



Lamar County High School

2026-2027 Student Handbook

**System Accredited by
Cognia & Georgia Accrediting Commission**

**Mr. Jeffery Sloan, Ed. S. - LCHS Principal
Mr. Bill Batten, Ed. S. - LCHS Assistant Principal & Athletic Director
Mrs. Kay Edmondson - LCHS Assistant Principal - CTAE Director
Mrs. Kristi Pritchard, Ed.S. - LCHS Assistant Principal - Curriculum &
Instruction**

**#1 Trojan Way
Barnesville, GA 30204
(770) 358-8641
(770) 358-8749 Fax
<http://www.lamar.k12.ga.us>**

TABLE OF CONTENTS

Message from the Principal	6
Principal's Exception	7
Agenda Requirement	7
LCHS Mission and Vision Statements	7
State of Non-discrimination	7
Parent Notification – Right to Know about Teacher Qualifications	7
Handbook Disclaimer	8
School Office Hours	8
School Calendar	9
Bell Schedule	10
Sources of Assistance	11
Parent Involvement Policy	11
LCHS Services Offered	12
Business Office	12
Handbooks	12
Books, Lost/Damaged	12
Cars, Parking and Payment Information	12
Checks, Returned	12
Debt and Collection Procedures	12
Documents Request	12
Fundraising	13
Cafeteria	13
Meal Information	13
Meal Accounts	13
Payments/Menus	13
LinqConnect	13
Special Dietary Needs	13
Computer/Internet use	14
Front Office	14
Announcements	14
Interruptions, Class	14
Posters and Advertisements	14
Visitors	14
Media Center	14
Military Recruitment	15
Student Health	15
Asthma and EpiPen self-administration	15
School Transportation	15
Basic Rule for Bus Conduct	16
Forbidden Items	16
Bus Video Policy	16
Highway Crossing	16
Assigned Buses	16
Bus Driver Responsibility	16
Other Transportation	17
Bus Conduct	17
Bus Discipline Consequences	17
Examples of Severe Misbehavior	17
Additional Safety Guidelines	17
Notes	17
Bus Passes/Purpose/Procedures/Use	18
Specific information	18

FERPA – Family Educational Rights and Privacy Act	18
Instructional Time	18
Trojan Block	19
Homework Policy	19
Other Notices	19
Communicable Disease/Sex Education	19
Interviewing, Photographing, Videotaping	19
Section 504, 1973 Rehabilitation Act	19
School Closure Protocol	20
School Counseling	21
Registrar	21
Guardianship and Residency	21
Health Records	21
Insurance	21
Parental Permission to Drop Out	22
Social Security Number	22
Student Records and Documents Requests	22
Transcripts	22
Student Enrollment/Admissions	22
Student Withdrawal	23
Scheduling	23
Schedule Change Information	24
Early (December) Graduation	24
Transfer Students	24
Graduation Course Requirements	24
Test Requirements	24
Alternative Diploma	24
Graduation Ceremony Participation	24
GHSA Eligibility and Class Identification	25
Grading Scale	25
Grade Point Average	25
Class Rank	25
Cumulative Weighted GPA	25
Honor Graduate and Honor Graduate with Distinction	26
Seals on Diploma	26
Valedictorian/Salutatorian	26
HOPE Scholarship	27
Student Recognition	27
Parental Notification	27
Automated Calling	27
Failing and Borderline Students	27
Progress Reports	27
Report Cards	27
Web Accessible Grades and Reporting Periods	28
Curricular Offerings	28
CTAE/Lamar County College and Career Academy	28
Hospital-Homebound Services	28
Trojan Learning Center	28
Work-based Learning	28
Exceptional Student Education	28
Remedial Education	29
College Credits	29
Advanced Placement	29
Off Campus Programs(DE or WBL)	29

Gifted/Gifted Referral Process	29
Gifted Transfers	30
Honors	30
AP/Honors	30
Pre-Course Reading	30
Expectations	31
Important Tests	31
ASVAB	31
EOC – Georgia Milestones	31
EOC Milestone Absence/Behavior	31
Credentials of Value	31
PSAT	31
SAT/ACT	32
Exam Policy	32
Exam Exemption Policy	32
Attendance	32
Attendance Protocol	32
Tardy to Class	33
Expectations	33
Consequences	33
Absence Documentation	33
Perfect Attendance	34
Post-secondary School Visits	34
Make-up Work Following an Absence	34
Attendance Notification (GA Compulsory Attendance Law)	34
Juvenile Sub-Section 20-2-701	35
Georgia Driver’s License Law	35
SPECIAL EVENTS	35
Activity Expectations and Requirements	35
Assemblies	35
Field Trip Guidelines	35
Junior/Senior Prom	36
Homecoming Representatives	36
Homecoming King	36
Class Officers	36
Participation in athletic or other organized extracurricular activities	36
Clubs and Organizations	37
Competitive Interscholastic Activities and Contests	37
Athletic Teams, Clubs, Organizations at LCHS	38
LCHS TROJAN EXPECTATIONS	39
Bullying	39
Verbal Abuse	40
School Resource Officer	40
Georgia State Law on Discipline Records/Student Convicted Felons	40
Metal Detectors and Searches	41
Care of School and Personal Property	41
Search and Seizure Policy	41
Personal Searches	41
Locker Searches	41
Automobile Searches	42
Seizure of Illegal Materials	41
Use of Search Dogs	41
School Safety Zone	42
Criminal Penalties for Sex and Other Crimes	42

