

Surry County High School Student Handbook 2018-2019



Principal

Giron R. Wooden, Jr.

Assistant Principal

Courtney J. Ward

Guidance Counselor

Mary D. Johnson



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SURRY COUNTY HIGH SCHOOL
STUDENT HANDBOOK 2018-2019
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ADMINISTRATORS

Giron R. Wooden, Jr. – Principal
Courtney Ward – Assistant Principal
Mary Johnson – Guidance Counselor
Sharon Wooden – Career and Technical Education Director
James Pope – Athletic Director
Bertha Thomas – Transportation Supervisor

OFFICE STAFF

Lutherine Jefferson – Secretary/Receptionist
Earl Newby – Secretary/Bookkeeper
Candid Washington – Secretary for Guidance

Alma Mater

*Surry County High, we love you so.
Sending forth rays of light
Clearing minds that are closed.
Surry County High, we'll always know
Your ideas of truth and right
Will stand to show.*

*We are striving on to victory
With firm beliefs in mind.
Our goals lead to a destiny
That welcomes all mankind.
United hearts of one accord
With strength and courage true,
Dear Surry County High School
Hail, Hail to you.*

*Surry County High, we love you so.
Surry County High,
Surry County High.*

*Composed & Arranged by
Cecilia B. Mickens*

Nondiscrimination Statement

The Surry County School Board is committed to nondiscrimination with regard to sex, gender, race, color, national origin, disability, religion, ancestry, age, marital status, genetic information or any other characteristic protected by law. This commitment will prevail in all of its policies and practices concerning staff, students, educational programs and services, and individuals and entities with whom the Board does business.

MISSION STATEMENT

Surry County High School will implement a challenging, diverse program of studies that affords students the opportunity to develop intellectually, socially, emotionally, physically, and artistically to their maximum potential. Committed to excellence, we will teach the skills necessary for all students to function productively in a complex, rapidly changing technological society. With the support of the community and parents, our mission can be accomplished in a safe, supportive environment of mutual respect and appreciation for the cultural diversity and individual differences of students.

VISION STATEMENT

The “Vision” for Surry County Public Schools through the combined efforts of students, parents, community, and staff is to provide a safe and healthy learning environment that prepares all students to be competitive and productive citizens in a highly technical and global society.

OUR BELIEFS

- As valued individuals with unique physical, social, emotional, and intellectual needs, all students can learn, achieve, and succeed.
- Since students learn in different ways, instructional practices and assessment of student learning should incorporate a variety of learning activities that take into account the differences in learning styles.
- Students learn best when they are actively engaged in the learning process.
- Teachers, parents, and the community share the responsibility for the support of the school’s mission.
- A safe and physically comfortable environment promotes learning.
- Clear goals and high expectations for student achievement should guide the development of the curriculum and the design of instructional strategies and learning activities.
- The commitment to continuous improvement is imperative to the success of our students in becoming confident, self-directed, lifelong learners.

SURRY COUNTY HIGH HONOR CODE PLEDGE

“I pledge to support the Honor System at Surry County High School. In doing so, I will refrain from any form of academic and social dishonesty, deception, or violation of school regulations. Such actions include: cheating, plagiarism, showing disregard for school property, acts of disobedience, and showing disrespect for administrators, faculty and staff members and my fellow students. I will refrain from fighting, bringing weapons to school, and bringing and consuming alcoholic beverages and drugs while on school grounds. I am aware that as a member of the Surry County High School student community, it is my responsibility to report all suspected violators of this Honor Code to a member of the administration, faculty or staff. If summoned, I will report as a witness to assist in the investigative process as related to such instances, thus doing my duty in preserving, protecting, and enforcing this Honor Code of Surry County High School.” *Student Government Association*

Each student is required to sign a copy of the Honor Code for each enrolled course.

Violations of the Honor Code are extremely serious. Consequences are determined by, but not necessarily limited to, the recommended dispositions of the Surry County Public Schools Code of Conduct.

SURRY COUNTY HIGH SCHOOL

1675 Hollybush Road Dendron, Virginia 23839 ▪ PHONE (757) 267 2211 ▪ FAX (757) 267 2978



Mr. Giron Wooden, Jr., Principal
Ms. Courtney Ward, Assistant Principal

Dear Parents and Students:

Welcome to the 2018-2019 school year. It is always exciting to see our returning students and parents! We look forward to meeting all of our new Cougar Family members. Even though we are a small high school, our faculty and staff are extremely proud of the many programs and opportunities available for your child, including an array of courses and athletic, extra-curricular, and co-curricular activities.

Because of the diligent efforts of our staff and students during the past school year, Surry County High School has again earned the status of being “Fully Accredited” by the Virginia Department of Education (VDOE). Due to a change in Virginia’s processes for accrediting schools and or historical academic success, Surry County High School has earned the distinction of being “Fully Accredited” for the next three school years.

As enforced last year, students are reminded that **cell phone use will not be permitted during instructional times**. If students bring cell phones/smart phones to school, they are to remain “off and out of sight” during all instructional periods, including assemblies or called meetings.

As we prepare for a new academic year, we continue to have expectations for ourselves and our students. We will also continue with the implementation of our **RIGOR, LITERACY, and RESPECT** plan. It is our goal to promote higher academic standards to prepare our students to be innovative problem-solvers, and to equip them to meet the challenges of the 21st century. Moreover, we expect our students to have an enjoyable high school experience and remain respectful to everyone they encounter at all times. We all learn better in a safe and respectful environment.

Over the summer, our Parent/Student Handbook was revised as needed. Please take the time to read this handbook with your child. It will help you become familiar with the operational procedures of our school and the expectations for student achievement and behavior. Our success depends on all of us working together to achieve our goals. Please continue to be active in your child’s education. Take advantage of the Parent Portal for PowerSchool in order to keep up with your child’s academic achievement. The entire faculty and staff hopes to see you at school, bringing or picking up your child, at conferences, or during academic or sporting activities.

I look forward to another great year at Surry County High School, home of the Mighty Cougars!

Giron R. Wooden, Jr.

Principal

ACCEPTABLE USE OF TECHNOLOGY AND INTERNET SAFETY POLICY

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

Please see pages 25-27 for the complete Acceptable Use of Technology and Internet Safety Policy instituted for all students in Surry County Public Schools.

