy. The teacher will follow the tardy policy as outlined under Category I Offenses.

SIGN-IN PROCEDURE: A student arriving after 8:20 a.m. must report the Front Office and sign in. The designated person will record the student's tardiness, issue the student a written pass, and submit the list to the principal each day.

ALLOWABLE/EXCUSABLE TARDINESS TO SCHOOL: A student's tardy will be excused if a front-desk secretary receives one of the items listed below. The secretary will issue a pass to the student indicating whether the tardy is excused or unexcused.

1. A valid note from the student's doctor or dentist.
2. Official documentation showing that the student was ordered to appear in court.
3. A valid note from a parent/guardian of the student documenting an **unusual emergency**.
4. A valid note from a parent/guardian of the student documenting that the student's tardiness was the result of a chronic health problem.

Punctual, reliable transportation to and from school is a student's responsibility. Students can achieve this by riding a school bus. Students who choose to provide their own transportation accept full responsibility for getting to school on time.

LATE BUS ARRIVALS: Late students will be issued a pass and will not be counted tardy.

EARLY DISMISSAL

Students who leave campus without permission will be subject to disciplinary action. **Excessive, unnecessary early dismissals will not be tolerated.** For a student to leave school prior to 3:30 p.m., one of the following procedures must occur:

1. The student's parents/guardians will come to the main office where they will sign out the student. **IMPORTANT: Students must be signed out by parents or persons authorized by the parents.** These individuals should be listed in PowerSchool. Photo identification will be requested.
2. To arrange an early dismissal for a future date, a student must present a written request from his or her parent/guardian prior to the early dismissal day/time to a front-desk receptionist. After the written request is verified by an administrator, the student will be allowed to sign out at the time requested by the parent/guardian.
3. **Students cannot sign themselves out.**

Part IV

Activities, Policies, Procedures, and Services

INTRODUCTION

This section of the handbook presents an alphabetical overview of essential information for students, parents, school personnel, and members of the community.

ACCIDENTS

When students injure themselves—no matter how minor, they should do the following:

1. Report classroom injuries (including those in P.E.) to the teacher.
2. Report athletic injuries to the coach.
3. Report all other injuries to an administrator or the front desk receptionist.

Teacher will respond in the following manner:

1. Contact the Front Desk and request immediate assistance.
2. Stay with the injured until assistance arrives.
3. Complete Accident Injury Report.

AFTER SCHOOL PICK-UP

Students who do not ride the bus or drive to school are to be picked up from the campus as soon as school dismisses or immediately after the conclusion of a school-related activity. It is unsafe for students to remain on the campus unsupervised, and it is imperative that parents/guardians make arrangements for their children to be picked up from school no later than 4:00 pm unless the student is participating in a school-sponsored activity.

ANNOUNCEMENTS

Intercom announcements, except in emergencies, are made every morning and in the afternoon. Announcements must be written legibly, signed and dated by the person requesting the announcement, and emailed to the principal. Announcements that are to be read during the morning must be received by 7:45 a.m. on the day the announcements are to be made and the afternoon announcements must be received by 2:45 pm. Multimedia announcements are made as needed.

ATHLETIC/CHEERLEADER PARTICIPATION

ELIGIBILITY:

1. Must **not** have exceeded eight consecutive semesters of attendance or have participated more than four seasons in any sport since first entering grade nine.
2. Must not have graduated or been eligible for graduation from high school.
3. Must be under nineteen (19) years of age prior to October 16 of the current school year.
4. Must meet the residency requirements established by the North Carolina High School Athletic Association (NCHSAA) and Vance County Schools.
5. Must have passed a minimum of three (3) courses during the previous term and have met local promotion standards. [A transfer student must have passed a minimum of five (5) courses on a traditional schedule of six (6) periods or a minimum of six (6) courses on a year-block schedule of eight-courses.]
6. Must have received a medical examination by a licensed physician within the previous 365 days; and if he or she misses five or more days of practice due to illness or injury, he or she must undergo another medical examination before practicing or playing.
7. Must **not** accept prizes, merchandise, money, or anything that can be exchanged for money as a result of athletic participation. This includes being on a free list or a loan list for equipment, etc.
8. Must **not** have signed a professional contract, have played on a junior college team, or be enrolled and attending class in a college.

DROPPING OR TRANSFERRING SPORTS:

1. If a participant wants to change sports during a season, he or she must consult with both coaches concerned and the athletic director for such approval. Quitting a team is an intolerable habit to acquire and not condoned by the Board of Education, school administrators, and coaches.
2. Any participant that quits a sport after the season begins shall not be allowed to use school athletic facilities or equipment in practicing another sport until the squad from which he or she quit has completed its season.

DISCIPLINARY ACTION:

1. Any participant dismissed from a squad for disciplinary reasons shall not be allowed to participate in any other sport during that season.
2. Any participant suspended from school for more than eight accumulated days during the school year shall be dismissed from his or her squad and barred from participating in any other sport during that season.
3. The decision, as to whether any participant dismissed from a squad for disciplinary reasons may represent the school in any other sport or sports, shall rest with the principal and athletic director.
3. Participants dismissed from a squad for disciplinary reasons shall not be allowed to use school athletic facilities or equipment in practicing another sport until the squad from which he or she was dismissed has completed its season.
4. Any participant found using or possessing alcohol or a controlled substance or smoking on campus shall be suspended from participation in interscholastic athletics. The principal, athletic director, and approved coaches shall meet and determine the length of the suspension.

SCHOOL ATTENDANCE:

1. All participants must be counted as “present” in school on the day of a game or practice in order to participate in a game or practice except where specifically exempted by the principal or athletic director. This includes athletes, cheerleaders, managers, trainers, or any support personnel involved in the athletic program.
2. Participants assigned to in-school suspension or out-of-school suspension or related disciplinary programs shall not participate in games or practices during the assigned time. Participation may resume the next day following completion of the disciplinary action.

TRANSPORTATION: All team members shall ride the team bus or other means authorized to and from athletic events. Under special circumstances, as requested by the parent, the athletic director and/or principal may authorize a team member to ride to and from an event with his or her parents. To obtain an exemption, the athletic director and/or principal will receive, in advance, a written and signed request from the participant’s parents. Prior to releasing a participant to ride with a parent from an away event, the parent must make direct contact with the coach or athletic director at the away site and verify that proper arrangements have been made. **Under no circumstances will a participant be permitted to ride from an event with anyone other than his or her parents, except in case of emergency.**

BOOSTER CLUBS

Booster Clubs support various aspects of the overall school program, for example band boosters and athletic boosters provide support for the school throughout the school year. For more information, contact the band director, athletic director, or principal at 252-430-6000 during the school day. Parents are encouraged to become active participants in booster clubs.

BULLYING AND HAZING

Bullying and hazing are unacceptable antisocial behaviors that will be immediately addressed. New and recent legislation prohibits bullying. Parents and students can help by contacting a school administrator, counselor, social worker, school nurse and teacher, encouraging students to seek adult assistance for conflict resolution, avoiding circumstances of isolation and unauthorized/unsupervised area, and avoiding physical confrontations when conflicts arise.

BUS TRANSPORTATION

The driver of a school bus has complete authority over the operation of the bus and discipline on the bus. The principal or the designee will treat misconduct on the bus as a violation of school rules. Extreme misconduct may result in exclusion from all school buses.

CAMPUS SECURITY

The campus is protected by an electronic surveillance system. The building is open to students from 7:45 am to 3:30 pm. Students who remain on campus after 3:30 must be under the supervision of a teacher or staff member.

CARE OF BUILDINGS AND GROUNDS

The appearance of the buildings, grounds, and athletic fields is a matter of personal and school pride. Each student is asked to do everything possible to make the appearance of the school express a positive message to everyone. Use a common-sense approach. Trash belongs in trash cans. Food should be eaten only in designated areas; gum and graffiti should not be visible on furniture walls. The furniture and equipment in our school are not to be damaged.

CHANGES IN PUPIL INFORMATION

When a student's telephone number, address, or family status changes, please contact the school and give the information to the school counselor. Forms are available in the office. School officials must have accurate information in order to serve the student and make contact with a parent in emergency situations. The school wants to ensure that information concerning school programs, etc., arrives at the correct address.

CLOSED CAMPUS

There is a closed campus policy for all students at Vance County High School. Students must stay on the campus from the time they arrive until school is dismissed unless they have the school's permission to leave. The school must receive permission from the parent or guardian, in advance, before it can allow a student to leave the campus, whether for illness or other reasons. Students who are truant or who leave the school grounds at any time without permission have violated the Vance County School Board policies regarding student conduct. Deliveries

DRESS CODE

Using good judgement in dress and grooming is a parent/student responsibility. A student's appearance should contribute to a safe and healthful environment without causing any disruption to the educational process.