Georgia's Sex Offender Law	42
Video Surveillance	42
Fire/Emergency Drills	42
SPECIFIC LCHS POLICIES AND PROCEDURES	43
Cafeteria Procedures	43
Cafeteria Conduct	43
Breakfast Procedures	43
Lunch Rules	43
Food and Drink Policy	43
Computer/Internet Use	43
Acceptable and Unacceptable Uses	43
Cell Phone Policy (HB 340)	45
Late Sign-in and Early Sign-out Procedures	46
Late Sign-in	46
Early Dismissal	46
Participation in Off-campus Programs	46
Off-limits Areas	46
Closed Campus	47
School Passes	47
Hall Pass	47
Hall Traffic	47
Media Center Pass	48
Honor code	48
Plagiarism	48
Cheating	48
Copying	49
Reproducing School-owned Materials	49
Student use of elevator	49
LCHS TROJAN EXPECTATIONS/CODE OF CONDUCT	
Georgia Code Annotated	50
Section I: Progressive Discipline	50
Section II: Investigations and Notification	50
Section III: Due Process	51
Section IV: Authority of the PRincipal	51
Section V: Grievance procedures	51
Sections VI: Student Searches	51
Section VIII: Illegal Acts	52
Section VIII: Suspension/Expulsion of Students w/ IDEA Services	52
Section IX: Off Campus Student Behavior	53
Section X: Levels of Discipline	53
Section XI: Offenses and Consequences	54
Lamar County Discipline Matrix	55-62
Section XII: Alternative School Placement	61
Section XIII: School Safety Zone	61
Section XIV:Criminal Penalties for Sex and Other Crimes	62
Section XV: Georgia's Sex Offender Law	62
Section XVI: Video Surveillance	62
Dress Code	67

Message From The Principal

Welcome to Lamar County High School—home of the Trojans! We are thrilled to begin a new school year and look forward to the opportunities ahead for our students, staff, and community. At LCHS, we proudly embrace our system’s vision of *“Learning Today to Succeed Tomorrow,”* and we remain committed to ensuring that every student has access to an excellent education that prepares them for success beyond high school.

Our mission is to provide a safe, supportive, and academically challenging environment where all students can grow and achieve at high levels. We are dedicated to delivering high-quality, standards-based instruction in every classroom, every day, while also ensuring that each student receives the support they need to thrive. We believe in setting high expectations for both learning and behavior, and we encourage every student to take pride in their work and their role in our school community.

This student handbook serves as a guide to the policies, expectations, and procedures that shape daily life at LCHS. Inside, you will find important information related to academics, attendance, dress code, behavior, and more. We encourage you to review it carefully and reference it throughout the year.

Family engagement is a key component of student success, and we strongly encourage parents and guardians to stay connected. Tools such as Infinite Campus provide real-time access to academic progress, while School Status Connect offers direct communication between home and school. Strong partnerships between families and staff help ensure that every student is supported and successful.

Thank you for your continued support and partnership. We are excited about the year ahead and confident that, together, we will make this a year filled with growth, achievement, and Trojan pride.

Go Trojans!

Sincerely,
Mr. Jeffery Sloan
Principal
Lamar County High School



Principal's Exception

The principal reserves the right to change policies in this handbook.

Agenda Requirement

This is your Lamar County High School Student Handbook for 2025-2026. You are required to read the entire Student Handbook. You will find an acknowledgment and other forms as the last pages of this handbook that were included with your first day forms that you and your parent(s) will need to complete and sign. Return the forms as directed by the end of the first week of school or within one (1) week of enrollment.

Lamar County High School Mission Statement

Learning today to succeed tomorrow!

Lamar County High School Vision Statement

LCHS will provide all students with an equitable and excellent education that prepares them for college, career, and life.

Statement of Non-discrimination

The Lamar County School System does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the access to approved youth organizations and other designated youth groups.

The following person(s) have been designated to handle inquiries regarding the non-discrimination policies: Dr. Jessica Watson - 100 Victory Lane, Barnesville, GA 30204, (770) 358- 5891, jessica.watson@lamar.k12.ga.us

The following career and technical education programs are offered for all students in grades 9-12 regardless of race, color, national origin, including those with limited English proficiency, sex or disability: Business Education, Healthcare Science, Agriculture, Army JROTC, AVF, and Education and Training. Persons seeking further program or pre-requisite criteria should contact: Mrs. Kay Edmondson, CTAE Director, 1 Trojan Way, Barnesville, GA, 30204, (770)-358-8641, kay.edmondson@lamar.k12.ga.us

Parent Notification - Right to Know about Teacher Qualifications

In Lamar County, teacher qualification information that may be requested is in the student handbook and requires parent signature upon receipt. In addition, letters are sent home to the parents via standard mail about specific teachers or long term substitutes as the need arises.

Parents, you may request the following information about the professional qualifications of your student's teacher(s).

In compliance with the requirements of the Every Students Succeeds Act, the Lamar County High School would like to inform you that you may request information about the professional qualifications of your student's teacher(s) and/ or paraprofessional(s). The following information may be requested: Whether the student's teacher—

- has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;

- is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and
- is teaching in the field of discipline of the certification of the teacher
- And, whether the child is provided services by paraprofessionals and, if so, their qualifications.

If you wish to request information concerning your child's teacher and/ or paraprofessional's qualifications, please contact:

LCHS: Mr. Sloan - 770-358-8641- jeffery.sloan@lamar.k12.ga.us

District Office: Mrs. Sherrelle Ogletree - 770-358-5891 - sogletre@lamar.k12.ga.us

Notificación al Representante

En cumplimiento con los requerimientos del reglamento "Ni un niño dejado atrás" del Distrito escolar **Lamar**, se informa a los representantes que pueden solicitar información acerca de los estudios universitarios alcanzados por el profesor o profesor (es) de su hijo. La siguiente información puede ser solicitada:

- Si el profesor ha llenado los requerimientos de La Comisión de Profesionales del Estado de Georgia para el nivel y materias en las que provee instrucción.
- Si el profesor está enseñando por emergencia u otra situación provisional en las que el criterio de requisitos profesionales o certificados universitarios no han sido tomados en cuenta.
- La carrera universitaria y cualquier certificado de post-gradó que el profesor ha obtenido
- Si el estudiante recibe clases de profesores que no están graduados, y si este es el caso, cuál es su grado de capacitación profesional Si usted desea información acerca de la preparación profesional del profesor de su hijo, por favor póngase en contacto con el director al siguiente teléfono:

La Oficina del distrito: Mrs. Sherrelle Ogletree - 770-358-5891

LCHS: Mr. Sloan 770-358-8641

Handbook Disclaimer

The staff and administration of Lamar County High School have carefully prepared the information contained in this handbook. The administration acknowledges that not every situation can be covered in a handbook; therefore, we reserve the right to handle each situation as we deem appropriate.