ADMINISTRATION OF MEDICATION TO STUDENTS ATTENDING SURRY COUNTY PUBLIC SCHOOLS

POSSESSION OF MEDICATION & PRESCRIPTION DRUGS

No student may have in his/her possession any medication or prescription drugs, even if recommended or prescribed for the student's use. "Medication" shall mean any drug or other substance used in treating diseases, healing, or relieving pain, including over-the-counter drugs such as aspirin, cough syrups, gargles, caffeine pills, and the like.

****A Surry County Public Schools Authorization for Medical Administration form must be secured from the main office and approved by the school nurse, principal, or principal's designee prior to bringing any medication(s) in the building which includes both prescription and non-prescription medication regardless of reason or need.****

Prescription Medications

Surry County Public School personnel may give prescription medications to students providing the following guidelines are met:

Short-Duration Prescription Medications (Those to be given 10 days or less that must be taken more than 3 times a day)

1. Provide written request by parent or guardian. This should include the student's name, the time of administration and the dosage to be given.
2. Bring the medication in the original prescription bottle, properly labeled with the student's name, physician's name, and directions. This label will be accepted as the physician's order.
3. Provide enough medication for the entire time of administration. Students are not to transport medication back and forth daily.

Long-Duration Prescription Medications (Those to be given longer than 10 days)

1. Provide written order from physician and signed request from parents or guardians.
2. Bring the medication in the original prescription bottle, properly labeled with the student's name, physician's name and directions.
3. Provide a required physician's order for each new school year and for any change in medication or dosage.

Non-Prescription Medication

Surry County Public School personnel may give non-prescription or over the counter (OTC) medication to students for up to 5 consecutive days, provided the following guidelines are met:

1. Written permission from parent or guardian is provided that includes the name of the medication that is to be given, the required dosage of the medication and the time the medication is to be given.
2. The medication must be unexpired and in the original container.
3. In order for (OTC) non-prescription medication to be administered for longer than 5 consecutive days, written permission from the student's physician shall be required along with permission or request from the parents or legal guardians.
4. Medication should be picked up after 5 days or it will be discarded.

Students who do not follow the above procedure with medication will be disciplined according to the Code of Conduct for possession of medication and prescription drugs.

ALL MEDICATION MUST BE KEPT IN THE SCHOOL CLINIC AND DISPENSED BY SCHOOL PERSONNEL.

EXCEPTION FOR POSSESSION OF MEDICATION

VA State Code 22.1-274.2 permits students with a diagnosis of asthma to possess and self-administer inhaled asthma medication to include self-injected epinephrine during the school day, at school-sponsored activities or while on a school bus or other school property.

Surry County High School requires that a physician's note be on file with the school nurse prior to possessing or using the devices.

*If an inhaler is prescribed: a *VA Asthma Action Plan* is required as well.

*If an Epi-pen is prescribed for a known allergic reaction or Life Threatening Allergy: *an Allergy Health Care Plan* is required.

ANNOUNCEMENTS

Daily announcements will be made at the beginning and end of school day.

ASSEMBLIES

Students will assemble in an orderly manner and sit in designated areas. Students who create a disturbance or refuse to follow directions will be asked to leave the auditorium.

ATTENDANCE

School attendance is directly related to academic achievement and the development of good work habits. Any student who is less than eighteen years of age is required to attend school daily for the entire instructional day.

High School: High School students may not be granted credit for a course if unexcused absences from class total more than **four (4)** class periods. Any student shall be charged one unexcused absence for every three times he or she is tardy to a class or is dismissed early from class. After the 5th unexcused absence, the student will have his/her grade dropped one letter grade; and one additional letter grade deduction for every 4 days of absence thereafter.

Absences: Students are required to bring notes to the main office immediately after returning to school. **No notes will be accepted after the 5th day of returning to school.** The note must contain the dates, reason, telephone number, and signature of parent/guardian or physician. The excuse does not eliminate the absence, but it allows students to make-up work. Valid excuses will be determined at the discretion of the administrator. A student is automatically dropped from the class roll if he/she misses fifteen (15) consecutive days.

Students who report to school after 11:00 a.m. or leave before 11:00 a.m. will be marked absent for that day.

Dual Enrollment Attendance Policy

According to Surry County High School's attendance policy, students are not allowed more than four unexcused absences per semester for any course. Any student who violates the attendance policy in a **dual enrollment course** will have his or her final course grade deducted one letter grade for **each unexcused absence over the limit.** This policy applies to the Surry County High School grade and the John Tyler Community college grade.

AWARDS

Students are often recognized by departments and individual staff members throughout the year. Other recognitions may be initiated by internal groups or organizations. However, at the end of the year at an Awards assembly/reception students will be recognized in the following areas:

- Outstanding Student Award – given to the student with the highest average in each course taught per semester.
- Principal's List – Student with all "A"s for the first three nine weeks
- Honor Roll – Student with all "A"s and "B"s for the first three nine weeks
- Most Improved – Student who has overcome challenging obstacles and shown significant academic growth per semester.

At the first meeting in June of the Surry County School Board, the Lamp of Knowledge Trophy is awarded to students in the following areas:

- Perfect Attendance- the student must be counted present everyday consecutively until the established cutoff date. (Refer to **Absences**)
- Principal's List and Honor Roll (1st semester-final grade, 2nd semester- 3rd quarter grade)

Dr. Richard McKenzie – Earth Science SOL Award

This award, established in the 2003-2004 school year, is given to three 9th grade students who have the top three scores over 500 in Earth Science Spring Sol End-of- Course test. If there are ties, the students with the highest average in the class will be given the awards.

R. P. Holmes – Senior Student Leadership Award

This award, established in the 2005-2006 school year, may be presented to a senior or seniors who have exhibited leadership skills throughout their high school career, that is, within the entire school and their particular classes. Special emphasis will be placed on their senior year activities. These students are

instrumental in providing leadership skills within the Student Government Association with projects and activities. Students may be asked to provide a portfolio of projects and activities.

