



23/24 **STUDENT** **HANDBOOK**

BALDWIN COUNTY HIGH SCHOOL

MISSION STATEMENT

BCHS faculty, staff, and students will persevere to produce habits and conquer goals in preparation for excellence in life.

VISION

Students will obtain academic achievement by promoting a sense of excellence schoolwide.

MOTTO

"Achievement through Excellence"

#DreamBigWorkHard

#MindsetMatters

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OFFICE DIRECTORY

Administration

Richard PaulPrincipal
Mark Heaton.....Asst. Principal
Kelli Wallace.....Asst. Principal
Tameka Crook.....Asst. Principal

Counselors

Kassandra Robinson.....Seniors
Rebecca Murray.....Juniors
Norleisha Lewis.....Sophomores/Freshmen

Office Staff

Elizabeth Koziol.....Executive Secretary
Karen Wilson.....Bookkeeper
Sonya Easley.....Registrar
Angela Powell.....Attendance Officer
Morgan Tuberville.....Receptionist

Athletics

Scott Rials.....Athletic Director
Tabetha Davis.....Asst. Athletic Director

Support Staff

Judy Bridges.....Curriculum Leader
Donna Johnson.....Social Worker
Debbie Watson/Debbie Quinley.....School Nurse
Janice Stacey.....CNP Manager
Robert Brown.....B&G Manager

BELL SCHEDULE

Regular Day

7:45-8:37 1st Period (52 minutes)
8:41-9:33 2nd Period (52 minutes)
9:37-10:29 3rd Period (52 minutes)
10:33-11:25 4th Period (52 minutes)
11:25-11:50 Lunch A (25 minutes)
11:29-12:00 PRIDE Time B (31 minutes)
11:54-12:25 PRIDE Time A (31 minutes)
12:00-12:25 Lunch B (25 minutes)
12:29-1:20 5th Period (51 minutes)
1:24 - 2:15 6th Period (51 minutes)
2:19 - 3:10 7th Period (51 minutes)

Pep Rally Schedule

7:45-8:30 1st Period (45 minutes)
8:34-9:19 2nd Period (45 minutes)
9:23-10:08 3rd Period (45 minutes)
10:12-10:57 4th Period (45 minutes)
10:57-11:22 Lunch A (25 minutes)
11:01-11:32 PRIDE Time B (31 minutes)
11:26-11:57 PRIDE Time A (31 minutes)
11:32-11:57 Lunch B (25 minutes)
12:01-12:46 5th Period (45 minutes)
12:50-1:35 6th Period (45 minutes)
1:39-2:25 7th Period (46 minutes)
2:25-3:10 Pep Rally (45 minutes)

ARE YOU COLLEGE & CAREER READY?

In order to be considered College & Career Ready, you must meet at least one of the six CCR Indicators below.

Check each Indicator as you meet it.

☐

Earn a silver or gold level on all portions of the WorkKeys test

☐

Earn a qualifying score of a 3 or higher on any Advanced Placement (AP) Exam

☐

Earn college credit (Dual Enrollment) while enrolled in high school

☐

Be accepted into any branch of the United States Military

☐

Earn a Career Technical Industry credential through one of your CTE classes

☐

Earn a benchmark score in any ONE subject area on the ACT

☐

English (18)

☐

Reading (22)

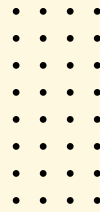
☐

Math (22)

☐

Science (23)

DATES OF INTEREST



First Day of School

Labor Day

Homecoming Dance

Fall Break

E-Learning Day

Veterans Day

Thanksgiving Break

Christmas Break

MLK Holiday

Mardi Gras

E-Learning Days

Student Holiday

Spring Break

Graduation

Last Day of School

August 9

September 4

September 30

October 6-9

October 10

November 10

November 20-24

Dec. 15 - Jan. 2

January 15

February 12-14

February 15-16

March 8

March 25- April 1

May 13

May 22

EXTRACURRICULAR ACTIVITIES

Academic

	Sponsors	Email
Mu Alpha Theta	Emily Henderson	ehenderson@bcbe.org
National Honor Society (NHS)	Donna Johnson Judy Bridges Michael Hill Claire Celaya Claire Turner David Garrett	dmjohnson@bcbe.org jbridges@bcbe.org mhill@bcbe.org ccelaya@bcbe.org cturner@bcbe.org dbgarrett@bcbe.org
Scholar's Bowl	Angela Poe	apoe@bcbe.org

Art

	Sponsors	Email
National Art Honor Society	Renee McNeil	ahenderson@bcbe.org

Athletics

Our school belongs to the Alabama High School Athletic Association and complies with rules and guidelines of the association. Any questions concerning student eligibility should be referred to www.ahsaa.com.

