

WAYNE COUNTY SCHOOL SYSTEM

# **PARENT-STUDENT HANDBOOK**

Wayne County High School  
Grades 9-12  
2020-2021

<http://www.wayne.k12.ga.us>

# WAYNE COUNTY SCHOOL CALENDAR

## First day of school

August 10, 2020

## Holidays & Teacher Workdays

Labor Day – September 7, 2020  
Columbus Day - October 12, 2020  
Early Release Day - November 20, 2020  
Thanksgiving – November 23-27, 2020  
Early Release Day - December 18, 2020  
Christmas Break December 21, 2020 - January 1, 2021  
Teacher Work Days – January 4-5, 2021  
MLK Holiday – January 18, 2021  
Holiday – February 15, 2021  
Teacher Workday – March 12, 2021  
Holiday – March 15, 2021  
Spring Break- April 5-9, 2021  
Teacher Workday – May 7, 2021  
Teacher Workdays - May 27-28, 2021

## Testing

PSAT – February 22 - March 26, 2021  
& TBA  
  
Georgia Milestones EOC - December 7-14, 2020 &  
May 10 - 17, 2021  
  
EOPA – November 30 - December 4, 2020 &  
May 3-7, 2021  
  
AP – May 3-14, 2021

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***“Home of the Yellow Jackets”***

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## MISSION STATEMENT

All students at Wayne County High School will earn a meaningful high school diploma.

## WELCOME

Welcome to Wayne County High School.

We have a great year planned ahead of us that will be both challenging and rewarding. Your hard work and ultimate accomplishments will impact you for the rest of your life, so I encourage you to take advantage of the many academic and extracurricular opportunities offered to you this school year. These opportunities will develop your character and will build lifelong memories that will better prepare you to meet the needs of your future career.

As you go about your high school experience, please remember that educational advancement will provide you with the ability to pursue happiness in life, no matter what your endeavor. I wish you the best of everything as you work towards meeting and exceeding your goals and objectives this school year.

Dr. Brett McDaniel, Principal

## FOREWORD

This handbook was developed to give students and parents an understanding of the general requirements which must be followed by students. It does not, however, contain all of the rules and regulations which apply to specific areas of concern. Students are responsible for becoming familiar with the contents of this handbook in order that they may work in the most efficient manner and make their education a happy and worthwhile experience.

**WAYNE COUNTY SCHOOL SYSTEM  
CENTRAL OFFICE  
710 W. Pine Street Jesup, GA 31545  
(912) 427-1000  
Superintendent Dr. Jay Brinson**

## WAYNE COUNTY BOARD OF EDUCATION MEMBERS

*District 1, Joe McPipkin,  
Vice-chairman; 912-427-9616  
District 2, Bruce Harris;  
912-294-0921  
District 3, Ray Davidson;  
912-402-1693  
District 4, Sheron Daniel;  
912-202-2086  
District 5, Nick Ellis, Chairman;  
912-415-3511*

Regular meetings of the Wayne County Board of Education are held each month usually on the fourth Tuesday at 6:00 p.m. at the Tech Center at 1335 W. Orange Street. Work sessions with the Board are generally the second Tuesday of the month and will be held at the Tech Center. Called meetings are held on an announced basis as necessary. All meetings of the Wayne County Board of Education are open to the public except those sections of the meeting dealing with personnel, lawyer/client relations, or the future acquisition of real estate.

## WAYNE COUNTY HIGH SCHOOL ADMINISTRATION

Dr. Brett McDaniel	Principal
Mrs. Kimberly Harrison	CTAE Director, Assistant Principal
Dr. Craig Davis	Assistant Principal
Mr. Patrick Edwards	Assistant Principal
Dr. Shrone Tootle	Assistant Principal

	<b>REGULAR BELL SCHEDULE 2020-21</b>	
7:50	First bell rings	
8:00 to 9:35	1 <sup>st</sup> Block	
9:35 to 9:40	Transition to 2 <sup>nd</sup> Block	
9:40 to 11:20	2 <sup>nd</sup> Block/Morning Announcements	
11:20 to 11:25	Transition to 3 <sup>rd</sup> Block	
First Lunch 100 Hall, Gym, Band, Art	Lunch	11:20 -11:50
	Transition to 3 <sup>rd</sup> Block	11:50-11:55
	3 <sup>rd</sup> Block	11:55 - 1:30
Second Lunch 200 Hall Science	3 <sup>rd</sup> Block	11:25-11:55
	Lunch	11:55-12:25
	Transition back to 3 <sup>rd</sup> Block	12:25-12:30
	3 <sup>rd</sup> Block	12:30-1:30
Third Lunch 300 Hall CTAE	3 <sup>rd</sup> Block	11:25 - 12:30
	Lunch	12:30-1:00
	Transition back to 3 <sup>rd</sup> Block	1:00-1:05
	3 <sup>rd</sup> Block	1:05-1:30
1:30 - 1:35	Transition to 4 <sup>th</sup> block	
1:35 to 3:10	4 <sup>th</sup> Block/Announcements	

	<b>BUZZ BLOCK BELL SCHEDULE 2020-21</b>	
7:50	First bell rings	
8:00 to 9:20	1 <sup>st</sup> Block	
9:20 to 9:25	Transition to 2 <sup>nd</sup> Block	
9:25 to 10:45	2 <sup>nd</sup> Block/Morning Announcements	
10:45 to 10:50	Transition to Buzz Block	
10:50 to 11:20	BUZZ BLOCK	
11:20 to 11:25	Transition to 3 <sup>rd</sup> Block	
First Lunch	Lunch	11:20 -11:50
	Transition to 3 <sup>rd</sup> Block	11:50-11:55
	3 <sup>rd</sup> Block	11:55 - 1:30
Second Lunch	3 <sup>rd</sup> Block	11:25-11:55
	Lunch	11:55-12:25
	Transition back to 3 <sup>rd</sup> Block	12:25-12:30
	3 <sup>rd</sup> Block	12:30-1:30
Third Lunch	3 <sup>rd</sup> Block	11:25 - 12:30
	Lunch	12:30-1:00
	Transition back to 3 <sup>rd</sup> Block	1:00-1:05
	3 <sup>rd</sup> Block	1:05-1:30
1:30 - 1:35	Transition to 4 <sup>th</sup> block	
1:35 to 3:10	4 <sup>th</sup> Block/Announcements	

## ASBESTOS NOTIFICATION

This is to notify all persons, who work or attend class in this school, that a management plan has been developed for friable and non-friable asbestos containing building material. The management plan shows the location of ACME and assumed ACME. Anyone can review or obtain a copy of the management plan at the school during regular operating hours.

## ALCOHOL AND OTHER DRUGS

### Drugs, Alcohol, and Stimulants

A student shall not possess, sell, use, transmit, or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, over-the-counter stimulants such as caffeine pills and/or energy drinks, cocaine, marijuana, controlled substances as defined by Georgia law, alcoholic beverages, anabolic steroid, or intoxicant, of any kind

1. At school or on school property at any time;
2. Off the school grounds at a school-sponsored activity, function, or event;
3. Enroute to and from school.

Both use of and being under the influence of will be verified by recognized drug or alcohol tests or by admission of the student. Refusal to submit to such testing shall be interpreted as an admission of guilt. Compliance with these requirements is mandatory. Any drug test that is determined to be invalid will be the basis to direct additional drug testing. Use of a drug authorized by a medical prescription from a registered physician in the amount prescribed by the physician shall not be considered a violation of this regulation. All prescription drugs shall be kept in their original containers and must be given to the school nurse for administration. Parents must provide appropriate documentation for medications to be given at school.

### Student Drug Testing Policy

The Wayne County Board of Education believes that the use and abuse of alcohol and drugs can be detrimental to the mental, physical, and emotional health of their students and teen drivers. The possession and use of alcohol and drugs by students is harmful and illegal. The Wayne County Board of Education is committed to the prevention of alcohol and drug use/abuse.

Students who are actively involved in athletic and extracurricular activities are representatives of their respective schools. By virtue of a student's participation in such activities, they are frequently seen by their peers to be role models and people to be admired. As leaders and role models, such students have a responsibility to be drug and alcohol free as well as to set a standard for their peers. Allowing students to park on campus is a privilege and subject to regulation by the Board of Education.

The Wayne County Board of Education believes that the use of prohibited substances, alcohol or drugs, by students who participate in extracurricular activities present a particular hazard to the health and welfare of students and those who compete with those students. The Board recognizes the intrinsic values associated with participating in extracurricular activities and encourages students to participate. However, the Board of Education is committed to the principle that students who have the opportunity to participate in any extracurricular activities or park a vehicle on campus must agree to submit to testing for the use of prohibited substances, if selected, in accordance with the school system's drug-testing procedure.

The Wayne County Board of Education authorizes the random drug testing of any student who participates in school athletics, extracurricular activities, and on-campus parking. Extracurricular activities include but are not limited to band, cheerleading, and clubs. Any student who elects to participate in any of these programs/activities with parental consent shall be subject to random drug testing in accordance with board policy and this procedure.

- **Confidentiality:** The District shall not release records of drug test or any resulting actions to anyone other than the student's parents, as defined by Georgia statutes, school officials and head coach/sponsor without the written authorization from the parent/guardian or the student, if the student is over the age of eighteen (18). Additionally, the District respects the privacy of its students and shall maintain confidentiality regarding any drug testing under this policy.
- **Participation Eligibility:** Participation in athletics, extracurricular activities, and parking on campus is a privilege. A student's participation in such activities is subject to compliance with the Random Drug Testing Policy.
- **Annual Consent to Random Drug Screening:** Prior to participation in athletics, extracurricular activities, and on campus parking, the student and the student's parents/guardian shall sign and deliver the Annual Consent to Drug Screening Form to the student's school. Such consent shall be valid for the remainder of the school year in which it is signed or until a Withdrawal of Student from Activity Form is completed.
- **No Consent Precludes Participation:** A student who fails to have a current Annual Consent to Drug Screening Form on file, shall not be allowed to participate in any activity for which the student is subject to random drug screening until such consent is signed and filed with the appropriate authority within the school. Participation includes but is not limited to attendance at practice, try-outs, rehearsal, or sitting with a team, club, or organization at a school event.

- **Withdrawal from Activity:** Students who have a consent form on file remain eligible for selection for random screening from the date the consent form is signed and throughout the remainder of the school year or until the student files a Withdrawal of Student from Activity Form that states the student no longer wishes to participate in athletics, extracurricular activities, or parking on campus. Upon completion and submission of form to appropriate authority, the student shall not be eligible to participate in any activity which the student is subject to random drug screening for the remainder of the school year. Any student who files the Withdrawal of Student from Activity Form after selection for random drug screening is no longer eligible for participation in any activity for which the student is subject to random drug screening for one (1) calendar year from the date on the withdrawal form.

**Selection of Students for Screening:** Random screening may take place at any point during the school year from the beginning of classes. Upon completion of the consent form, the student is automatically included in the testing pool for the entire year.

**Sanctions:** Any participating student whose drug test administered pursuant to this policy renders a positive test result shall be subject to the following consequences:

- **First Positive Drug Test:** The student and the student's parents/guardians will be required to attend a conference with the school principal and activity coach/sponsor. The student and his or her parents/guardians will also be required to attend a specified amount of counseling with a program approved by the District at their cost. The student shall be required to comply with any recommendations resulting from the assessment/counseling conducted as part of the assessment. To deter the student from committing a subsequent violation of this policy, the student will be added to the next random drug testing pool. If the prescribed guidelines are followed, the student will be allowed to continue participation in any of the activities covered in this policy. Any student who fails to participate in and complete an approved drug treatment program will forfeit his/her opportunity to resume participation in any of the activities covered in this policy.
- **Second Positive Drug Test:** Once a student has a second positive drug test, he/she loses 10% of his/her participation in all athletic and/or extracurricular activities and parking privileges for one calendar year from the date of the positive test. The student must enroll in an approved drug treatment program.
- **Third Positive Drug Test:** Once a student has a third subsequent positive drug test, he/she shall be prohibited from participation in all athletic and/or extracurricular activities, and parking on campus for one (1) full calendar year from the date of the positive test. The student must enroll in an approved drug treatment program. A subsequent negative drug test must be provided before participation may be reinstated.

**Appeal Procedure:** For any student who has tested positive, the parents or guardian may contest the test results by informing the principal of their wish to have a conference within 48 hours of the results. The student and the parents will be allowed to present any further evidence.

In the event of an appeal, any further laboratory analysis shall be conducted at the student's expense with the student's remaining urine specimen preserved by the testing lab. A final decision will be made by the principal within 5 days of the result of the second test. The determination of the student's eligibility shall be made by the principal.

If the student is 18 years old or will turn 18 years old during the activity season or school year for drivers, the student must agree that all test results will be released to the parents or legal guardians.

## ALTERNATIVE EDUCATION PROGRAM

When discipline alternatives have been exhausted or when it is determined that a separate setting for education services is desirable, the student may be referred to an alternative education program offered by the Wayne County School System. This alternative education program is offered through a night school at Wayne County High School.

### Dress Code

School is a public institution requiring standards of dress that exceed casual attire. To this end, students are required to dress in proper clothing to reflect favorably upon the integrity and respectability of the school and the students. Students assigned to the alternative program must wear:

- Freshmen and Sophomores a solid white golf or Polo-style shirt
- Juniors and Seniors a solid black golf or Polo-style shirt
- Freshmen and Sophomores black pants or shorts
- Juniors and Seniors khaki pants or shorts
- a belt if pants or shorts have belt loops



Shirts must be tucked in at all times and pants/shorts must be worn at the natural waistline.

*Any other questionable attire will be handled on an individual basis at the discretion of the school administration. The school administration may adjust this policy at any time during the school year to address new or potential problems that may arise regarding standards of dress.*

Alternative students are required to adhere to additional requirements outlined in the school's dress code policy on page 25 of this handbook.

**Failure to comply with directives given by school officials to immediately remedy dress code violations and maintain dress code standards will constitute insubordination.**

### **Exit Criteria**

Students who successfully meet the criteria below may be eligible to exit the alternative program and return to the regular school setting at the end of their prescribed term:

- Students must pass 3 out of 4 classes each semester.
- Students must not exceed ten absences.
- Students must not have more than 3 minor infractions and zero major infractions.
- Drugs, sex, violence and leaving campus without permission may result in immediate expulsion from the alternative program.

Students who do not meet these criteria may be subject to another semester or year in the alternative program.

### **Extracurricular Activities**

Students assigned to the alternative program **MAY NOT PARTICIPATE OR ATTEND** any extracurricular activities sponsored by the Wayne County School System, unless, otherwise determined by an administrator.

## **ATTENDANCE**

**O.C.G.A 20-2-690.1: "Any parent, guardian, or other person residing in this state who has control or charge of a child or children and who violates this Code section shall be guilty of a misdemeanor and, upon conviction thereof, shall be subject to a fine of not less than \$25.00 and not greater than \$100, imprisonment not to exceed 30 days, community service, or any combination of such penalties, at the discretion of the court having jurisdiction. Each day's absence from school in violation of this part after the child's school system notifies the parent, guardian or other person who has control or charge of a child of five unexcused days of absence for a child shall constitute a separate offense."**

**Every parent, guardian, or other person residing within this state having control or charge of any child or children between their sixth and sixteenth birthdays shall enroll and send such child or children to a public school, a private school, or a home study program, as set forth in the law. All children enrolled for 20 school days or more in the public schools of this state prior to their seventh birthday shall become subject to the provisions of the compulsory school attendance law.**

**Truancy Officer:** Mr. Booker Wilson, 710 W. Pine Street, Jesup, GA 31545 (912) 810-0745 ext. 218, has been hired to enforce the system-wide attendance policy. Mr. Wilson will be making a variety of contacts such as telephone calls, letters, home visits, court referrals, etc. Mr. Wilson's overall goal is to increase student attendance.

### **Excused Absences**

Georgia law allows a student to be excused from school for the following reasons:

- a. Personal illness
- b. Illness or death in the immediate family
- c. Special and recognized religious holidays observed by the student's faith
- d. Mandates by order of a governmental agency
- e. Condition rendering school attendance impossible or hazardous to the safety of the student
- f. A student, whose parent or legal guardian is in the military service in the armed forces of the United States or National Guard, and the parent or legal guardian has been called to duty for or is on leave from overseas deployment to a

combat zone or combat support posting, may request a maximum of five excused school days per school year in order to visit with the parent prior to the parent's deployment or during a parent's leave. Parents must discuss the request with the building level administrator at least 72 hours in advance of absences.

**All excuses must be submitted within three (3) days after the student returns to school following an absence to be considered for validation as an excused day. Excuse must contain the following information:**

**Student's name, Date (s) of absence,  
Reason for absence, Parent signature, &  
Parent phone number**

**Any excuses submitted after the three (3) day period will be received by the school but will not be changed to excused.** The school principal has the authority to determine if an absence is excused or unexcused. School principals may require specific and/or additional documentation to justify an absence as excused. Schools will establish procedures for maintaining accurate attendance records and excuses/documentation for the school year. The parent or guardian must contact the school by sending a written note of explanation every time their child is absent. Students serving as Pages in the Georgia General Assembly shall be counted present. **A student who is not present at least half of the class period, regardless of excused or unexcused status, will be counted absent for the class period.**

### **Make Up Work**

**Students shall have three days to coordinate with their teachers in order to make-up their work.** The teacher will determine a sufficient time period for when students must turn in missed work for credit, once properly coordinated within the three day period.