BELL SCHEDULES (2018 – 2019 SY)

Regular Bell Schedule

8:05 a.m. – 9:39 a.m.	1st Block
9:43 a.m. – 11:13 a.m.	2nd Block
11:17 a.m. – 11:37 a.m.	1st Lunch Shift
11:17 a.m. – 12:52 p.m.	3rd Block Class for 2nd Lunch Shift
11:41 a.m. – 1:16 p.m.	3rd Block Class for 1st Lunch Shift
12:56 p.m. – 1:16 p.m.	2nd Lunch Shift
1:20 p.m. – 2:50 p.m.	4th Block

Activity Period Schedule

8:05 a.m. – 9:20 a.m.	1st Block
9:24 a.m. – 10:39 a.m.	2nd Block
10:43 a.m. – 11:03 a.m.	1st Lunch Shift
10:43 a.m. – 12:03 p.m.	3rd Block Class for 2nd Lunch Shift
11:07 a.m. – 12:27 p.m.	3rd Block Class for 1st Lunch Shift
12:07 p.m. – 12:27 p.m.	2nd Lunch Shift
12:31 p.m. – 1:46 p.m.	4th Block
1:50 p.m. – 2:50 p.m.	Activity

Early Dismissal

8:05 a.m. – 8:57 a.m.	1st Block
9:01 a.m. – 9:51 a.m.	2nd Block
9:55 a.m. – 10:45 a.m.	3rd Block
10:49 a.m. – 11:39 a.m.	4th Block
11:43 a.m. – 12:00 p.m.	Lunch
12:00 p.m. – Dismissal	

Two Hour Delay

10:05 a.m. – 11:08 a.m.	1st Block
11:12 a.m. – 12:12 p.m.	2nd Block
12:16 p.m. – 12:36 p.m.	1st Lunch Shift
12:16 p.m. – 1:21 p.m.	3rd Block Class for 2nd Lunch Shift
12: 40 p.m. – 1:45 p.m.	3rd Block Class for 1st Lunch Shift
1:25 p.m. – 1:45 p.m.	2nd Lunch Shift
1:49 p.m. – 2:50 p.m.	4th Block

BULLYING

Bullying (BU1): Any aggressive and unwanted behavior that is intended to harm or humiliate the victim; involves a real or perceived power imbalance between the aggressor or aggressors and victim; and its repeated over time or causes severe emotional trauma. “Bullying” includes behavior motivated by a real or perceived differentiating characteristic of the victim and cyber bullying. “Bullying” does not include ordinary teasing, horseplay, argument, or peer conflict. (Refer to Code of Conduct for additional information.)

BUS PASS REQUEST

Students are not allowed to ride a bus other than their assigned bus without a written note signed by their parent that has been approved by the main office. Additionally, students are not permitted to ride their regular bus to another residence on the route without a bus pass. The bus pass request must include the complete 911 addresses, date of the request and parent/guardian telephone number to verify the note. The request must be presented to the main office in the morning but no later than 2:00 P.M. for approval. It is very important that you **do not leave voice messages concerning bus passes and/or parent pick-up.**

CAFETERIA

BREAKFAST

Breakfast will be served in the cafeteria from 7:45 to 8:04 A.M. daily.

<u>PRICES</u>	<u>STUDENTS</u>
Breakfast Full Price	\$1.75
Reduced Price	\$.30

LUNCH

Lunch will be served in the cafeteria from 11:17 – 11:37 AM (Shift 1) and 12:56 – 1:16 AM (Shift 2).

<u>PRICES</u>	<u>STUDENTS</u>
Lunch Full Price	\$2.75
Reduced Price	\$.40

Funds can be added to a student’s account online at lunchprepaid.com or by giving the funds directly to the cashier. Applications for free or reduced lunch/breakfast are available in the main office or online.

- Students are not permitted to eat food in the halls, or outside.
- Students must report and remain in the cafeteria during their assigned lunch shift.
- Glass containers are not permitted in the school.
- Students are responsible for discarding of trash on tables or floor, and pushing in chairs.
- Students are responsible for completing their breakfast/lunches before the end of the shift. **If students are late as a result of a cafeteria problem, the student’s agenda must be signed by a school staff member assigned to breakfast/lunch duty.**
- The faculty dining area adjacent to the cafeteria is provided for staff members and is off limits to all students at all times.

For additional information, you may contact the Food Service Supervisor at (757) 294-5229.

CELL PHONES

Student cell phones must be registered in the main office. **Student cell phones must be turned off and out of sight upon entering the school building.** Students may use their cell phones on buses during the regular route; however, **students are prohibited from taking pictures or recording video with their cell phones at all times on school property.** **Students caught taking photos or videos in the restroom or locker room will be prosecuted by law.** Additional information can be found in the Student Code of Conduct.

CHEATING/PLAGIARIZING

Cheating and/or plagiarizing are serious offenses. Students are required to sign the Honor Code at the beginning of each school year pledging to refrain from any form of academic and social dishonesty, deception, or violation of school regulations. Students who cheat and/or plagiarize will receive a grade of zero (0) for the assignment and a disciplinary referral to the office. Repeat offences will become a part of the student's permanent records. Letters of recommendations to colleges/universities for admission and scholarships, as well as for employment may not be provided by teachers or administrators or may include a statement concerning the problem of cheating and/or plagiarizing.

CLOSED CAMPUS

Surry County High School is a closed campus. Once students come on school grounds, they must remain on school grounds until their dismissal time unless an early dismissal request has been approved. Leaving school grounds at any time without permission is a violation of the discipline policy.

CODE OF CONDUCT

A copy of the school division's *Code of Conduct* is distributed separately. It contains a comprehensive description of inappropriate behaviors, language and explains the various levels of disciplinary actions that can be taken by teachers and administrators. The code has been designed to support a safe and secure learning environment. Parents and students must review these rules and procedures annually and sign an acknowledgment of receipt and support. References to penalties enacted by the General Assembly may be found in the *Code of Conduct* as well as the Code of Virginia.

DANCES/JUNIOR-SENIOR PROM

All school and student rules and policies are in effect during such functions. The school may not allow re-admittance once a student leaves the premises. Guest of SCHS students must be approved by administration and are required to present pictured ID including school ID and to adhere to the school policies. The behavior of the guest will be the responsibility of the student who invited the individual.

DELIVERIES

Deliveries of gifts, flowers, etc. for students shall be accepted in the main office. Students will be able to pick up items at 2:50 P.M. Large packages such as balloons and glass items **cannot** be transported on the school bus.

DISCIPLINE

It is our goal to provide a safe and secure learning environment. In matters of discipline, the student will be referred to a school administrator who may suspend the student from school. A student suspended out of school is excluded from all Surry County Public School activities including extra-curricular activities for the period of suspension' not limited to games, prom/dances, and ceremonies. A suspended student may not enter any school building in Surry County Public Schools or come on school property during the period of the suspension except with the prior permission of an administrator.

Disciplinary actions may include in-school suspension, alternative school, suspension, or recommendations for long-term suspension or expulsion. Parents may be required to attend conferences following suspensions. **Additional information can be found in the Code of Conduct** which is sent home at the beginning of the school year with a form for parent/guardian to sign acknowledging receipt. This form can also be found on the district website.