Throughout this handbook, the term *parent* refers to a student's legal guardian. This information is in compliance with the Lamar County Board of Education Policy Manual, which is available on-line on the LCSS home page at www.lamar.k12.ga.us. **Errors in this book or changes in federal and state laws and/or the LC School Board policies supersede the contents of this handbook.**

School Office Hours

During the school year, school office receptionist services are available between the hours of **7:00 a.m. and 3:30 p.m.**

The Lamar County Schools 2026-2027 calendar is located on the system web site, <http://www.lamar.k12.ga.us/> under the "For Parents" menu option.

LCHS 2026-2027 3 Lunch Bell Schedules

2026-2027 Daily Bell Schedule	2026-2027 AM Activity Bell Schedule	2026-2027 PM Activity Bell Schedule
7:30 - 8:55 1st Block	7:30 - 8:45 1st Block	7:30 - 8:50 1st Block
9:00 - 9:30 Trojan Block	8:50 - 9:40 AM Activity	8:55 - 10:15 2nd Block
9:35 - 11:00 2nd Block	9:45 - 11:00 2nd Block	10:20 - 12:15 3rd Block Lunch
11:05 - 1:00 3rd Block Lunch	11:05 - 1:00 3rd Block Lunch	10:20 - 10:45 1st Lunch
11:00 - 11:25 1st Lunch	11:00 - 11:25 1st Lunch	10:50 - 11:15 2nd Lunch
11:30 - 11:55 2nd Lunch	11:30 - 11:55 2nd Lunch	11:15 - 11:50 No Lunch
11:55 - 12:35 No Lunch	11:55 - 12:35 No Lunch	11:55 - 12:20 3rd Lunch
12:35 - 1:00 3rd Lunch	12:35 - 1:00 3rd Lunch	12:20 - 1:40 4th Block
1:05 - 2:30 4th Block	1:05 - 2:30 4th Block	1:45 - 2:30 PM Activity

Sources of Assistance

Department of Family & Children Services (DFCS) (770) 358-5170

HelpLine Georgia (800) 338-6745

Human Sex Trafficking Prevention Hotline 1-888-373-7888

Lamar County Mental Health Services Emergency Crisis Line (770) 358-5252

Lamar County High School Guidance Department (770) 358 – 8641

Lamar County Schools System-Wide Psychologist (770) 358-5891

Lamar County Schools System-Wide Social Worker (770) 358 – 5891

See Something Say Something 1-844-572-9669

LAMAR COUNTY SCHOOLS

Barnesville, GA 30204

2026-2027

July 2026						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
August 2026						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
September 2026						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
October 2026						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
November 2026						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
December 2026						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June 29 - July 3	System Closed
July 20	New Teacher Orientation
July 21 - July 29	Pre-Planning
July 28	Open House (2pm - 6pm)
July 30	First Day of School for Students
September 7	Labor Day
September 8	Staff Professional Development
October 7	End of 1st Nine Weeks
October 12-16	Fall Break
Nov. 23-27	Thanksgiving Break
December 18	Last Day of 1st Semester Early Release
Dec. 21-Jan. 1	Christmas Break
January 4-5	Staff Professional Development
January 6	First Day of 2nd Semester
January 18	Martin Luther King Jr. Day
February 15-19	Winter Break
March 12	End of 3rd Nine Weeks
March 15	Staff Professional Development
April 5-9	Spring Break
May 21	Last Day of School Early Release
May 22	High School Graduation
May 24-26	Post-Planning
May 31	Memorial Day

January 2027						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
February 2027						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						
March 2027						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
April 2027						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	
May 2027						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
June 2027						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		



Learning **TODAY** to succeed **TOMORROW!**

Parental Involvement Policy

The Lamar County High School affirms and assures the educational rights of students, parents, guardians, and teachers of children being served. Opportunities are provided to all stakeholders to participate in the design and implementation of educational activities at the high school. The high school annually develops Parent Involvement Action Plans collaborating with parents and other community members. The Parent Involvement Action Plan includes the six standards from the Georgia School Standards and Federal Title I requirements. Parents and community members are invited to attend meetings and participate in the collaborative development of the parent involvement plan, school wide improvement plan, and the student parent school compact. For more information regarding Parent Involvement, contact Mrs. Amy Banks, Parent and Family Engagement Coordinator, abanks@lamar.k12.ga.us

LCHS SERVICES OFFERED

Business Office

Handbook - Access to the student handbook is available [online](#), in the front office and in the media center.

Books - Lost or damaged books and textbooks – LCHS administers a system of maintaining and controlling textbooks, library books, and media materials. Students are responsible for all materials issued to them. Lost or damaged books, Chromebooks, or any other school issued device must be paid for by the student to whom the material/device was issued. Any of the following consequences may result if a student fails to pay the designated amount for lost or damaged material/devices:

- Refusing to issue any additional textbooks
- Withholding of all grades, diplomas, records, transcripts or certificates of progress, including denial of participation in commencement ceremonies and other co-curricular and extra-curricular activities until restitution is made.
- Withholding/withdrawing parking privilege

Cars/Parking (Payment Information) - Students who drive their automobiles/motorcycles/moped (henceforth referred to as automobiles collectively) to and from school must park in their designated school campus parking spaces. Parking permits are sold for \$50.00 on a first-come, first-served basis, with early access offered to students with exceptional attendance who missed 5 or fewer days of school for the previous school year. A limited number of parking spaces are available. Parking decals must be visible. Automobiles parked on campus without the proper permit will be towed at the owner's expense and will be subject to ticketing. Parking permits are non-transferable, and the parking fee is non-refundable. More than one vehicle may be registered. Replacement permits cost \$20.00. No temporary parking permits will be issued. Students who are failing 2 of 4 classes at the end of the semester may lose their parking privilege for the next semester. Students who miss more than **10** days in a semester or who have **10 or more tardies** may lose their **parking privilege** for the next semester. **Students must adhere to sign-in and sign-out procedures for drivers, or they forfeit their campus driving privileges.**

Checks Returned - Parties will be notified of any returned check. No checks are accepted during the last thirty days of school—cash only. Returned checks are handled by a Federal Automated Recovery System (FARS) that allows electronic recovery. Refer to board policy for more information.

Debt and Collection Procedure - Failure to pay fines or replacement costs for lost or damaged textbooks, school technology device or media center books (O.C.G.A. 20-2-1013) or any other debts owed to the school, may result in one or more of the following actions:

- Withheld additional textbook(s) or library book(s) until restitution is made;
- Exclusion from participation in all extra-curricular activities and events to include graduation; and
- Collection by any other means necessary and may include court fees or collection costs.