	Sponsors	Email
Baseball	Trenton Higgenbotham	thiggenbotham@bcbe.org
Basketball (Boys)	Luke Moore	lm Moore@bcbe.org
Basketball (Girls)	Brandon Hill	bhill@bcbe.org
Bowling	Joshua Howard	jhoward@bcbe.org
Cheerleading	Chelsea McCain	cmccain@bcbe.org
Cross Country	Matt Beckett	mdbeckett@bcbe.org
Fishing	Will Galloway	
Football	Scott Rials	wrials@bcbe.org
Golf (Boys & Girls)	Destin Harris	charris@bcbe.org

Athletics

	Sponsors	Email
Soccer (Boys)	Michael Gay	mdgay@bcbe.org
Soccer (Girls)	Matt Beckett	mdbeckett@bcbe.org
Softball	Anthony Cox	acox2@bcbe.org
Swim	Zeb Hilburn	ehilburn@bcbe.org
Tennis (Boys & Girls)	Ryne Rials	rrials@bcbe.org
Track (Boys & Girls)	Reid Rials	wrrials@bcbe.org
Volleyball	Betty Heaton	bheaton@bcbe.org
Wrestling	Jared Huffmaster	jhuffmaster@bcbe.org

Career Tech

	Sponsors	Email
Air Force ROTC	Col Aaron Lehman Sgt David Mendoza	alehman@bcbe.org dmendoza@bcbe.org
Future Business Leaders of America (FBLA)	Michael Hill Emily Hankins	mhill@bcbe.org ehankins@bcbe.org
Future Farmers of America (FFA)	David Garrett Andy Jones	dgarrett@bcbe.org atjones@bcbe.org
Future Teachers of Alabama (FTA)	Vickie Locke Misty Byrd Chantelle McPherson Diona Davis	vhlocke@bcbe.org mbyrd@bcbe.org cmcpherson@bcbe.org dmdavis@bcbe.org
Health Occupation Student Association (HOSA)	Brian Metz	bmetz@bcbe.org
Technology Student Association (TSA)	Dan Nichols Michael Gay	dnichols@bcbe.org mdgay@bcbe.org

Foreign Language

	Sponsors	Email
French Club	Claire Celaya	ccelaya@bcbe.org
Spanish Club	Jared Huffmaster	jhuffmaster@bcbe.org

Government

	Sponsors	Email
Student Council	Alex Homan Amy Boylan	ajacob@bcbe.org aboylan@bcbe.org

Performing Arts

	Sponsors	Email
Band	Joshua Howard Joshua Williams	jhoward@bcbe.org jdwilliams@bcbe.org
Beta Chi Sigma	Kayland Lamar Norleisha Lewis	klamar@bcbe.org nlewis@bcbe.org
Chorus	Joshua Howard	jhoward@bcbe.or

Performing Arts

	Sponsors	Email
Color Guard	Jada Howard	jada.howard@alumni.huntingdon.edu
Theatre	Glenn Ray	gray@bcbe.org
Tigerettes	Elizabeth Byrd	elizabeth.b.byrd@gmail.com

Religion

	Sponsors	Email
Fellowship of Christian Athletes (FCA)	Destin Harris	charris@bcbe.org

Service

	Sponsors	Email
Diamond Darlings	Alisa Thexton	athexton@bcbe.org
Friends of Exceptional Students (FES)	Claire Turner	cturner@bcbe.org

Service

	Sponsors	Email
Key Club	Brenna Chambless	blchambless@bcbe.org
Peer Helpers	Donna Johnson	dmjohnson@bcbe.org

GENERAL SCHOOL RULES

1

No student should be out of class without permission from his/her teacher for that period. A pass **MUST** accompany each student when out of class. No loitering in restrooms.

2

Any student who deliberately disobeys a legitimate request given by a school official is subject to suspension or expulsion.

3

Hats (or any other headwear) or blankets are not allowed in the building. Hats or blankets will be taken and the appropriate discipline issued to students who fail to follow this rule.

4

Students may not be in the parking areas at any time during the day without a pass from an administrator.

5

Students are not allowed to bring fast-food items when checking into school nor are parents/friends allowed to bring fast-food items to students during the day.

6

Students must stay away from rooms with classes in progress during lunch.