DRESS AND GROOMING POLICIES

DRESS CODE

There is direct correlation between student dress and achievement. In support of the Code of Conduct, we prohibit any clothing that causes a substantial disruption and/or distraction to others from the educational process or poses a serious health or safety concern. We will permit clothing and accessories that is required for bona fide religious beliefs or prescribed medical purposes.

Students may NOT wear:

1. Messages on clothing, tattoos, and personal belongings which pertain to or advertises alcohol, tobacco, or illegal substance, depicts lewd graphics, displays offensive or obscene images or language or is gang-related.
2. Tops which expose the midriff, navel, cleavage, or undergarments. Strapless, backless or blouses with ties in the back, transparent, off-shoulder garments or garments with straps measuring less than two (2) inches wide.
3. Underwear as outer garments or clothing that reveals underwear or being used as underwear; lingerie, swimwear, pajamas, and leotards.
4. Excessively tight/form fitting garments.
5. Inappropriate leggings, jeggings, compression pants, spandex tights, and lycra garments without a mid-thigh top that measures more than (6) inches above the knee.
6. Inappropriate dresses, shorts, or split skirts that measure more than four (4) inches from the top of the knees.
7. Sunglasses indoors unless prescribed.
8. Accessories which could in some way pose a danger to the wearer or others; and/or could be used as weapons (including but, not limited to, spiked jewelry, chains around the neck, and unfastened belts).

9. Hoods, hats/caps, head coverings or (including, but not limited to, stocking/wave caps, DuRags, scarves or bandanas).
10. Inappropriate torn, ripped, or slashed clothing that reveals bare skin. Pants, skirts and/or shorts that sag below the waistline. (Low-riding)
11. Inappropriate footwear including, but not limited to bedroom slippers and unfastened shoes or shoes missing appropriate closures.
12. Articles of clothing that are hazardous or distracting to the operation of school including, but not limited to, excessively short or tight miniskirts/dresses.
13. Ear, facial, tongue, or body piercings are prohibited in certain courses.
14. Draping towels, blankets, shirts, or shorts around the neck are prohibited.

Administrators will notify students and parents of modifications to the dress code for spirit days and other school celebrations, as particular items pose a disruption, or as other circumstances warrant.

Recommended Dispositions

Students who violate the dress code will face the following disciplinary consequences:

- First Offense – Warning with opportunity correct dress code violation & parent notification
- Second Offense – One (1) Day In-School Suspension
- Third Offense – One (1) Day Out-Of-School-Suspension

NOTE: Parents will be called to pick up a student or bring a change of clothing if the dress code is violated. To avoid this, remind your child to dress appropriately. Administrators will use discretion to address any and all instances of dress code violations which may not have been identified in the list above.

DRIVER EDUCATION

Driver Education is taught as a part of the Health and Physical Education 10 course. The textbook used in this course is approved by VADETS (Virginia Association of Driver Education and Traffic Safety).

Behind-the-Wheel Requirements:

Students must meet the following requirements to be eligible to take the behind-the-wheel section of driver education:

- Students must be a minimum of 15 years and 6 months of age or older.
- Students must have a valid learner's permit.
- Students must have completed a minimum of 10 hours of the 40-hour driving with a parent before the behind-the-wheel section of driver education. Parent must keep and present the log to the instructor.

Behind-the-Wheel Cost:

- Students who are in the 10th grade and enrolled in 10th grade Health Physical Education will receive the behind-the-wheel instruction at no cost during the regular school year. State regulations require the behind-the-wheel instruction take place only during the student's

regular Health/Physical Education class period.

- Students who are in the 10th grade and enrolled in 10th grade Health and Physical Education, but are not eligible to receive the behind-the-wheel instruction because of age (15-6 months) during the regular school year, and therefore cannot get a valid learner's permit, will receive the behind-the-wheel instruction at no cost over the summer and other designated times.
- Students who are eligible to take the behind-the-wheel, but do not pass the course work or fail to get their required learner's permit in time to receive the instruction will have to pay a fee of \$200.00 payable to Surry County High School prior to receiving the behind the wheel instruction.

EARLY DISMISSAL

Students must have a written note from their parent/guardian, stating the date, time, reason for dismissal and telephone number. This note must be presented to the attendance assistant before 8:30 A.M. Students must be signed-out in the main office by their parent/guardian prior to departure. Leaving school grounds without permission is a suspension offense. If someone other than the parent(s) is to pick the student(s) up, that person's name must be included in the note and a pictured ID is required. Please refer to the Tardy Policy page for consequences associated with abusing the Early Dismissal Policy. Students who drive to school must sign themselves out if approved.

Prior approval is mandatory before leaving the school grounds regardless of the reason.

EXEMPTION POLICIES (FINAL EXAMS)

End-of-Course SOL Exemption

The standardized and required testing program prescribed by the Virginia State Department of Education for Surry County School Division will be administered in accordance with state and local regulations.

Students in grades **9-12** taking any high school course with an End of Course SOL test who take and pass the SOL test(s) **MAY** be exempt from the final examination in that course **unless otherwise stated in the course syllabus** if the following criteria are met:

1. Student must be passing the course prior to the final exam.
2. Student must take the SOL test during the regularly scheduled administration of the test.
3. Student has not violated the attendance **policy**.

The following grade conversion will be used for computing student final exam equivalent grades:

SOL Score Range	Grade Per SOL Scaled Score Range
600	100
534-599	93
467-533	86
400-466	73

Students in grades 9-12 enrolled in an EOC class, to include middle school students, may take the final exam but the final grade shall be the higher score from either the converted SOL score or the final exam score.

Classroom Exemption Policy for Final Examinations:

Examinations are scheduled for 90 minutes during the last week of each semester. **Students may be exempt from the final examination unless otherwise stated in the course syllabus.** *All students in grades 9 through 11* will take examinations; however, a student may be exempt from semester exams if they have maintained an “A” average and have missed no more than 2 days from that class during that semester. *Seniors* who have a grade of 85 or above in a course, with no grade less than 85 for any nine-weeks period, and have missed no more than 4 days from that class may be exempted from taking the examination in that course for the final semester.

EXTRA-CURRICULAR ACTIVITIES

Any student absent from school may not attend or participate in afternoon or evening school activities on the same day unless approved by the principal. Students suspended or expelled from regular school attendance are prohibited from attending school sponsored activities unless authorized to do so by the principal. All school rules are in effect on or off school property at any school sponsored event.