### **Tardies To School**

A student arriving at school after the tardy bell rings is considered tardy to school and reports to the front office to receive a tardy pass to class. Students will then report directly to class. Tardiness will be considered excused if the reason meets one of the six criteria enumerated by the State Board of Education as a lawful reason for absence from school. A medical excuse is required for medical related tardies. Otherwise, the tardy will be considered unexcused.

All unexcused tardies will be dealt with in accordance with the administrative discipline handbook.

**A student who is tardy to class, regardless of excused or unexcused status, and is not present in class at least half of the class period will be counted absent for the class period.**

Consequences for excessive tardies will be assigned by the school administrator and may include Lunch Detention, Loss of Parking Privileges, or ISS.

### **Checkouts**

**Checkouts will not be allowed after 2:45 daily.**

Students will be released from school only upon a parent or guardian's request. Parents are encouraged to arrange student appointments after school hours. When this is not possible, the following procedures must be followed when arranging for a student's early dismissal. **A note from the parent** must be presented at the **front office prior to 8:00 a.m.** on the date of the early dismissal. The note shall include the following:

**Student's name  
Date of the early dismissal  
Reason for the dismissal & Parent's signature  
Phone number where parent can be reached**

**No student will be allowed to leave school unless the parent who wrote the note can be contacted.**

Any student who leaves campus must sign out through the front office. Failure to do so will result in disciplinary action being taken. Any student who leaves campus without permission will be considered "skipping school" and will be subject to disciplinary action. It is important for students and parents to remember that the reason indicated on the parental note will be used to determine excused and unexcused absences from classes missed because of the checkout. When returning to school after a checkout, students should report to the front office immediately. Loitering in the parking lot or on any school property will be subject to disciplinary action.

Students in MOWR/WBL must enter and exit the building via the front doors.

### **Leaving School or Class without Authority**

Students leaving school or class without permission will be considered truant. Once a student comes on campus, that student cannot leave until he/she has been properly signed out through the front office. Students absent from school without the permission or consent of a parent/guardian will also be considered truant.

**A student who is tardy to class or leaves class early, regardless of excused or unexcused status, and is not present in class at least half of the class period will be counted absent for the class period.**

## **AUTOMOBILES, PARKING, TEENAGE DRIVING INFORMATION**

The information below applies to requirements set forth by law and/or policy for obtaining and retaining driver's licenses, parking permits, and good student verification certification for insurance purposes.

### **Driver's License**

Students must have a notarized statement of attendance from WCHS in order to obtain a learner's permit or driver's license. **Students must sign up with the registrar during the week. Forms will be ready on Friday during lunch. Forms are only valid for thirty days. The replacement charge for expired or duplicate forms is \$5.00.**

**Teenage and Adult Driver Responsibility Act (TAADRA):** The school will have to certify on a **Certificate of School Enrollment** form that a student is enrolled in and not under expulsion from a public or private school in order to be eligible for a driver's license or learner's permit.

For summer birthdays (June, July, and August-before school starts), a student should request the form before the last date of school, and the form will be valid until school begins in August.

### **Parking Permits and Parking Lot**

Driving an automobile on campus is a privilege. Students properly licensed to drive may have the privilege of driving a car on campus as long as they abide by the safety rules of the State of Georgia, all policies of Wayne County High School, and meet the criteria established by the school. All cars must display a hanging student permit on the rear view mirror of the vehicle. The annual cost of the parking permit is \$30. There will be a \$5 replacement fee for parking permits that have been lost.

To remain eligible to park on campus, a student must maintain a valid driver's license and meet the following criteria:

- a. Have 5 or fewer tardies to school
- b. Have 5 or fewer unexcused absences

Any criterion that is not met may result in loss of parking privileges for a designated time as assigned by an administrator.

To obtain a parking permit, a student must possess and display a valid Georgia Class-C license, proof of insurance in the student's name or in the name of his/her parents, and a completed registration card. **All vehicles that may be driven by the student must be registered on the registration card.** Wayne County High School is NOT liable for any damage to vehicles or private property located within vehicles. In event of an accident, school officials must be notified immediately. Administrators will assist the student in securing law enforcement personnel for the purpose of filing required reports.

**All students who drive to school must park in the parking lot designated for student vehicles only. Student vehicles should be parked in the space to which they are assigned. Vehicles that are parked on campus without expressed permission are subject to disciplinary action and/or towing or booting at the owner's expense.**

Students are reminded that the MAXIMUM speed limit for automobiles on the school campus is 15 miles per hour. Students are not allowed to leave the parking area after driving onto the campus each morning. The parking lot is part of the school campus and is considered off-limits to students without permission during the school day. Students are reminded that the same restrictions which apply to school (the use and/or possession of alcohol, tobacco, drugs, firearms, and knives) also apply to student vehicles and the parking lot area. Any vehicle of a student who parks his/her vehicle on campus is subject to search by school officials if there are reasonable grounds to believe that any type of the previously listed contraband items might be present in the vehicle. Failure to comply with parking rules may result in the temporary and/or permanent loss of decal.

## **Parking Lot Pass**

If a student needs to go to the parking lot to retrieve something that she or he forgot for a class, the student **MUST** sign out a parking lot pass from the Assistant Principals' Secretary. **Students should not go to the parking lot for any other reason.** If a student goes to the parking lot without a pass, she or he will receive a referral for being in an unauthorized location, which may result in Out of School Suspension.

## **Joshua's Law**

In order for a student born after July 1, 1991, to obtain a driver's permit, the student must complete a driver's education course. If the course is not completed by age 16, the student must wait until age 17 to obtain a permit.

## **BULLYING**

Bullying is defined as follows: An act which occurs on school property, on school vehicles, at designated school bus stops, or at school related functions or activities, or by use of data or software that is accessed through a computer, computer system, computer network, or other electronic technology, that is:

1. Any willful attempt or threat to inflict injury on another person, when accompanied by an apparent present ability to do so;
2. Any intentional display of force such as would give the victim reason to fear or expect immediate bodily harm; or
3. Any intentional written, verbal, or physical act, which a reasonable person would perceive as being intended to threaten, harass, or intimidate, that:
  - a. Causes another person substantial physical harm within the meaning of Code Section 16-5-23.1 or visible bodily harm as such term is defined in Code Section 16-5-23.1;
  - b. Has the effect of substantially interfering with a student's education;
  - c. Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
  - d. Has the effect of substantially disrupting the orderly operation of the school.

Reports of bullying should be made to an administrator or counselor within the school. Any report will be appropriately investigated by the administration based on the nature of the complaint in a timely manner to determine whether bullying has occurred, whether there are other procedures related to illegal harassment or discrimination that should be implemented, and what other steps should be taken. Any report of retaliation for reporting bullying will also be investigated and addressed in accordance with school procedures.

Acts of bullying shall be punished by a range of consequences through the progressive discipline process, as stated in the Code of Conduct. Such consequences shall include, at a minimum and without limitation, disciplinary action or counseling, as appropriate under the circumstances. However, upon a finding by the disciplinary hearing officer, panel or tribunal that a student in grades 6-12 has committed the offense of bullying for the third time in a school year, the student shall be assigned to an alternative school.

Upon a finding by a school administrator that a student has committed an act of bullying or is a victim of bullying, the administrator or designee shall notify the parent, guardian, or other person having control or charge of the student by telephone call or through written notice, which may be done electronically.

## **BUZZ BLOCK**

As part of the Bridge Bill (H.B.400), each student is provided the opportunity to meet with an academic advisor on a bimonthly basis. Students are afforded the occasion to discuss a range of educational issues such as advisement, registration, graduation requirements, school elections, and career planning. Buzz Block begins at 10:50 and concludes at 11:20 on two designated Fridays each month.

## **CHILD ABUSE AND NEGLECT**

As mandated reporters, Georgia educators are required by law to report suspected child abuse and neglect to the appropriate authorities. Specified neglect or abuse may be in the form of physical injury, neglect, exploitation, or sexual assault. Educators making such reports are acting in good faith, in compliance with the law, and in the interest of the child. The Department of Family and Children Services is designated in state policy as the investigating agency. Educators who report suspected cases of abuse or neglect have fulfilled their responsibility once the report is made to the designee in their school.

## **CLUBS**

School sponsored clubs (excluding competitive interscholastic activities or events) are those under the sponsorship, direction, and control of the school that organize and meet for common goals, objectives, and purposes. State law requires that parents have the right to withhold permission for their students to participate in any school-sponsored club or organization designated by them. The following school-sponsored clubs will be in operation during this school year, for which information is provided regarding the name of each club, its purpose, faculty sponsor, and a description of past or planned activities. You, as the parent/guardian, have the right to withhold your permission in writing for your student's participation in any club or organization. If a club is added during the school year, you will be provided information on the club and your written permission will be required prior to your student's participation.

### **Art Club**

Sponsor: Barbara VonMoss

The Art Club is for students who enjoy the arts. Club members enjoy producing, appreciating, and learning about the various artistic mediums. Members participate in various art contests at local, state, and national levels with opportunities for scholarships and monetary prizes. Art Club also partners with other organizations for artistic projects and participates in the local Wayne County Arts Council exhibitions and show sales. Any student may join the Art Club by completing a membership form and paying club dues by the announced deadline each year. Members may purchase a club t-shirt to show support for the organization.

### **Beta Club**

Sponsor: TBA

Beta Club is a part of a state and national organization. Its foremost purpose is public recognition of a student's positive accomplishments and honest achievements. Membership in the Beta Club is based on honor and service for students in grades 9-12. A cumulative grade average of 90 is required and students must maintain semester averages of 90 while earning 30 service points per year to remain active in the club. Beta Club members participate in numerous service activities, such as Project Linus, Back to School Drive, Jeans for Teens, and other national projects.

### **Career Technical Instruction (CTI)**

Sponsors: Terri Long & Olivia Jern

The focus of the CTI Youth Organization is to provide students with high quality interactive leadership activities through school, community, and state service projects, statewide activities, and two annual state leadership conferences. The purpose of these activities and conferences are to: Provide opportunity for cultural growth and person leadership development, improve self-confidence and instill a sense of self-worth, provide experiences not otherwise available to students with disabilities, to recognize and reward students showing improvement in career and technical skills, and to create incentives for participation of all students with disabilities.

### **Drama Club**

Sponsor: Jason Martin

The primary purpose of the drama club is to serve as the official sponsor for all extracurricular theatrical productions. This includes the one-act competition play held every fall and the major production presented in the spring. Drama club members also sponsor an awards night at the end of the school year and, in keeping with the "may I have the envelope please" style of award shows, present trophies to actors and actresses for outstanding work throughout the school year. While promoting productions and an "academy awards" night are the primary functions of the club, there may be additional activities in which members participate. However these vary from year to year and often support activities for other organizations within the school. Any student may join the drama club by paying club dues by the announced deadline each year. Club members also have the opportunity to participate in the annual Atlanta trip to see professional theatrical productions.

**Future Business Leaders of American (FBLA)** Sponsors: Debbie Stephens, Jodi Kirkland, & Tara Whitteker

Future Business Leaders of America is the oldest and largest national organization for students preparing for a career in business leadership. FBLA prepares students for "real world" professional experiences. Members gain the competitive edge for college and career success. Members have the opportunity to compete for awards and recognition on the local, state, and national levels in more than 40 different event categories including web page design, marketing, public speaking, job interview, and much, much more! Each year FBLA hosts the powder puff game and Angel Tree Project. Students can also participate in March of Dimes/Walk America and FBLA week.

**Fellowship of Christian Athletes (FCA)** Sponsors: Windy Dolan & Kristen Feltman

The mission statement of the Fellowship of Christian Athletes is to present to athletes and coaches and all whom they influence the challenge and adventure of receiving Jesus Christ as Savior and Lord, and serving Him in their relationships and in the fellowship of the Church. Our activities include weekly club meetings, Fields of Faith, working with civic clubs in Wayne County, and sponsoring students for FCA Leadership and Sports Camps.

**Family, Career, & Community Leaders of American (FCCLA)** Sponsor: Valerie Roach

FCCLA is a student organization with family as its central focus that is led and run by students. FCCLA's mission is to promote personal growth and leadership development through Family and Consumer Sciences (FACS) education. Focusing on the multiple roles of family member, wage earner, and community leader, members develop skills for life through character development, creative and critical thinking, interpersonal communication, practical knowledge, and career preparation. FCCLA's Program of Work includes competitive events, community service, state and national projects, and several travel opportunities throughout our state.

**Future Educators Association** Sponsor: Cassidy Burton

The Future Educator Association (FEA) is a national student organization dedicated to supporting young people interested in education-related careers. FEA helps students gain a realistic understanding of the nature of education and the role of the teacher. Our vision is that every child will have access to a well-prepared and effective teacher, and students will view teaching as an attractive and rewarding profession. Our mission is to build a rigorous and inspiring pathway to accomplished careers in education, beginning in secondary school.

**Future Farmers of America (FFA)** Sponsors: Michael Kirkland, Nick Hodges, & Cole Madray

The FFA mission is to make a positive difference in the lives of students by developing their potential for premier leadership, personal growth, and career success through agricultural education. FFA activities include the annual FFA banquet, fruit sales, forestry competitions, livestock showing, FFA Quiz Comp, Adopt a Mile, multiple "eating meetings," and greenhouse plant sales.

**Games and Anime Club (GAAMA)** Sponsor: Dr. Rob Patton

Games & Anime Club is for students interested in games, animation, comics, science fiction, and similar hobbies. Club members meet after school three times a week to play games and once a week to conduct business, watch and discuss a video, or to create something new. During game play, students will have the opportunity to learn and hone their skills in a variety of games including collectible card, board, role-playing, and video games. New players are encouraged to join at any time. The purpose and objectives of the club are as follows: Present students with a safe place to unwind after school and have fun; give students a chance to meet other students with similar interests; improve social skills and team strategies; enhance critical thinking skills and strategies; encourage students to become responsible and wise consumers of media; encourage students to create their own games, art, videos, crafts, animations and other media forms; and allow students to learn about careers in these forms of entertainment.

**HOSA- Future Health Professionals** Sponsors: Shelley Priester, Teresa Mosley, & Amy Ellis

HOSA- Future Health Professionals is a student organization whose mission is to promote career opportunities in health care and to enhance the delivery of quality health care to all people. The Wayne County HOSA chapter participates in activities such as health fairs, blood drives, Relay for Life and various community service activities at local nursing homes. In addition, students have the opportunity to attend Fall Rally at the Georgia National Fair in Perry, GA, Fall Leadership Conference in Atlanta, GA, and in the spring the HOSA State Competition in Atlanta, Georgia.

**Junior Achievement of Georgia**

Sponsor: Kimberly Harrison

The Junior Achievement of Georgia is a student service organization whose mission is to inspire and prepare young people to succeed in a global economy. Students are able to sharpen their leadership and interpersonal skills by giving back to their local elementary schools. These students are placed in leadership positions where they become the educators for a day teaching young minds about topics pertaining to the basics of economics, the importance of community engagement, and the value of citizenship. The Junior Achievement Leadership Service Projects provide students a fun and engaging opportunity to develop key communication, collaboration, and reflective-leadership skills.

**Key Club**

Sponsors: Bonnie Harper &amp; Melinda Chancey

Key Club is an international student-led organization which provides its members with opportunities to provide service, build character, and develop leadership. The Key Club vision is to develop competent, capable, and caring leaders through the vehicle of service. The core values of Key Club International are leadership, character building, caring, and inclusiveness. Service projects include bingo parties at local nursing homes, teacher appreciation bags, trips to the Georgia Sheriffs' Youth Home, UNICEF, March of Dimes, and Special Olympics. We attend local and state leadership conferences and compete at state and international conventions. The Key Club provides services to the school and community of Wayne County through various activities. The Jesup Kiwanis Club sponsors this club.

**Skills USA**

Sponsors: Chad Hall &amp; Ken Weidner

Skills USA is a partnership of students, teachers, and industry representatives working together to ensure America has a skilled workforce. Skills USA helps each student to excel. Skills USA is a national organization serving teachers and high school and college students who are preparing for careers in technical, skilled, and service occupations, including health occupations and for further education. Skills USA was formerly known as VICA (the Vocational Industrial Clubs of America). Skills USA programs include local, state, and national competitions in which students demonstrate occupational and leadership skills. At the annual national-level Skills USA Championships, nearly 6,000 students compete in 99 occupational and leadership skill areas.

**Students Against Destructive Decisions (SADD)**

Sponsor: Alycia Harrell

Originally, the mission of the SADD chapter was to help young people say "No" to drinking and driving. Today, the mission has expanded. Students have told us that positive peer pressure, role models, and other strategies can help them say "No" to more than drinking and driving. That is why SADD has become a peer leadership organization dedicated to preventing destructive decisions, particularly underage drinking, other drug use, impaired driving, teen violence, teen depression, and suicide.

**Student Chamber of Commerce**

Sponsor: Windy Dolan

Sophomores and juniors apply for the Student Chamber through teacher recommendations and/or personal interest. Then, those students must complete the application process based on community knowledge and interest in Wayne County. Selected members serve a one/two year term. Members of the Student Chamber act as a bridge between the school and the community. The Student Chamber does this by working with the Chamber of Commerce and encouraging school and student involvement in the community, and the community involvement in the school.