7

Students shall be allowed to possess electronic devices during the instructional school day. Use of electronic devices will be managed by individual teachers in their classrooms. Talking on the phone is never permitted. Use of the phone, except in accordance with this policy, is otherwise prohibited. Cell phones **SHOULD NOT** be out/used during instructional time unless a teacher gives permission for instructional use in the classroom. The Baldwin County Board of Education assumes no responsibility for lost, damaged or stolen electronic devices brought to school by students. Refusal to turn over an electronic device to an administrator or teacher will result in immediate suspension, pending further potential discipline, and a parent conference. Electronic devices shall be subject to search in accordance with applicable state and federal law.

8

Students may not go in the gym area or dressing rooms at any time except the period in which they have PE.

9

North Baldwin Center for Technology students who miss the bus must report to the office and will be assigned to OCS. Students will be marked unexcused.

10

Students must check in through the gym lobby when arriving late to school until 8:00 am. After 8 am they must report to the front office to be checked in.

11

Hair color, make-up, dress, etc., that interferes with the educational process will not be permitted.

12

Students may not receive deliveries of flowers, balloons, or forgotten items, etc. during school hours.

13

Only emergency messages are taken from parents. Changes to afternoon transportation must be made in person (with proper ID). Emergency situations will be handled at the discretion of the administration.

14

Running and yelling are not permitted in the halls.

15

Students may not leave campus for any reason without proper checkout through the office. When checking out, all check-outs are coded as "Unexcused" until an excuse is submitted the following day. Students may not check out with other students.

16

Headphones/earbuds are not to be worn on campus. Some teachers may make an exception and allow students to wear them only when working on a school-specific activity during class. Use of headphones/earbuds at any time other than before/after school or during lunch is prohibited.

17

Handholding, kissing, or any other displays of affection are not allowed.

18

Cheating/plagiarism is not tolerated. Students will receive a grade of "O" if they are found to have either cheated on or plagiarized an assignment, and a parent will be notified. For the second & subsequent cheating/plagiarizing offenses, students will receive a grade of "O", parents will be notified, and further disciplinary action will be given.

19

Checkouts will not be allowed during lunch.

****Most students never have any problem if they do what they know is right. A few individuals, however, invariably commit acts that cannot be ignored. It would be impossible to make a list covering all acts that interfere with the orderly educational process that is essential to effective learning. The disposition of some incidents not listed must, therefore, be left to the discretion of school officials. Repeated offenses will result in additional corrective actions.**

BCHS POLICIES & PROCEDURES

Attendance

Excessive absences from school and/or classes have a direct negative impact on your academic success. In a continued effort to minimize the number of absences students accumulate, late arrivals and early dismissals are strongly discouraged. Every effort should be exercised to keep the student in school for the entire day. Excessive check-ins or outs may result in additional measures being taken.

All check-ins and check-outs will be done through the front desk. From 7:50 – 8:00 check-ins will be done in the gym lobby, after 8 am they will be completed in the front office. Students will not be allowed to class without an admission slip. Check-ins and early dismissals must be approved by office personnel and will be coded as excused or unexcused. If a check-out is necessary, these procedures must be followed:

- A note signed by the parent must be presented or email sent to Mrs. Angela Powell (awpowell@bcbe.org) and the parent/guardian may be called by office personnel to inform them of the early dismissal.
- The parent or guardian should come to the office and check out the student personally.

Students are not allowed to check out and leave with another student who is driving an automobile. Students checking in and leaving with another student's parent or guardian must have prior written permission from his/her own parent/guardian and approval by an administrator.

Check-outs immediately before a holiday or major school event such as homecoming or prom will be coded as unexcused unless the student has prior approval from the principal or has a note from the doctor.

Only an excused check-in or check-out slip will permit classwork to be made up. In all other cases, students will receive a zero for missed work. An early dismissal day requires attendance for the entire day. Students will not be penalized for missing class while on a school-sponsored activity and will be allowed to make up work missed and will be counted present in class. Should a student become ill at school, every effort will be made to contact the parent/guardian. A student who becomes ill at school must report to the nurse's office.

There will be no check-outs during lunch.

Excuses

Parents are required to explain all absences in writing within 3 days of the student's absence. An excused absence permits work to be made up and are as follows:

1. Student illness
2. Inclement weather (as announced by the Superintendent)
3. Legal quarantine
4. Death in the immediate family
5. Absence to observe religious holidays, when verified by the student's religious leader or minister.

Students are allowed 9 parent notes per school year for sickness, all other absences require a doctor's excuse. If a student misses more than half of the school day, a full absence will be accumulated. If you have any questions concerning attendance, please contact Mrs. Powell at 937-2341 or awpowell@bcbe.org.

Tardies

If a student reports to check-in after 7:45, they are considered tardy for school. Being tardy has a direct negative impact on their academic success. Our academic day begins at 7:45 and entering class after this point not only disrupts the class period but the student has missed instructional time. Students are allowed to enter the building at 7:35 am. There is no reason they should be late for class. If a student is going to be late, please make sure there is a written note, signed by a parent/guardian and a phone call may be made to verify the excuse.