If a student's dress or appearance is inappropriate, lacking in cleanliness or not in good taste, and substantially disrupts class or learning activities, the student will be required to change his or her dress or appearance. In defining a reasonable standard of dress, good manners, and safety, the following code has been developed and approved by the Vance County Board of Education.

1. Shoes must be worn at all times.
2. All pants and shorts must be worn at the waistline. No underwear may be revealed.
3. Students can not wear hats, other head covering, or sunglasses during the school day and during school sponsored activities that are held inside of the school building. These areas include classrooms, hallways, restrooms, cafeteria, gymnasium, media center and any other areas as designated by the school administration. School administrators can make adjustments to the above based on religious beliefs, customs, incentives and/or medical reasons per individual student.
4. Mesh-style shirts and blouses, clothes or jewelry imprinted with suggestive or vulgar language, shirts and blouses exposing the midriff, short shorts, short dresses, short skirts, short skorts and any clothing over-exposing the body, including thin-strapped tank tops and thin strapped blouses are not allowed. **The measure for the shorts and skirts is finger tip length. Straps for shirts must be at least 2.5 inches wide.**
5. No gang-related clothing, accessories or symbols as identified by the Local Law Enforcement Agencies (Chief of Police, City of Henderson, Sheriff of Vance County) will be allowed on any school site or at any school sponsored activity.

Students who are improperly dressed will be referred to school administrators who will assist the student in complying with dress code standards.

DROPOUT PREVENTION/DRIVER'S LICENSE GUIDELINES

The Dropout Prevention/Driver's License legislation reflects a coordinated statewide effort to motivate and encourage students to complete high school. The revocation of a student's driving permit or license will result if a student is unable to maintain adequate academic progress, drops out of school, or commits certain offenses. The law became effective August 1, 1998.

The new legislation is directed to all North Carolina students under the age of 18 who are eligible for a driving permit or license. Students who have attained a high school diploma, a G.E.D., or an adult high school diploma issued by a community college are not affected by this legislation. In addition, students who received a driving permit or license prior to the implementation of the Graduated Driver's License program (before December 1, 1997) are not affected.

Therefore, in order to receive a North Carolina driver's permit or license, students will need to have a Driving Eligibility Certificate. A Driving Eligibility Certificate is a printed document that is issued by the school principal and/or the principal's designee and indicates that the student is in good standing regarding his or her grades, attendance, and behavior. The Division of Motor Vehicles (DMV) will **not** issue a driver's permit or license without a Driving Eligibility Certificate. The Driving Eligibility Certificate is valid for 30 days only.

ACADEMIC CONSEQUENCES: To demonstrate adequate academic progress, a student must pass three out of four courses in the 4 x 4-block schedule in order to receive a Driving Eligibility Certificate. A student's progress will be evaluated at the end of each semester. **AT THE END OF THE SEMESTER, IF A STUDENT HAS NOT PASSED THREE OUT OF FOUR COURSES, DMV WILL BE NOTIFIED AND WILL REVOKE THE STUDENT'S PERMIT OR LICENSE.**

DROPOUT CONSEQUENCES: A student who drops out of school will lose his or her driver's permit or license. A public school dropout is a student who has withdrawn from school before the end of the academic year and cannot be verified to be enrolled in an approved educational setting within 30 days.

BEHAVIORAL CONSEQUENCES: DMV will suspend a student's permit or license for one year whenever the student receives an expulsion/suspension for more than 10 consecutive days or an assignment to an alternative educational setting for more than 10 consecutive days for any of the following reasons:

- The possession or sale of an alcoholic beverage or an illegal controlled substance on school property.
- The possession or use of a weapon or firearm on school property.
- The physical assault on a teacher or other school personnel on school property.

NOTIFICATION: Parents will be notified by letter outlining consequences whenever a student fails to make adequate academic performance during the semester, drops out of school, or

commits one or more of the disciplinary offenses. The letter will also explain how the student's driving privileges can be restored.

HARDSHIP CASES: This only applies to students who failed to make adequate academic progress or who dropped out of school. Enclosed with the parent notification letter will be a Driving Eligibility Hardship Request Form. Parents or legal guardians of a student wanting to pursue a Driving Eligibility Certificate based on hardship will have 10 working days to return the appropriate form and supporting documentation to the principal. A review panel will review the hardship request within 10 working days. If it is determined that a Driving Eligibility Certificate should be granted under the conditions of hardship, written documentation will be given to the parents.

Cases of hardship must reflect specific circumstances that are beyond the control of the student, his or her parents, or the school. The specific hardship circumstances are divided into four categories: medical considerations, work-related considerations, exceptional children considerations, and other considerations. In all cases of hardship, documented proof must be submitted. The following hardships are examples of when a Driving Eligibility Certificate can be issued:

- When a student was making adequate progress in school but was unable to attend school due to medical reasons.
- When a student's parent has special medical concerns that require the student to have a license to maintain the general welfare of the family.
- When a student requires transportation to and from a job that is necessary to the family's financial welfare and is unable to obtain any other form of transportation.
- When it has been determined that the student is unable to make progress toward obtaining a high school diploma. This ruling is not intended to apply to exceptional students who have the ability to obtain a high school diploma.
- Other considerations may be given for unusual circumstances not covered by the first three categories.

ENROLLMENT REQUIREMENTS: A student who is making adequate progress in school can transfer to a community college or a non-public school without any consequences. **A student who is not making adequate progress (or drops out of school) and enrolls in a community college or a non-public school cannot be granted a Driver's Eligibility Certificate for a period of six months.** A student who drops out of school and then re-enrolls in a Vance County School must wait until the end of the next semester to have his or her academic progress evaluated before receiving a Driving Eligibility Certificate.

EMERGENCY PROCEDURES

Fire, Tornado, and Other Emergencies

FIRE PROCEDURES: To be prepared for emergencies at school, each student must become acquainted with fire and shelter procedures. Fire and evacuation procedures are as follows:

1. The alarm signal is the continuous sound of a siren.
2. All students must move immediately and in an orderly manner out of the building. They must use designated routes of exit.
3. Students must leave the building regardless of weather conditions.
4. While outside, students must stay at least 300 feet from the building or on the other side of the service road.
5. Students are to remain outside until an administrator or his or her designee indicates that it is safe to enter the building.
6. If a fire drill occurs during lunch or an activity, all students are to exit through the closest exterior doorway, but not to the courtyard area.

SEVERE WEATHER PROCEDURES: A **tornado watch** means that weather conditions are favorable for the formation of a tornado. A **tornado warning** means that a tornado has been sighted in the area. Each student must become familiar with the severe weather procedures. The tornado procedures are as follows:

1. The alarm signal is a continuous short siren blast.
2. Go to the assigned location and assume the protective position by facing the wall. Stoop down to the floor and cover your head with your hands.

EXPENSES

Students can expect to have several expenses during their high school careers. Some of the main types of expenses they will face are listed below. All costs are approximate and are subject to change from year to year. In addition, students participating in field trips might incur expenses.

Admission to Athletic Events		Graduation Supplies	
All-Sports Passes – Adult	TBD	Cap/Gown	Varies
All-Sports Passes, Student	TBD	Diploma Cover	14.00
Baseball, Varsity & JV	TBD	Laptop Expenses	
Basketball (Men, Women, & JV)	8.00	Laptop Replacement/Cord	350.00
Basketball (JV Women)	8.00	Damages	Varies
Football, Varsity & JV	8.00	Photographs	Varies
Soccer (Men & Women)	8.00	Free Style Picture Packages	Varies
Softball (Varsity & JV)	8.00	Prom Pictures	Varies
Track (Men & Women)	8.00	Senior Portraits	Varies
Volleyball (Varsity & JV)	8.00	Spring Pictures	Varies
Wrestling	8.00	Yearbook	TBD

Cross Country, Golf & Tennis	No Charge	Parking Permit	25.00
Cheerleading Costs	Varies	School Insurance	
Child Nutrition Breakfast Lunch	Free	Senior Assessment (Includes Class Night, Senior Picnic, Prom, Class Trips)	Varies
Club Dues	Varies	Tests- SAT, ACT	Varies
College Applications	Varies		

FIELD TRIPS & SCHOOL-SPONSORED ACTIVITIES

ALL SCHOOL RULES APPLY. The Vance County School Board policies regarding student conduct and teacher expectations apply in all school-sponsored activities whether on or off campus. Students must have written parental permission to go on field trips and to participate in school-sponsored activities off campus.