**Student Council**

Sponsor: Lanette Beaver &amp; Melissa Perkins

The Student Council is composed of students representing the total student body. The council promotes leadership and citizenship and renders service in general to the entire school program. Members of the Student Council are elected annually by the student body. In addition, students may also go through an application and appointment process for the positions of VP of Student Life, VP of Outreach, VP of Operations, VP of Branding, Historian/Reporter, all Committee Chairs, and the SADD Steering Committee. Students are encouraged to participate through their class representatives to improve the total program at Wayne County High School.

**Wayne County Board of Education Student Advisory Council**

Sponsor: JoAnne Roach

Freshman, sophomores, and juniors may apply for the Student Advisory Council through teacher recommendations and/or personal interest. Then, those students must complete the application process including a teacher recommendation/evaluation. Members of the Student Advisory Council act as a bridge between the student body and the Wayne County Board of Education. The Student Advisory Council does this by taking student concerns and suggestions to the administrative team and then to the Board of Education as needed.

#### 4-H Club

Sponsor: Wayne County 4-H

4-H is a national education program for all students age 11 to 19 who are interested in extending their knowledge in a variety of projects and study areas no longer limited to farming and home economics. Numerous opportunities, trips, and scholarships are available to students who continue in 4-H through high school.

## CORPORAL PUNISHMENT

Teachers and principals have the authority and responsibility to take reasonable measures to maintain control and discipline of students under their care and supervision. Corporal punishment has been approved by the Wayne County Board of Education as an acceptable method of punishment. Administrators administering corporal punishment are required to follow the procedure prescribed in Board Policy. **State law stipulates that a parent or legal guardian who opposes corporal punishment for his/her child must, upon the day of enrollment of the student, file with the principal of the school a statement from a medical doctor licensed in Georgia stating that corporal punishment is detrimental to the child's mental or emotional stability.** However, in an effort to work cooperatively with parents, the school system allows a parent to provide a personal written statement each year to the principal of the school requesting that corporal punishment not be used with his/her child so that a statement from a doctor is not necessary.

## CRISIS HELP LINES

If your student is experiencing a medical or life-threatening emergency, please immediately call 911. For other types of non-emergency situations or crises, please contact the appropriate emergency care provider.

The following resources can provide support in crisis situations:

**Crisis Counselor** - WCHS has a crisis counselor on staff and available during school hours. The crisis counselor is available to aid parents and students during difficult situations. Please contact the WCHS Counseling Department if you need assistance with a crisis related situation. Mrs. JoAnne Roach is our Crisis Counselor and can be reached at 912-427-1088, ext. 829 or via email [jroach@wayne.k12.ga.us](mailto:jroach@wayne.k12.ga.us).

### Reporting Child Abuse

Reports are taken 24 hours a day, 7 days a week by calling 1-855-GACHILD / 1-855-422-4453 National Child Abuse Hotline 1-800-422-4453

### Mental Health Services

Georgia Crisis and Access Line (GCAL)

For immediate access to routine or crisis services, please call the Georgia Crisis and Access Line (GCAL) at 1-800-715-4225. GCAL is available 24 hours a day, 7 days a week and 365 days a year to help you or someone you care for in a crisis. GCAL professionals will:

- Provide telephonic crisis intervention services
- Dispatch mobile crisis teams
- Assist individuals in finding an open crisis or detox bed across the state
- Link individuals with urgent appointment services

In addition, GCAL will help you to access a State Funded provider in your area in a nonemergency as well. A nationally accredited Health Care Call Center, crisis center, and partner in the National Suicide Prevention Lifeline, the Behavioral Health Link Crisis call Center is proud to operate the Georgia Crisis and Access Line.

### Suicide Prevention Lifeline

SPL can help prevent suicide. The Lifeline provides 24/7, free and confidential support for people in distress, prevention, and crisis resources for you or your loved ones, and best practices for professionals.

1-800-273-8255

Crisis intervention services through text messaging Suicide Prevention  
Text ANSWER to 839863

### **STOPit App:**

STOPit is an online reporting tool designed to deter and mitigate bullying, cyber abuse, and other inappropriate behaviors. The STOPit app consists of an app available to students via cell phones or email and a back-end incident management system for school administrators. Our students will have access to the STOPit mobile app via a school specific access code (Jacketswin!). Students may obtain the access code from the school counselor or administration. Please be aware there may be a delay before your school receives your message via the STOPit app. If your concern is an emergency, then please call 911.



## **DISCIPLINE**

### **Student Code of Conduct**

The school's primary goal is to educate, not to punish; however, when the behavior of an individual student comes in conflict with the rights of others, corrective actions may be necessary for the benefit of that individual and the school as a whole. Accordingly, students shall be governed by policies, regulations, and rules set forth in this handbook and Code of Conduct.

The Code of Conduct is effective during the following times and in the following places:

- At school or on school property at any time;
- Off school grounds at any school activity, function, or event and while traveling to and from such events;
- On vehicles provided for student transportation by the school system; and at school bus stops.

Also, students may be disciplined for conduct off campus under any of the following circumstances:

- conduct could result in the student being criminally charged with a felony;
- conduct makes the student's continued presence at school a potential danger to persons or property at school;
- conduct will disrupt the school's educational process;
- conduct has a direct and immediate effect on the discipline or general welfare of the school.

Parents are encouraged to become familiar with the Code of Conduct and to be supportive of it in their daily communication with their children and others in the community.

As required by the Georgia General Assembly, parents and guardians are encouraged to inform their children of the consequences, including potential criminal penalties, of underage sexual conduct and crimes for which a minor can be tried as an adult.

### **Standards of Behavior**

Standards for student behavior are designed to create the expectation that students will behave themselves in such a way so as to facilitate a positive learning environment for themselves and other students. The standards are designed also to encourage students to respect each other and school district employees, to motivate students to obey student behavior policies adopted by this board, and to obey student behavior rules established at each school within this school district.

Each student is expected to:

- Demonstrate courtesy with all individuals regardless of circumstances, even when others do not;
- Behave in a responsible manner, always exercising self-discipline;
- Attend all classes regularly and on time;
- Prepare for each class by taking appropriate materials and assignments;
- Meet the school's standard of grooming and dress;
- Respect the rights and privileges of other students, teachers, and other employees of Wayne County Schools;
- Respect the property of others, including Wayne County Schools property and facilities;
- Cooperate and assist the school staff in maintaining safety, order, and discipline; and refrain from committing violations of the Code of Student Conduct.

## Disciplinary Procedures

The disciplinary procedures outlined in this behavior code are clearly stated to ensure that all students are aware of unacceptable behavior that is in violation of school district policies and the consequences of such policy violations.

### Definition of Terms

**Assault:** Any threat or attempt to physically harm another person or any act which reasonably places another person in fear of physical harm. (Example: threatening language or swinging at someone in an attempt to strike).

**Battery:** Intentionally making physical contact with another person in an insulting, offensive, or provoking manner or in a way that physically harms the other person.

**Bullying:** In accordance with Georgia law, bullying is defined as an act which occurs on school property, on school vehicles, at school bus stops, or at school related functions or activities, or by use of data or software that is accessed through a computer, computer system, computer network, or other electronic technology, that is: (1) Any willful attempt or threat to inflict injury on another person, when accompanied by an apparent present ability to do so; (2) Any intentional display of force such as would give the victim reason to fear or expect immediate bodily harm.; (3) Any intentional written, verbal, or physical act, which a reasonable person would perceive as being intended to threaten, harass, or intimidate, that: (A) Causes another person substantial physical harm within the meaning of Code Section 16-5-23.1 or visible bodily harm as such term is defined in Code Section 16-5-23.1; (B) Has the effect of substantially interfering with a student's education; (C) Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or (D) Has the effect of substantially disrupting the orderly operation of the school.

**Chronic Disciplinary Problem Student:** A student who exhibits a pattern of behavioral characteristics which interfere with the learning process of students around him or her and which are likely to recur.

**Corporal Punishment:** Physical punishment of a student by a school administrator in the presence of another certified employee.

**Detention:** A requirement that the student report to a specific school location and to a designated teacher or school official to make up work missed. Detention may require the student's attendance before school, after school, or during lunch. Students are given one day's warning so that arrangements for transportation can be made by the parents or guardians.

**Disciplinary Tribunal:** School officials appointed by the Board of Education to sit as fact finders and judges with respect to student disciplinary matters.

**Disorderly conduct:** Moderate or severe disturbance that substantially disrupts the normal operation of the school environment but doesn't pose a threat to the health or safety of others; classroom disruption, general bus misbehavior, spitting on property or persons; or encouraging disruptive behavior.

**Disrespect:** Words, acts, or omissions that are synonymous with contempt or lack of respect.

**Dress Code:** The current dress code is explained in the student handbook.

**Drug:** Any substance recognized in the official pharmacopoeia or formulary of the nation; any substance intended for use in the diagnosis, cure, mitigation, treatment, or prevention of disease in humans or other animals; any article, other than food, intended to affect the structure or any function of the body of humans or other animals; any substance intended for use as a component of such a drug, but not a device or a part of a device; or a habit-forming medicinal or illicit substance. The term "drug" does not include prescriptions issued legally to the individual, aspirin or similar medications and/or cold medications that are taken according to product use recommendations and board policy. Substances used, possessed, or sold in violation of stated board policy and/or product use recommendation will be considered a drug under this definition. Caffeine pills as well as energy drinks are considered drugs.

**Expulsion:** Suspension of a student from a public school beyond the current school quarter or semester. Such action may be taken only by a disciplinary tribunal.

**Extortion:** Obtaining money or goods from another student by violence, threats, or misuse of authority.

**Fighting:** Intentionally making physical contact with another person in an insulting, offensive, or provoking manner or in a way that physically harms the other person. Arguing and then walking away is not making every effort to avoid a fight. Referrals for fighting will be cumulative for a student's tenure in high school.

**Fireworks:** The term "fireworks" means any combustible or explosive composition or any substance or combination of substances or article prepared for the purpose of producing a visible or audible effect by combustion, explosion, deflagration, or detonation, as well as articles containing any explosive or flammable compound and tablets and other devices containing an explosive substance.

**Gambling:** Engaging in a game or contest in which the outcome is dependent upon chance even though accompanied by some skill, and in which a participant stands to win or lose something of value.

**Gang related:** Any group of two or more persons, whether formal or informal who associate together to advocate or conspire: (a) one or more criminal acts; or (b) acts which threaten the safety or well-being of property or persons including but not limited to harassment or intimidation, or (c) acts which in any way disrupt the school environment. The term may also apply to the wearing and/or possessing of gang-related apparel; conveying gang membership or affiliation.

**Habitual Violator:** A student who has been referred to the administrative staff an excessive number of times.

**In-School Suspension:** Removal of a student from class(es) or regular school program and assignment of that student to an alternative program/location isolated from peers.

**Insubordination:** The failure of a student to follow instructions of school personnel and/or failure to identify oneself on any school property.

**Physical Violence:** (This definition relates to disciplinary policy for students committing acts of physical violence against teachers, school bus drivers, school officials, or other school employees.) (1) Intentionally making physical contact of an insulting or provoking nature with the person of another; or, (2) intentionally making physical contact which causes physical harm to another unless such physical contacts or physical harms were in defense of himself or herself.

**Possession:** the act of having or controlling any item.

**Possession of Medical Marijuana-**Student should not possess medical marijuana at school. Due to federal law, parents must make other arrangements for administering medical marijuana.

**Public Display of Affection:** A physical demonstration of affection for another person while in the view of others. For example, holding hands, hugging, or kissing in public are commonly called public displays of affection.

**Student Incivility:** General disrespect or failure to follow directions; blatant insubordination; or profanity directed toward school staff.

**Suspension:** Removal of a student from the regular school program for a period not to exceed 10 days (short-term) or for a period greater than 10 days (long-term, which may be imposed only by a disciplinary tribunal). During the period of suspension, the student is excluded from all school-sponsored activities including practices, as well as competitive events, and/or activities sponsored by the school or its employees.

**Theft/Larceny:** The offense of taking or misappropriation of any property of another with the intention of depriving that person of the property, regardless of the manner in which the property is taken or appropriated.

**Truant (Truancy):** Any child subject to compulsory attendance who during the school calendar year has more than five days of unexcused absences.

**Under the Influence:** Someone who has in his/her system any substance prohibited in accordance with this Code of Conduct.

**Waiver:** A waiver is an agreement not to contest whether a student has committed an infraction of the Code of Conduct and the acceptance of consequences in lieu of a hearing before a disciplinary tribunal.

**Weapons:** Code Section 16-11-127.1 The term weapon means and includes mace and any pistol, revolver, or any weapon designed or intended to propel a missile of any kind, any dirk, bowie knife, switchblade knife, ballistic knife, or any other knife having a blade of two or more inches; straight stick; metal knucks; blackjack; any flailing instrument consisting of two or more rigid parts connected in such a way so as to allow them to swing freely as nun chucks or fighting chains do; throwing star; oriental dart; or any weapon of like kind.

## **Prohibited Behavior**

The administrator will have the authority to implement the appropriate discipline when dealing with each offense. The degree of discipline imposed will be in accordance with the progressive discipline process unless otherwise stated. Other misbehaviors not listed below will also be dealt with at the appropriate level at the discretion of the building administrator. The items in parentheses have to do with the coding in the student information system-more than one term may apply.

- Activating a fire alarm under false pretenses or making a bomb threat (Disorderly Conduct);
- Any behavior which disrupts the learning environment of the classroom or school (Disorderly conduct);
- Any off-campus behavior of a student which could result in the student being criminally charged with a felony and which makes the student's continued presence at school a potential danger to persons or property at the school or which disrupts the educational process;

- Arson;
- Assault (Threat/Intimidation);
- Battery;
- Bus incidence;
- Bullying;
- Cheating/ Plagiarism (Academic Dishonesty);
- Chronic disciplinary problems (Repeated Offenses);
- Classroom and school disturbances (Disorderly Conduct);
- Criminal law violations;
- Disobeying directives given by teachers, administrators, or other school staff (Student Incivility);
- Disrespectful conduct toward teachers, administrators, other school personnel, persons attending school related functions or other students, including use of vulgar or profane language (Student Incivility);
- Disruption of the orderly school environment, including but not limited to the inciting, advising, or counseling of others to engage in prohibited acts or harassing other students or any school employee (Disorderly Conduct);
- Dress code violation;
- Extortion;
- Falsifying, misrepresenting, omitting or erroneously reporting information regarding instances of alleged inappropriate behavior by a teacher, administrator, or other school employee toward a student (Student Incivility);
- Failure to comply with compulsory attendance as required under Code Section 20-2-690.1 and the Wayne County Schools Attendance Protocol (Truancy; Attendance related);
- Failure to comply with the local and district-wide provisions relating to the use of the electronic communication network as defined by policy IFBG - *Internet Acceptable Use (Computer trespass)*;
- Fighting;
- Forgery (Student Incivility);
- Gambling;
- Gang related;
- Giving false information to school officials (Student Incivility);
- Habitual violator (Repeated Offenses);
- Insubordination (Student Incivility);
- Internet policy abuse (Computer trespass);
- Leaving campus without proper authorization (Attendance Related);
- Marking, defacing, or destroying school property (Vandalism);
- Moving and non-moving driving violations (parking lot violations);
- Off limits area (being in, being outside the building at any time without authorization) (Student Incivility);
- Parking lot violations;
- Physical assault or battery, including sexual battery, of other students, or persons attending school-related functions (Assault; Battery; Sexual Offenses; Sexual Battery);
- Physical violence against a teacher, school bus driver, or other school personnel;
- Possession of a firearm in a school safety zone as defined by 18 U.S.C. § 921; (weapon)
- Possession of a weapon in a school safety zone;
- Possession of explicit/obscene material (Sexual Offenses);
- Possession or use of fireworks or any explosive (Arson);
- Possession of electronic devices;
- Possession, use, distribution, attempted sale or sale of substances represented as drugs or alcohol (Alcohol; Drugs; Unapproved Items);
- Possession, distribution, sale, attempted sale, use, and/or under the influence of narcotics, alcohol, stimulants, narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, drug paraphernalia or other intoxicant (Alcohol; Drugs; Unapproved items);
- Possession, use, sale, attempted sale, distribution, or being under the influence of a prescription or over the counter drug (Drugs; Unapproved items);
- Possession/use of tobacco products (Tobacco);
- Possession/use of lighters, matches, rolling papers, e-cigarettes, vaping apparatus; etc. (Unapproved Items)
- Pre-fight confrontations (Disorderly Conduct);
- Profanity (Student Incivility);
- Public display of affection;
- Stealing, theft, or extortion of school district property or the property of others (Robbery with or without a weapon; larceny/theft; burglary/breaking and entering);
- Student Incivility
- Unexcused absence, tardiness, skipping class, leaving campus without permission, failure to comply with compulsory attendance law (Attendance related; Excessive Tardies; Skipping Class; Truancy);

- Use of profane, vulgar, or obscene words or indecent exposure (Sexual Offenses; Sexual Harassment);
- Verbal assault, including threats of violence or bodily harm and/or sexual assault or harassment, of teachers, administrators, other school personnel, other students, or persons attending school- related functions (Threat/Intimidation);
- Willful and persistent violation of the student code of conduct (Repeated Offenses); or
- Willful or malicious damage to real or personal property of the school or to personal property of any person legitimately at school (Vandalism).

### **Progressive Discipline Procedures**

When it is necessary to impose discipline, school administrators and teachers will follow a progressive discipline process. The degree of discipline to be imposed by each school official will be in proportion to the severity of the behavior of a particular student and will take into account the student's discipline history, the age of the student, and other relevant factors.