Excessive unexcused tardies will result in disciplinary action as follows:

- 1st Referral, 4 tardies – Warning
- 2nd Referral, 6 tardies – OCS 1 day
- 3rd Referral, 8 tardies – OCS 2 days
- 4th Referral, 10 tardies – Suspension 1 day
- 5th Referral, 12 tardies – Suspension 3 days
- 6th Referral, 14 tardies – Suspension 5 days
- Further offenses can result in suspension/expulsion.

Bus Conduct

While the Board offers, as needed, a system of student transportation, it also requires parents of students to accept responsibility for supervision until the child boards the bus in the morning and after the child leaves the bus at the end of the school day. Students must obey all instructions given by the driver and all school and Board policies while riding the bus. Students cannot leave the bus except at their regular stop without written permission from a parent and an administrator. Only at the time that a child boards the bus does he/she become the responsibility of the school district. Such responsibility shall end when the child is discharged at the regular bus stop at the end of the school day. When a child does not conduct himself/herself properly on a bus, the bus driver will write a referral or bring him/her to the building principal, who may inform the parents of the misconduct and behavior. The principal or his designee will also discipline students as deemed appropriate. **A child who becomes a serious disciplinary problem on the school bus may have his transportation privileges suspended or terminated.** In such cases, the parents of the child involved will become responsible for transporting their child to and from school.

Cafeteria

No one is allowed in the cafeteria that does not have business there. Good manners and cleanliness are required of all. Running to get in the lunch line is not appropriate; students must wait their turn without pushing, breaking line, or passing others. Students will be responsible for purchasing all food items obtained in the cafeteria. Students are responsible for their lunch code. Lunch codes should be treated as cash. After eating, students must pick up plates and other trash and return them to the designated trash containers.

Computer/Internet Use

Please see BCBE Student Handbook regarding policies and procedures for use of student computers and internet. These guidelines can be found at www.bcbe.org.

Course Change Procedure

Due to the complexity of the master schedule and our ongoing efforts to accommodate the best possible educational environment, schedule changes will not be permitted after the start of a new term except under the following circumstances:

- Academic misplacement
- Scheduling mistake on the part of the school

Course Requirements: ACCESS

Students taking ACCESS courses are required to take all tests and quizzes during their scheduled class time. It is required that students test under the supervision of a teacher. Please see the discipline section for those specific

Fees and Checks

NAll fees should be paid within the two weeks of receiving a fee statement or by the end of the current school term. Seniors must clear all outstanding financial obligations prior to being issued a cap and gown for graduation.

All worthless checks returned to our account are processed by Envision Payment Solutions, and must be cleared with their office. The BCHS office is unable to accept payment for any NSF check. if your check is returned, it may be re- presented electronically. Service charges and processing fees of \$30.00, as permitted by state law, will be debited from the same checking account by paper draft or electronically, at the option of Envision Payment Solutions. Checks will not be cashed in the school office.

Makeup Work/Tests

Makeup work/tests will be administered to students whose absences were due to reasons coded as “excused” according to policy. Students will have a maximum 3 days upon return to school to complete makeup work. It is the student’s responsibility to see the teacher to discuss arrangements for makeup tests. If a student has an excused absence prior to a test, the student should be given time to get materials missed before taking the test.

OCS Procedures

1. The student will be given class-related assignments by regular classroom teachers and expected to complete the assignments.
2. An assigned period of days will be given to the student. The student will not be counted absent from class while in OCS. The student will be able to make up any work missed in regular class.
3. OCS can be extended if assignments are not completed. Makeup work missed during extension of OCS is not allowed.
4. Lunch will be scheduled at times when OCS students will be unable to associate with other students. Students will not be allowed to attend any breaks given on the school campus.
5. While in OCS, a student will be allowed to participate in any extracurricular activities.
6. Students assigned to OCS will not be allowed to attend assemblies, pep rallies, or other special programs that are held on the school campus during the school day.
7. Teachers may send tests for the student to take during OCS or allow the student to make up tests upon return to class at the end of OCS.

OCS Rules:

- The student must report to OCS with all materials.
- If a student is absent, sick, or checks out, OCS time will be made up.
- OCS students may not talk, must stay in their seats, and be occupied at all times. If a student finishes all assignments, the OCS instructor has permission to assign additional work.
- Students will not be allowed to leave the room to attend class or for any other reason unless authorized by the OCS instructor or administrator.
- Any student written up by the OCS instructor for being disruptive or displaying inappropriate behavior may be suspended by administration.