FOOD AND BEVERAGES

Food and beverages are to be consumed only in the cafeteria and courtyard during breakfast and lunch. **During COVID-19, our emergency plans call for us to have “Grab-n-Go” meals where students will pick up their food from the cafeteria and bring it back to class.** Bottled water in a clear bottle is the only liquid to be consumed in the classroom. **Food and beverages from fast-food restaurants cannot be brought into the school building nor can students use outside delivery services to bring in food.**

HALL PASSES

All students must have a hall pass signed by an administrator, counselor, secretary, or teacher to be in the halls. Any student in the halls without a hall pass will be subject to disciplinary action. Being caught out of place without a valid carries serious consequences.

HOMEBOUND SERVICES

Anyone who is expected to be confined for four weeks or longer at home for treatment or for a period of convalescence is eligible for this program during the regular school year. Any child who is disabled to the degree that it is impossible or medically inadvisable for him or her to attend public school, even with the provision of special classes and transportation, is eligible for home services. The student needing homebound services should be expected, by competent medical authority, to be away from the classroom for a minimum of four weeks, and the medical statement should set forth the nature and extent of the handicap, the physical or psychological limitations under which the child can operate successfully, and the anticipated length of the time he or she is expected to be incapacitated. Contact your counselor for further information.

ILLNESS OR EMERGENCIES

In cases of illness or medical emergency, a student must use a hall pass from his or her teacher to go to the main office. A front-desk secretary will help the student arrange a ride home. The parent or guardian must grant permission before the student will be allowed to leave school. **ANY STUDENT WHO LEAVES CAMPUS WITHOUT FOLLOWING THE PROPER PROCEDURE IS IN VIOLATION OF SCHOOL POLICY AND WILL BE SUBJECT TO DISCIPLINARY ACTION.**

INCLEMENT WEATHER

When it appears that bad weather will cause a school delay or closing, a regional radio or television station should be monitored for instruction. The Vance County Board of Education Administrative Office is the official notification, through Blackboard Connect, an automatic student dialing information service. The Blackboard Connect service handles system-wide notification of school closings and delays due to inclement weather.

INSURANCE (ACCIDENT)

Vance County Schools provide an opportunity for all students to enroll in a school accident insurance program. Students can enroll in an all-day school plan or a twenty-four hour plan. All students are provided enrollment forms at the beginning of the school year and are encouraged to take them home so that each parent or guardian may choose which plan he or she prefers. The cost of the insurance is listed on the enrollment forms. Failure of the insurance company to rule favorably on an insurance claim will not create a liability on the school to pay the claim.

LAPTOP COMPUTERS

All students will have the opportunity to be issued a laptop computer. Ninth grade students and their parents and students new to the school and their parents must attend a laptop orientation session before a student is issued a laptop computer. Students will use the same laptop for the four years that they are at Vance County High School, and will turn it in at the conclusion of their senior year or if they transfer out.

The identification number on the laptop computer will be placed on each student's PowerSchool student information database. All laptop computers must be returned to the school at the end of each school year and/or when a student withdraws from school. If a student fails to return the laptop computer, the student will be charged accordingly.

LUNCH

During lunch, each student is expected to eat during the lunch period assigned to his or her class.

MEDICATION

No medication prescribed or otherwise, can be given to students without parental consent. In case of prescribed medication, parents must authorize the school (on the appropriate school form) to administer medication.

MONEY AND VALUABLES

Students should not bring large amounts of money to school. The owner should be in possession of valuable articles at all times. Students should bring only items that are necessary for school activities. **Vance County High School is not responsible for unnecessary items, money, or valuables (e.g. jewelry, cell phones) brought to school and subsequently lost or stolen.** Thefts should be reported to the office immediately to aid in recovery.

PARENT CONFERENCES

Parents may make appointments for conferences with teachers, counselors, and/or administrators by telephoning the school at 430-6000. It is best to call in advance for an appointment.

PARKING REGULATIONS FOR STUDENTS

1. Vance County High School is pleased to provide parking for students on the campus. Parking permits will be on sale and must be displayed at all times when the car is parked on the campus. Prices are set annually by the Board of Education. **Parking is a privilege and students who violate parking regulations or who leave campus without permission will lose their privilege to drive and park on campus.** The following guidelines will govern parking on the campus:
2. All students should park in the large parking lot near the vocational building and park their cars front-end first within the parking lines. Cars must be locked at all times. **Vance County High School is not responsible for theft or vandalism that occurs while the vehicle is parked in the student lots.** However, any student who is guilty of theft or vandalism is subject to the discipline code.
3. Students should never park in the faculty, visitor, or bus parking areas. Any cars parked in unauthorized areas or illegal spaces are subject to be towed at the owner's expense.
4. Students should not loiter, litter or visit in the parking lots. Violators will be subject to the loss of parking privileges.

5. Students who park on the campus are to enter the building via one of the two main front entrances **and never the entrance to the vocational wing (1100 hall)**. At dismissal time, students should leave the building via the entrance nearest to the parking lot
6. Students are expected to practice safe driving habits. Driving which involves spinning tires, speeding and driving in any unsafe manner will not be tolerated. Students must watch out for pedestrians at all times, read and follow exit and enter signs, keep radios and stereos on low volume as a safety measure and always buckle up before leaving the lot.
7. Students should report any problems with their car, parking permit, etc., to the front desk receptionist, an administrator or teacher.
8. All students must have their graduated permit or license and be covered by insurance. The school is not responsible for the car or its contents. **Student vehicles may be subject to search at any time if there is reasonable suspicion to believe that drugs, alcohol, stolen property, or other contraband might be located in the vehicle.**

PARTIES/ORDERING OF FOOD

The giving of parties and/or ordering of food from outside businesses during the school day will not be allowed unless prior approval is given by the principal. Any after-school party in the name of Vance County High School or any school organization must have prior approval by the principal.

PICTURES

Approved photographers take school pictures on specifically assigned dates. No pictures may be taken for sale on school premises without administrative approval.

POSTERS AND ANNOUNCEMENTS

All posters and announcements to be displayed at Vance County High School must first be approved by the administration who will write his or her initials and the date in the lower right corner of the poster or announcement. The individual responsible for the poster or announcement must also remove it from the walls of the building as soon as the event it advertises is over.

SAFETY

The rules of safety are constantly emphasized at Vance County High School. Industry places a premium on workers' safety. Many lives are lost, and many workers suffer countless injuries when the rules of safety are ignored. Southern Vance shops and labs are equipped like those in industry. Consequently, student behavior must resemble that of the worker in industry. Students receive instruction in every shop and lab about safety rules and regulations. The following safety rules are emphasized:

1. All students, employees, and visitors will be required to wear safety devices while the shop or laboratory is in operation.
2. Visitors to any shop or laboratory will be provided with eye protection, as needed, in that location.
3. Only qualified students may operate machines.
4. Warning and danger signs must be obeyed.
5. Horseplay, fighting, wrestling, or other inappropriate behavior has no place in school, particularly in a shop or lab.
6. If a student is in doubt about the proper procedure in a shop or lab, he should ask the instructor for assistance.
7. Loose clothing, flowing neckties, scarves, rings, and wristwatches can get caught in machinery and cause serious harm and should not be worn in shops and labs. Students are required to dress appropriately.
8. Students are cautioned not to throw objects and not to run in shops, labs, or anywhere else in the building.
9. Students should report all injuries, no matter how slight, to their instructor.
10. An accident report will be completed for all injuries.

SELLING/FUNDRAISING

At times, it will be necessary to conduct school fundraisers; however, all sales and solicitations within the school by individuals or groups must have the prior approval of the administration. **Selling or distributing goods for any other cause than Vance County High School is forbidden.**

Students cannot sell door-to-door in the community, and those who plan to participate in fundraisers must realize the responsibility involved in accepting goods in exchange for money. Purchase orders must be used to place orders.

SOCIAL FUNCTIONS

The prom and other approved club-sponsored functions are the only social events that are the responsibility of the school. Vance County High School in no way sponsors, supports, or promotes private social events.

STUDENT DEBTS

It is the responsibility of all students to pay fees and debts and return equipment (such as uniforms and media materials) by the due date.

STUDENT RECORDS

The school maintains a cumulative education record for each of its students. This record contains important information, such as personal data, a health record, attendance reports, standardized test results, and subject area grades. This information is useful in cases of emergencies, compliance with the compulsory attendance law, course placement, meeting graduation requirements, etc.

Under the Federal Family Educational Rights and Privacy Act (the "Buckley Amendment"), the following is considered "directory information" and can be made public unless a parent, guardian, or eligible student requests that any or all of the information not be released without prior consent: the student's name, address, telephone listing, date and place of birth, participation in officially recognized activities and sports, dates of school attendance, degrees and awards received, and the most recent previous school attended. A student's education record is confidential and only available to parents and to school officials or other agencies with legitimate educational interests. The Buckley Amendment explains your rights regarding your child's school record. The school is not allowed to disseminate data personally identifying a child, other than directory information, without parental consent.