The Code of Conduct provides a systematic process of behavioral correction in which inappropriate behaviors are followed by consequences. Disciplinary actions are designed to teach students self-discipline and to help them substitute inappropriate behaviors with those that are consistent with the character traits from Georgia's Character Education Program.

The following disciplinary actions may be imposed for any violation of this Code of Conduct:

- Warning and/or Counseling with a School Administrator or Counselor
- Loss of Privileges
- Isolation or Time Out
- Removal from Class or Activity
- Notification of Parents
- Parent Conference
- Corporal Punishment
- Detention
- Placement in an Alternative Education Program
- Short-term Suspension (In or Out of School)
- Referral to a Tribunal for Long-term Suspension (In or Out of School) or Expulsion
- Suspension or Expulsion from the School Bus
- Referral to Law Enforcement or Juvenile Court Officials: Georgia law requires that certain acts of misconduct be referred to the appropriate law enforcement officials. The School will refer any act of misconduct to law enforcement officials when school officials determine such referral to be necessary or appropriate.

The maximum punishments for an offense include long-term suspension or expulsion, including permanent expulsion, but those punishments will be determined only by a disciplinary tribunal as outlined in the Board of Education policies.

Parents or students may elect not to contest whether a student has violated the Code of Conduct or the appropriate discipline, and in such cases, an agreement may be negotiated which would include the parents or students waiving a right to a hearing before a disciplinary tribunal. Such an agreement and waiver must be approved also by the disciplinary tribunal or hearing officer in accordance with local board policy.

Before a student is suspended for ten days or less, the principal or designee will inform the student of the offense for which the student is charged and allow the student to explain his or her behavior. If the student is suspended, the student's parents will be notified if possible. School officials may involve law enforcement officials when evidence surrounding a situation necessitates their involvement or when there is a legal requirement that an incident be reported.

School officials may search a student if there is reasonable suspicion the student is in possession of an item that is illegal or against school rules. Student vehicles brought on campus, student book bags, school lockers, desks, and other school property are subject to inspection and search by school authorities at any time without further notice to students or parents. Students are required to cooperate if asked to open book bags, lockers, or any vehicle brought on campus. Metal detectors and drug or weapon sniffing dogs may be utilized at school or at any school function, including activities which occur outside normal school hours or off the school campus at the discretion of administrators.

### **Student Support Processes**

Student support processes are designed to consider, as appropriate in light of the severity of the behavioral problem, support services at each school, the school district, and other public entities or community organizations which may assist students to address behavior problems. These resources include Multi-Tiered System of Supports, school counselors, school social worker, principal and assistant principal, chronic disciplinary problem student plans, and the Wayne County Schools Attendance Protocol.

## Parental Involvement Processes

Parental involvement processes are designed to enable parents, guardians, teachers, and school administrators to work together to improve and enhance student behavior and academic performance. The process should enable parents, guardians, and school employees to communicate freely their concerns about student behaviors which detract from the learning environment. School administrators recognize that two-way communication through personal contacts is extremely valuable; therefore, they provide information to parents, as well as ongoing opportunities for school personnel to hear parents' concerns and comments.

Parents and students should contact the principal of the school if specific questions arise related to the Code of Conduct.

The Code of Conduct specifies within its standards of behavior various violations of the Code which may result in a school staff member's request that a parent or guardian come to the school for a conference.

Parents are encouraged to visit the schools regularly and are expected to be actively involved in the behavior support processes designed to promote positive choices and behavior.

Georgia law mandates that any time a teacher or principal identifies a student as a chronic disciplinary problem student, the principal shall notify by telephone call and by mail the student's parent or guardian of the disciplinary problem, invite the parent or guardian to observe the student in a classroom situation, and request at least one parent or guardian to attend a conference to devise a disciplinary and behavioral correction plan.

Georgia law also states that before any chronic disciplinary problem student is permitted to return to school from a suspension or expulsion, the school shall request by telephone call and by mail at least one parent or guardian to schedule and attend a conference to devise a disciplinary and behavioral correction plan.

The law allows a local board of education to petition the juvenile court to require a parent/guardian to attend a school conference. If the court finds that the parent or guardian has willfully and unreasonably failed to attend a conference requested by the principal pursuant to the laws cited above, the court may order the parent or guardian to attend such a conference, order the parent or guardian to participate in such programs or such treatment as the court deems appropriate to improve the student's behavior, or both. After notice and opportunity for hearing, the court may impose a fine, not to exceed \$500.00, on a parent or guardian who willfully disobeys an order of the court under this law.

## Bus Conduct

Riding a school bus is a privilege, not a right. The student who persists in misbehaving on a school bus jeopardizes the safety of everyone on the bus and may lose the privilege of riding the bus. The bus driver is responsible for maintaining discipline on the bus and in this capacity has the authority to assign seats and to make other reasonable demands of students. Any necessary discipline will be administered by a principal or the principal's designee. In extreme circumstances, bus drivers may deliver a misbehaving student to a school principal or to the police before finishing the route. A student is to ride the bus to which he/she is assigned. **Any emergency request to ride a bus not previously assigned to the student should be requested in writing by the parent/guardian. Notes should be given to the front office before school starts. Office will verify the note and give a bus pass to the student at the end of the day stating what bus the child is allowed to ride.**

Bus transportation is provided as a service to eligible students attending Wayne County public schools. Failure of students to comply with regulations of this policy and policy JCDA governing student bus conduct may result in restricted and/or terminated bus-riding privileges. The student behavior code applies to all school district transportation and at school bus stops. Many of the violations of the student behavior code will result in immediate removal from any school bus transportation.

The following are additional provisions prescribing and governing student conduct and safety rules on all school buses and at school bus stops:

- Students shall be prohibited from acts of physical violence as defined by Code Section 20-2-751.6, bullying as defined by subsection (a) of Code Section 20-2-751.4, physical assault or battery of other persons on the school bus, verbal assault of other persons on the school bus, disrespectful conduct toward the school bus driver or other persons on the school bus, and other unruly behavior;
- Students shall be prohibited from using any electronic devices during the operation of a school bus, including but not limited to cell phones, pagers, audible radios, tape or compact disc players; or any other electronic device in a manner that might interfere with the school bus communications equipment or the school bus driver's operation of the school bus; all electronic devices must be turned off during the loading/unloading of the school bus; and
- Students shall be prohibited from using mirrors, lasers, flash cameras, or other lights or reflective devices in a manner that might interfere with the school bus driver's operation of the school bus.

If a student is found to have engaged in physical acts of violence as defined by Code Section 20-2-751.6, the student shall be subject to the penalties set forth in that Code Section. The consequences for physical violence against a teacher, school bus driver, or other school personnel may include expulsion for the remainder of the student's eligibility to attend public schools.

A meeting of the parent or guardian of the student and appropriate school officials must be held to form a school bus behavior contract whenever:

- A student is found to have engaged in bullying; or
- A student is found to have engaged in a physical assault or battery of another person on the school bus.

The school bus behavior contract shall provide for age-appropriate discipline, penalties, and restrictions for student misconduct on the bus. Provisions may include, but are not limited to assigned seating, ongoing parental involvement, a suspension from riding the bus, and suspension from school. These provisions regarding use of a bus behavior contract are not to be construed to limit the instances when other code of conduct violations may require use of a student bus behavior contract.

Other infractions of bus conduct rules include:

- Failure to remain seated;
- Eating or drinking on the bus;
- Putting any part of the body outside a window;
- Consistent tardiness to bus stop;
- Unnecessary noise;
- Loading or unloading at unassigned stops; and/or
- Refusal to sit in the assigned seat.

Disciplinary actions by an administrator include, but are not limited to:

- Conference with student;
- Conference with parent/guardian;
- In-school Suspension;
- Corporal Punishment
- Suspension from the bus transportation system; or
- Suspension from School.

### **Off Limits Areas**

WCHS campus has some areas that are off-limits to students during the day. Students found in these areas may be disciplined accordingly.

#### **Off limit areas include the following: (but not limited to...)**

- Area in front of the school and bus loop, back of school, and practice field
- The teacher parking lot and the sidewalk adjacent to the building; halls where classes are scheduled during lunch periods (students are not to enter these halls at these times to go to the restroom to get water or to go to their lockers)
- Student parking lot without permission from the assistant principal's office
- All parts of Martha Puckett Middle School, bus, and maintenance shop
- Any area that would distract from a class in session
- Auditorium and mezzanine is off limits at all times without permission
- Ladders leading to roof and roof area
- Area in back of the cafeteria
- Any closets, mechanical rooms, or book rooms without permission.

## **Attendance Issues**

**Truant** - any child subject to compulsory attendance who during the calendar year has more than five days of unexcused absences.

Attendance problems such as truancy, excessive tardiness without a legal excuse, and/or leaving school without permission without a legal excuse will result in disciplinary action by the school including, but not limited to:

- In-school Suspension;
- Declaring a student ineligible to participate in extracurricular activities;
- Declaring a student ineligible to drive and park at school;
- Referral of students age six (6) to sixteen (16) to Juvenile Court for truancy and/or as an unruly youth;
- Out of School Suspension;
- Referral of the parent/guardian to State Court for Failure to comply with the Compulsory Attendance provisions of the Official Code of Georgia Annotated (O.C.G.A.).
- Referral of the parent/guardian to the Department of Family and Children Services for suspicion or indications of abuse/neglect.

## **DISCRIMINATION**

The Wayne County School System shall not discriminate on the basis of race, color, national origin, sex, disability, marital status, age, creed, religion, or native language in its educational programs and activities or in the employment and admissions practices under which it operates.

### **Grievance Procedures for Discrimination**

Complaints made to the School System regarding alleged discrimination or harassment on the basis of race, color or national origin in violation of Title VI, on the basis of sex in violation of Title IX or on the basis of disability in violation of Section 504 of the Rehabilitation Act of 1973 or the Americans With Disabilities Act will be processed in accordance with the following procedure:

Any student, employee, applicant for employment, parent or other person with a complaint alleging a violation as described above shall promptly notify, in writing or orally, either the principal for his/her school or the appropriate coordinator designated from time to time by the Board of Education. If the complaint is oral, either the coordinator or school principal to whom the complaint is made shall promptly prepare a memorandum or written statement of the complaint as made to him or her by the complainant and shall have the complainant read and sign the memorandum or statement if it accurately reflects the complaint made. If the complaint is made to a school principal, he or she shall be responsible for notifying the appropriate coordinator of the complaint.

The following coordinators are located at 710 W. Pine Street, Jesup, Georgia 31545; (912) 810-0745:

Title II Coordinator of the ADA Coordinator, Mrs. Jana Collins

Title IV, Title VI and Title IX Coordinator, Dr. Lisa Smith

Section 504 Coordinator, Dr. Pamela Shuman

School Nutrition, Dr. Rindy Trapnell (555 South Sunset Boulevard, Jesup, 912-427-1000 ext (236)

If the alleged offending individual is the coordinator designated by the Board of Education, the complaint shall either be made by the complainant to the Superintendent or, if the complaint is initially made to the school principal, reported by the principal to the Superintendent.

For a complete copy of the grievance procedure, contact the Board of Education.



## DRESS CODE

School is a public institution requiring standards of dress that exceed casual attire. To this end, students are required to dress in proper clothing to reflect favorably upon the integrity and respectability of the school and the students.

### Unacceptable

**\*Any student who wears yoga pants, leggings, jeggings, tights or ANY form fitting pants that does not have a shirt or dress that is fingertip length or longer**

\*Pants, skirts, shorts shorter than 3 inches above the knee cap

\*Clothing that does not cover the midriff, chest, and back

\*Low-cut necklines or tops with sides cut out

\*Skin-tight clothing

\*Body piercing that causes a distraction

\*Bedroom slippers, unsafe shoes, or bare feet

\*Underwear showing or worn as outerwear

\*Curlers, picks, or combs in the hair

\*See-through clothing, unless the clothing underneath meets dress code

\*Clothing that is intended for sleepwear

\*Oversized jackets or hoodies

\*Trench Coat

\*Shirts with sides cut out

\*Sharp objects such as spiked rings, necklaces and bracelets

\*Sagging pants

\*Gloves

\*Unsnapped, unbuttoned, or unfastened belts

\*Clothing with tears or holes; pants with tears or holes

\*If a cut/hole/patch/shredding begins to draw attention, then the administrator will perceive the cut/hole/patch/shredding to be a dress code violation and address it as such. (Examples would be large holes with material flapping outside the hole area.)

\*Any cut/hole/patch/shredding that is 3 inches above the knee or higher must be patched or sewn. If the cut/hole/patch/shredding is unacceptable it will be treated as a dress code violation and result in the student having to change pants.

\*Any cut/hole/patch/shredding above the knee that draws attention to the student's buttocks or groin area is unacceptable and will be treated as a dress code violation and result in the student having to change pants.

\*Sunglasses, safety glasses, items (like jewelry) advocating violence, or chains of any types;

\*Any type of head covering, including but not limited to caps, hats, hoods, bandanas, sweatbands, scarves or headbands

\*Clothing that displays words or symbols that advocate or depict violence, drugs, alcohol, sex, illegal gang affiliation or other illegal or inappropriate activity, either expressed or implied

\*Pants with one pant leg rolled up

\*Any article draping out of the pants pockets

\*Shirts, towels, etc. worn around the neck

*Any other questionable attire will be handled on an individual basis at the discretion of the administration. The school administration may adjust this policy at any time during the school year to address new or potential problems that may arise regarding standards of dress.*

Failure to comply with directives given by school officials to immediately remedy dress code violations and maintain dress code standards will constitute insubordination.

### Dress Code for School Events and Banquets

The building administrator has the discretion to set specific dress codes for activities and events on a case-by-case basis.

### Dress Code for Junior-Senior Prom and Beauty Pageants

It is important to remember that events such as the Junior-Senior Prom and the Sweetheart Contest are school-sponsored events. Consequently, any rules that apply during the school day apply to any/all school-sponsored activities.

The administration and staff want to emphasize that these are formal events, which require formal attire. With respect to dress, appropriate attire has become a greater concern with each passing year as styles change and the trend in formal wear becomes more revealing. With this in mind, it is expected that young ladies will wear dresses that reflect modest dress code standards consistent with a school-sponsored event.

When making decisions regarding a selection of dress, it will be best to err on the side of caution, thus ensuring a positive experience for everyone on the date of the event. Parents are encouraged to participate in dress selection with the child, keeping these standards in mind.

Young men are expected to wear a coat and tie as a minimum although most gentlemen will elect to wear a tuxedo. Anyone attending in beach apparel, pajamas, or other such items will not be allowed to enter. Please keep these clothing suggestions in mind when buying attire for the event.

School officials will be present at these events and have discretionary authority to determine if a student's attire is inappropriate.

## **DUAL PARTICIPATION IN SPORTS & EXTRACURRICULAR ACTIVITIES**

Students will be allowed to participate in multiple sports/extracurricular activities if both head coaches/sponsors work out an agreement that alleviates any conflicts.

Coaches/sponsors that allow dual participation in their program for one student will be required to allow other students the same opportunity to participate in multiple programs.

Students cannot quit one sport in order to participate in another sport. If a student quits a sport during the middle of the season he/she must wait until that sport season is completed before they are allowed to participate in another sport.

## **ELECTRONIC DEVICES**

The use of electronic devices (i.e. earbuds, cell phones, headphones, gaming devices, etc.) is not permitted at any time during normal school hours (7:50 am – 3:10 p.m.). Electronic devices must be turned off and secured appropriately (lockers, purse, pocket, book bag, etc.) during normal school hours. **The school system is not responsible for the loss of, theft of, or damage to any electronic device.**

## **EMERGENCY PROCEDURES**

As required by law, each school will hold periodic emergency drills (tornado, fire, etc.) to acquaint students with the signals for such events and with the appropriate precautions and/or evacuation procedures.

In the event of an actual tornado or bad weather alert, parents are urged to leave their children at school. Please do not come to the school to get your children. School buildings are generally among the safest in a community. Parents coming to the school to get children cause unnecessary hazard to themselves and their children by increasing the confusion on the school campus.

### **Fire Drills**

Fire drills are required by state law and should be treated with respect at each occurrence. Practicing appropriate safety and evacuation procedures may well prevent serious injury or loss of life. The school's bell system will be used to indicate that the drill is complete and that occupants may safely re-enter the building.

### **Severe Weather Drills**

Severe weather drills will be scheduled during the school year. When the alarm sounds, students will move into the halls and be seated on the floor with their backs against the wall and shield face with arms as a precaution against flying glass and debris. Do not leave the building. All windows and doors should be closed.

### **Lockdown Drills**

Lock down drills will be scheduled during the school year. Parents and visitors will not be allowed to enter the building during a lockdown or during a lockdown drill. WCHS Emergency Operations Plan will be followed in situations involving fire, hazardous materials, natural disasters, active threats or workplace violence, civil disturbances, criminal behavior or violent behavior, suspicious packages, explosion or bomb threats, utility failure, or as deemed necessary by school administration.

## GEORGIA MILESTONES END OF COURSE ASSESSMENTS & END OF PATHWAY ASSESSMENTS

Georgia Milestones End-of-Course (EOC) Assessments are weighted 20% of the student's final grade according to state guidelines. End-of-Course Assessments will be administered to students in each of the following subjects:

English Language Arts  
Mathematics  
Social Studies  
Science

Students have the opportunity to test out of a course pending teacher recommendation, administrator approval, and \$50.

End of Pathway Assessments (EOPA) – Students who complete three courses within a CTAE pathway will take an EOPA at the end of each semester, which will count 20% of the student's final grade. The student may not exempt this assessment.