Documents Request - Certificates of attendance and work permits are issued in the front office. **Documents must be requested 48 hours in advance.** Students may make their request during their lunch time or during class change. Each document requested comes at a cost of \$5 that must be paid upon picking up the document from the main office.

Fundraising - Any fundraising conducted on campus must be approved by the LC School Board. This includes any students, organizations, employees, or private individuals operating on any property of Lamar County Schools in any capacity. Students may participate in fundraisers for the school, their club or a class. Students and parents are responsible for all monies collected and goods sold.

Cafeteria Services (Breakfast and Lunch)

Lamar County Schools participates in the Community Eligibility Provision (CEP), a federally funded program under the National School Lunch Act that allows schools to offer free breakfast and lunch to all students each school day, regardless of household income. Our district is committed to ensuring that every student has access to nutritious meals that support learning and overall well-being.

- For more information about our nutrition services, please visit the School Nutrition Program webpage. <https://www.lamar.k12.ga.us/page/school-nutrition-program>
- Meal Information:
 - Student Meals: Each student is eligible to receive one breakfast and one lunch per school day at no cost.
 - Additional Meals:
 - Second student meal: Breakfast – \$3.00, Lunch – \$5.00
 - Adult meal: Breakfast – \$3.00, Lunch – \$5.00
 - Please note: Second meals, adult meals, and à la carte items must be paid for at the time of purchase. Charging is not permitted.
- Meal Accounts
 - All students have a meal account linked to their Lamar County Student ID number, which must be provided at each meal service.
 - Keypads and barcode scanners are available to ensure accessibility for all students and staff.
 - Staff members may request a meal account through the Cafeteria Manager or the School Nutrition Director.
- Payments and Menus
 - Payments for second meals and à la carte items may be made in person to cafeteria cashiers or online at LINQ Connect <https://lingconnect.com/main>
 - Menus are also available on the district nutrition website and Lamar County School Nutrition, Georgia Facebook Page
- Special Dietary Needs
 - Lamar County Schools accommodates students with food allergies or special dietary requirements in accordance with USDA guidelines. A completed Medical Statement Form signed by a licensed physician is required for any dietary modifications. Forms are available from the school nurse or the School Nutrition Director.

The Community Eligibility Program is a school meal funding option of the National School Lunch Act that enables schools to provide free meals to all students. By participating in the Community Eligibility Provision (CEP) and eliminating the need for meal applications, Lamar County Schools will reduce administrative and printing costs. Families also benefit from the elimination of completion and submitting meal applications. Children need healthy meals to learn. Lamar County Schools offers healthy meals every school day at no charge to your child(ren). Our food service receives support from the U.S. Department of Agriculture through the National School Lunch and School Breakfast Program.

Note: Students are not allowed to receive or retrieve food from an outside source, including items delivered via services such as, but not limited to, Doordash, Uber Eats, etc. at breakfast or lunchtime.

Computer/Internet Use

The purpose of the use of the Internet in Lamar County Schools is to support educational and research goals consistent with the educational objectives of the LC School System. The Lamar County Board of Education does not endorse use of Internet resources which are not consistent with approved curricula. Random use, use without supervision, and personal use are prohibited. (GA Code § 20-2-324)(See ACCEPTABLE USE POLICY.)

Front Office

Visitor and Late to School: All visitors and students checking in or arriving to school late, will be buzzed in through the front office entry.

Early Dismissal: The latest that a student can check out of school is 2:15 p.m.

Announcements: Announcements are made daily and posted on monitors in the halls. Students are required to listen to the information relayed at these times as the daily announcements are the primary means of communicating important student information.

Interruptions—Class: Classes will not be interrupted. No flowers, packages, gifts, or deliveries of any kind should be brought or delivered to the school. **Students will not be summoned to the office.**

Posters and Advertisements: Any poster, announcement, invitation, advertisement, etc. must be approved by the school administration before being posted on the school campus or in the building.

Visitors: Georgia Law prohibits visitors on a public school campus for social or nonessential reasons. Students are not to bring visitors to school with them. Violations of this rule could result in arrest of visitors and serious disciplinary action taken with students. Visitors with specific purposes are to enter school through the front entrance only and to check in immediately with the main office. Moreover, visitors are to use the front parking lot. To promote uninterrupted instructional time and for the protection and safety of our students, we follow these visitation guidelines:

- All visitors, including parents, are to stop in the office and receive a visitor's pass which must be displayed at all times while on school campus. **A driver's license will be scanned prior to the obtaining the visitor's pass**
- To show teachers courtesy, to prevent instructional interruptions, and to avoid unnecessary delays to parents, appointments should be made for conferences and classroom visitations with at least 24 hours notice.
- All visitors should refrain from using cell phones or other electronic devices while on school campus or in school buildings unless given permission from an administrator.
- Visitors picking up students during normal dismissal must use the LCHS car rider line, located at the rear of the campus and accessed through the Peacock Street entrance gate. All visitors are required to remain in their vehicles while in the car rider line.

Media Center

The administration, library staff, and faculty want the media center to be a vital part of your educational experience. The media center is open for student use before and after school each day and during student lunches in accordance with school procedures; **otherwise, SmartPass is required.** Students are to be considerate and refrain from talking while in, as well as when arriving and departing from the media center. Library books and other media materials are the responsibility of the students to whom they were issued. If damaged, the item's cost must be paid. Students with overdue materials or fines may not be allowed to check out additional materials. Graduation privileges will be withheld until media charges have been cleared. The Media Program is committed to providing quality services and resources to our staff and students. We strive to foster an atmosphere that values literacy and promotes life-long learning.

Military Recruitment

Federal Law requires high schools to provide military recruiters' access to students and directory information (Every Student Succeeds Act and NDAA FY 2002). Parents not wanting disclosure of such information must request to "opt-out" on the Parent/Guardian and Student Acknowledgement and Signature form and return this form to the school. Students will not be allowed out of classes unless authorized by an administrator. Students and recruiters may conference before school, during lunch, or after school.