If you have questions about the transfer of records when a student enrolls in another school, please contact a counselor.

STUDENT SERVICES: COUNSELOR, SOCIAL WORKER, NURSE

Counselors are available to assist and advise each student about personal problems, academic problems, career choices, course selections, college choices, scholarship applications, and financial aid information. It is important that students become aware of the services offered by the Counseling Department so they can take advantage of those services. .

Students wishing to see a nurse or social worker should make their requests at the front desk.

SUBSTITUTE TEACHERS

Substitute teachers will follow the lesson plans left by the regular classroom teacher. Substitute teachers are to be accorded the same respect as regular classroom teachers. Any student who fails to maintain a proper relationship with a substitute teacher will be subject to disciplinary action.

TELEPHONE USE

All office phones are reserved for business purposes. Students will not be called out of class to receive telephone calls or allowed to leave class to make telephone calls. In addition, calls to students will not be transferred to their classes. Emergency messages will be delivered to students in their classes. In the event of illness or emergency, a counselor, a front desk receptionist or an administrator will assist students in phoning parents or guardians.

TRANSFERRING TO ANOTHER SCHOOL OR WITHDRAWING FROM SCHOOL

Students who are withdrawing from Vance County High School must go through a checkout procedure which is initiated in the Counseling Department. All books and equipment must be turned in and fees or fines paid before the student is officially cleared. Records must be formally requested in writing by the new school.

VISITORS

Vance County High School welcomes authorized visitors who are interested in any phase of our instructional program. Visitor parking is provided in the lot immediately in front of the school and the two parking lots adjacent to the main entrance road. Parking is prohibited in the fire lane in front of the school and on the sides of the building. Vance County High School does not admit visitors to the classroom just for “visiting” purposes during the school day unless you are a parent and you have asked for an appointment first.

ALL VISITORS, INCLUDING PARENTS, MUST CHECK IN AT THE MAIN OFFICE WHERE A FRONT-DESK RECEPTIONIST WILL ASSIST THEM. Photo identification may be required. For the safety of our students and staff, unauthorized visitors will be considered trespassers and will be prosecuted. Any visitor to Vance County High School is encouraged to make every possible effort to have a previously arranged appointment. Appointments may be made with teachers during their planning period.

The administration and faculty extend a special invitation to parents who are interested in the school’s educational programs and activities. Vance County High School is your school, and parents are extended an invitation to visit as often as possible.

Parents are welcome to observe in their child’s classroom. Prior to the observation, parents must contact the teacher to determine a mutually beneficial time for such a visit. Contact may be made directly with the teacher or through the student’s counselor and administrator. Visits

during testing, library research, and the like are discouraged. Parents should make an appointment in order to be aware of possible scheduling problems.

Students may not invite friends or relatives to come to school with them without prior approval from the administration. If approval is given, the visitor will receive a written pass. Furthermore, Southern Vance students are not to visit students at other school campuses during the school day.

WEAPON SEARCHES

It is a crime to have a weapon on any properties of Vance County Schools. Any person (including students) on Vance County School's properties may be required to submit to a metal detector scan and to a personal search. Bags and parcels may also be searched by means of metal detecting devices or by personal inspection. The searches will be conducted in accordance with the Vance County Board of Education policy. High schools and middle schools are required by the policy to conduct random metal detector searches at least once a quarter. Refusal to submit to a search will result in the denial of entry, and for students, may result in disciplinary action including suspension from school.

Part V - Academics and Registration

INTRODUCTION

The decision to enroll in any regular or honors program offered in grades 9-12 is the responsibility and the choice of the student and his or her parents or guardians. Parents or guardians and students should carefully study the registration or curriculum catalog and review the course listings and graduation requirements in the Vance County Schools Registration Guide and Curriculum Handbook. Parents or guardians and their children should discuss the student's goals, interests, past school grades, personal habits, attitude toward school, aptitudes, responsibilities outside the school, grades, and other factors which may have an impact on the success of the student in a given course.

The Counseling Department will make available registration counseling services individually or in small groups. Students are encouraged to take advantage of this service. In addition, the Counseling Department is open for appointments with parents from 8:00 a.m.- 4:00 p.m. daily if they wish further individualized service.

Students should consider local and state educational requirements for graduation and the requirements for admission to post-secondary schools. Recognizing the importance of high school to future success, the student and parent or guardian may wish to plan a four-year course of study, particularly if the student has clearly designed plans for post high-school studies.

CONCENTRATED CURRICULUM/ SEMESTER SCHEDULE/FOUR-PERIOD DAY

Known as the Concentrated Curriculum/Semester Schedule, the academic year at Vance County High School is organized into two semesters: fall term and spring term. In most cases, a student completes four courses and earns one unit of credit per course at the end of the fall term. The student then begins four different courses (for one unit of credit each) for the spring term. Students have the opportunity to earn eight units of credit during one academic year upon successful completion of all course requirements.

A few elective classes are offered as yearlong courses. A student must enroll for these courses for the entire year. Upon successful completion, two units of credit will be earned. (This is a yearlong commitment, and partial credit will not be awarded.)

COURSE SELECTION/CREDIT REQUIREMENTS

Under the North Carolina Basic Education Plan, all students must be engaged in instruction or in a course-related activity for at least 5.5 hours each day. To meet this requirement, every student at Vance County High School must register for eight units of credit per year. In most cases, students must sign up for four courses. Co-operative education classes that award two units of credit can be taken to meet this requirement.

COURSE SCHEDULE CHANGES

All schedules are considered final when they are distributed on the first day of school. Much attention is given to careful course selection and creating a master schedule which allows the greatest number of students the best schedule possible. The career counseling process in assisting students to complete four-year high school plans should be followed closely when registering for classes. Therefore, following the completion of registration, schedule changes will be limited. Students are expected to take the courses for which they registered except in the following circumstances:

1. Student fails a course that is required for graduation.
2. Student fails a course that is a prerequisite for another course.
3. Student wishes to take a higher level course. (These requests will be considered on a "space available" basis.)
4. Student has been inappropriately placed in a course. (Student records, observations, and student and parent assessment will determine this.)
5. Student passed a course that he or she assumed he or she would fail.
6. Student receives a course for which he or she did not register.

Students who fail a subject that is required for graduation and therefore must be repeated should contact the school immediately after receiving a final report card to make necessary schedule changes. On a space available basis, a senior failing a required course may be scheduled for that course in the succeeding semester. This is the student's responsibility. Revisions to balance academic loads and/or sequence courses must be addressed **before** the school year begins. Students who have legitimate schedule conflicts should talk with a counselor about schedule changes in the summer before school begins. The student's four-year high school plan should be revised if any course changes occur.

Students who enroll for an honors course or advanced placement course have made a commitment. They will not be able to drop that course and transfer to a regular section of the same course without approval from the administration. Because honors and advanced placement sections will require additional work, the decision to enroll in them should be made with care. **Each AP student is required to take the AP examination in May to meet course requirements. The school system will provide funds to pay for each AP exam administered to students.** Regular sections of courses for which there are honors and advanced placement options are geared to meet college preparation requirements.

PROMOTION REQUIREMENTS AND GRADE CLASSIFICATION

In accordance with graduation requirements, grade-level classification is based on a student's maximum potential to earn credit along with the following criteria:

Maximum potential is defined as an individual student's opportunity to have earned high school credit. For example, an incoming freshman in a full academic year has the maximum potential to

<p>GRADE CLASSIFICATION CHART</p>	<p>Freshmen 0-5 Credits Sophomore 6-12 Credits Junior 13-19 Credits Senior 20+ Credits</p>
<p>GRADE POINTS/QUALITY POINTS</p>	<p>Grade point averages are stated in quality points based on the letter grade.</p> <p>A 90 – 100 B 80 – 89 C 70 – 79 D 60 – 69 F 50 INC Required work was not finished due to circumstances or conditions beyond the student's control. Make-up work must have administrative approval. WF Withdrew failing WP Withdrew passing FF Failure due to attendance violation</p>
<p>WEIGHTED/ UNWEIGHTED GRADES</p>	<p><u>Unweighted Courses:</u> All courses are assigned the same quality point value (A=4, B=3, C=2, D=1) <u>except</u> Advanced placement and honors or seminar courses.</p> <p><u>Honor Courses</u> The following courses in high school qualify for and carry one (1) extra quality point: Honors English 1, Honors English 2, Honors English 3, Honors English 4, Earth/Environmental Science, Honors Physical Science, Honors Biology, Biology Seminar, Honors Chemistry, Chemistry Seminar, Honors Physics, French 3, French 4, Spanish 3, Spanish 4, Honors World History, Honors Civics and Economics, Honors U.S. History, Honors U.S. History Seminar, Pre-Calculus, Introduction to Calculus, Honors Geometry, Honors Algebra II, Honors Criminal Justice, Drafting II, Early Childhood Education II, Accounting II, Horticulture II, Strategic Marketing, certain programming courses and certain dual enrollment classes at Vance-Granville Community College.</p> <p><u>Advanced Placement (AP) Courses</u> The following courses qualify for and carry two (2) extra points: AP Language and Composition 3, AP Literature and Composition, AP Calculus, AP Environmental Science, AP Biology, AP Chemistry, AP Physics, AP government and Politics, AP US History, AP General Portfolio Art, and AP Drawing Portfolio. Students are required to take the AP test if enrolled in the course.</p>

GRADING POLICY

The Vance County Board of Education has as its goal the growth and development of all students to their maximum potential. Measurement of student growth and development are based on periodic assessment of student progress by using a variety of assessment methods and strategies. Periodic student assessment and a uniform system for reporting results are used to communicate with students, parents, teachers and members of the public.