Parent - Teacher Conferences

Parents are invited and encouraged to visit the school; however, visits during the school day should be cleared through the office. Parent-teacher conferences are most important in improving the learning atmosphere. Conferences with teachers must be scheduled before or after school or during a teacher's planning period. Parents are reminded that teachers cannot be called from class on the spur of the moment to discuss a student's status. Conferences are to be scheduled with the individual teacher via note, e-mail, or phone call.

Policy to Reclaim High School Credit

Students who fail a course are strongly encouraged to make up the course in summer school or to consult with the counselor to discuss their options

Report Cards

We encourage students and parents to monitor grades through PowerSchool. Reports are given out during Advisory to students after Quarters 1, 2, & 3. Final report cards are mailed home after the conclusion of the school year.

School Visitors

Visitors must obtain permission from an administrator to be in the building or on school property and should follow these procedures:

1. Sign the Visitor's Log in the main office giving name, time, and destination.
 2. Wear a visitor's badge at all times on campus.
 3. Upon completion of the visit, return the badge to the office and sign out.
- **Student Visitors:** Students from other schools will not be permitted to visit. BCHS students may not visit other schools during school hours except for school-sponsored events. Pupils who are in violation of this are subject to disciplinary action and may be considered trespassing.

Unauthorized Visitors: Unauthorized persons on school property are trespassers and shall be subject to legal prosecution. This includes students who are on suspensions or have been expelled.

Senior and Junior College Days

Seniors and Juniors will be allowed two (2) days total during the school year for the purpose of visiting colleges. To be excused, prior approval is needed from the principal at least two (2) weeks in advance. Students must complete a college visit request form and submit the form to the office. After the college visit, the form must be re-submitted to the office as verification of the college visit. **No college days will be approved on school-wide exam days. This includes standardized test dates.** If you have any questions concerning attendance, please contact Ms. Powell at 251.937.2341.

Textbooks

The parent/guardian or other persons having custody of a student to whom textbooks are issued shall be liable for any loss, abuse, or damage in excess of that which would result from the normal use of such textbooks. Textbooks will not be issued to students with outstanding financial obligations. Any textbooks or library books found on campus will be turned in to the office. It is the student's responsibility to return all textbooks when the course is completed. Students will be given credit for the return of the specific textbooks issued to them as indicated in the textbook computer program.

Transcripts

Baldwin County Public Schools has partnered with Parchment, a leader in eTranscript exchange, to send high school transcripts electronically, securely and confidentially, to colleges and universities of your choice. The service is available online, 24 hours a day and seven days a week.

www.parchment.com

BCHS

STUDENT DISCIPLINE

Infraction	Consequences
Excessive Unexcused Tardies	<p>1st Referral, 4 tardies - Warning</p> <p>2nd Referral, 6 tardies - OCS 1 day</p> <p>3rd Referral, 8 tardies - OCS 2 days</p> <p>4th Referral, 10 tardies - Suspension 1 day</p> <p>5th Referral, 12 tardies - Suspension 3 days</p> <p>6th Referral, 14 tardies - Suspension 5 days</p> <p>Further Offenses - Suspension/Expulsion</p>
<ul style="list-style-type: none"> • Dress Code Violations • Disobedience (food/drink in class, littering, horseplay, displays of affection, etc.) • In unauthorized area • Cell phone violations (misuse during class, etc.) • Earbud use (only allowed before/after school and during lunch) • Inappropriate downloads, internet activity, or inappropriate use of electronics 	<p>1st Offense - Warning</p> <p>2nd Offense - OCS 1 day</p> <p>3rd Offense - OCS 2 days</p> <p>4th Offense - Suspension 1 day</p> <p>5th Offense - Suspension 3 days</p> <p>6th Offense - Suspension 5 days</p> <p>Further Offenses</p>