Student Health

A nurse is available to help in case of illness or injury at school. **Students must have a smart pass to visit the clinic.** Students who wish to call home because of an illness must do so in the clinic. Students who drive to school and become too ill to remain in class are not allowed to drive home; other arrangements must be made. A student too ill to be in class is too ill to drive. To assist with notification when a child is sick or experiencing discomfort/pain, parents must keep telephone numbers current so that a responsible party may be reached at all times. If telephone numbers change, parents should notify the front office or the nurse's office. In case of serious illness/injury, the school will telephone emergency medical services for assistance and transport to the nearest hospital. Parents are responsible for associated costs.

Before students may take medication at school, a signed permission slip must be returned. Students are required to bring medication—in the original prescription or the over-the-counter bottle, labeled, and dated properly—to the clinic upon arriving at school. Medication will be administered according to requirements. The school staff will have the right to refuse to give questionable or expired medication. Parents must notify the school of any changes in the administration of medications. When possible, parents should give medication at home. Also, for temporary medication, parents should send only the during-the-school-day amount. Leftover medications will be discarded on the last day of school.

Note - Each day the nursing clinic will close for the final 30-45 minutes of the school day for the nurse to complete their obligations to the Nursing Expansion program.

Asthma and EpiPen Self-administration: Georgia State Law authorizes student self-administration of asthma medications and EpiPens while at school. To keep an asthma inhaler or other asthma medicine, as well as an EpiPen, in his or her possession, students must provide:

- Parent's written permission.
- Prescribing physician's signed statement indicating that the student understands proper use of the asthma medication or the EpiPen and that the parent has been provided with a written asthma/EpiPen emergency/management plan.
- Parent's written authorization to seek emergency treatment if deemed necessary.

*Note: Per the Centers for Disease Control, students with head lice infestation do not need to be sent home early from school. Students with lice can go home at the end of the day, be treated, and return to class after beginning appropriate treatment. Nits may stay in hair after treatment, but successful treatment will kill crawling lice.

School Transportation

Riding the school bus is a privilege, not a right. Students are expected to follow all transportation rules and procedures at all times. Failure to comply may result in the loss of bus privileges.

The bus driver is responsible for the safety and conduct of all passengers and has full authority while students

are on the bus. Students must follow the driver's instructions and adhere to all school, district, and state transportation rules.

Strict enforcement of these rules is necessary to ensure the safety and well-being of all riders. Regulations may be updated as needed.

Basic Rules for Bus Conduct

- Be at the bus stop at least 5 minutes early.
- The 12-foot zone around the bus is the danger zone. All students must move outside the danger zone as quickly as possible. At no time should students enter this zone unless the bus is stopped and the driver signals the student it is safe to approach the bus. If it is necessary to cross the highway after leaving the bus, follow these rules: Make certain the bus is stationary and the door is still open. Wait for the bus driver to give a signal to cross, look both ways, stay out of the line of traffic until the roadway is free of danger, then proceed across the highway after the bus driver signals you to cross.
- Wait at a safe distance from the road or curb.
- Use handrails when boarding or exiting the bus.
- Take seats quickly and without pushing.
- Stay seated, facing forward, with all body parts and objects inside the bus.
- Do not eat or drink on the bus.
- Do not throw objects inside or from the bus.
- Follow the school dress code while riding the bus.
- Use quiet voices; no yelling or screaming.
- No vulgar, profane, or offensive language or gestures.
- Leave bus windows as they are upon boarding.
- Keep all items (books, bags, feet) out of the aisle.
- Be courteous to the driver, peers, passersby, and other motorists.
- Do not speak to the driver while the bus is in motion.
- Use the front entrance to exit the bus unless there is an emergency.
- Do not jump down the steps while exiting.
- No public displays of affection or physical contact.

Forbidden Items

- Food, drinks, candy, chewing gum
- Tobacco products
- Glass containers
- Loose pencils, pens, or objects outside of bags
- Distracting items like balloons
- Live animals of any kind
- Weapons of any kind

Bus Video Policy

- All bus videos are confidential and will not be released without a court-issued subpoena.

Highway Crossing

- Only cross after the bus is stationary, the door is open, and the driver signals to cross.
- Look both ways and proceed only when safe.

Assigned Buses

- Ride only your assigned bus.
- Emergency bus changes require a written parent note submitted by 2nd period, with a contact number.
- Students will only be released at school, home, or a written parent-requested location.

Bus Driver Responsibilities

- Drivers are responsible for student safety and conduct.
- Misbehavior is reported to the principal or designee using conduct forms and video when available.
- Only principals/designees discipline students for bus misconduct.
- Law enforcement may be called for extreme misbehavior.
- Parents will be notified if a student is removed by police.
- Fighting results in immediate bus and/or school suspension.
- Misconduct on the bus is treated the same as if it occurred at school or school events.

Other Transportation Guidelines

- Arrange transportation before arriving at school.
- Students must leave the building within 10 minutes of dismissal unless under staff supervision.
- Students without transportation or supervision are considered out of bounds and may face disciplinary action.

Bus Conduct Rules

- Respect yourself and others.
- Follow the driver's directions the first time.
- Stay in your seat.
- Keep body parts and items inside the bus.
- Cell phone use is at the driver's discretion.
- No smoking or tobacco use.
- Eating/drinking is at the driver's discretion.

Bus Discipline Consequences

- 1st Incident – Administrative conference
- 2nd Incident – 3-day bus suspension
- 3rd Incident – 5-day bus suspension
- 4th Incident – 10-day bus suspension
- 5th Incident – Suspension for the remainder of the school year
- Severe behavior may result in immediate long-term suspension from the bus.

Examples of Severe Misbehavior

- Disrespect of driver or school staff
- Fighting
- Vandalism or graffiti
- Possession of tobacco, alcohol, vapes, drugs, or weapons
- Threats or acts of violence
- Bullying
- Interference with driver (e.g., lights, lasers, flash photography)

Additional Safety Guidelines

- Do not use emergency exits unless during a drill or emergency.
- Do not bring live animals or oversized items that cannot be held in the lap or placed under the seat.
- Aisles and emergency exits must remain clear at all times.
- Avoid the 12-foot "danger zone" around the bus unless signaled by the driver.

Important Notes

- Students suspended from the bus must still attend school; absences are unexcused.
- Alternate transportation must be provided by the parent.
- Students may not ride a different bus while suspended.