HONOR ROLL FOR GRADES 9-12

Honor Rolls are published at the end of each grading period. The "A" Honor Roll will include all students earning an average of "A" in all subjects. The "B" Honor Roll will include all students earning an average of "B" in all of their subjects.

REPORTING PUPIL PROGRESS IN SECONDARY SCHOOLS

Vance County Schools use a uniform system for reporting pupil progress to students and parents in grades 9 through 12. Specific timelines and methods of grading are used throughout all secondary grade levels.

- a) The official tool for reporting progress is the student report card. Report cards are issued six times a year. Release dates for report cards are listed on the school's annual calendar, and parents will be reminded of these dates via local media and the Blackboard Connect telephone system.
- b) Report cards are prepared and printed by computer. If a student or parent believes that a mistake has been made in the spelling of a name, address, or grade, the error should be brought to the attention of the student's counselor immediately.
- c) Grading periods are six weeks in length, and report cards are sent home no later than the 7th school day following the close of the six-week grading period, unless the date falls on a Friday or a day before a holiday. If this occurs, report cards are issued on the following school day. Refer to the report card issuance dates on the school calendar.
- d) Interim student progress is reported at the midpoint of each grading cycle for all students. Parents and students should contact teachers and counselors if there are concerns.
- e) In grades 9-12, all grades on report cards and school records are recorded as letter grades. Teachers record all report card grades in both numbers and letters in grade books.
- f) Grade point averages are stated in quality points based on the letter grade.

REQUIREMENTS FOR GRADUATION

Units of credit for graduation from Vance County High School begin for most students during the 9th grade year. Students must successfully complete their maximum potential for earning credit over a four-year span, less four units. Maximum potential is defined as an individual's opportunity to earn all high school credits available within an academic year. Students may take a maximum of eight subjects each year in grades 9-12 for a total, or **maximum potential**, of 32 units in four years. All students are required to complete the designated number of units of English, Social Studies, Mathematics, Science, and Health and Physical Education.

Students graduating from the Vance County Public Schools must successfully complete 28 units in grades 9-12.

SPECIFIC GRADUATION REQUIREMENTS ARE:

Subject	Units	Subject	Units
English	4	Science ³	3
Mathematics ¹	4	PE & Health	1
Social Studies ²	4	Electives	12
Total Units Required – 28			

¹ Mathematics	
² Social Studies	
³ Sciences	One unit must be Biology, and one unit must be Earth/Environmental Science, and one must be a physical science (Physical Science, Chemistry, Physics).

NORTH CAROLINA ACADEMIC SCHOLARS PROGRAM

Students who complete the requirements for this academically challenging high school program are named North Carolina Academics Scholars and receive special recognition such as a seal attached to their diplomas. Students must begin planning for the program before entering grade 9 to ensure they obtain the most flexibility in their course. They must also complete all the requirements of the program, have an overall four-year unweighted grade point average of 3.5 and complete all requirements for a North Carolina high school diploma.

TESTING

Students who are planning to attend college and/or to join the armed forces should plan to take the tests listed below in the appropriate years.

TENTH GRADE TESTING	
<p>The Preliminary Scholastic Aptitude Test (PSAT)/National Merit Scholarship Qualifying Test (NMSQT) is given in October each year. Sophomores should take the test for the following reasons: (1) assessing college readiness, (2) qualifying for merit scholarships, (3) selecting a college, (4) financing a college education, (5) practicing for college admission tests.</p>	
ELEVENTH GRADE TESTING	
PSAT/NMSQT	<p>The PSAT/NMSQT is given in October each year. Juniors should take the test for the following reasons:</p> <ol style="list-style-type: none"> 1. Assessing college readiness 2. Qualifying for Merit Scholarships <ol style="list-style-type: none"> a. National Merit Scholarship Program b. National Achievement Scholarship Program for Outstanding Negro Students c. National Hispanic Scholar Awards Program 3. Practicing for college admissions tests. 4. Selecting a college. 5. Financing a college education.
The American College Test (ACT)	<p>The American College Test (ACT) is given five times each year and application deadlines fall approximately one month prior to each test. Students should see their counselors for exact dates. Juniors should take the test for the following reasons:</p> <ol style="list-style-type: none"> 1. Many colleges use the ACT scores to determine college admission. 2. Some colleges use the ACT scores to determine placement in college courses. 3. Science and social studies skills are tested. <p>Many students test better on the ACT than the</p>
Advancement Placement Exams (AP)	<p>The Advancement Placement Exams are given in May each year. Students with appropriate scores on AP exams may receive advanced</p>

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	placement in college courses and/or college credit upon entering college.
The Armed Services Vocational Aptitude Battery Test (ASVAB)	The ASVAB is given annually at a date that is announced after school begins. The test is required for admission into the armed services. However, taking the test does not obligate anyone to join the military. Students can qualify for college scholarships and receive advice from counselors on interpreting the results of the test. There is no cost for taking the test.

Part VI- Rules for Student Conduct

GENERAL INFORMATION

1. **VANCE COUNTY BOARD OF EDUCATION POLICY:** Policy JFC of the Vance County Board of Education is the source of the following disciplinary plans for managing student behavior at Southern Vance High School.
2. **MITIGATING OR AGGRAVATING FACTORS:** Any violation of the policies described in the disciplinary plans may involve mitigating or aggravating factors which will necessitate consequences other than those listed. The administration shall make any changes in the consequences that it deems necessary.
3. **REPEATED VIOLATIONS:** Repeated violations of the rules of the disciplinary plans shall result in more severe consequences.
4. **DISCIPLINARY CONSEQUENCES:** The purpose of disciplinary consequences is not merely punitive. Consequences are also used to help students make a positive change in behavior. As no two people are identical and no two sets of circumstances are the same, consequences to similar situations may vary. While we recognize the need for consistency in our consequences, we also believe that students should be treated as individuals. Therefore, some flexibility in our consequences is justified.
5. **EXAMPLES OF DISCIPLINARY CONSEQUENCES:** Disciplinary consequences may include some or all of the following:

Student-teacher conference	Mediation
Parent-teacher conference	Arbitration
Letter or telephone call to parent	Loss of privileges
Student-administrator conference	Probation
Student conference with entire administrative team	Assignment to Behavior Adjustment Center (BAC)
Parent-administrator conference	Bus suspension
Referral to a counselor	Out-of-school suspension
After-school detention	Referral to Western Vance Alternative School
Work assignment	Referral to a law enforcement agency
Restitution	Recommendation for long-term suspension

GENERAL EXPECTATIONS

1. **MAINTENANCE OF A SAFE AND ORDERLY ENVIRONMENT:** All students should engage in behaviors that contribute to a safe and orderly school environment; otherwise, corrective action shall be taken.
2. **RESPECT OF SCHOOL PERSONNEL:** All students should respect the authority of teachers, administrators, and all other school personnel (including substitute teachers); otherwise, corrective action shall be taken.
3. **RESPECT OF OTHER STUDENTS:** Students should respect the rights and dignity of fellow students; otherwise, corrective action shall be taken.
4. **RESPECT OF PROPERTY:** All students should respect school property and personal property; otherwise, corrective action will be taken.
5. **CONDUCT ON A SCHOOL VEHICLE:** Students should behave appropriately on a school vehicle (i.e., school bus); otherwise, corrective action will be taken.
6. **ATTENDANCE:** Students should attend school regularly; otherwise, corrective action shall be taken.
7. **TARDINESS:** Students should be punctual; otherwise, corrective action shall be taken.
8. **APPROPRIATE DRESS:** Students should use good judgement in dress and grooming so that their appearance does not present health and safety problems nor disrupt the educational process; otherwise, corrective action will be taken.
9. **AVOIDING FIGHTS:** Students should do all they can to avoid fights even when others seek to provoke fights. Any student who is confronted by another student should walk away and notify an administrator immediately. A student who is attacked may use reasonable force in self-defense, but only to the extent necessary to free himself or herself from the attack, and he or she should notify proper school personnel immediately.
10. **COMPLIANCE WITH SCHOOL RULES:** Students should comply with all other school rules designed to maintain a school environment that is conducive to teaching and learning.