Infraction	Consequences
<ul style="list-style-type: none"> • Skipping class or leaving class without permission • General use of profanity • Missing detention • Possession or use of lighter/matches • Use of proxy on school-issued computers 	<p>1st Offense - OCS 1 day 2nd Offense - OCS 2 days 3rd Offense - Suspension 1 day 4th Offense - Suspension 3 days 5th Offense - Suspension 5 days Further Offenses - Suspension/Expulsion</p>
<ul style="list-style-type: none"> • Minor campus or restroom disruptions 	<p>1st Offense - OCS 1 day 2nd Offense - Suspension 1 day 3rd Offense - Suspension 3 days 4th Offense - Suspension 5 days Further Offenses - Suspension/Expulsion</p>
<ul style="list-style-type: none"> • Skipping school (Failure to report to school, failure to return after off-campus lunch) • Lying to school personnel (submission of forged notes, etc.) 	<p>1st Offense - OCS 2 days (minimum) 2nd Offense - Suspension 1 day 3rd Offense - Suspension 3 days 4th Offense - Suspension 5 days Further Offenses - Suspension/Expulsion</p>
<ul style="list-style-type: none"> • Defiance of Authority (failure to follow adult directive, etc.) 	<p>1st Offense - 1-3 OCS days to be determined by administration 2nd Offense - Suspension 3 days 3rd Offense - Suspension 5 days Further Offenses - Suspension/Expulsion</p>
<ul style="list-style-type: none"> • Cheating/Plagiarism (consequences apply to homework, tests, projects, etc.) 	<p>1st Offense - Grade of "0" & parent notified 2nd Offense - OCS 1 day, grade of "0" & parent notified 3rd Offense - Suspension 1 day, grade of "0" & parent notified Further Offenses - Suspension: length to be determined by Principal or his designee, grade of "0" & parent notified</p>

Infraction	Consequences
<ul style="list-style-type: none"> Unauthorized possession, or use, of over-the-counter medications, vitamins, Tylenol, supplements, Motrin, Etc. 	<p>1st Offense - OCS 2 days (minimum)</p> <p>Further Offenses - Suspension and/or Expulsion: length to be determined by Principal or his designee on a case-by-case basis</p>
<ul style="list-style-type: none"> Leaving campus without permission Failure to attend OCS, OCS time missed will be made up Major classroom/campus disruption Disorderly Conduct Gambling Reckless or dangerous driving on campus Multiple students in bathroom stall 	<p>1st Offense - Suspension 1 day</p> <p>2nd Offense - Suspension 3 days</p> <p>3rd Offense - Suspension 5 days</p> <p>Further Offenses - Expulsion</p>
<ul style="list-style-type: none"> Possession or use of tobacco/tobacco related products (cigarettes, vaporizers, e-cigarettes, chewing tobacco, etc.) 	<p>1st Offense - Suspension 1 day + Vape Ed</p> <p>2nd Offense - Suspension 3 days</p> <p>3rd Offense - Suspension 5 days</p> <p>Further Offenses - Expulsion</p>

Infraction	Consequences
<ul style="list-style-type: none"> Fighting Direct use of profanity to any adult 	<p>1st Offense - Suspension 3 - 5 days</p> <p>2nd Offense - Suspension 5 days, pending expulsion</p>
<ul style="list-style-type: none"> Failure to identify oneself 	<p>1st Offense - Suspension 3 - 5 days</p> <p>2nd Offense - Suspension 5 days, pending expulsion</p>
<ul style="list-style-type: none"> Alcohol/Drugs – Possess, consume, store alcohol/drugs/drug paraphernalia, or under influence of alcohol/drugs, or under influence of any substance used for the intent of getting high 	<p>1st Offense – Expulsion, CAPP Referral, and Contact SRO</p> <p>****Alcohol and Drug offenses do not start over each year****</p>
<ul style="list-style-type: none"> Sexual Act – consensual (exposure, touching of body parts, intercourse) 	<p>1st Offense – Suspension 1-5 days and</p> <p>Further Offenses – Suspension/Expulsion</p> <p>Contact SRO</p>
<ul style="list-style-type: none"> Verbal Sexual Harassment 	<p>1st Offense – Warning -OR- up to Suspension 1 Day</p> <p>2nd Offense – Suspension 1 – 3 Days</p> <p>3rd Offense – Suspension 5 Days /Expulsion</p>

Infraction	Consequences
<ul style="list-style-type: none"> • Alcohol/Drugs – buying, distributing, selling of alcohol, or illegally buying, distributing, or selling drugs and/or any substance that might be used for intent of getting high • Pulling a fire alarm • Vandalism or theft of property including vending machine product theft/lunch code • Sexual Assault (Not Consensual) • Bringing, or threatening to bring, a weapon or firearm to school • Direct, aggressive, or excessive physical contact • Possession or use of fireworks/stink bombs 	<p>Suspension/Expulsion, Contact SRO</p>
<ul style="list-style-type: none"> • Threats 	<p>1st Offense - Suspension 3 days 2nd Offense - Suspension 5 days 3rd Offense - Consequence will be at the discretion of the principal</p> <p>*A mandatory meeting with the student, parents, counselor, principal, and SRO must take place before the student returns to school.</p>