Tested subjects:  
Allied Health & Medicine  
Ag Mechanics  
AgriScience Systems  
Audio Visual Tech  
Automobile Maintenance & Light Repair  
Business & Technology  
Carpentry  
Certified Nursing Assistant  
Entrepreneurship  
Food & Nutrition  
Forestry  
Plant & Landscape Systems  
Sports Medicine  
Wildlife

### Semester Exemption Policy for Final Examinations (Does not apply to EOC or EOPA)

**Objective:** The exemption policy is designed to assist students in meeting high expectations, improving regular school attendance, and increasing student awareness of personal responsibility. Research has shown that good attendance by students promotes effective teaching and learning within the classroom as teachers are able to maintain a sound instructional focus and provide a positive learning environment for students when they attend class on a regular basis.

#### A. Eligibility Criteria for Students

Students may exempt final semester exams for each class based on the following criteria for grades, attendance and discipline.

Exemption criteria

95 and above with 5 or fewer absences  
90-94 and above with 3 or fewer absences  
85-89 and above with 2 or fewer absences  
80-84 and above with 1 or fewer absences  
75-79 and above with perfect attendance

Any student with a grade of 74 and below will have to take the final.

PLEASE NOTE: Three tardies will equal one absence and three checkouts will equal one absence. All attendance will be determined by each block.

**Any questions regarding interpretation of this policy may be addressed through the teacher who will then speak to an administrator.**

#### B. Other Considerations

- Absences are counted up to the day the semester course exam is administered.
- Any student who qualifies for an exemption has the **option** to take a semester exam. Any final exam taken by a student will be calculated as part of the student's final grade in that course.

- Students who violate school rules or are involved in serious disciplinary problems will lose exemption privileges for final exams. If a student has been assigned ISS on two or more occasions (incidents), the student is not eligible for final exam exemption. If a student has been assigned Out of School Suspension, the student is ineligible for final exam exemption.
- School-sanctioned field trips, functions, athletics, and /or school competitions do not count as absences.
- Georgia Milestones End-of-Course Assessments are administered several days prior to or concurrently with regular semester finals. Students who are enrolled in Georgia Milestones Assessments courses may still exempt the final semester exam period as long as they meet the eligibility criteria as outlined in Section A; otherwise, they are still required to attend school during finals and will be given appropriate instruction and work that will count toward their course grade as determined by the teacher.
- Homebound students: The Final Exam Exemption Policy applies as stated in the eligibility section of the exemption policy.

## GIFTED

A gifted-identified student, as defined by the Georgia Board of Education, is one who demonstrates a high degree of intellectual, creative, and/or artistic ability(ies); possesses exceptional leadership skills; or excels in specific academic fields and who needs special instruction and/or special ancillary services to achieve at levels commensurate with the student's abilities. Students, grades kindergarten through twelve, in the Wayne County School System who demonstrate a high degree of intellectual, academic, creative, and/or artistic ability shall be provided special services by the Program for Gifted Students.

Students currently enrolled in the Wayne County School System may be nominated for consideration in the gifted program any time during the year. These nominations may be made by teachers, parents, peers, or the students themselves. The gifted facilitator at each school site will be responsible for providing the documents for this nomination process. All nominations are reviewed by the system Eligibility Team three times during the school year for consideration for referral for formal evaluation. Students referred for formal evaluations will have data gathered in four assessment areas – aptitude, achievement, creativity, and motivation. Students who qualify for eligibility will begin gifted services at the beginning of the next grading period or earlier if determined appropriate by the school. Gifted students who were enrolled in a gifted program from another state will be evaluated immediately upon receipt of records. Newly enrolled students who were in a gifted program in another Georgia school will be placed immediately upon written confirmation of eligibility.

## GUIDANCE & SCHOOL COUNSELING INFORMATION

The school counselors are available for assistance to students, parents, and staff. They help all students in the areas of academic achievement, career, and social/emotional development, ensuring today's students become the productive, well-adjusted adults of tomorrow. Students may make an appointment to see a counselor by filling out an appointment request in the Counseling Department lobby before school, at breaks, during lunch, or after school. **Students and parents are urged to utilize email and voice messaging to contact counselors.** The Counseling Department will also schedule parent-teacher conferences when all of the student's instructors are requested to attend. For further questions, please contact the Counseling Department at 427-1096, ext. 804. PLEASE REVIEW COUNSELING DEPARTMENT INFORMATION ON THE WCHS WEBSITE.

**Crisis Counselor - WCHS has a crisis counselor on staff and available during school hours. The Crisis Counselor is available to aid parents and students during difficult situations. Please contact the WCHS Counseling Department if you need assistance with a crisis related situation. Mrs. JoAnne Roach is our Crisis Counselor and can be reached at 912-427-1088, ext. 829 or via email [roach@wayne.k12.ga.us](mailto:roach@wayne.k12.ga.us).**

If your student is experiencing a medical or life-threatening emergency, please immediately call 911. For other types of non-emergency situations or crises, please contact the appropriate emergency care provider. There are resources available to provide support in crisis situations: see p. 16.

### Student Advisory Program

All WCHS students are assigned an advisory and students attend advisement approximately twice monthly for academic, career, and social emotional enrichment. Counselors provide lessons that are delivered by advisors to

the students during each Buzz Block (Advisement Session). Lessons include topics such as: Mental Health/Drug and Alcohol Awareness, School Safety, Bullying, Cyber-Safety and Awareness, Academic Achievement and Planning, Career Assessments, and Post-Secondary Planning.

**Counselors will hold yearly informational meetings for students and parents to discuss graduation requirements, scheduling procedures, and to review the student's program of study and graduation plan. Students and parents must assume responsibility for knowing graduation requirements and for keeping track of the student's progress toward meeting those requirements.** Parents are encouraged to contact the Counseling Department of Wayne County High School when questions arise regarding a student's performance.

### **Diploma Requirements**

- 4 units of English
- 4 units of Science
- 4 units of Mathematics
- 4 units of Social Studies
- At least 3 units from: Foreign Language\* **and/or** CTAE **and/or** Fine Arts
- At least 6 additional electives
- 1 health/personal fitness course
- 26 Total Carnegie Units

Students planning to enter or transfer into a University System of Georgia institution must take two units of the same foreign language.

**High School Diploma** – the document awarded to students certifying that they have satisfied attendance requirements, unit requirements, and the state assessment requirements as referenced in Rule 160-3-1-.07 Testing Programs – Student Assessment.

**Performance Diploma** – the document awarded to students with disabilities assigned to a special education program who have not met the state assessment requirements as referenced in Rule 160-3- 1-.07 Testing Programs – Student Assessment or who have not completed all of the requirements for a high school diploma.

**Any student that completes the graduation requirements in advance must graduate, and walk, with their graduating cohort.**

### **Grade Promotion Requirements**

General Education High School Diploma Promotion Policy: Wayne County High School operates under the semester system. There are two semesters in the regular academic year. During each semester, students are registered for four classes daily. Each class provides one Carnegie unit credit. A student would normally earn 4 Carnegie units in a semester and 8 Carnegie units in an academic year (excluding summer school and credit repair programs). The total number of Carnegie units earned by a student at the beginning of the academic year determines grade level placement/classification for that year. The following criteria will be the basis for promotion to the next grade level:

- Grade 10: Students who have earned at least 6 Carnegie units
- Grade 11: Students who have earned at least 12 Carnegie units
- Grade 12: Students who have earned at least 18 Carnegie units

Students may be promoted to the next grade level upon satisfactory completion of course requirements at the end of the school year.

Grade level determination for students who transfer in from other high schools will be determined based on the individual student's specific academic accomplishments and requirements.

Students working toward a performance diploma will be promoted based upon the satisfactory completion of all requirements set forth in the student's Individual Educational Plan (IEP), as decided upon by the IEP committee. The IEP will provide for specific requirements that must be achieved in order to be promoted to the next year level.

Wayne County School System's Promotion/Retention Policy (IHE/IHE-R) provides more details regarding this subject.

## Grading Key

A = 90 to 100

B = 80 to 89

C = 70 to 79

F = 69 & lower\*

\*Minimum passing score to receive Carnegie credit for the State of Georgia is 70.

All students are encouraged to maximize learning opportunities by enrolling in courses that challenge their potential. It is sometimes difficult to see the benefit of completing more rigorous courses, especially with respect to how performance in these courses relates to GPA and class ranking. However, the value of such experiences rests in the ability of the students to position them for success beyond high school.

In order to encourage and reward students for completing rigorous courses, grades for such courses are weighted according to the following schedule. Points are awarded upon completion of each semester:

Accelerated/Honors/Gifted: +3

Advanced Placement: +5

Dual Enrollment Courses (from accredited schools only): +5

Transcript grades are actual grades earned. No grade will be entered above 100 for any course on the transcript. The student's GPA is calculated using weighted grades. Weighted grades may exceed 100; however, weighted grades are for **local use only** and will be utilized to determine class ranking. HOPE Scholarship/Georgia Student Finance Authority will evaluate unweighted grades to determine HOPE Scholarship eligibility.

## Non-traditional Credit

### Students Earning High School Credit in Middle School:

Students in Wayne County School System middle schools are eligible to receive high school credit (Carnegie units) for approved high school courses. These courses appear on the high school transcript (under the appropriate middle school heading) to show the earned high school credit. **However, the grade earned on these courses in middle school will NOT be calculated into the high school grade point average.** High school grade point average will be calculated only on courses taken once the student begins matriculating at Wayne County High School.

## Edgenuity

Wayne County High School offers an online curriculum-based program that affords eligible students the opportunity to recover credits. Students will sign up for coursework with their advisor. Seniors and juniors are given first priority for "open seats."

## Georgia Virtual School Courses

Wayne County High School students may participate in online courses through the Georgia Virtual School when courses are requested that are not offered at WCHS. Additional costs for the student may occur with courses taken through Georgia Virtual School. Georgia Virtual School courses require prior approval from the student's counselor. Students who enroll in virtual school courses will be expected to complete the course. Students should expect to be involved in the online courses for a minimum of one hour a day plus 3 to 4 hours of extra work per week per course undertaken. Individual course information and registration information will be provided by the counselor.

## AP (Advanced Placement) Courses

Wayne County High School students and their parents should consider carefully whether or not they are committed to embracing the added rigor of these courses **before** enrolling. While we encourage students to take advantage of these opportunities that will help them grow and develop skills for college, it is important to understand that the demands of these courses may be greater than a traditional high school course.

Students who choose to take the AP exam and earn a score of 3 to 5 may qualify to receive college level credit at the postsecondary school he/she attends. Visit [www.collegeboard.com](http://www.collegeboard.com) or contact the guidance office. Wayne County High School may offer the following AP courses: see withdrawal procedures on p. 31.

AP Biology  
AP Calculus  
AP Economics  
AP English Language  
AP English Literature  
AP Human Geography  
AP United States History  
AP World History

## Dual Enrollment

Dual Enrollment includes processes through which high school students take courses identified by the Georgia Department of Education from a state public or private postsecondary institution while still enrolled as a high school student and receive credit both at the high school and at the postsecondary institution, Dual Enrollment – College-level degree coursework, Technical certificate/diploma coursework

Students must meet all admission requirements to be accepted as a student at the postsecondary institution of their choosing.

- Freshmen are not eligible for Dual Enrollment.
- Sophomores may only take CTAE classes at a technical college. If a 10th grader wants to take academic classes they must have a high enough score on the ACT or SAT. No exceptions.
- Juniors and Seniors are eligible to take academic and CTAE classes that are approved by the Georgia Student Finance Commission.
- Georgia Student Finance Commission will only fund a total of 30 credit hours for Dual Enrollment classes. No exceptions.
- Students are not allowed to retake failed college classes OR take a class that was previously withdrawn.

**Students who participate in dual enrollment off campus are responsible for obtaining information from WCHS regarding important dates, scholarship information, etc. For more information, contact the Counseling Department.** (Dual Enrollment Contract p. 61).

## Joint Enrollment

For Joint Enrollment, a high school student is enrolled in postsecondary classes at a postsecondary institution while still attending high school, but the postsecondary classes are not applied toward the student's high school graduation requirements. For more information, contact the Counseling Department.

## Withdrawal Procedures - Dual Enrollment, Georgia Virtual School, and Advanced Placement® Class

Dual enrollment college courses, Advanced Placement® courses, and Georgia Virtual School courses provide students with opportunities to encounter greater academic rigor as they grow as learners. Dual enrollment and Advanced Placement® courses also show colleges that the student opted to take more rigorous courses that will prepare them for academic success after high school. Course selection is one of the three main components that colleges consider when accepting students, and it is a very important qualifier. Taking a dual enrollment college course, a Georgia Virtual School course, or an Advanced Placement® course is a big decision. Wayne County High School students and their parents should consider carefully whether or not they are committed to embracing the added rigor of these courses **before** enrolling. While we encourage students to take advantage of these opportunities that will help them grow and develop skills for college, it is important to understand that the demands of these courses may be greater than a traditional high school course.

## Dual Enrollment

Students are not allowed to drop any college courses after the first week of the college semester. If a student does drop a class after the first week of the college semester, he or she will be responsible for any money owed to the college for the course and the books. Students must speak with a Wayne County High School Counselor **prior** to making any changes to a college schedule. Students who drop a college course **after** the first week of the college semester will receive a grade of 69 on their high school transcript for the high school equivalent course and will be offered an opportunity to recover high school credit for the course at Wayne County High School. If a student fails a dual enrollment course, the opportunity to recover high school credit for the course is available through Wayne County High School's credit recovery program. However, no college credit can be recovered.

## Georgia Virtual School

Students are only allowed to withdraw from any Georgia Virtual School course within 10 school days of the first date of class access. The Georgia Virtual School facilitator must approve the withdrawal from the course before the student is withdrawn. During the summer semester, because of the compacted nature of Georgia Virtual School courses, students are only allowed to withdraw from a course within 72 hours of the first date of class access.

## Advanced Placement®

There is no protocol for dropping an Advanced Placement® course that is taught at Wayne County High School. Students who register for Advanced Placement® courses are required to stay in the course.

Students who enroll in dual enrollment, Georgia Virtual School, or Advanced Placement® courses will be required to sign a contract with the school. A parent or guardian will also be required to sign the contract.

## Transfer Grades from Other High Schools & Post Secondary Institutes

Students who transfer grades from other institutions must provide a transcript reflecting the courses taken, credits earned, and grades earned. Students are encouraged to request that the previous educational institution provide a number grade for any and all courses taken. In the absence of an actual number grade, the following schedule will be utilized to assign a grade based on letter grades received from other educational institutions:

A = 95

B = 85

C = 75

D = 65

F = 60 and below

## College Day

Seniors are allowed two (2) days for the purpose of visiting colleges. These two days will be counted as a field trip provided that the appropriate forms are completed and approved PRIOR to the absence, and the student returns verification from the college to the Counseling Department within three (3) days upon returning.

## Graduation Participation

Seniors must participate in all graduation practices to walk in the graduation ceremony unless absence is approved by the principal prior to missing the first practice.

Students who complete graduation requirements at the end of the first semester must clear with the Counseling Department in order to participate in graduation.

- All fees and/or fines must be paid to participate in graduation.
- Dress for graduation ceremony:
- Boys - Dark dress shoes and pants
- Girls - Dark dress shoes and dress
- No sandals

Behavior expected during ceremony; follow procedures without causing disruption. Remain quiet and respectful during speeches and as seniors receive diplomas. After receiving the diploma, return to the seat without causing distraction that will interfere with the next senior's time to be recognized with no beach balls, student fireworks, or other distractions.

**Any student who does not adhere to the graduation ceremony dress code will not be allowed to participate in the graduation ceremony.**

## HONORS AND AWARDS

**Beginning with the graduating class of 2021, all of the Senior Class Awards will be based on the student's first seven semesters' cumulative grades and tests taken through December of senior year unless otherwise noted in the description. SAT and ACT scores must be reported to WCHS by the respective testing division. You must request scores to be sent to us to be considered for honors and awards. WCHS ID # 11720**

### Honor Graduate

Students must have cumulative GPA of 90 or above (includes weighted grades). GPAs will NOT be rounded to determine eligibility. Honor graduates are distinguished by wearing gold cords during graduation.

Students must have a final GPA of 90 or above and meet the Board of Regents entrance requirements for universities and/or four year colleges. Honor graduate status beginning with the class of 2021 will be determined using grades earned through the end of the first semester of their graduating year (comprehensive grades from their previous 7 semesters of high school effective 2020-2021 school year) for all WCHS classes and DE courses. Students are expected to maintain Honor Graduate Status throughout the school year in order to be recognized as an Honor Graduate. Honor Graduates will be notified officially by the Principal or Designee in mid-February to early March of their graduating year.

There are two tiers of Honor Graduates: Excellence and Merit:

To be recognized as a WCHS Honor Graduate of Excellence during the graduation ceremony, a student must:

- Have a cumulative average of ninety (90) or above
- Have met all graduation requirements established by the Board of Regents as entrance requirements for universities and/or four year colleges.
- Class of 2021: Must have successfully completed 50% (8 courses) of Honors Courses (high school classes taken at the middle school count towards course count)



- Class of 2022 and later: Must have successfully completed 70% (11 Courses) of Honors Courses (high school classes taken at the middle school count towards course count)
- Must have been enrolled in and successfully completed three (3) AP or DE Core Credit Classes
- The Wayne County High School Valedictorian and Salutatorian will be selected based on the students with the highest GPA from the Honor Graduate of Excellence tier

To be recognized as a WCHS Honor Graduate of Merit during the graduation ceremony, a student must:

- Have a cumulative average of ninety (90) or above
- Have met all graduation requirements established by the Board of Regents as entrance requirements for universities and/or four year colleges.