Extra-curricular activities organizations/clubs include the following:

- | | |
|---|------------------|
| 1. National Honor Society | 11. Basketball |
| 2. Student Government Association | 12. Softball |
| 3. Future Business Leaders of America (FBLA) | 13. Tennis |
| 4. Baseball | 14. Track |
| 5. Family Career Community Leaders of America (FCCLA) | 15. Theater |
| 6. Technology Student Association (TSA) | 16. Cheerleading |
| 7. Scholastic Bowl | 17. Band |
| 8. Golf | 18. JROTC |
| 9. Volleyball | 19. Talent Art |
| 10. Football | 20. Soccer |

FIELD TRIPS

Written parental permission is required for all students prior to participation. Students should remember that while they are on field trips they represent not only themselves, but they also represent the student body of Surry County High School. All rules of conduct applicable at school shall apply to all students on field trips; therefore, students must be in “**Good Standings**” to participate in field trips. Parents may be asked to assist with chaperoning. Field trips that require the payment of a fee are non-refundable once receipted by staff.

FOOD/DRINK IN BUILDING

There are no drinks machines in the building available for students to use. The only snack machines located in the building are operated by the cafeteria staff. Snacks can only be purchased at breakfast, lunch and at the end of the day during after school activities. **The only beverage students will be allowed to have outside of the cafeteria is a professionally labeled clear bottle of water as long as it does not cause any disruption in the classrooms or halls. No color(s) added to your water.**

FORBIDDEN ITEMS

Students are not to bring items to school which may in any way disrupt the normal operation of the school. These items will be confiscated and returned only to a parent or guardian. Forbidden items include but are not limited to:

- Water guns, water devices, & water balloons
- Noise makers of any type
- Weapons (any type toy including guns or knives with a blade of 2 ½ inches or more)
- CD players, iPods, boom boxes, and Bluetooth speakers
- Chains (any chain that can be used or considered as a weapon)
- Matches, lighters, and explosive devices
- Cell phones and electronic devices will be permitted only when registered in the main office per the Code of Conduct and Acceptable Use Agreement
- Drugs (including tobacco products, including electronic cigarettes, alcohol, prescribed and over the counter medications)
- Look-alike explosive/destructive devices or weapons or any object that can be used as a weapon to inflict injury
- Skate board/roller skates and shoes with rollers

FUND RAISING ACTIVITIES

All fund raising activities must be approved by the administration. The Fund Raising Form must be **completed by a sponsor** and turned in for approval. Non-school sponsored fund raising activities are not permitted on school grounds.

“GOOD STANDING”

In order to participate in or attend extracurricular activities or school field trips, students must be in **“Good Standing”** in the school both academically and behaviorally. For the safety of all students, the principal has the authority to prohibit any student from participating or attending any school related activity at any time, including athletic events.

Students lose “Good Standing” status for the following issues:

- Defiance/Disruptive behavior
- Excessive tardies to class, excessive absences, or cutting class
- Financial obligations
- Fighting

STUDENTS WHO LOSE “GOOD STANDING” MAY BE DENIED THE OPPORTUNITY TO PARTICIPATE IN EXTRA-CURRICULAR ACTIVITIES AND FIELD TRIPS.

GRADING POLICY

Teachers will use class work, observations, homework, papers, projects, quizzes, tests, and examinations to determine student achievement.

Interim reports are issued mid-way through the nine-weeks marking period. Parent Teacher Conferences (PTC) are scheduled in October and March. However, the staff is available **for scheduled conferences**

during the year at planning periods or **after student dismissal**. Report cards are issued at the end of each marking period. Please contact the Guidance Department if you have not received the directions to access the **Parent Portal along with your Access ID and Password**.

9 Weeks	CATEGORIES
40%	Tests: This category includes tests, major projects, performances, portfolios, art portfolios, vocational projects, science projects, research papers, and other assignments as determined by teacher or department.
20%	Quizzes: Short assessments to determine the effectiveness of the daily instruction or to determine preparation for class.
20%	Other: This category is a combination of activities. These activities include but are not limited to: daily work, homework, class work, participation, group activities, projects, notebooks, current events, performances, labs, inspections, skills activities, computer programs, timed writings, conditioning practices and other activities as determined by teacher or department.
20%	Mid-Semester Exam/Final Exam

PROCEDURE: FINAL AVERAGE

- 50% 1st Nine Weeks of Semester
- 50% 2nd Nine Weeks of Semester

GRADING SCALE

- A 90-100**
- B 89-80**
- C 79-70**
- D 69-60**
- F 59 – Below**

GYMNASIUM

The gymnasium is a restricted area to be used only by physical education classes, by school teams for practice and sanctioned games, and for assembly programs. Students are not permitted to enter the gym during the school day unless enrolled in that gym class.

HALL PASSES/ HALL SWEEPS

Students MUST have a hall pass to be in the hallway. Staff may request to see the pass. **According to the 10 Minute Rule, no passes should be given to students for the first and last 10 minutes of class.** Periodically, hall sweeps will be conducted. Students will **NOT** be informed prior to the sweeps. Any student caught in a hall sweep without a signed agenda may receive disciplinary action.

HOMEWORK

Homework counts as 20% of your grade. Homework will be used to practice concepts, prepare for assessments, and activate or extend prior knowledge.

HONORS

Honor Graduate - Senior with a cumulative grade point average of at least 3.5 over the course of his/her high school career.

- **Principal's List** – Student must have earned all A's.
- **Honor Roll Student** – Students must have earned all A's and B's.
- **Merit Roll** – Students must have earned all A's, B's, and C's.

INCLEMENT WEATHER PROCEDURES

In case of severe weather, snow, low temperatures, ice, etc., the official announcement for school closings will be announced by **Instant Alert (via telephone)** and may be seen on local TV stations or may be heard over AM Radio WRVA 1140 or WTAR 790.

IN-SCHOOL SUSPENSION

The Student Turnaround Opportunities Program, S.T.O.P., provides an alternative to out-of-school suspension for students who exhibit disruptive and discretionary behavior. The student can be assigned to S.T.O.P. by block (block where incident occurred), per day, and for multiple days or blocks. Students who are assigned to S.T.O.P. and participate in extra-curricular activities may not be allowed to stay over on the day of the assignment to S.T.O.P.

INSTANT ALERT

Parents will be notified of absences, school closings, schedule changes, important events or announcements, etc. by the school using the Instant Alert System. The system will notify you by phone, to include your home, work, and cell numbers. Parents are asked to notify the office staff immediately of changes to any of your phone numbers.