SCHOOL CAMPUS DISCIPLINARY PLAN

Discipline Policy

The effectiveness of the public schools depends in large part on the maintenance of discipline and good order in the schools. The Vance County Board of Education earnestly solicits the cooperation of every student, every parent, and the community at large in its effort to ensure school environments that promote the development of an effective citizenry and that are conducive to teaching and learning.

Each student at Vance County High School is responsible for exhibiting the highest standards of behavior for his or her own development and for the maintenance of a safe and orderly environment. The purpose of the Rules for Student Conduct is to communicate expectations for student behavior that will contribute both to the practice and development of good citizenship and to the provision of the best possible school climate.

Unless otherwise specified, these rules shall apply to all students in the school system before, during, and after school hours in any school building and on any school premises; in any vehicle or locker found on school premises; on any school-owned vehicles or any school approved vehicle used to transport students to and from school or school activities; on off-school property at any school sponsored or school approved activity, event or function; during any period of time when students are subject to the authority of school personnel, including the time that the student is directly enroute from home to school and school to home; or at any other time or place that the student's conduct has a direct and immediate effect on maintaining order and discipline or protecting the safety and welfare of students or staff in the schools.

Terms and Definitions

Aggravating Factors – aggravating factors suggesting consequences beyond the recommended penalty include, but are not limited to, repeated violations, imminent danger to self or others, failing or refusing to follow the directives of school personnel while they are attempting to investigate or control behavior during a potential code violation and other extreme circumstances within the discretion of the principal or assistant principal.

Alternative Setting – educational services provided by the system or another provider in a setting other than the student's school assignment.

Behavior Adjustment Center- (hereinafter BAC) – the behavior adjustment center program is an alternative to students being suspended out-of-school. Students may perform other tasks as assigned by the BAC Teacher, i.e. picking up trash, cleaning the cafeteria, etc.

Classroom – locations where designated learning experiences take place and where school officials have supervisory responsibility.

Consequences – consequences for violations of the Code of Conduct include, but are not limited to, conferences with parents, confiscation of property which disrupts the learning environment,

detention, isolation, restitution, Behavior Adjustment Center, suspension from school activities and events, suspension of bus privileges, after-school detention, out-of-school suspension and expulsion.

Day or Days – school days excluding teacher workdays, holidays, vacation days and weekends.

Expulsion- permanent exclusion of a student from entering the school, school grounds or riding on a school-owned or operated vehicle and removal of the student from the rosters of the Vance County Schools Administrative Unit and other consequences as provided by law.

Long-Term Suspension- out-of-school suspension for any designated period of more than 10 days but not in excess of the maximum time allowed by law.

Memorandum of Disciplinary Action- The written summation by the principal or assistant principal of the charges against the student, the administrator's findings and the disciplinary action assigned by the principal as a consequence of the action.

Mitigating Factors- mitigating factors include but are not limited to self-defense, provocation, former record of the student, and other factors in the discretion of the principal and assistant principal.

Out-of-School Suspension- (hereinafter OSS) – the removal of the student from school, school activities and school grounds for a designated period of time as prescribed by law.

Parent- includes the natural parent, legal guardian, legal custodian or person serving in loco parentis having charge or control of any student enrolled in Southern Vance High School.

Principal- the school principal or any school professional to whom the principal may officially delegate authority.

Restitution- to make whole, by replacement or restoration of property to its original condition, or payment of money sufficient to compensate for damage to property.

Year-Long Suspension- Students who bring weapons or explosives or physically assault teachers, other adults or students or who participate in a bomb threat or hoax may be suspended up to 365 days or placed in an alternative setting if the criteria set out in the N.C.G.S. 115C-391 are met. In some instances, a suspension for 365 days is mandatory. Students may be placed in alternative settings at the expiration of their long-term suspensions if re-entry into the regular education program could not reasonably result in appropriate academic progress.

Disciplinary Measures

Vance County High School has the responsibility for establishing and enforcing necessary regulations and procedures not in conflict with state, federal, or local law or administrative policy as to govern and control the conduct of students. The administration and staff of Vance County High School will provide for and maintain an environment suitable for an orderly

learning process. These disciplinary measures are consequences for violating the Student Code of Conduct and may include but are not limited to the following:

Conference with Parents

Parents are encouraged to set up an appointment with any teacher, counselor, or administrator to discuss their child's progress or problems. School officials may also request such a conference.

Confiscation

Any student's property which disrupts the learning environment will be removed from that student's possession and will not be returned to the student, but to a parent.

Court Referral

In case of a drug offense, assault, or other violations of the North Carolina statutes, a student may be taken to court.

Detention

Any teacher or principal may detain a student after school. Teacher detention will be held in the teacher's classroom and is to end by 4:00 p.m.

Expulsion

Permanent prohibition/exclusion from the school system requires the recommendation of the principal and Superintendent and Board action.

Behavior Adjustment Center

A student is excluded from attending regular classes but not from attending school and is required to do assignments developed by his/her regular teachers. Credit is given for this work. A student will not be allowed to participate in any extra-curricular activities during the period of time they are assigned to BAC. Students will be given a copy of the documentation to share with their parents concerning their assignment to BAC.

Isolation

Any student may be removed from regular class activities for any portion of a school day as long as he/she is placed under the supervision of an adult.

Involvement of Law Enforcement Agencies

In cases of violations of North Carolina General Statutes or as provided for by law, law enforcement agencies may be contacted.

Loss of Privileges

Principals and teachers, in collaboration, with administration may withdraw specific school privileges from students who exhibit inappropriate behaviors.

Out-of-School Suspension

A student may be suspended from attendance at school for violations of the Student Code of Conduct.

- Short-term suspension – 10 days or less.
- Long-term suspension – more than 10 days.
- 365 Day Suspension – suspension for 365 days.

Parent Contact

Teachers, counselors, and school administrators may contact parents by telephone or letter in an effort to inform them of student misconduct and to gain their support in altering that behavior.

Removal from School Provided Transportation

Students exhibiting inappropriate behavior may be prohibited from riding the bus or other school provided transportation for any period of time up to the remainder of the school year.

Removal from the Classroom

The removal of a student from class by a classroom teacher or other school official for the remainder of a class period or school day and placement at some other place on the school premises shall not be considered a short-term suspension and shall not come under the rules and procedures governing suspensions.

Restitution

The replacement of or payment for property taken, damaged, or destroyed will be required.

Category I Offenses:

A Category I offense is an offense involving conduct that is a violation of school rules. This type of offense results in an informal hearing before the principal or assistant principal and may result in a suitable punishment or suspension of up to five days at the discretion of the principal or assistant principal upon the first offense. A repeated offense may be treated as a Category II or a Category III offense depending on the nature of the offense and the age of the student. Any Category I offense would become a Category II or III offense if the facts and circumstances amounted to a violation of a North Carolina Criminal Law.

Parent contact will be made for each offense by the teacher and/or administrator. BAC consequences apply to the class period in which the offense occurred.