### Valedictorian and Salutatorian

Valedictorian and Salutatorian status will be determined using grades earned at the end of the first semester (comprehensive grades from their previous 7 semesters of high school effective 2020-2021 school year) for all WCHS classes and DE courses. Students are expected to maintain the honored status throughout the school year in order to be recognized as Valedictorian and Salutatorian. Valedictorian and Salutatorian will be notified officially by the Principal or Designee in mid-February to early March of their graduating year.

- The Wayne County High School Valedictorian and Salutatorian will be selected based on the students with the highest GPA from the Honor Graduate of Excellence tier
- To be Valedictorian or Salutatorian the student must have been enrolled at WCHS for a minimum of three semesters (inclusive of Junior and Senior year).
- To be Valedictorian or Salutatorian a student must maintain a high moral compass. If a student named as the Valedictorian or Salutatorian is expelled and sent to the alternative school then that honor will be awarded to the next eligible candidate.

### Georgia Scholar

The Georgia Scholar Program is an effort by the Georgia Department of Education to identify and recognize high school seniors who have achieved excellence in school and community life. **Georgia Scholar is a recognition program only.** A Georgia Scholar is selected based on high scholastic ability, course load taken over four years of high school, interscholastic participation, active roles in extracurricular activities, and good citizenship. Students who earn the title of Georgia Scholar must score a combined minimum score of 1360 at one test administration **or earn a composite score of 31 on the ACT at one test administration.** Students must also have a non-weighted, cumulative grade point average of at least 3.75 on a 4.0 scale in core courses, participated in a minimum of three different interscholastic events, been appointed by a school official or been elected to positions of leadership, shown evidence of leadership in a minimum of two different youth activities outside of school, registered to vote if 18 years old, and shown evidence of self-esteem and concern for others in day-to-day activities.

### President's Award for Educational Excellence

The PAFAE program was initiated to honor students for their outstanding academic achievement. Students receive a certificate and are recognized during the school's award ceremony and also at graduation. Awards are presented to students who meet the following criteria:

1. Grade point average of 90 on 100 point scale. **This award is based on the student's first seven semesters' cumulative grades**
2. Standardized achievement test battery score at the 85%. The battery must be from the current or preceding year and include verbal or math skills. Nationally standardized college admissions examinations such as the SAT or ACT may be used. Students must have an overall SAT average on critical reading and math of 1230. Students must have an ACT average of 28. SAT and ACT scores must be sent to WCHS and be received as soon as possible after the last December testing date.

### Wayne County Scholar

The following are the requirements to be considered a Wayne County Scholar.

- Minimum SAT score of 1100 on the redesigned SAT or ACT Composite score of 24.
- A non-weighted GPA of 3.75 on a 4.0 scale in core courses.
- Earned 26 Carnegie units of credit for graduation including

- a. Four units in science including one unit in Chemistry or Physics
- b. Four units in mathematics including one unit in an advanced math course
- c. Four units in social studies including Economics, Citizenship, World History, and US History
- d. Four units in English language arts
- e. Two units in a single foreign language

### **1100 Club**

Students must have a combined SAT score: includes Critical Reading and Math. SAT score is approximately 100 points above the National SAT Average.

### **STAR Student**

Each year a top academic senior in each participating Georgia high school is named the STAR student for that high school. To obtain the STAR nomination, students must have the highest score in one sitting on the Scholastic Assessment Test (SAT) taken through the November test date of their senior year and be in the top ten percent or top ten students of their class based on grade point average.

### **Scholarships**

Scholarships are available for students in grades 9 – 12. Scholarship information is available through the Counseling Department. Scholarship searches may also be done through Fastweb.com. It is the responsibility of the student to have scholarship applications completed by the deadline. Scholarship announcements are made during daily announcements, as well as posted on the Wayne County High School website.

### **HOPE Scholarship/ HOPE Grant**

The Georgia Student Finance Commission determines student eligibility to receive the HOPE scholarship. Academic courses include Math, Science, English, Social Studies, and Foreign Language. The GPA on the transcript is **NOT** the HOPE GPA. The high school will submit the final GPA in **June** following graduation.

Students may access current HOPE GPA at [www.gafutures.org](http://www.gafutures.org). Additional information regarding the eligibility for the HOPE scholarship and HOPE grant can be found at [www.gafutures.org](http://www.gafutures.org) HOPE Rigor Requirements Pursuant to HB 326/O.C.G.A. Section 20-2- 157

Georgia Code 20-2-157 requires that certain course credits must be earned in order for students to be eligible for a HOPE Scholarship. The requirements are as follows:

Students graduating from high school must receive at least four credits in courses from the following categories, prior to graduating:

1. Advanced math, such as Advanced Algebra and Trigonometry, Calculus, or an equivalent or higher course taken at an eligible high school or taken for degree level credit at an eligible postsecondary institution;
2. Advanced science, such as Chemistry, Physics, Biology II, or an equivalent or higher course taken at an eligible high school or taken for degree level credit at an eligible postsecondary institution;
3. Advanced foreign language courses taken at an eligible high school or taken for degree level credit at an eligible postsecondary institution;
4. Advanced Placement, International Baccalaureate, or dual credit enrollment courses in core subjects (English, math, science, social studies, or foreign language)

Students may earn one or more credits in each category; provided, however, an earned course credit may only be counted one time toward the credit requirement. If a course is assigned one-half credit, the student must take another half-credit course in the categories listed in order to satisfy the one credit requirement. Students should review the credits assigned to courses to determine satisfaction of the above requirements.

A "Listing of Courses Possessing Academic Rigor to Meet the HOPE Rigor Requirement" of all courses that meet the rigor requirements can be found by visiting the Hope website at [www.gastudentfinancecommission.org](http://www.gastudentfinancecommission.org)

### **Governor's Honors Program**

Students in sophomore and junior classes are eligible to be nominated for consideration in Governor's Honors. Please see the instructional coach for eligibility information. Students who attend the Governor's Honors Program receive a cord to wear at graduation ceremony.

### **Hugh O'Brian Leadership Award**

This award is open to sophomores only. Students must submit a short essay on a given prompt. Details are posted in the Counseling Office in October of each year. Information must be turned in to the Counseling Office. The Scholarship committee will select the HOBY representative for our school and an alternate.

### **Exchange Student of the Month**

Seniors are nominated to be Student of the Month by faculty members. See Senior Counselor for more information.

## **HOSPITAL/HOMEBOUND INSTRUCTION**

A student who has received Hospital Homebound instruction is not eligible to receive perfect attendance status for the semester services were received or for the school year that instruction was received, as a student must physically attend school every established school day and be counted present for the school day to receive perfect attendance status.

## **IDENTIFICATION BADGES**

Each student will be issued a Wayne County High School identification badge (ID). Students are expected to have ID Badges visible at all times during the regular school day. Lost ID badges must be replaced. A \$5.00 fee will be charged for each replacement ID.

## **INSURANCE**

As a service to the students, the school makes available a low-cost accident insurance. The school accepts no responsibility for the coverage of the insurance and is in no way connected with the company. All students participating in varsity athletics, lab courses, trade courses, outdoor recreation, tutoring programs away from the high school, and the co-op programs are strongly encouraged to carry the insurance. Claim forms should be picked up from the assistant principal's office as soon as possible after an accident.

All students participating in athletics are required to verify proof of insurance coverage through a personal or school insurance policy.

## **INTERNET ACCESS**

The Wayne County School System provides Internet access to every student enrolled in the system. The school system has an Internet/Computer Acceptable Use Policy that sets forth the guidelines for the use of computers, networks, and the Internet within the system. This policy is discussed with the students at the beginning of the school year. The school system provides a content filter to prevent users from accessing objectionable sites, although students are informed that such electronic filters are not always completely effective.

## **Internet Safety/Computer Acceptable Use Rules**

1. The network in the Wayne County School System is provided to students and staff for educational and research purposes. Students are not allowed to use chat lines, play computer games, or engage in commercial activities (buying, selling, and advertising) over the network.
2. The Wayne County School System is not responsible for any delays, non- or misdelivery of email, or any loss of data as a result of using the Internet.
3. The use of the network is a privilege. Any user identified as a security risk or having a history of problems with the use of computer systems will have his/her computer access severely limited and will be disciplined by an administrator.
4. The school system has no responsibility for the accuracy or quality of information obtained through the Internet. The Internet is unregulated and all of the information found on the Internet has not been verified for accuracy. Each user must exercise critical thinking skills when using Internet resources as source material for schoolwork. The school system will not be held responsible for the accuracy or quality of the information obtained from the Internet.
5. Electronic mail (email) and network usage is not private. Messages relating to or in support of illegal activities will be reported to the authorities. Students are cautioned not to include anything in a message that they would not want made public.
6. Each user is expected to abide by the generally accepted rules of network etiquette. These include being polite, using appropriate language (no profanity, obscenity or vulgarity), and not disrupting network use by other users.
7. Students should not reveal any personal information (description, telephone numbers, address, etc.) about themselves or other students over the Internet. They should not contact anyone they have met using Internet resources without the knowledge and permission of their parents.
8. Loading software and/or files onto a school computer or network by a student without the permission of the school network supervisor is prohibited.
9. Students should not access sites or send material over the network that contains obscene, abusive, threatening, or illegal material. Users should not deliberately use the computer to annoy or harass others with language, images, or threats.
10. A filter is in place to eliminate objectionable sites. If a student discovers inappropriate material during a routine search that was not recognized by the filter, he/she should notify the teacher immediately. Students should not attempt to bypass blocks on sites deemed objectionable by the school system.
11. The principal of each school will authorize all web pages that represent the school. Students may design and publish web pages through the school network as part of classroom instructional activities. These pages may be published through the school Intranet or on password-protected pages on the Internet.
12. Students may not check their email when it interferes with instructional time.
13. Vandalism of hardware will result in disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy the school's equipment or materials, data, and/or the computer/Internet network. Vandalism includes, but is not limited to, removing components, placing foreign objects into hardware, and removing or altering placement of keyboard keys.
14. Vandalism of software will also result in disciplinary action. Software vandalism includes, but is not limited to, deliberate production or introduction of computer viruses, modifying passwords, tampering with the Internet filtering software, using passwords and logins not assigned to you, accessing and/or modifying information to which the user has not been given appropriate authorization.
15. Student vandals will be required to compensate the school or school system for any expenses or costs incurred relating to or arising out of such vandalism.
16. If the student identifies or perceives a security problem (for example, accessing files that should not be available), the student should immediately notify the principal, his/her designee, or other appropriate staff. The student must not demonstrate the problem to other students.
17. All computer users in the Wayne County School System must adhere to the copyright law regarding copying and installing computer programs. The law states that it is illegal to make or distribute copies of copyrighted software without authorization.

## **LEGAL SEARCH AND SEIZURE**

To maintain order and discipline in the schools and to protect the safety and welfare of students and school personnel, school authorities may search a student, locker, or student automobile under the circumstances outlined below and may seize any illegal, unauthorized, or contraband materials discovered in the search.

This policy applies to all full, part-time, and visiting students at Wayne County High School.

Any student who refuses to submit to a legal search will be suspended from school pending further investigation that may lead to appropriate disciplinary action.

All searches by school employees shall be reasonably related to the objectives of the search and not excessively intrusive in light of the student's age and sex and the nature of the infraction.

## **Personal Searches**

A student's person and/or personal effects (e.g. purse, book bag, etc.) may be searched whenever a school official has reasonable suspicion to believe that the student is in possession of illegal or unauthorized materials. Whenever reasonable suspicion exists that the student possesses unauthorized materials, contraband drugs, or other items deleterious to the safety and welfare of the school community, the designated school official of the same sex as the student and only in the presence of a certificated school employee of the same sex as the student, or in the presence of an adult who is the same sex as the student, and who is designated by the School Administrator or his/her superior may conduct in private a pat down of the student suspected of possessing the deleterious item. If a school official has reasonable suspicion to believe that a particular student has on his or her person an item imminently dangerous to the student or others (for example: an explosive, a knife, a gun or other weapon of similar import, or a substance that can penetrate the skin and cause serious immediate harm to the student), a more intrusive search of the student's person may be conducted. To justify a search of a student's person without the student's consent, the school officials must reasonably perceive that certain and immediate and extreme harm will result unless such search is conducted without delay. Such a search may only be conducted in private by the designated school official of the same sex as the student and only in the presence of a certificated school employee of the same sex as the student, or in the presence of an adult who is the same sex as the student and who is designated by the School Administrator or his/her superior. Such a search may only be conducted with the prior approval of the School Administrator or one of his/her superiors, unless the health or safety of students or school employees is in immediate and serious jeopardy and will be significantly endangered by the delay which might be caused by following the procedures.

## **Lockers**

**Lockers are property of Wayne County School System and may be inspected at any time by a school official.**

Each student will be assigned a locker at no cost at the beginning of the school year. Students may use personal combination locks but locks are subject to be removed by school personnel without notice to the student. School is not responsible for replacing locks.

Students are reminded that lockers are the property of WCHS, and the school reserves the right to inspect or search lockers at any time without prior notice in order to detect health or safety problems or violations of school rules. Students are encouraged to use book bags for the purpose of transporting books, school supplies, and materials to and from school.

Students are reminded that a limited amount of time is provided between classes to accommodate class changes and locker visits. It may, therefore, be necessary to plan and organize locker visits in such a way as to anticipate the needs of more than one class at a time. Students cannot reasonably expect total privacy in respect to school lockers. School Administrators of each school where lockers are issued shall ensure that at the time lockers are made available to students, it is clearly specified in writing that lockers are subject to inspection and search by school officials. School administrators may search lockers at any time without notice and without student consent.

## **Motor Vehicles**

**Motor Vehicle Searches:** Students are permitted to park on school premises as a matter of privilege, not of right. The school retains authority to conduct routine patrols of parking lots and inspections of the exteriors of student automobiles on school property. The interiors of student vehicles may be inspected whenever a school authority has reasonable suspicion to believe that illegal or unauthorized materials are contained inside. Such patrols and inspections may be conducted without notice, without student consent. Notice of the foregoing right to search shall be given to students who park on school property; however, failure to give such notice will not preclude school officials from conducting searches of vehicle interiors when otherwise authorized.

**Search Results:** In the event a search of a student's person, his/her personal possessions, locker, or vehicle reveals the student is concealing material, the possession of which is prohibited by federal, state, or local law, appropriate procedures/actions shall be followed or taken which may include the notification of local law enforcement authorities or other agencies.

## **MEDIA CENTER**

Hours of Operation 7:30 AM to 3:30 PM

If a Media Center book is overdue, a fine will be charged to the student.

### **Wayne County Board of Education Classroom Use of Videos, DVDs and Movies Guidelines**

Principles that maximize instructional time should always be employed when using video, DVD or movie clips in the classroom, such principles may include but are not limited to the following:

1. Show only relevant clips.

2. Inform students of the instructional purpose before showing a video clip.
3. Discuss the concepts students will be learning.
4. Stop and start the video to integrate other instructional activities.
5. Use pre/post questions, discussions, and assessment.

The building level administrator must approve videos shown solely for reward or entertainment purposes.

#### **High schools shall use the following guidelines:**

1. Any "P.G." rated videos, DVDs or movies to be shown require parent/guardian notification. Parental notification, opt-out for high school students.
2. "P.G.13" rated videos, DVDs or movies may be shown with signed parent/guardian permission that must be on file before the student can view the movie or video.
3. Videos, DVDs or movies including edited versions with ratings of "R", "NC-17" or "X" shall not be shown.

## **MESSAGES FOR STUDENTS AND PHONE USAGE**

School phones are to be used for school business and by school personnel. In emergency situations, students may use school phones under the supervision of office personnel. A phone will be provided for student use after 3:10 p.m. Parents and students need to understand that major disruptions occur in classrooms when the school is asked to deliver messages to students. The school will cooperate with parents in delivering vitally important messages according to the following restrictions:

1. Messages to students must originate from a parent or guardian.
2. Students will not be called out of class unless it is an emergency.
3. Student messages will be announced periodically in between class periods.
4. Student messages requiring phone usage will be made only with permission from school personnel.
5. Student requests for phone use will be denied unless an emergency situation arises.

Parents can assist the school in avoiding embarrassing situations by not attempting to call in "routine" messages for their children.

## **MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE**

Georgia law requires a brief period of quiet reflection each day for students and staff. Students should stand quietly and respectfully during this time. Parents whose religious convictions oppose such a tribute are requested to inform the principal of the child's school. Georgia law requires that schools provide each student an opportunity to participate each day in the Pledge of Allegiance. Students should stand quietly and respectfully during this time. Parents whose religious convictions oppose such a tribute are requested to inform the principal of the child's school.

## **NONDISCRIMINATION NOTICE (GENDER EQUITY IN SPORT)**

State law prohibits discrimination based on gender in athletic programs of local school systems (Equity in Sports Act, O.C. G. A. 20-2-315). Students are hereby notified that the Wayne County School System does not discriminate on the basis of gender in its athletic programs. The sports equity coordinator for this school system is: Dr. Lisa Smith, 710 W. Pine Street, Jesup, Georgia. The office phone number is (912) 810-0745, extension 227. Inquiries or complaints concerning the sports equity in this school system may be submitted to the sports equity coordinator.