LIBRARY/MEDIA CENTER

The mission of the Surry County High School Library Media Center is to support the instructional and informational needs of students and staff by promoting reading and supporting research in a digital environment. The LMC staff maintains a website with electronic resources, school events, research tips, and computer tips at:

http://www.surryschools.net/education/staff/staff.php?sectionid=120&sc_id=1178218550

RULES AND REGULATIONS

- The LMC will open at 7:50 a.m. and close at 3:15 p.m.
- Each student entering the LMC must have a signed agenda and sign the attendance log at the Circulation Desk.
- Students are assessed a fine of ten cents (\$0.10) per day for each school day that a book is overdue. **SPECIAL FINE NOTICE:** The Destiny Library Automation System does not calculate fines when school is closed for planned holidays and vacations. Books which have a due date on unplanned closings must be turned in or rechecked on the first day that school reopens following the closing to avoid a late fee. **NOTE:** No fees will be charged for the unplanned closures.

- Outstanding library obligations (overdue books and unpaid fines) are cumulative and can result in the loss of check out privileges until the debt is cleared.
- Loud talking and eating (snacks, lollipops, gum, etc.) are not permitted in the LMC. Students may bring bottled water in its original container.
- Current newspapers and magazines must remain in the LMC at all times. Back issues may be checked out.

LOCKERS/PE LOCKERS

A full locker with a combination lock is assigned to each student at the beginning of the freshman year and to new students on their first day. The student will retain the same locker throughout their high school career. The combination is issued only to the student assigned to that locker; do not share these combinations or lockers with anyone. Students enrolled in physical education classes are assigned a locker in the locker room. Each student shall be responsible for the lockers and the possession within. The school is not responsible for stolen items. **All lockers are the property of Surry County Public Schools (Surry County High School) and are subject to inspection by authorized school personnel.** Items left in lockers at the end of the school year or left by students who withdraw from Surry County High School will be removed and discarded.

LOST AND FOUND

Lost and found items should be taken to the main office. Items not claimed after 30 days will be discarded.

MAKE-UP WORK

Students absent for any reason will be required to make up any work missed. It is the student's responsibility to make up their missed work. **Students will have 2 days per day absent to complete missed school work after returning to school.** Incomplete assignments must be completed during non-instructional time and will become F's within 2 weeks if not completed within that time frame.

NATIONAL HONOR SOCIETY

Students must be in grades ten, eleven, and twelve and have a cumulative average of 3.5 or above to be considered for membership. Members must exemplify four basic qualities and investigation of these qualities will determine selection: (1) scholarship, (2) leadership, (3) character, and (4) service. The Faculty Council meets to assess the candidates on four qualities. **For more information, please see National Honor Society sponsors.**

OFFICE HOURS

The official office hours for Surry County High School are **7:45 a.m. to 4:15 p.m.**

PARKING

Driving to school is a privilege, not a right. Applications and driving permits may be obtained from the bookkeeper. Students must park their vehicles in the unpaved parking lot located across from Surry County High School using the first two rows closest to the high school. Decals must be purchased one week after school opens or your vehicle may be towed. All students drivers must have/complete the following: **valid Virginia driver's license, current vehicle registration, completed "Student Parking Application" signed by student and parent, pay all SCHS financial obligations, and pay parking fee (\$25 for the year or \$15 second semester).** Students should enter the building by 8:01 a.m. to avoid being marked tardy.

Violating any of the following will cause for disciplinary measures which may result in suspension from school and/or suspension or revocation of privileges or reckless driving charges:

- Failure to display decal on the rear view mirror, with the number facing the windshield. The decal is not to be shared, sold, traded, loaned or given away.
- Failure to yield to **all** school buses. No one is allowed to cross the street or leave the parking lot while buses are leaving the high school and heading to the middle school.
- Speeding, horse playing or reckless driving to include riding a passenger in the bed of a truck or on the hood of a vehicle.
- Students will not be allowed to go to vehicle during the school day.
- Failure to adhere to **Attendance Policy and Tardy Policy**
- Virginia traffic laws are violated
- No loitering or congregating – students must proceed to the building upon immediately upon arrival and dismissal. **Students must vacate the parking lot after the buses leave the high school but before they leave the middle school.**
- Any motor vehicle driven to SCHS shall be subject to entry and search while on school property by the administration and law enforcement with reasonable suspicion.
- Vehicles shall not be parked in handicapped spaces or the fire lane unless permitted.
- Students are not permitted to park in the area surrounding the vocational wing.
- Students are to drive carefully on the campus, observe 10 MPH speed limit, and park cars in such a way as not to block other cars.
- Transport only students who have permission on file to and from school
- Obey the instructions of the security officer, school resource officer, and administration.
- Leaving school without permission (loss of parking for 60 days)

- Tardiness and absenteeism caused by car related problems are unexcused.
- Vandalizing a vehicle
- Failing two or more classes
- Failure to request permission to leave early following the “Early Dismissal” procedures
- Failure to request permission from the main office to move a vehicle due anticipated late arrival from an extra-curricular activity.
- Any other rule violation as deemed by administration to be related to the privilege of driving to school.

If your car is vandalized / damaged, it must be immediately reported to administration and the police department. Please note that the school assumes no liability for vehicles or its contents. In the event that the Surry Nuclear Power Station notifies the school division of an ALERT, students who live within a ten mile radius of the power station will not be allowed to leave campus until a parent/guardian signs you out. This procedure also applies to student drivers.

POLICY MANUAL

A current copy of the division’s policy manual is available online at www.surryschools.net, in the library of each school and in the Surry Public Library. The manual is available to employees and to the public. VSBA Policy IKF; VA Code 22.1-253.13:7.

PROJECT STARS

SCHS provides after school tutoring to increase student performance in the classroom and on SOL test(s) or show low performance on interim reports and/or report cards. Registration forms will be sent home by your child announcing the days and subjects offered or you may contact the guidance office or your child’s teacher for a form. The program begins immediately after school each day and ends at approximately 5:00 PM. Transportation home will be provided pending availability of funds.

RESTROOMS

Restrooms are not to be used as gathering places. Report any misuse of the facility to your teacher or an administrator. All restrooms will be monitored on a regular basis throughout the day. **10 Minute Hall Pass Rule applies.**

SEARCH AND SEIZURES

LOCKER SEARCHES

Student lockers are school property and may be subject to inspections by school authorities for any reason at any time without notice, without student consent, and without a search warrant.