Category I Offense	Consequence
<p>Skipping School (leaving school once present) Students shall come to school, remain at school once they have arrived and be present in their designated homeroom and/or their assigned classroom unless they have been authorized to do otherwise by the principal or his/her designee.</p>	<p>1st Offense – 3 Days OSS 2nd Offense – 3 Days or More OSS 3rd Offense – 3 Days or More OSS</p>
<p>Out of Place Students shall report to each class on time as to be counted present for that class. Students will refrain from wandering, hiding in the hall, bathrooms, locker rooms, and other places on campus when they should be in their classes under the supervision of a teacher. Students should have a valid note whenever the student is not in the classroom during instructional time.</p>	<p>1st Offense – 3 Days OSS 2nd Offense – 3 Days or More OSS 3rd Offense – 3 Days or More OSS</p>
<p>Unexcused Tardies in Homeroom and/or Assigned Classes Students shall not be tardy to homeroom and/or assigned classes.</p> <ol style="list-style-type: none"> 1. Detention will be held after school in the ISS room (804). 2. Detention will begin promptly at 3:20 and end at 4:00 p.m. 3. Students who are late to detention will not be admitted and will be counted as skipping. 4. Failure to serve detention will result in 1 Day OSS for each day of detention not served. 	<p>1st Offense – Teacher Warning 2nd Offense – Teacher Warning 3rd Offense – 1 Day ISS Repeated offenses can result in more days of ISS or OSS.</p>
<p>Disruptions of School – (e.g., assembly, lunch, special activity)</p> <ol style="list-style-type: none"> 1. No student shall, by use of passive or physical resistance, noise, threat, fear, intimidation, coercion, force, violence or any other form of conduct, intentionally cause the disruption of any lawful function, mission or process of VCHS or to any other school in the Vance County Schools system. 2. No student shall engage in any conduct for the purpose of causing the disruption of any lawful function mission or process of VCHS 	<p>1st Offense – 3 Days OSS 2nd Offense – 5 OSS 3rd Offense – 10 days OSS Repeated offenses can result in long-term suspension.</p>

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<p>or to any other school in Vance County Schools system if disruption is reasonably certain to be the result.</p> <p>3. No student shall urge any other student to engage in any conduct for the purpose of causing any disruption of any lawful function, mission or process of VCHS if such disruption or obstructing is reasonably certain to result from such urging.</p>	
<p>Disruption of Class No student may knowingly or unknowingly cause a disturbance in class that inhibits a teacher's ability to teach or classmate's ability to learn.</p>	<p>1st Offense – 1 Full Day BAC 2nd Offense – 3 Full days BAC 3rd Offense – 1-3 Days OSS</p>
<p>Boycotts, Sit-ins and Walkouts No student shall disrupt normal school operations by participating in any boycott of any lawful school function, mission or process or participating in any sit-in or any walkout of any school in which he or she is assigned or any other school in the Vance County School system.</p> <p>Protest, Marches and Picketing No student shall on or off school grounds engage in any protest, march, picketing or other similar activities that cause or result in the disruption of any lawful function, mission or process of the school.</p>	<p>1st Offense – 5 days OSS 2nd Offense – 10 days OSS Repeated offenses can result in long-term suspension.</p>
<p>Tobacco No student shall use or possess tobacco products or paraphernalia (lighters, matches, rolling papers, etc.) at any time while at school or when involved as a participant in a school sponsored group or activity, whether on or off school grounds.</p>	<p>1st Offense – Confiscation and Required to Counseling 2nd Offense – 3 Full days BAC 3rd Offense – 1-3 Full Days OSS</p>
<p>Unauthorized Entry No student shall enter without authorization any vehicle, locker, book bag, pocketbook or other container with items of personal property of any other student or school employee.</p>	<p>1st Offense – 3 days OSS 2nd Offense – 5 days OSS 3rd Offense – 10 days OSS</p>
<p>Possession of Obscenity No student shall have or possess any obscene literature, photographs, slides, motion pictures, videos or other materials. Obscenity shall be defined as defined in North Carolina General Statute 14-190.1(b) (c).</p>	<p>1st Offense – 1-3 days OSS 2nd Offense – 3 days OSS 3rd Offense – 5 days OSS</p>
<p>Dishonesty Students shall not engage in any act of deception or falsification of work products. This includes cheating by receiving any unauthorized aid or assistance or the actual giving or receiving of unfair advantage on any form of academic work, plagiarism by copying the language structure, idea and/or thought of another and representing it as one's own work, and a verbal or written statement of untruth.</p>	<p>1st Offense – Grade of Zero on Assignment and Redo 2nd Offense – Grade of Zero and Redo 3rd Offense – Grade of Zero and ISS</p>

<p>False Information/Statements Students will be expected to provide accurate and truthful information when questioned by any adult school employee. Students who hinder or prolong the investigation process because of lying, will aggravate the situation and receive more severe consequences.</p>	<p>1st Offense – 3 Day ISS 2nd Offense – 1-3 days OSS 3rd Offense – 3 days OSS Repeated offenses can result in 10 days OSS.</p>
<p>Compliance with Directions of All School Personnel Students shall comply with all directions of principals, assistant principals, teachers, substitute teachers, teacher assistants, counselors, media specialists, coaches, advisors, bus drivers, and all other school personnel who are authorized to give directions during any period of time when they are subject to the authority of such school personnel.</p> <hr/> <p>Cell Phone Use During Instructional Time Students should not be using cell phones during instructional time. It is important that teachers have students’ undivided attention.</p>	<p>1st Offense – ISS 2nd Offense – 1-3 days OSS 3rd Offense - 5 days OSS Repeated offenses can result in 10 days OSS</p> <hr/> <p>1st Offense- Warning Other Offenses- OSS (Overnighter)</p>
<p>Inappropriate Use of Computer/Laptop and Damage/Loss Students shall use laptop computers or computer lab equipment for instruction and under the supervision of the teacher. Uses such as prohibited websites, videotaping, recording, viewing individuals without their knowledge, sending emails that contain inappropriate information, any other misuse of the computer.</p>	<p>1st Offense - BAC or OSS depending on the circumstances</p> <p>Damages to any computer will require that the student pay for the damages. The loss of a laptop will require payment of the laptop (approximately \$350.00).</p>

Category II Offenses:

In most instances, Category II offenses are offenses which also are criminal, misdemeanor violations of the North Carolina General Statutes carrying a possible maximum jail term of 30 days to six months. **A student committing a Category II offense shall be suspended for a minimum of five days. The principal or assistant principal has the right to increase the suspension up to 10 days.**

Category II Offense	Consequence
<p>Simple Assault No student shall assault, cause or attempt to assault or cause or attempt to cause physical injury to any person whether or not employed by the school. If the violation involves two or more students assaulting or attacking or attempting to cause physical injury to another student or behaving in such a way as could reasonably cause physical injury to another student, the first violation shall result in long-term suspension for the rest of the school year.</p>	<p>1st Offense – 10 days OSS Additional charges may be taken out with Juvenile Services</p> <p>Repeated offenses can result in long term recommendation. Additional charges may be taken out with Juvenile Services.</p>
<p>Fighting Among Students Students shall not fight or attempt to cause bodily harm to another student through physical contact. If a student is attempting to involve another student in a fight, the other student should walk away and report it to a teacher, assistant principal or principal. If a student is a victim of a sudden unprovoked attack or fight, he or she may defend himself or herself only long enough to disengage from fighting to report it to an appropriate school official.</p>	<p>1st Offense – 10 days OSS 2nd Offense – 10 days OSS Repeated offenses will result in recommendation for long term suspension.</p>
<p>Instigating/Encouraging Fights Students who instigate fights can be subject to the same consequences as those who are actually involved in fighting. Students who run towards and congregate around fights will be subject to disciplinary action. THIS INCLUDES SOCIAL MEDIA</p>	<p>1st Offense – 3 Days OSS 2nd Offense - 5 days OSS 3rd Offense - 10 days OSS</p>
<p>Intimidation, Threatening, Insulting, Abusive or Discourteous Words or Acts, and Bullying No student shall direct toward any principal, teacher, staff member, school system employee, other student or persons, in any school</p>	<p>1st Offense – 3 days OSS</p> <p>Other Offense – 5 days OSS</p>

<p>building or any school grounds or on any school bus, the use of any language which threatens force, violence or puts another in apprehension of bodily injury or which is abusive or insulting or which is intended to intimidate, threaten, force or extort money or personal property or personal service from any individual on the campus of Vance County High School.</p> <p>No student shall verbally or nonverbally show or express any physical conduct that interferes with the learning environment of any individual or group of individuals on the campus of Southern Vance High School. Intimidation, bullying, repeated teasing, taunting or the use of offensive or degrading words or language and or remarks that demeans a person's race, sex, religion, national origin, ability/disability (physical or intellectual) are specifically prohibited on the campus of Vance County High School.</p> <p>No student shall use electronic or any other means to harass a principal, teacher, other school employee, student or anyone else. This includes, but is not limited to e-mails and anonymous and annoying phone calls, Facebook and other social media.</p>	<p>Repeated offenses can result in long term suspension.</p>
<p>Theft of or Damage to Personal or Real Property - No student shall steal or attempt to steal the property of another. No student shall intentionally damage or attempt to damage personal or real property belonging to another (value less than \$200).</p>	<p>1st Offense – 5 days OSS and restitution 2nd Offense – 10 days OSS and restitution</p> <p>Repeated offences can result in recommendation for long-term suspension.</p>
<p>Any other violation of the criminal statutes which carries a penalty of six months or less possible jail sentence and is not listed as a Category III or IV offense</p>	<p>At least 5 days OSS up to 10 days.</p> <p>Continued offenses will result in a 10 day suspension and recommendation for long-term suspension</p>

Category III Offenses:

A Category III offense is a very serious offense involving conduct which in most instances is a violation of the criminal laws of the State of North Carolina. Most Category III offenses are misdemeanors which carry a greater penalty than the misdemeanors set out in Category II.