## **NOTIFICATION TO PARENTS/GUARDIANS AND ELIGIBLE STUDENTS**

### **OF RIGHTS UNDER FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA) AND PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)**

FERPA affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

- (1) The right to inspect and review, within 45 days of a request, the education records of a student who is your child, or in the case of a student who is eighteen (18) or older, your own education records. Parents or eligible students should

submit to the Superintendent a written request identifying the record(s) they wish to inspect. The Superintendent or designee will make arrangements for access and provide notice of such arrangements.

(2) The right to request the amendment of the student's education records to ensure that they are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights. To request the school district to amend a record, parents or eligible students should inform the school principal in writing, specify the part of the record they want changed, and specify why it is inaccurate, misleading, or otherwise in violation of the student's privacy or other rights. If the district decides not to amend the record, it will notify the parents or eligible students of the decision and inform them of their right to a hearing. Additional information regarding the hearing procedure will be provided with the notification of the right to a hearing.

(3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA and its implementing regulations authorize disclosure without consent. One exception that permits disclosure without consent is to school officials with legitimate educational interest. A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member (including school nurses and school resource officers); a member of the school board; a person or company with whom the district has contracted to perform a specific task (such as attorney, auditor, medical consultant or therapist); a contractor consultant, volunteer, or other party to whom the school district has outsourced services; or a parent or student serving on an official committee (such as a disciplinary or grievance committee) or assisting another school official in performing his/her tasks.

A school official has a legitimate educational interest if the official needs to review an educational record in order to fulfill his/her professional responsibility. Upon request, the district discloses education records without consent to officials of another school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer.

(4) FERPA requires the school district, with certain exceptions, to obtain written consent prior to the disclosure of personally identifiable information from the student's education records. However, the district may disclose appropriate designated "directory information" without written consent, unless the parent or eligible student has advised the district to the contrary in accordance with district procedures. The primary purpose of directory information is to allow the school to include this type of information from the student's education records in certain school publications, such as the annual yearbook, graduation or sports activity programs, and honor roll or other recognition lists.

The School District has designated the following information as directory information:

- (a) Student's name, address, phone number;
- (b) Student's participation in official school activities and sports;
- (c) Weight and height of members of an athletic team;
- (d) Dates of attendance at schools within the district;
- (e) Honors and awards received during the time enrolled in district schools;
- (f) Photograph; and
- (g) Grade level.

Unless you, as a parent/guardian or eligible student, request otherwise, this information may be disclosed to the public upon request. In addition, two federal laws require school systems receiving federal financial assistance to provide military recruiters, upon request, with students' names, addresses, and telephone numbers unless parents have advised the school system that they do not want their student's information disclosed without their prior written consent. You have the right to refuse to allow all or any part of the above information to be designated as directory information and to refuse to allow it to be disclosed to the public upon request without your prior written consent. If you wish to exercise this right, you must notify the principal of the school at which the student is enrolled in writing within 10 days after officially enrolling in school or within 10 days of the date of the release of this notice.

(5) You are also notified that from time to time students may be photographed, videotaped, or interviewed by the news media at school or some school activity or event; unless you, as a parent/guardian object in writing to the principal to your student being photographed, videotaped, or interviewed. You must notify the principal of your objection by the date specified above. The principal will take reasonable steps to control the media's access to students. However, your submission of a written objection does not constitute a guarantee that your student will not be interviewed in circumstances which are not within the knowledge or control of the principal.

(6) You have the right to file with the United States Department of Education a complaint concerning alleged failures by the school district to comply with the requirements of FERPA or the regulations promulgated there under. The name and address of the office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, D.C. 20202-8520.

## PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)

PPRA affords parents and eligible students (18 or older or emancipated minors) certain rights regarding the conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

- Consent before students are required to submit to a survey that concerns one or more of the following protected areas (“protected information survey”) if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED)—
  1. Political affiliations or beliefs of the student or student's parent;
  2. Mental or psychological problems of the student or student's family;
  3. Sex behavior or attitudes;
  4. Illegal, anti-social, self-incriminating, or demeaning behavior;
  5. Critical appraisals of others with whom respondents have close family relationships;
  6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
  7. Religious practices, affiliations, or beliefs of the student or parents; or
  8. Income, other than as required by law to determine program eligibility.
- Receive notice and an opportunity to opt a student out of –
  1. Any other protected information survey, regardless of funding;
  2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
  3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.
- Inspect, upon request and before administration or use –
  1. Protected information surveys of students;
  2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
  3. Instructional material used as part of the educational curriculum. Parents and eligible students will be notified at the beginning of the school year if the school district has identified the specific or approximate dates during the school year when any of the activities listed above are expected to be scheduled. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys and be provided an opportunity to opt their child out of such activities and surveys. The Board of Education has developed and adopted policies, in conjunction with parents, regarding these rights as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. The district will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. The district will also directly notify parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation in the specific activity or survey.

The school is required by federal law to give this notice to parents. However, the school does not have scheduled any such activities as are described above. If any such activities are initiated during the school year, parents will be notified accordingly and will be afforded all the rights described herein.

Parents who believe their rights have been violated may file a complaint with the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, D.C. 20202-8520.

### Student Data Privacy Complaints

It is the policy of the Board of Education that the School District (“District”) shall comply with the Family Educational Rights and Privacy Act (FERPA) and the Student Data Privacy, Accessibility, and Transparency Act, which are designed to ensure that education records and student data are kept confidential and secure from unauthorized access and disclosure.

For the purposes of this policy, a “parent” is defined as a natural parent, a guardian, or an individual acting as a parent in the absence of a parent or guardian. An “eligible student” is defined as a student who has reached 18 years of age or is attending an institution of postsecondary education.



Any parent or eligible student ("Complainant") may file a complaint with the District if that individual believes or alleges that a possible violation of rights under the above laws has occurred not more than one (1) year prior to the date the complaint is received by the District.

Complaints shall be handled in accordance with the following procedures.

The Chief Privacy Officer for the Wayne County School System is Sandra Jones, 710 W. Pine Street, 912-810- 0745 ext. 231, and Sandra.Jones@wayne.k12.ga.us.

1. Upon the receipt of a request from a Complainant, the Chief Privacy Officer shall provide within 3 business days a complaint form, which may also be made available on the District's website.
2. A written response shall be provided to the Complainant within 10 business days of the Chief Privacy Officer's receipt of the completed complaint form.
3. The Complainant may file an appeal with the Superintendent within 10 business days of receipt of the Chief Privacy Officer's response.
4. The Superintendent shall provide a written response to the Complainant within 10 business days of receipt of the appeal.
5. The Complainant may file an appeal to the Board of Education within 10 business days of receipt of the Superintendent's response.
6. The Board of Education shall render a final decision within 10 business days of receipt of an appeal.

## **PARENTS RIGHT TO KNOW**

In compliance with the requirements of the Elementary and Secondary Education Act, you may request information about the professional qualifications of your child's teacher(s). The following information may be requested:

1. Whether the teacher has met the Georgia Professional Standards Commission requirements for certification for the grade level and subject areas in which the teacher provides instruction;
  2. Whether the teacher is teaching under an emergency or other provisional status through which Georgia qualifications or certification criteria have been waived;
  3. The college major and any graduate certification or degree held by the teacher;
  4. Whether the student is provided services by paraprofessionals, and if so, their qualifications.
- If you wish to request information concerning your child's teacher's qualifications, please contact the school's principal.

## **PUBLICATION OF STUDENT INFORMATION**

The Wayne County School System routinely publicizes school activities and individual student achievements in the newspaper, television, and radio. Some student work is selected for participation in contests on the system, district, state, and national levels. Also, it is the practice of the individual schools to take student pictures each year for school yearbooks and for parent purchase.

The system and school will also publish school activities on web pages on the Internet. Our Internet policy is that we use individual pictures and names of students only on password-protected pages that are not accessible by the public unless specific parental authorization is provided. However, a student might appear in a group photograph used in one of the public web pages.

If parents or guardians do not want their child's picture, name, or work to be publicized in this manner, the parents or guardians of the child must notify the school of this decision. Parents or guardians who do not notify the schools in writing are allowing student publicity to take place within the guidelines established by the Wayne County School System and thereby release the Wayne County School System from any liability resulting from or connected with the publication of such work and information. Parents should contact the schools for more information.

A release form is located in the back of the handbook.

## RESTRAINT AND SECLUSION

The Board of Education requires that all schools and programs within the district comply with State Board of Education Rule 160-5-1.35 concerning "seclusion" and "restraint", as those terms are defined within the rule.

The Board of Education policy is not intended to prevent the use of physical restraint in limited circumstances where a student exhibits behaviors that place the student or others in imminent danger and the student is not responsive to verbal directives or less intensive de-escalation techniques. The Board of Education recognizes that in determining when and how to implement this policy and any procedures related to it, educators will have to exercise their professional judgment and discretion. Therefore, the policy is not to be construed as imposing ministerial duties on individual employees. Further, it is not intended to interfere with the duties of law enforcement or emergency medical personnel.

For schools and programs within the district that use physical restraint as defined within the SBOE rule, written procedures (available at each school) governing its use shall include the following provisions:

1. Staff and faculty training on the use of physical restraint;
2. Written parental notification within a reasonable time, not to exceed one school day from the use of restraint, when physical restraint is used to restrain a student;
3. Procedures for observing and monitoring the use of physical restraint; and
4. Documentation by staff or faculty participating in or supervising the restraint for each student in each instance in which the student is restrained.

## SECTION 504 PROCEDURAL SAFEGUARDS

Any student or parent or guardian ("grievant") may request an impartial hearing due to the school system's actions or inactions regarding your child's identification, evaluation, or educational placement under Section 504. Requests for an impartial hearing must be in writing to the school system's Section 504 Coordinator; however, a grievant's failure to request a hearing in writing does not alleviate the school system's obligation to provide an impartial hearing if the grievant orally requests an impartial hearing through the school system's Section 504 Coordinator. The school system's Section 504 Coordinator will assist the grievant in completing the written Request for Hearing. The Section 504 Coordinator may be contacted through the school system's central office. Copies of the 504 Procedural Safeguards and Notice of Rights of Students and Parents under Section 504 may be found at the system website ([www.wayne.k12.ga.us](http://www.wayne.k12.ga.us)) or may be picked up at the central office or at any of the school offices.

## SCHOOL HEALTH SERVICES

**Optimal learning requires good health.** School health services supplement rather than replace parental responsibility. Our school health program is designed to assist parents/guardians in devoting attention to child health, to discover health problems early, and to encourage use of the services of their physician, dentist, and community health agencies when needed. The school nurse is a resource for health related issues and for health education.

School Health Information may be accessed at [www.wayne.k12.ga.us](http://www.wayne.k12.ga.us) in the school health section or by contacting your school nurse. By working together, we can strive to ensure the health and wellbeing of all children so that they can gain the most from their experience at school.

ALL students should have a School Health Parent Permission form SHS – 00 completed by parents on file in the schools clinic.

### Student Illness

- Students with a **contagious illness or infection** must stay home so they will not expose others. If your child is home with a communicable illness, please contact the school nurse.
- Children should be **fever** free (temperature below 100.4 degree) for **24 hours** without fever reducing medication before returning to school.
- Children who have had an illness with **vomiting** and/or **diarrhea** should not return to school until these symptoms have subsided for **24 hours**.

- If you find **head lice** in your child's hair, please notify the school nurse. Do not send your child to school with head lice. The school nurse can advise you how to treat appropriately before returning to school. Upon return to school, your child must be cleared by the school nurse (free of LICE) before returning to class.
- A child with **chickenpox** may return to school when all of the lesions have scabbed (usually 5-7 days).
- **Impetigo, ringworm, shingles, scabies, and staph infections** must be under treatment to return to school. In some cases, lesions may have to be covered.
- A child with **bacterial Pink Eye** (thick drainage and redness of the whites of the eyes throughout) may return to school after **24 hours** of physician prescribed treatment.
- Professional health standards will be used to determine school management of conditions that may present a health issue for other students and staff.

## Injury

Accidents requiring minor first aid are handled by the school health designee. In the event of a major accident or serious illness, the school will make every effort to contact the parent/guardian, as listed in our records. The Emergency Medical Services will be activated in the event of a medical emergency. The EMS will determine if transport to the local hospital is indicated.

**Parents are required to provide the school with updated emergency contact information each time there is a change in home or work, address, or phone information.**

## Healthy Schools Program

Wayne County High School is a member of the Alliance for a Healthier Generation, founded by the American Heart Association and the Clinton Foundation as a response to the growing rate of childhood obesity. Our goal is to make systemic changes in our school, in seven different areas of health and nutrition to promote healthy choices by students and staff and improve our collective health.

- 1 Policy and Systems
- 2 Healthy Cafeterias
- 3 Healthy Vending
- 4 Health Education
- 5 Employee Wellness
- 6 Physical Education
- 7 Student Wellness

These changes are made through a process of building **Support** from staff, students and parents; **Assessing** our current situation at the High School; creating and implementing **Action Plans** for improvement; and **Celebrating Successes**. Parents and students will be integrated into the development of this process. For further information contact: Walt Vredevelde, program coordinators. Also refer to: <https://www.healthiergeneration.org/>.

## SCHOOL NUTRITION PROGRAM

The Wayne County School Food Service Program offers balanced and nutritious breakfast and lunch meals each day. A written excuse from the doctor must be given to the school nurse alerting personnel about food allergies.

Faculty, staff, and students are encouraged to deposit money into their meal accounts. Money deposited on the account will be carried over to the next school year. Prepayments may now be made online at [www.k12paymentcenter.com](http://www.k12paymentcenter.com) by credit or debit card. You will need your child's lunch number to set up an account.

Parents are encouraged to complete a free and reduced family application.

### Check Policy

After the School Nutrition Department has received two (2) checks for payment of meals and they are returned due to insufficient funds, all purchases thereafter will be on a cash only basis for the remainder of that school year. Parent/guardians and the school will be given written notification when affected by this policy.

## Meal Charge Policy

Charge letters will be sent home weekly and phone calls will be made to parents or guardians when needed to remind them about charges. Please check to see if your child has information from the school cafeteria for you to review.

### Charge Limits

High School Students: \$11.50

**After the charge limit has been reached, the student will not be allowed the regular school meal, but will be given an alternate meal until charges are paid.** No extra purchases (juice, milk, extra servings) are allowed if there are outstanding meal charges.

Provision 2 "No Cost Breakfast" offered to all students

### Breakfast Prices

Paid	Reduced	Adult
0.00	0.00	\$1.75

### Lunch Prices

Paid	Reduced	Adult
\$2.30	.40	\$4.00

## SCHOOL SPONSORED EVENTS

It is a privilege to attend any school sponsored event; therefore, exemplary behavior is expected. If you are asked by an administrator or resource officer to leave a sporting event, you may not attend any more games for that sport for the remainder of the season, and inappropriate behavior will result in a referral.

If you are involved in an extracurricular activity, including clubs, and do not follow school rules, you may be removed from that activity and receive a referral.

**Students who participate in any school club, sport, etc. will be required to sign a Code of Conduct in order to participate. If a student is caught on campus participating in an illegal activity such as possession of drugs, etc., school based punishment will be applied and further charges will be levied by school.**

## SEXUAL HARASSMENT

It is the policy of the Board of Education to maintain a learning environment that is free from sexual harassment. It shall be a violation of this policy for any member of the district staff to harass a student through conduct or communications of a sexual nature. It shall be a violation of this policy for students to harass other students or any school employees through conduct or communications of a sexual nature.

## **Grievance Procedure for Sexual Harassment**

Any person who alleges sexual harassment by a staff member or student in the school district may complain directly to a principal, guidance counselor, or other individual designated to receive such complaints. Filing of a complaint (see Grievance Procedure for Discrimination for details) or otherwise reporting sexual harassment will not reflect upon the individual's status nor will it affect future employment, grades, or job assignments. Such persons receiving complaints regarding sexual harassment will notify, in an expedient manner, the *Title IX Coordinator* at the Wayne County Board of Education.

## **SPECIAL NEEDS SCHOLARSHIP (SENATE BILL 10)**

Parents of students who receive special education in our school system have the option to exercise public and private school choice. This choice is provided under state law SB10 passed by the Georgia State Legislature in 2007. Parents of students who receive special education may choose to transfer their child to another public school or private school in Georgia.

### **Public School Choice Options**

A parent can request a transfer to another public school within their school system as long as there is available space at that school and the school has a program with the services agreed to in the student's existing individualized education program. If the parent chooses this option, then the parent shall be responsible for transportation to the school.

### **Private School Choice Options**

For Private School Choice Options, refer to the Georgia Department of Education website at [www.doe.k12.ga.us](http://www.doe.k12.ga.us).

## **STUDENT AND PARENT PORTAL (Infinite Campus)**

Wayne County has implemented a new student information system, Infinite Campus, which allows parents to securely access information about their child's school records via the Internet. Our goal is to provide accurate, timely communication to our parents/guardians. Having access to this type of information will give you a better picture of your child's overall performance. You will be able to receive messages from the school and teachers and keep up to date with what is happening at school. Instructions for signing up for the Parent Portal are found on the Wayne County Schools homepage [www.wayne.k12.ga.us](http://www.wayne.k12.ga.us) or by calling the school your child attends for assistance.

## **TESTING**

### **State Required Tests:**

#### **Georgia Milestones End-of-Course Assessment**

The Georgia Department of Education requires students to take an End-of-Course (EOC) Assessment in each of the following subjects: English Language Arts, Mathematics, Science, and Social Studies. These assessments will count 20% of the final course grade as determined by the GaDOE.