Bus Pass Procedures

- **Purpose**
 - Bus Passes allow a registered bus rider to use a different bus or bus stop within their school's attendance zone.
 - Intended for short-term transportation changes due to unplanned circumstances or emergencies and are not valid beyond 10 consecutive school days.
 - If a student needs an alternate arrangement for more than 10 days, the parent or guardian must submit a new request for an additional Bus Pass.
 - Passes are only valid for existing bus stops; new stops or route changes will not be created.
 - Bus Passes are not intended for social purposes, such as allowing a student to ride home with a friend. Requests must be based on legitimate transportation needs.
- **Request Procedures**
 - All requests must come from a parent or guardian in person or in writing (email with an attached legal form of identification is acceptable) by 9:00 a.m. on the requested day.
 - Phone requests are not permitted and will not be approved.
- **Use of the Bus Pass**
 - The student must present a copy of the approved Bus Pass to the driver upon boarding.
 - If a student does not have the approved Bus Pass, they must use their regularly assigned transportation.
- LCSS Transportation Director, Annette Taylor may be contacted at the Transportation Office at 770-358-8670.

Specific Information

Family Educational Rights and Privacy Act (FERPA) Notice for Lamar County High School:

In accordance with the Family Educational Rights and Privacy Act (FERPA), Lamar County High School (LCHS) may disclose certain student information, known as "directory information," without prior written consent, unless the parent or eligible student has opted out in writing.

LCHS has designated the following as directory information:

- Student's name
- Address
- Telephone listing
- Date and place of birth
- Dates of attendance
- Participation in officially recognized activities and sports
- Height and weight of athletes, if applicable
- Degrees, honors, and awards received
- Most recent educational agency or institution attended
- Photograph (used for school publications, yearbooks, and awards)
 - This information may be disclosed to the public (e.g., for yearbooks, honor rolls, graduation programs, athletic rosters, media releases, etc.) without prior consent.

Opt-Out Notice - Parents or eligible students (18 years or older) who do not want directory information disclosed must submit a written request to the school principal within 15 days of enrollment or the start of the school year, whichever comes first. This opt-out will remain in effect for the duration of the school year unless revoked in writing.

For more information about FERPA and your rights, visit the U.S. Department of Education's FERPA page:

<https://studentprivacy.ed.gov>

Instructional Time: Students should remain in class for the total class period. **Students should not be allowed to leave class except in an emergency. The teacher and/or an administrator have the authority to determine if an emergency exists.** When an emergency arises, the student will be issued a smartpass. Teachers have the authority to assign an appropriate disciplinary action, including silent lunch, detention time or office discipline referral for abuse of hall pass privileges. Students should be out of class only for an emergency.

Trojan Block: All students will be scheduled to attend enrichment and/or remedial intervention opportunities during their TB period daily from 9:00 a.m. - 9:30 a.m. Attending these sessions is mandatory; failing to report to the assigned location will be considered the same as skipping class.

Homework Policy: Homework is an essential part of the learning process and may be required in any course offered at Lamar County High School. Teachers assign homework to reinforce skills taught in class, provide additional practice, prepare students for upcoming lessons, or assess independent understanding. Homework may also support long-term projects, reading assignments, or preparation for assessments such as End-of-Course tests and AP exams. Students are expected to complete homework assignments on time and with academic integrity, as it contributes to overall course success and readiness for future coursework.

Other Notices

Communicable Diseases/Sex Education Instruction: As mandated by Georgia Law, LCHS will provide instruction in communicable diseases with major emphasis on AIDS education, as well as instruction in sex education. Parents who wish to make other arrangements for educating their children in these areas must sign a waiver form that will be sent home before the class is taught.

Interviewing, Photographing, & Videotaping of Students by Staff or News Media: Notice is hereby given that students may be photographed, videotaped, or interviewed by the news media or by school officials at school or a school activity or events and that such photographs, video tapes, and interviews may be published, including Internet publication. If the parent/guardian objects to the student being photographed, videotaped, or interviewed, the objection must be presented in writing to the principal of the school within 15 days after the student's enrollment date or the first day of school. A waiver form is included in the first day forms, additional forms may be requested in the office.

Section 504 of the 1973 Rehabilitation Act

Section 504 Overview

Section 504 is part of the Rehabilitation Act of 1973, a federal civil rights law that protects students with disabilities from discrimination. It ensures that students with physical or mental impairments that substantially limit one or more major life activities receive accommodations to help them fully participate in school.

According to the Georgia Department of Education, students may qualify if they have a documented physical or mental impairment that affects a major life activity such as learning, walking, seeing, hearing, or concentrating. If you believe your child may benefit from a 504 Plan, follow these 4 steps:

1. Contact the school counselor to obtain the 504 medical form to be completed by your child's licensed physician or licensed psychiatrist.
2. Return the completed form to the school counselor so that an evaluation meeting can be conducted.
3. Participate in an evaluation and eligibility meeting.
4. Help develop and review the 504 Plan with the school team.

SCHOOL CLOSURE

The safety of our students, staff, and families is our top priority. In the event of severe weather or other emergencies that may require the closure of schools, we have a clear, organized plan to keep you informed. This plan includes communication through various channels to ensure that every member of our community receives timely updates.

Lamar County School System Closure Protocol:

1. Weather Monitoring and Consultation:
 - a. Our team closely monitors weather conditions through local news, weather services, and the Georgia Emergency Management Agency (GEMA).
 - b. The Superintendent works with local law enforcement, the Department of Transportation, facilities management, and the Board of Education to make decisions about school closures or delays.
2. Decision to Close or Delay Schools:
 - a. The decision to close or delay school will be made early in the morning (or the day before if possible) to ensure families have time to make arrangements.
 - b. This decision will be based on safety factors such as road conditions, school building safety, and weather forecasts.
3. Input from Local Agencies:
 - a. The Superintendent will consult with local law enforcement and the Department of Transportation to assess road conditions and traffic safety.
 - b. Facilities management will evaluate the safety of school buildings, including any damage that may have occurred due to the weather.
 - c. The Board of Education will be notified, and input will be considered to finalize the decision.
4. Communication Process:
 - a. Media Releases: Once the decision is made, a press release will be sent out to local news outlets, including television, radio stations, and newspapers, to inform the public.
 - b. School Website: The closure or delay will be posted immediately on the Lamar County School System website. You can visit our website at www.lamar.k12.ga.us for updates.
 - c. Social Media: Information will be shared on the Lamar County School System's official Facebook and Twitter pages to reach families where they are active online.
 - d. Robo Calls & Text Messaging: The school system will send robo calls and text messages to all registered contacts via Infinite Campus and School Status Connect. This will ensure that you receive direct, timely updates.