AUTOMOBILE SEARCHES

Students are permitted to park on school premises with a parking permit as a matter of privilege, not a right. The school retains authority to conduct routine patrols of student parking lots and inspections of the exteriors of student automobiles on school property. The interiors of student vehicles may be inspected whenever a school official has reasonable suspicion to believe that the student has violated or is about to violate the law or a school rule and the search will yield evidence of the violation, or that illegal or unauthorized materials or other evidence of illegal or otherwise prohibited activities are contained inside the automobile. Such patrols and inspections may be conducted without notice, without student consent, and without a search warrant.

COMPUTER SEARCHES

School computers, software and internet access are school property. School officials may search school computers, software and internet access records at any time for any reason and without student consent. All students must sign the Acceptable Computer System Use Agreement.

CONSENT SEARCHES

If a student gives a school official consent for a search the school official does not need to demonstrate reasonable suspicion. A student's consent is only valid if given willingly and with knowledge of the meaning of consent.

SEIZURE OF ILLEGAL MATERIALS

If a properly conducted search yields illegal or contraband materials, such findings shall be turned over to proper legal authorities for ultimate disposition.

SKIPPING CLASS

Class rolls will be taken at each block and any student who is not in class and not on the absentee list will be in violation of school attendance. Once the student is located, a parent will be notified and he or she will receive appropriate consequences.

STUDENTS 18 YEARS OF AGE AND OLDER

The following procedures will be implemented relative to attendance of students eighteen years of age and older:

- Regular attendance procedures will be followed.
- Absentee notes must be written by the parent or guardian as long as the student is a resident of the family home and is not an emancipated minor (as shown by satisfactory court order) and is living in the school division not solely for school purposes.

STUDENT FEES

PE Uniforms	Amount: \$15.00	9 th /10 th & Elective PE
*Locks for PE Lockers	Amount: \$3.00	9 th /10 th & Elective PE Parking
Permits	Amount: \$25.00	Student Drivers
Class Dues	Amount: \$10.00	Grades 9, 10, 12
Class Dues	Amount: \$35.00	11 th Grade

*Students may rent a lock for \$3.00 or bring their own. The school is not responsible for student property.

STUDENTS REPORTING TO SCHOOL EARLY

All students reporting to school prior to 7:45 a.m. must enter the building through the front doors. Student drivers are not to enter the building from the bus parking ramp. Students must remain in the front foyer until the building officially opens at 7:45 a.m. At that time, the second set of doors will open and students will be allowed to enter the building.

STUDENT SERVICES

ACTIVITY BUS

Activity buses will run for supervised, school activities Monday through Thursday at 6:00 PM unless otherwise notified. Only students who are staying over for a supervised, school activity are allowed to ride the activity bus.

CLASS ORGANIZATION/STUDENT GOVERNMENT

Holding office in a class or in the Student Government Association is an honor and a privilege. Students who desire leadership positions must first qualify as candidates and then be able to garner student support for their candidacy. **Students wishing to compete for a class or school office must:**

- Complete and return to the application to the appropriate sponsor
- Verify at least a 2.5 GPA through counselor signature
- Get unanimous approval from all his /her current teachers
- The prospective candidate must obtain the signatures of 25% of the grade level for a class office and 75 signatures of students to hold an office in the SGA.

A class meeting will be scheduled for the election of officers. In all class meetings, proper parliamentary procedure should be followed and you will discuss and decide matters in a responsible manner.

CLINIC

The school nurses rotate between schools on a schedule; however, they are on call for emergencies at all times.

CLUB ORGANIZATION MEETINGS

Clubs and organizations will hold regular meetings after school. Such meetings must be approved by the principal and announced through the main office.

SMOKE FREE CAMPUS

Surry County High School is a smoke-free campus.

TARDY POLICY

Tardy to School: Students who report to school after 8:05 AM for any reason other than a late bus will be considered tardy and must report to the office. A parent/guardian must sign-in the student or the student must present a note signed by the parent/guardian. Legitimate excuses for tardiness may include but are not limited to a *doctor's certificate, legal authority, social agency, court summons, mechanical road mishaps*, or parent's note approved by the principal or principal's designee. A late arrival to school without a legitimate excuse will be considered as cutting the classes missed. **Student's agendas will be stamped and signed by the attendance officer.** The student will be given a consequence for the latter behavior.

Student Drivers/Riders Who Are Tardy to School: The following procedures will be implemented for students who drive to school or ride with another student who is consistently tardy to school:

- **Third unexcused tardy** - Parents contacted and conference with an administrator.
- **Fourth unexcused tardy** -A letter will be sent to the parents, reminding them of consequences defined in the student handbook.
- **Fifth tardy** - The student will be suspended from driving or riding to school for a period of one week. The student cannot ride with another student driver, he or she must be transported by a parent or guardian or ride the school bus. After one week, the student may resume driving or riding privileges after a conference with an administrator.
- **Sixth tardy**- The student will lose his/her driving and riding privileges for one month. Students will follow same procedures for getting to school as indicated in third time. After one month, the student may resume driving or riding privileges after a parent conference.

Attending another class: No student shall attend another class without permission from his regular teacher or an administrator. **If there is a need to change a student’s class, all teachers involved will be notified in advance of the change by an administrator.**

Tardy to Class: Time is allotted between classes to change from one location to another, go to the restroom, and locker if needed. Locker visits will also be permitted with the teacher’s signature in the agenda. Students are to be in the classroom when the tardy bell sounds.

TEXTBOOKS

Each student is responsible for all books issued to him/her and will be financially responsible for textbooks lost or damaged. Book checks are conducted during each semester. The Code of Virginia (22.1-276) authorizes local school boards to take action against pupils who fail to return property owned by, or under the control of the school board, and used by the pupil in the course of his or her studies.

TRESPASSING

Both students and non-students can be charged under Virginia law (Va. Code Ann. Code Section 18.2-128) with trespassing. Virginia Code is clear that it shall be:

Unlawful for any person, whether or not a student, to enter upon or remain upon any school property in violation of (i) any direction to vacate the property by a person authorized to give such direction or (ii) any posted notice which contains such information, posted at a place where it reasonably may be seen. Each time such person enters upon or remains on the posted premises or after such direction that person refuses to vacate school property, it shall constitute a separate offense. Refer to “Discipline” and Code of Conduct.

WORK PERMITS

Students 14-15 years of age are required to secure work permits before obtaining employment. Work permit forms can be found online at http://www.doli.virginia.gov/laborlaw/employment_certificate_instructions.html.