#### **EOPA (End of Pathway)**

End-of-Pathway Assessments will be given to all students completing a specified CTAE pathway each semester.

#### **PSAT (Preliminary SAT)**

The PSAT is given to all sophomores. Juniors interested in National Merit Scholarships or Governor's Honors must also take the PSAT.

**College Entrance Exams:**

Students applying to a two year or four year college or university must choose to take at least one of the exams below. Testing dates will be announced throughout the school year and can be accessed at the following websites:

SAT: [www.collegeboard.com](http://www.collegeboard.com)

ACT: [www.act.org](http://www.act.org)

**TESTING CODES:** System (751); School (0101); ACT/SAT (111720); Test Center Code (11500).

**TITLE I AND PARENT INVOLVEMENT**

Wayne County has eight Title I school wide schools. These schools include James E. Bacon Elementary, Jesup Elementary, Odum Elementary, Screven Elementary, Smith Elementary, Arthur Williams Middle School, Martha Puckett Middle School, and Wayne County High School.

Information about Title I schools is disseminated through individual schools, meetings, community events, and Wayne County Parent Involvement website <http://www.wayne.k12.ga.us/>. Title I parent rights, policies, compacts, handbooks, CCRPI status, and school brochures are distributed and available through the schools and on the schools' and county websites.

Parents are encouraged to participate in their child(ren)'s education through the events provided at their child(ren)'s school. For more information contact:

Nelda Simmons, Title I Parent Involvement  
[nsimmons@wayne.k12.ga.us](mailto:nsimmons@wayne.k12.ga.us)

Dr. Bonnie Gordon, Title I Director  
[bgordon@wayne.k12.ga.us](mailto:bgordon@wayne.k12.ga.us) 912-427-1000 ext. 240

**VOLUNTEERS AS MANDATED REPORTERS**

O.C.G.A. 19-7-5 now holds volunteers in schools, hospitals, social agencies, or similar facilities responsible for the same child abuse reporting requirements as employees. As a mandated reporter, you are legally required to report suspected child abuse or maltreatment if you encounter it in your role as a volunteer.

If you suspect that a child that you are working with at the school has been abused or neglected, immediately contact the counselor or administrator of the school with your suspicions. This information is confidential and shall not be shared with anyone other than the counselor or administrator.

**WORK-BASED LEARNING/YOUTH APPRENTICESHIP OPPORTUNITIES**

Wayne County High School offers Youth Apprenticeship (YAP), Cooperative Education, Internship, and Employability Skill Development (ESD).

Work-based Learning (WBL)/YAP is designed to bring together the components necessary for a successful career, education, and experience. WBL/YAP promotes partnerships between education and industry and integrates academic and technical instruction. The work-based employer will assign a mentor or supervisor to work directly with the student. Students in all Career Technical and Agricultural Education (CTAE) programs are served in WBL/YAP. Students are encouraged to join their related Career Technical Student Organization.

**Youth Apprenticeship**

A program of study that integrates school-based and work-based learning coordinated with business, industry and labor that facilitates transition to the workforce by providing the apprentice the opportunity to earn a high school diploma, post-secondary credential/diploma, and certificate of occupational skills for jobs in highly technical fields. YAP begins after completion of one unit in a CTAE course and provides a paid or non-paid work experience to the student. Checkout times vary.

**Cooperative Education**

Structured student learning in a paid work position while concurrently enrolled in a related Career Technical and Agricultural Education class, which connects interests to academic and occupational learning in cooperation with business and industry. Cooperative Education provides paid work experience to the student. Checkout times vary.

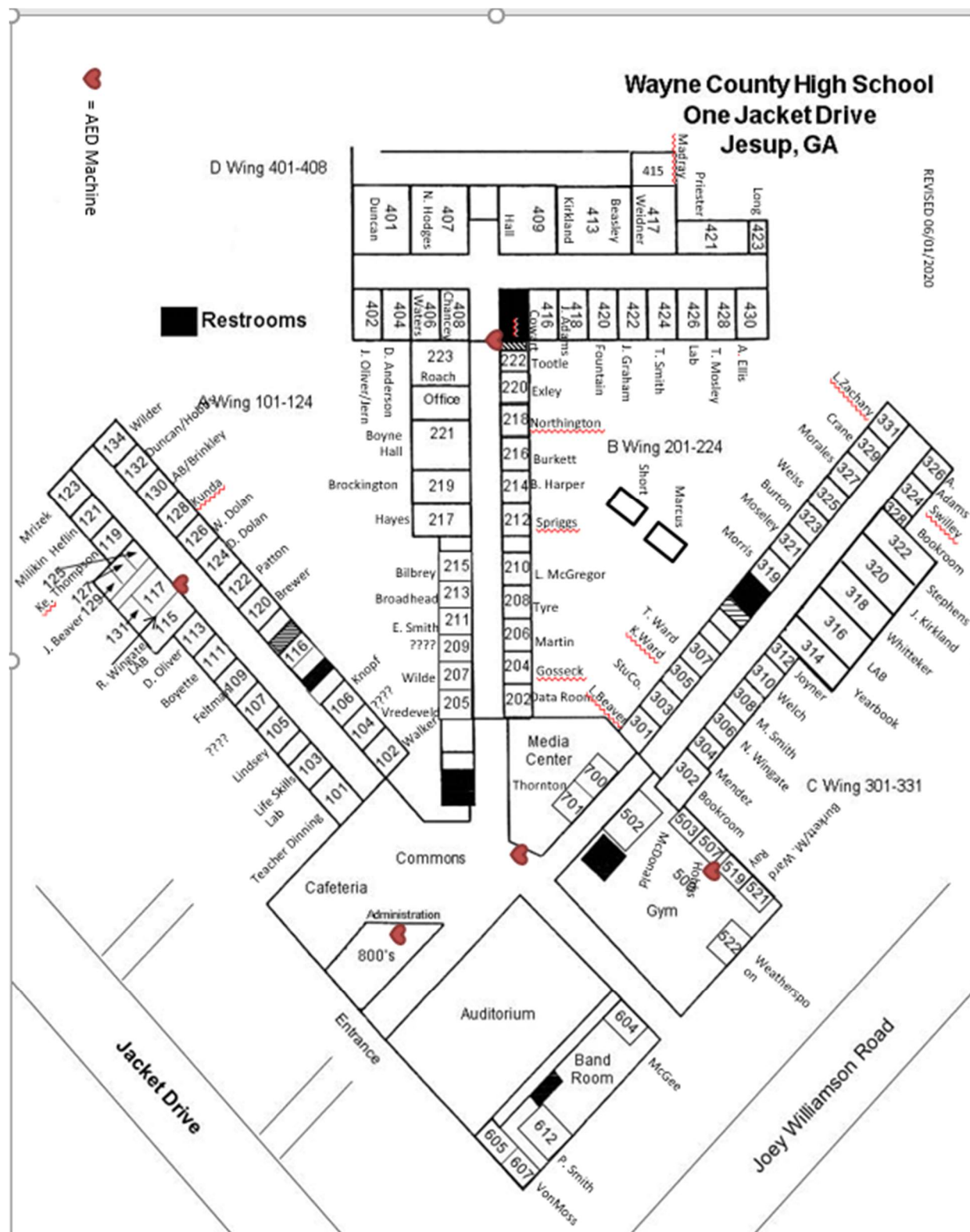
**Internship**

Structured placement which enables students to connect career interests to academic and occupational learning in cooperation with business and industry in a paid or non-paid position. Internships begin after completion of one unit in a CTAE course. Checkout times vary.

**Employability Skill Development**

Students may be involved in work activities that have an indirect relationship to previous or current classroom studies. This placement opportunity exists in recognition of the fact that almost everyone at some point must experience entry-level work and begin to understand the culture of the workplace. Training plans for ESD students concentrate heavily on the skills and knowledge identified as being important to success on the job. ESD provides paid work experience. Checkout times vary.

For more information about WBL/YAP, parents may contact Mrs. Judy Beaver at Wayne County High School at 427-1096.





August 10, 2020

Dear Parents:

Thank you in advance for reading the Discipline: Student Code of Conduct for the Wayne County School System and reviewing its contents with your child. Each of your children in grades K-12 has been given this handbook. Information related to bullying; possible consequences and penalties for failing to comply with compulsory attendance under Georgia Code O.C.G.A. 20-2-690-1; and details of school attendance regulations are included in this student handbook and serve as notification to parents/guardians and students. Please verify that your child received the handbook by completing the section below and returning it to your child's homeroom teacher.

Your cooperation is greatly appreciated. Together we can help create an orderly climate in our schools conducive to student learning. We hope that your child will have a great year. We are confident that your school will help you and your child work through his/her discipline concerns. However, if you need further assistance with discipline concerns as well as academic concerns, you may contact me at 427-1000 or your child's principal.

Sincerely,

Jay Brinson, Ed.D  
Superintendent

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"This note acknowledges that our family has received a copy of the Discipline: Student Code of Conduct for the Wayne County School System; Information on Bullying; Parents Right to Know; and a copy of compulsory attendance regulations, consequences, and penalties included in the student handbook for 2020-2021."

Child's Name (Signature if 10 years old or older) \_\_\_\_\_

\_\_\_\_\_  
Child's School

\_\_\_\_\_  
Parent's Signature

**PLEASE RETURN THIS PAGE SIGNED TO YOUR SCHOOL**



August 10, 2020

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Thank you in advance for reading the Discipline: Student Code of Conduct for the Wayne County School System and reviewing its contents with your child. Each of your children in grades K-12 has been given this handbook. Information related to bullying; possible consequences and penalties for failing to comply with compulsory attendance under Georgia Code O.C.G.A. 20-2-690-1; and details of school attendance regulations are included in this student handbook and serve as notification to parents/guardians and students. Please verify that your child received the handbook by completing the section below and returning it to your child's homeroom teacher.

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Jay Brinson, Ed.D  
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"This note acknowledges that our family has received a copy of the Discipline: Student Code of Conduct for the Wayne County School System; Information on Bullying; Parents Right to Know; and a copy of compulsory attendance regulations, consequences, and penalties included in the student handbook for 2020-2021."

Child's Name (Signature if 10 years old or older) \_\_\_\_\_

\_\_\_\_\_  
Child's School

\_\_\_\_\_  
Parent's Signature

**PLEASE RETAIN THIS PORTION FOR YOUR RECORDS**



Throughout the year, Wayne County School System students are photographed and video recorded as they participate in routine academic, artistic, or athletic activities. The photos and videos are used in school-related promotional and advertising materials disseminated to the public through newspapers, magazines, admission materials, our website, social media, and other channels deemed appropriate and safe by the Wayne County School System.

Unless otherwise indicated below, I give the Wayne County School System permission to use, edit, reproduce, and publish photographs, video, and audio of the Student, both while the Student attends a Wayne County School and thereafter-in perpetuity. This also includes any student intellectual property such as artwork, poetry, essays, performances, participation in sports activities, etc. This authorization permits the use of photographs, video, and audio, in any medium or form of distribution, including, but not limited to, the Wayne County School website, newsletters, brochures, yearbook, media outlets, promotional materials, or in any other manner as determined by the sole discretion of each school.

This consent will remain in effect until changed in writing by using this opt-out form with the front office.

If you opt-out this information will be shared with the faculty and staff at our school, **however we cannot control pictures/video/audio taken by the press and public.**

**Please make your child aware of your choice to opt-out.**

**Please note: Only complete and return the form below if you wish to OPT- OUT of this release. This form must be returned within 10 days of your child's enrollment in school to opt-out. Do not Sign this if you want your child to be able to participate in the activities listed in the earlier statements.**

<b>Check Here to Opt-Out: I <u>do not</u> want my child photographed, (this includes school pictures), videotaped and/or audiotaped, check the box on the left and fill out the information below. <u>However, this does not include pictures for School ID purposes. Every student at the high school must wear a picture ID.</u></b>	
Print Student's Name	
Parent Signature	
Address, City, State, Zip Code	
Phone Number	
Date	



## OPT-OUT NOTIFICATION FORM

In accordance with state policy, I, \_\_\_\_\_ parent or legal guardian  
of \_\_\_\_\_ wish to “opt out” my student from  
participation in the following club(s):

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I **do not** grant permission for my student to participate in the club(s) listed above.

Parent/Legal Guardian Signature \_\_\_\_\_

Student Signature \_\_\_\_\_

Date \_\_\_\_\_

**PLEASE RETURN THIS SIGNED PORTION TO YOUR SCHOOL**





### OPT-OUT NOTIFICATION FORM

In accordance with state policy, I, \_\_\_\_\_ parent or legal guardian of \_\_\_\_\_ wish to “opt out” my student from participation in the following club(s):

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I **do not** grant permission for my student to participate in the club(s) listed above.

Parent/Legal Guardian Signature \_\_\_\_\_

Student Signature \_\_\_\_\_

Date \_\_\_\_\_

**PLEASE RETAIN THIS PORTION FOR YOUR RECORDS**



## Wayne County High School

### Georgia Virtual School (GAVS) Enrollment Contract

Georgia Virtual School offers students the opportunity to take high school courses that may not be offered at WCHS or that offer more conducive scheduling options.

#### **Requirements for GAVS classes:**

1. Prior to enrolling, the student must submit this signed contract to the Guidance Department verifying parent and student understanding of requirements.
2. The student must submit an application to Georgia Virtual School, which will then be approved by the Wayne County GAVS facilitator.
3. Wayne County students are only allowed to withdraw from any Georgia Virtual School course within 10 school days of the first date of class access. The Georgia Virtual School facilitator must approve the withdrawal from the course before the student is withdrawn. During the summer semester, because of the compacted nature of Georgia Virtual School courses, students are only allowed to withdraw from a course within 72 hours of the first date of class access.
4. During the summer semester, the student's family is required to pay for the course. A half unit course is \$250 and a full unit course is \$500.
5. WCHS has no control over grading and late work policies of Georgia Virtual School. The high school transcript will reflect the grade the student receives from GAVS at the end of the term.
6. GAVS courses are often more rigorous than traditional high school courses. The nature of online learning requires a greater level of responsibility on the student. While there are numerous supports in place to help students be successful with GAVS courses, the student has the ultimate responsibility for engaging with the course in an appropriate manner.

I \_\_\_\_\_, parent / guardian of \_\_\_\_\_,  
have read and agree to the above requirements.

_____ Parent Printed Name	_____ Parent Signature	_____ Date
_____ Student Printed Name	_____ Student Signature	_____ Date



Wayne County High School  
Dual Enrollment (DE) - Enrollment Contract

The DE program offers eligible students the chance to earn college credits while enrolled in high school. For detailed information regarding these programs, visit [www.gafutures.org](http://www.gafutures.org).

REQUIREMENTS for DE classes:

1. Prior to enrolling, students must submit this signed contract to WCHS DE Coordinator verifying parent and student understanding of requirements.
2. Must submit an application to the college of your choosing to obtain acceptance via qualifying test scores in all areas and other admissions criteria. Note that students must meet admission requirements to qualify.
3. Must be on-track to graduate.
4. Must be passing all high school courses
5. Students are not allowed to drop any college courses after the first week of the college semester. If a student does drop a class, he/she will be responsible for any money owed to the college for the course and the books. He/She will also receive a 69 on their high school transcript for the class dropped. Students must speak with WCHS DE Coordinator prior to making ANY changes to a college schedule.
6. **Students must complete the GA Futures online funding application and parent agreement form each semester that the student will be taking classes in the dual enrollment program. Students must have all DE paperwork submitted to the college and guidance office by the established deadline. If deadlines are missed the application will NOT be accepted.**
7. Students who take courses off campus are responsible for keeping up with information that is given to and for their grade-level on the high school campus. Students need to check in with other students, guidance office and class sponsors for any information they may miss when taking any courses off campus.
8. I/We consent to our student leaving WCHS campus during the time that they are scheduled for a college class even on days the college class is not in session. I/We agree to release and discharge Wayne County School Board, its officers, agents, and employees, exercising reasonable care within their scope of employment, from liability growing out of personal injuries and property damage resulting or occurring during the times that the student is off campus. This consent is for the entire school year.
9. WCHS has no control over grading or attendance policies of the college. The college and high school transcript will reflect the grade the student receives from the college at the end of the term. The WCHS transcript grade will be weighted by five points, which will be reflected on the students GPA only. The grade will be recorded on the transcripts whether it is passing or failing.
10. Parents are advised that college courses are taught by college instructors. Material covered is governed by the college and will be on the college level. Also, instructors of college courses are NOT available to meet with parents. It is the student's responsibility to monitor progress and grades with the college. College course grades are not updated in Infinite Campus. They may be updated at mid-term and at the end of the semester as grades are made available by the college.
11. College courses are more rigorous than high school courses. A student's GPA may be lowered and graduation may be endangered as a result of taking college courses. This may in turn affect their qualification for the HOPE or Zell Miller Scholarships.

I, \_\_\_\_\_, parent/guardian of \_\_\_\_\_, have read and agree to the above requirements.

\_\_\_\_\_  
Parent Printed Name

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Printed Name

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date



## **WAYNE COUNTY HIGH SCHOOL**

### **ALMA MATER**

We honor thee for all you've done  
to help us great and small  
We stand erect with heads unbowed  
to ever heed thy call.  
Honor the gold and the white:  
hold them high  
Cling to the things that are right,  
Wayne County High.  
Cherish the memories of days that  
were bright and forget every cloud in the sky.  
Hail to Wayne County High!