5. Timing of Announcements:
 - a. For a School Day Closure or Delay: We will make the decision as early as possible—typically by 6:00 AM for morning closures or delays. If there is a closure the day before, we will notify you by 6:00 PM.
 - b. For Early Dismissals: If weather conditions worsen during the school day, we will notify parents of an early dismissal as soon as the decision is made.
6. Chain of Command for Decision-Making:
 - a. The decision to close or delay schools will be made by the Superintendent in consultation with local agencies. The following chain of command is followed:
 - b. Superintendent: Makes the final decision after reviewing input.
 - c. Law Enforcement: Provides information on road conditions and public safety.
 - d. Department of Transportation: Updates on road closures or hazardous conditions.
 - e. Facilities Management: Checks school facilities for damage or unsafe conditions.
 - f. Board of Education: Final input and approval from the Board of Education.
7. Student Safety:
 - a. Even when school is in session, the safety of our students is our priority. If conditions change during the day, we will provide updates and guidance on when students may need to be picked up earlier than usual.
8. Clear Communication with Families:
 - a. We want to make sure that all families are informed, so if you do not receive updates, please call your school's main office to ensure your contact information is up-to-date in our system.
 - b. We encourage all families to check our website and social media accounts regularly during severe weather events for the latest updates.
9. Keep Your Contact Information Updated:
 - a. Please make sure your contact information is up to date in our school system. This includes phone numbers for robo calls and text messaging. This will help ensure you receive important notifications quickly.
10. Prepare for the Unexpected:
 - a. In case of emergency weather, we encourage all families to have a plan in place for weather-related disruptions. Stay tuned to local media, our website, and social media for updates.

We understand that school closures or delays can create inconvenience for families, but our primary goal is to keep everyone safe. Please trust that we are working diligently with local authorities and the community to make the best decisions possible. Stay connected through our communication channels, and know that we will keep you informed every step of the way. Thank you for your continued support and cooperation.

SCHOOL COUNSELING

School Counseling and Mental Health Services - LCHS counselors are essential members of the school community who support students' academic, career, and personal/social development. Students may request to meet with the counselor, and referrals can also be made by parents or school staff. Counselors provide brief, solution-focused support through individual, group, and classroom sessions on topics such as academic strategies, peer relationships, emotional regulation, and conflict resolution. Counselors also assist students with course selection, graduation planning, career exploration, and preparing for post-secondary opportunities. They help students build the skills needed to navigate life's challenges and succeed beyond high school. In addition to school counseling services, students may access therapeutic mental health support through the Georgia APEX Program, which offers on-campus services from licensed mental health professionals. The district also partners with additional community mental health agencies through Memorandums of Understanding (MOUs) to provide school-based counseling, behavioral health services, crisis support, and family resources for students in need.

Registrar's Office

Online Registration: Please visit the following link to register your child online: [ONLINE REGISTRATION](https://www.lamar.k12.ga.us/o/lcs/page/parent-info) or visit <https://www.lamar.k12.ga.us/o/lcs/page/parent-info> for more information.

Guardianship and Residency: In accordance with Board Policy JBC, students are eligible to enroll in the school district when their parent, legal guardian, or authorized enrolling adult resides within the district as provided by Georgia law. Enrollment may also be completed by approved caregivers, including kinship caregivers, military caregivers acting under power of attorney, grandparents with authorized powers of attorney, and other designated adults with legally delegated caregiving authority, provided all required documentation is submitted and remains valid. Homeless children and unaccompanied youth shall be enrolled immediately in accordance with the McKinney-Vento Act and state enrollment rules. Students in the custody of state agencies or placed in residential facilities within the district shall also be enrolled in accordance with state requirements. The school system does not determine immigration or visa status, and eligible students who meet age and residency requirements will be enrolled consistent with state law and Board Policy JBC.

McKinney-Vento Homeless Assistance Act: In accordance with the McKinney-Vento Homeless Assistance Act, students experiencing homelessness, temporary housing, or unstable living situations shall be provided immediate enrollment and equal access to educational services, even when residency, guardianship, immunization, or other typically required enrollment documents are unavailable. Eligibility determinations and support services shall be coordinated through the district's McKinney-Vento Homeless Liaison in accordance with federal law.

Foster Care: In accordance with federal and state law, students in foster care shall be provided immediate enrollment and educational stability. Services and school placement decisions shall be coordinated through the district Foster Care Point of Contact and DFCS in the student's best interest. A placement letter or other documentation from DFCS must be provided at the time of enrollment.

Board Policy JBC

Health Records: Georgia law requires all students enrolled in a Georgia public school have a Certificate of Immunization as well as medical and dental certificates on file. Students who do not provide approved certificates may not remain in school.

Insurance: Families are responsible for securing their own medical or accidental insurance. The school is not liable for medical expenses incurred during school activities, including athletics, field trips, and extracurricular events. To participate in these activities, students must return all required release and permission forms. Students involved in interscholastic athletics must have adequate accidental insurance coverage. A signed affidavit from a parent or guardian confirming existing coverage is required in place of district-provided insurance.

Parental Permission to Drop Out: In accordance with state law, students are required to obtain parental permission if they desire to drop out of school. Also, in accordance with board policy, parents are required to accompany their son/daughter to school in order to withdraw or drop out. School policy requires that students and parents attend a conference with the assigned administrator to discuss consequences of dropping out of school.

Social Security Number: Parents may request alternative student ID numbers if they do not want the student's social security number to be used.

Student Records and Documents Request: State law requires schools to maintain up-to-date records on student immunization and eye, ear, and dental examinations. Students must have proper immunization against certain diseases to remain in school. A copy of each student's birth certificate must also be on file. Parents requesting copies of school records/documents must request such 48 hours in advance. There is a \$5.00 fee for

each document request.