Infraction	Consequences
<ul style="list-style-type: none"> • Harassment • Taking a photo of someone without their permission 	<p>Consequence will be at the discretion of administration based on the severity of the situation and will work progressively for additional offenses beyond the first one.</p>
<ul style="list-style-type: none"> • Inappropriate bus conduct 	<p>Appropriate consequence for violating school rule, PLUS 1st Offense - Warning/Bus Suspension 2nd Offense - Bus Suspensions</p>
<ul style="list-style-type: none"> • No parking decal • Parking in incorrect space • parking without permission • going to vehicle without administrator permission • Relocation, or use of, vehicle during school hours without without administrator permission 	<p>1st Offense - Warning 2nd Offense - OCS 1 day 3rd Offense - OCS 2 day 4th Offense - OCS 3 days -OR- Revocation of off-campus lunch for semester 5th Offense - Suspension 1 day Further Offenses - Discretion of administration</p>
<ul style="list-style-type: none"> • Violation of off-campus lunch guidelines 	<p>Appropriate consequence for violating school rule, PLUS: 1st Offense - 5-day revocation of off-campus pass 2nd Offense - Semester revocation 3rd Offense - Year-long revocation</p>

Baldwin County Public Schools

Middle/High School

Dress Code Policy

All secondary schools in the Baldwin County Public Schools System shall implement, within the parameters set forth below, the mandatory dress code policy. Pupils are expected to be clean and appropriately dressed for school. Dress and appearance must not present health or safety problems or cause a disruption to the school educational environment. The local school principal will be the final authority for determining appropriate dress within the framework of this dress code.

A. Information Dissemination for Secondary Schools

1. It is the responsibility of district and school support staffs to adequately communicate to parents, information common to all secondary schools including general guidelines for enforcement of the dress code policy.
2. Each secondary school shall communicate the dress code information to parents:
3. The means by which this information is communicated shall include one or more of the following:
 - a. County/School website
 - b. Social media: Facebook, Twitter, etc.
 - c. School newsletters;
 - d. Parent meetings;
 - e. Rapid notification system
 - f. PTA meetings and newsletters;
 - g. Parent advisory meetings;
 - h. Television, radio and/or newspaper announcements;
 - i. Posters displayed at school and in the community;
 - j. Registration materials.

B. Compliance Guidelines for Secondary

4. Upon the first infraction of the Dress Code, the student will be warned and the parent notified.
5. Upon the second infraction of the Dress Code, the student will receive one-half day Saturday School or one full day of On Campus Suspension (OCS).
6. Upon the third infraction of the Dress Code, the student will receive a full-day of Saturday School or one full day of On Campus Suspension (OCS).
7. Upon the fourth infraction of the Dress Code, the student will receive a one-day suspension.
8. Upon the fifth infraction of the Dress code, the student will receive a two-day suspension.
9. Upon the sixth and subsequent infraction(s) of the Dress Code, the student will receive a three-day suspension, subject to expulsion.

C. Secondary School Dress Code

All attire:

- No pictures, emblems, or writings on clothing that:
 - Are lewd, offensive, vulgar or obscene,
 - Advertises or depicts tobacco products, alcoholic beverages, drugs or any other illegal substance, or
 - Contains fighting words or incites criminal activity; or
 - Can reasonably be expected to cause a material or substantial disruption of, or interference with, normal school operations.

Tops:

- Tops that reveal the body in an inappropriate manner are not permitted. This includes but is not limited to mid- driffs, bare at the sides, sundresses, "spaghetti strap" type tops, Racer backs, off-the-shoulder tops, low-cut front or low-cut tops
- No cut off tops. (No midriff can be showing)
- No sleeveless garments.

- No see-through garments.
- Designed so that the neckline does not reveal cleavage.
- Designed to cover all undergarments.
- Fit properly- no oversized or overly tight tops.
- No tank top/undershirt can be worn as a shirt.

Shorts:

1

- Length should be at fingertip/hand or mid-thigh, whichever is longer.
- Fit properly- no oversized or tight shorts.
- No spandex, biker, or see-through shorts.
- Must be hemmed and not rolled up

Dresses:

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- Length should be at fingertip or mid-thigh, whichever is longer.
- Splits may not exceed (3) inches above the top of the knee.

Pants:

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- Proper fit- no sagging or baggy fit: worn at the waist.
- No see through or spandex legging pants.
- Pants that are too tight or allow for exposure of undergarments are not permitted.
- Leggings, yoga pants, and other tight fitting, spandex or lycra-based pants must be worn with an acceptable top that covers the private areas of the body.
- Leggings/tights may be worn only under shirts and dresses of appropriate length.
- No Oversized or tight pants.
- No Pajamas or pajama bottoms
- No holes in jeans in inappropriate areas (length rule); Pants or Jeans may only have holes at the knee or below. Pants or Jeans that have holes above the knee are not allowed, unless there is material beneath the holes
- Sweat pants and warm-up suits will be allowed.