A principal or assistant principal who finds that a student has committed a Category III offense must notify the appropriate law enforcement agency of the facts and circumstances surrounding the incident. A principal or assistant principal shall dismiss the student or students with an automatic 10- day suspension.

Category III Offense	Consequence
<ol style="list-style-type: none"> 1. Committing any second or repeated Category II offense. 2. Committing any assault that inflicts injury (no weapon involved). 3. Inappropriately exposing breast, genitals, or buttocks. 4. Committing any theft or larceny or personal property of another or school property having a value of \$200 to \$1,000. 5. Possessing stolen property having a value of \$200 to \$1,000. 6. Committing any damage to real property. 7. Committing any injury or damage to personal property in excess of \$200. 8. Committing an act of sexual misconduct that is not a criminal offense. 9. Engaging in any act of extortion or blackmail 10. Committing any act using violence, force, noise, coercion, threat, intimidation, fear, passive resistance or any other conduct which causes a substantial and material disruption or obstruction of any school function. This includes any act by a student urging other students to engage in such conduct. 11. Committing any other violation of the NC criminal statutes which carries a penalty of a possible jail sentence of two years or less and is not listed as a Category II or IV offense. 	<p>1st Offense – 10 days OSS, report of incident to law enforcement, possible recommendation for long term suspension</p> <p>2nd Offense – 10 days OSS, report of incident to law enforcement and recommendation for long term suspension</p>

Category IV Offenses:

A Category IV offense is an offense that is most serious either according to danger, nature and relationship of the offense to the school environment and/or according to its classification as a felony according to the North Carolina Statutes. **A principal shall dismiss the student or students with an automatic 10-day suspension and recommend long-term suspension up to 365 days to the superintendent. By law the principal must notify law enforcement officials.** The principal shall have discretion to override the long-term suspension if he or she believes there is overwhelming evidence or circumstances that would be in the best interest of the child and will not unreasonably compromise the educational environment for others. **However, the mandatory notification of law enforcement is not waived.**

Category IV Offenses	Consequence
<ol style="list-style-type: none">1. Committing any second or repeated Category III offense.2. Possessing any weapon or dangerous instrument.3. Engaging in any type of assault that involves a deadly weapon or inflicting serious injury.4. Any assault by two or more students on another student or person not employed by the school.5. Pointing a gun.6. Engaging in an assault on a school or government official.7. Engaging in any act of arson or malicious burning.8. Possessing or using any explosive or incendiary device or material with the intent to inflict injury or damage.9. Possessing, using, selling, manufacturing, or transporting any controlled substance.10. Possessing, using, selling, or transporting any non-controlled prescription drug for which the student does not have a legitimate prescription.11. Possessing, using, or transporting any narcotics, drug paraphernalia, or counterfeit drugs.12. Possessing, using, selling, manufacturing, or transporting any alcoholic beverage or any non-alcoholic or pseudo-beer13. Commission of any felony.14. Any theft or larceny of personal property of another or school property or possession of stolen property.15. Entering, without permission, any school buildings, grounds, buses, or premises of any Vance County schools.16. Any issuance of a bomb threat to a Vance County school.17. Any sexual misconduct that may or may not be a criminal offense, but is disruptive to the school environment.18. Any serious misbehavior or inappropriate behavior, whether criminal or not, which causes substantial disruption to the school environment.	<p>1st Offense – 10 days OSS, report of incident to law enforcement and possible recommendation for long term suspension</p> <p>2nd Offense – 10 days OSS, report of incident to law enforcement and recommendation for long term suspension</p>

School Bus Rules and Regulations

The safety of students on school buses is extremely important and school bus safety is something that must not be taken for granted or neglected. Student misconduct is a contributing factor to bus accidents. Bus transportation is a privilege, not a right. The privilege to ride the bus can be denied to any student when behavior is exhibited that causes the bus to be unsafe.

Parent Responsibilities:

1. Parents are expected to be aware of the bus regulations governing your child and to assist them in following the regulations.
2. Call the principal or the administrator in charge of buses when you need information about bus routes, stops or particular bus problems.
3. Call the principal or the administrator in charge of buses about driver complaints, habitually late buses or other significant concerns.

Student Responsibilities: While riding the bus, students are expected to:

1. Be at the bus stop on time. The bus cannot wait for tardy passengers.	7. Obey the driver promptly concerning conduct or instructions on the bus.
2. Wait until the bus has come to a complete stop, with stop sign out and the traffic is stopped if a highway has to be crossed.	8. Always walk in front of the bus when crossing a road under the protection of the bus.
3. Wear your mask.	9. No glass containers or balloons are allowed on the school bus.
4. Sit in your assigned seat quickly and remain seated.	10. Get off the bus at your assigned bus stop unless permission has been given by the administration or bus driver.
5. Maintain expected classroom behavior. Keep all noise low. Refrain from the use of tobacco, profane and indecent language, alcohol and narcotic drugs.	11. No student shall exit the bus at any other school unless given permission by the bus driver.
6. Ride only the bus which you were assigned. The request to ride another bus requires a parent note and approval by an administrator.	12. Use the safest route home from the bus stop.
7. Open windows only with the permission of the driver. Never put any part of your body out of the window.	13. Be aware that all school rules and penalties are in effect while on the bus.

In order to handle bus problems in a fair and consistent manner, the following procedures will be used. **These procedures are the minimum disciplinary actions that will be taken, however,**

the principal and assistant principals reserve the right to increase consequences if the offense warrants such an increase, e.g. first offense fighting, threats, etc.

All bus offenses will require a written note to parents and a copy to be placed on file.

First Offense	1 - 3 Day Bus Suspension
Second Offense	4-5 Day Bus Suspension
Third Offense	10 Day Suspension
Fourth Offense	Bus Suspension for the remainder of the year

The following offenses may result in suspension on the first offense:

Fighting	Failing to obey the bus driver
Profanity	Striking matches or a lighter/Smoking tobacco products
Unauthorized leaving of the bus	Possessing or using drugs

Any absences due to suspension from the bus are unexcused. It is the responsibility of parents to provide a student his or her transportation during times of the suspension. Students that are suspended from the bus are not allowed to ride other Vance County buses to and from school until they have completed their bus suspension.

BEHAVIOR ADJUSTMENT CENTER

Program Description

The Behavior Adjustment Center (BAC) program is only one of many disciplinary alternatives utilized by the staff at Southern Vance High School. The BAC program is an alternative program for students who exhibit behavior that may warrant their suspension from school. Instead of being assigned out of school suspension (OSS), students may be placed in the restrictive environment of the BAC program and allowed to remain at school. There are several advantages to participating in the BAC program as opposed to being suspended.

1. Students in BAC are allowed to complete their assignments and do not fall behind in their class work.
2. Special assistance (tutoring) can be given to BAC students by the BAC teacher.
3. The BAC environment allows time for student reflection to assist the student in identifying ways to remain in or return to his or her regular classroom environment.
4. The restrictive nature of the BAC program is distasteful to students and may serve as a deterrent to further misbehavior.

BAC Program Guidelines

1. Students must work on classroom assignments while assigned to BAC. Assignments may be turned in to the BAC facilitator or the teacher. The BAC facilitator will place all assignments in the teachers' mailboxes.
2. Time for absences, late arrivals and early dismissals must be made up.
3. Students will eat lunch with the BAC Facilitator at an early time and return to BAC before regular lunch starts.
4. Students do have an option of choosing to go home instead of going to BAC. The student will still serve out the BAC assignment. Failing to report to BAC or serving the assigned time in BAC can result in OSS.
5. Students who are assigned to BAC may not participate in extra-curricular, athletic, club activities, or functions while in BAC.
6. Students assigned to the BAC program will be responsible for completing all work assigned to them by their classroom teachers and by the BAC teacher. Students are responsible for turning this work in to the BAC teacher. The BAC teacher will place all assignments in the teachers' mailboxes.
7. Students assigned to the BAC program will comply with all the established rules of the program.

BAC will be housed in room 711. Students are expected to arrive on time or be counted tardy.

Bell Schedules

Early Dismissal

7:45-8:05	Breakfast
8:15-9:05	1st Period
9:10-10:00	2nd Period
10:05-10:55	3rd Period
11:00-12:30	4th Period (Grab and Go Lunch)

2-hr Delay Schedule

9:45-10:10	Breakfast
10:15-11:30	1st Period
11:35-12:50	2nd Period
12:55-2:10	3rd Period (Grab and Go Lunch)
2:15-3:30	4th Period

Regular Daily Schedule

7:45-8:05	Breakfast
8:15-9:55	1st Period
10:00-11:40	2nd Period
11:45-1:45	3rd Period (and Lunch)
1:50-3:30	4th Period