VIDEO SURVEILLANCE

As a component of a comprehensive safe school plan, video surveillance with or without audio capability may be used in the common areas of school and on school buses to maintain the security of students, staff members and visitors. Video recordings also may be used for disciplinary purposes. To protect the confidentiality of all students, only school personnel may view video recordings that include more than one student. In a criminal investigation, a law enforcement representative may view or subpoena video surveillance.

ACCEPTABLE USE OF TECHNOLOGY AND INTERNET SAFETY POLICY
SURRY COUNTY PUBLIC SCHOOLS

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

I. Computer System Use-Terms and Conditions:

- 1. Acceptable Use.** Access to the Division's computer system shall be (1) for the purposes of education or research and be consistent with the educational objectives of the Division or (2) for legitimate school business.
- 2. Privilege.** The use of the Division's computer system is a privilege, not a right.
- 3. Unacceptable Use.** Each user is responsible for his or her actions on the computer system. Prohibited conduct includes:
 - Using the network for any illegal or unauthorized activity, including violation of copyright or contracts, or transmitting any material in violation of any federal, state or local law.
 - Sending, receiving, viewing or downloading illegal material via the computer system.
 - Unauthorized downloading of software.
 - Downloading copyrighted material for unauthorized use.
 - Using the computer system for private financial or commercial gain.
 - Wastefully using resources, such as file space.
 - Gaining unauthorized access to resources or entities.
 - Posting material authorized or created by another without his or her consent.
 - Using the computer system for commercial or private advertising.
 - Submitting, posting, publishing or displaying any obscene, profane, threatening, illegal or other inappropriate material.
 - Using the computer system while access privileges are suspended or revoked.
 - Vandalizing the computer system, including destroying data by creating or spreading viruses or by other means.
 - Intimidating, harassing, bullying or coercing others.
 - Threatening illegal or immoral acts.
- 4. Network Etiquette.** Each user is expected to abide by generally accepted rules of etiquette, including the following:
 - Be polite.
 - Users shall not forge, intercept or interfere with electronic mail messages.
 - Use appropriate language. The use of obscene, lewd, profane, threatening or disrespectful language is prohibited.
 - Users shall not post personal contact information, other than directory information as defined in Policy JD Student Records about themselves or others. This including

names, home, school or work addresses, telephone numbers, or photographs, about themselves or others.

- Users shall respect the computer system's resource limits.
- Users shall not post chain letters or download large files.
- Users shall not use the computer system to disrupt others.
- Users shall not read, modify or delete data owned by others.

- 5. Liability.** The School Board makes no warranties for the computer system it provides. The School Board shall not be responsible for any damages to the user from use of the computer system, including loss of data, non-delivery or missed delivery of information, or service interruptions. The School Division denies any responsibility for the accuracy or quality of information obtained through the computer system. The user agrees to indemnify the School Board for any losses, costs or damages incurred by the School Board relating to or arising out of any violation of these procedures.
- 6. Security.** Computer system security is a high priority for the school division. If any user identifies a security problem, the user shall notify the building principal or system administrator immediately. All users shall keep their passwords confidential and shall follow computer virus protection procedures.
- 7. Vandalism.** Intentional destruction of or interfere with any part of the computer system through creating or downloading computer viruses or by other means is prohibited.
- 8. Charges.** The School Division assumes no responsibility for any unauthorized charges or fees as a result of using the computer system, including telephone, data or long-distance charges.
- 9. Electronic Mail.** The School Division's electronic mail system is owned and controlled by the School Division. The School Division may provide electronic mail to aid students and staff if fulfilling their duties and as an education tool. Electronic mail is not private. Students' electronic mail can be monitored. The electronic mail of staff may be monitored and accessed by the School Division. All electronic mail may be archived. Unauthorized access to an electronic mail account by any student or employee is prohibited. Users may be held personally liable for the content of any electronic message they create or that is created under their account or password. Downloading any file attached to an electronic message is prohibited unless the user is certain of the message's authenticity and the nature of the file.
- 10. Enforcement.** Software will be installed on the Division's computers having Internet access to filter or block internet access through such computers to child pornography and obscenity. The online activities of users may also be monitored manually. **Any violation of these regulations shall result in loss of computer system privileges and may also result in appropriate disciplinary action, as determined by School Board policy, or legal action.**

II. Internet Safety

The School Division will integrate Internet Safety into the K-12 curriculum and instruction. The Internet is a valuable tool and the Virginia Department of Education and the School Division will take the necessary steps to ensure that the students learn how to use the Internet safely and effectively.

1. Personal Safety on the Internet

- Students should never give out personal information without an adult's permission.
- Students should understand that predators are always present on the Internet and recognize the various forms of cyber bullying and know what steps to take if confronted

2. Information on the Internet

- Students and parents should discuss how to identify acceptable sites and what to do if an inappropriate site is accessed.
- Students should be aware of Web advertising and realize not all sites provide truthful information.

3. Activities on the Internet

- Students and parents should discuss acceptable social networking and steps to take when encountering a problem.
- Students and parents should be aware of potential dangers of emailing, downloading files and peer-to-peer computing. These could lead to viruses, legal issues, harassment, sexual predators or identity theft.

4. Protecting Yourself

- Students and parents are required by law to report illegal Internet communication and activities to Internet Service Providers and local law enforcement authorities.
- Students and parents should use caution when visiting chat rooms and using instant messaging (know with whom you are communicating).

III. Resources to help students and parents remain safe on the Internet

- a. Get Your Web License (PBS KIDS) <http://pbskids.org/license>
- b. Tips by Teens for Teens (GetNetWise) <http://kids.getnetwise.org/safetyguide/teens>
- c. KeepSafe Internet Safety Coalition http://ikeepSAFE.org/iksc_statemessage/state.php?abbr=VA
- d. NetSmartz: National Center for Missing and Exploited Children <http://www.netsmartz.org>
- e. Stay Safe Online: National Cyber Security Alliance <http://www.staysafeonline.org/>

Legal Ref.: Guidelines and Resources for Internet Safety in Schools

Legal Refs: 18 U.S.C. §§ 1460, 2256.
47 U.S.C. § 254.

Code of Virginia, 1950, as amended, §§ 18.2-372, 18.2-374.1:1, 18.2-390, 22.1-70.2 and 22.1-78.

Guidelines and Resources for Internet Safety in Schools, Virginia Department of Education (Second Edition October 2007)

Cross Refs: GCPD Professional Staff Discipline
JFC Student Conduct
JFC-R Standards of Student Conduct