Shoes:

- Must be worn at all times, fastened properly.
- *Classes may require certain shoes. Ex. P.E., Chemistry.
- No bedroom slippers.

Accessories:

- Students may not wear hats or head coverings in school buildings or on school premises. This includes but is not limited to bandanas, athletic headbands, headscarves/hair wraps, and other forms of headgear or hair covering.
- Exceptions include:
- Head gear used as part of a uniform such as the JROTC cap, band uniform hats, and athletic headgear worn with a uniform on the playing and practice fields are allowed.
- Religious purposes, which have been approved prior to wearing.
- During extreme cold weather, students will be allowed to wear toboggans outdoors on campus.
- Other than safety-related accessories for safety related purposes, accessories such as masks, hats, caps, sweatbands, or other head covering will not be worn in building;
- No gang related clothing/items will be allowed.

D. Exemptions for Secondary Schools

All secondary students enrolled in the Baldwin County Public Schools shall be required to dress in accordance with the adopted dress code policy. A student may be exempted from complying with the policy in the following instances:

- (1) When noncompliance derives from financial hardship;
- (2) When noncompliance derives from the student's particular disability or health condition that requires a departure from the dress code; or

- (3) When noncompliance derives from a student's sincerely held religious belief. –

If the parents or guardians desire not to have their child comply with any portion of the Baldwin County Board of Education dress code policy for the reasons stated above, or due to special extenuating circumstances related to an item listed above, the students' parents or guardians must secure an exemption from their child's school principal. Parents or guardians should supply a written explanation to the school principal as to why an exemption should be granted. If the outcome of the principal's determination is not to the parent or guardian's liking, the parent or guardian may submit a written exemption request to the Superintendent, or his or her designee. Additional grounds for an exemption may be allowed at the principal's discretion.

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BCHS

Guidelines for Off-Campus Lunch Program

The off-campus lunch program is a privilege offered to eligible 12th grade students who are in good academic standing and have met a CCR Indicator at Baldwin County High School. The following requirements shall apply to all students leaving campus under this program. It is the sole responsibility of the undersigned student and parent/guardian to comply with the following program requirements:

1. Eligible students and their parent/guardian are required to complete an application/waiver and return it to the school for administrative review.
2. In the event of approval, students will be given an off-campus lunch pass that must be on display on the front, bottom, left corner of the windshield of the student's car at all times.
3. In order to leave campus for lunch, eligible students must be able to present their lunch pass to any administrator or staff member checking passes. Any violations regarding departure procedures may result in revocation of the student's lunch pass.
4. Students leaving campus for lunch are not permitted to bring food back on campus. This includes food for themselves or for other students.
5. The students and their parent/guardian are solely responsible for where the student goes for lunch. **BCHS is unable to monitor student conduct while off campus and assumes NO responsibility or liability for any student activity, including accidents or injuries, occurring during the exercise of off-campus pass privileges.**
6. Student drivers are responsible for driving safely and are not allowed to have passengers when leaving campus for lunch. ANY student who drives recklessly and/or provides transportation for other students during lunch may lose his/her pass and parking privileges.
7. Tardiness or failure to return to class after lunch may result in the revocation of the lunch pass privilege.
8. Students with off-campus lunch privileges must remain in good academic, behavioral and attendance standing in order to maintain off-campus privileges. Those not meeting the criteria for this privilege will have the off-campus lunch privilege suspended or revoked.
9. Off-campus lunch is a privilege, not a right. If the privilege is revoked, there is no right of appeal.
10. Students that misplace their off-campus lunch sticker may purchase another one for \$10 only once. Students that misplace their pass for a second time will not be able to leave for lunch in the future. Students must have registered for and received permission to park on the BCHS campus in order to be eligible for off-campus lunch privileges.
11. Students shall comply with all applicable laws of the State of Alabama and all policies of the Baldwin County Public Schools.
12. There shall be no obligation on the part of the Board to monitor or supervise student transportation hereunder.

Baldwin County High School

Off-Campus Lunch Rules

1. Students must have permission to drive and park on the BCHS campus.
2. Student must have off-campus driving permission form turned in to the school on file.
3. Students may not leave if they are assigned to remediation/intervention.
4. Students may not have more than four unexcused absences in any period.
5. Students may have no more than six tardies in a semester.
6. Students may not have any out-of-school suspensions.
7. Student driving pass must be on display at all times in the front dash of the car.
8. Students may not carry any passengers when leaving campus.
9. Students must return to campus in time for the next scheduled class.
10. Replacement OCL stickers can only be purchased one time for \$10.
11. No check-outs via telephone.



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