Transcripts: Prior to graduation, seniors may submit requests through their GAFutures account for their transcripts to be released to postsecondary institutions within Georgia. Upon completion of high school, students may request 3 *final* official transcripts from the registrar's office using the [link provided](#). Thereafter, a charge of \$5.00 per transcript will be assessed for each transcript requested by student, parent, or guardian. Final year-end course grades are not part of the student's final official transcript until 15 business days after the date year-end grades have been posted for all students. A Forty-eight (48) hours' notice is required for transcript requests.

Student Enrollment/Admissions

New Student Online Registration is available at www.lamar.k12.ga.us or Lamar County Schools Online Registration. Existing families/students should only use their Infinite Campus Parent Portal. If you need assistance, you may contact your child's school or the Lamar County Board of Education. You may also email us at student.enrollment@lamar.k12.ga.us

Required Documents:

- Proof of Age: Original certified birth certificate
- Parent/Guardian Photo ID: Valid driver's license or state-issued ID
- Proof of Guardianship (if applicable): Custody papers or DFCS placement documentation
- Proof of Residency: (All bills/statements should be current with 30 days)
- Electricity Bill: showing the name and address of the enrolling parent/guardian.
- Gas Bill: showing the name and address of the enrolling parent/guardian.
- Water Bill: showing the name and address of the enrolling parent/guardian.
- Mortgage statement: (Must display the parent/guardian name, address, and statement date)
- Current sales agreement for residential property erected and verified by the Tax Records of Lamar County, Georgia. If property has closed within the last three (3) months, the signed closing settlement statements will suffice. A non-contingent sales contract for property is NOT acceptable.
- Lease (current lease listing all residents in the home)
- Lease must list all persons living in the home – including the student(s) to be enrolled
- Lease or rental agreement with term dates and listing of all occupants.
- The landlord's signature must be on the lease.
- Proof of Residency Affidavit: A residency affidavit is required when a student's family is residing in the home or apartment of another individual. Residency affidavits should be renewed by families each school year. The following documents are required for a Residency Affidavit:
 - A notarized Residency Affidavit signed by the individual with whom the student's parent/guardian is residing verifying that enrolling parent/guardian is residing in that home or apartment.
 - Anyone who is completing a Residency Affidavit must accompany the parent to the school or board office to provide identification and proof of residency.
- Immunization Certificate: GA Form 3231 (must be current)
- Eye, Ear, Dental, and Nutrition Screening: GA Form 3300
- Social Security Card: (optional, but preferred. Parent/guardian must complete the SSN waiver form if not provided.)
- Withdrawal form and/or last report card from previous school, if applicable
- Academic history: To assist in correct placement, academic documentation from the previous school is required, including:
 - Most recent report card or transcript, if available.
- IEP or 504 Plan, if applicable and available.
- Students transferring from another Georgia school will be located using Infinite Campus Records Request. New students may be assigned a Georgia Testing ID (GTID) number if one does not already exist. Please contact your child's new school directly with questions about academic placement or records requests.

Transfer and Withdrawals (HB268) without 24 months of CRITICAL RECORDS: the receiving school shall be authorized to temporarily assign such student to the Trojan Learning Center until such critical records are received or the case management consultation is completed.

Student Withdrawal Procedure - Student's enrolling parent should notify the school's registrar 24 hours in advance of a student's impending withdrawal if possible. Withdrawing parent/guardian must provide their government issued ID. The withdrawal forms are taken care of ahead of time in the school office if at all possible. Fees owed for lost or damaged books, library fines, lunch fees, Chromebooks, etc. must be paid before the withdrawal process is complete. Parents should take a copy of the withdrawal form with them to the new school.

Scheduling

The following portion of the policy specifies requirements for students enrolling in the ninth grade for the first time.	
*Some specific courses are required units. ** The 4th science "<i>Human Anatomy</i>" may be used to meet both the science and elective requirements. A total of three units shall be required from CTAE and/or World Language and/or Fine Arts. Students who anticipate entering the University System will need two units of the same World Language for acceptance.	
*English/Language Arts	4 units
*Mathematics	4 units
*Science	**4 units
*Social Studies	4 units
CTAE &/or World Language &/or Fine Arts	3 units
*Health/PE or 3 JROTC units	* 1 unit
Electives	3 units
TOTAL UNITS (MINIMUM)	23 units

Students complete a Course Request Form each year for the following school year. Students wanting to participate in **Dual Enrollment must declare their intentions by the announced set deadline the preceding school year.** LCHS operates on a 4 x 4 block schedule. Students will receive a credit for each course passed at the end of each semester.

Note - Each student at LCHS will be scheduled for courses resulting in the opportunity to earn 32 credit hours during their high school career. Dual Enrollment and Worked-Based Learning courses may be included in those scheduled courses.

Schedule Change Information: Any request for a schedule change must be made within the 3-day schedule-change period. After that, schedule changes, including for those in special programs, will be made for justified reasons only as determined by the principal or designee. Students will not be allowed to change classes or drop classes after the schedule-change period without a parent-principal conference and/or the written permission of the principal. Requests are approved based on graduation requirement needs and course availability.

Early (December) Graduation: Students may request permission to graduate early (in December of their senior year). Early graduation is an opportunity for very capable students to complete their high school academic

requirements early. Students must have concrete plans to pursue further education and/or a branch of the military. Students must complete the 23 credits required for the district's standard diploma. Students must be on-track before the current school year. Approved students may graduate at the close of 1st semester during the 4th year of high school (December). The Early Graduation Consultation Form must be submitted to the LCHS Principal along with the Early Graduation Request Form on day 1 of the proposed graduation school year. The Principal reserves the right to deny any request for an early graduation. Students who receive approval and complete all the requirements for graduation in December will be allowed to participate in the end-of-year high school graduation ceremony in May. No diploma will be issued prior to the May graduation ceremony.

Transfer Students: Students enrolling from schools with schedules offering fewer course opportunities per year will be required to complete units based upon the course opportunities they have had.

Graduation Course Requirements

Graduation Course Requirements are based on the year a student first enters high school as a Freshman/9th grader. Please refer to the section on Test Requirements.

Test Requirements: To receive a Georgia High School Diploma a student is required to complete the Georgia Milestones Exams, End of Pathway Exams, and Semester and Year-End Exams in accordance with State DOE and Lamar County Board of Education policies.

Alternative Diploma: Students with significant cognitive disabilities who enter 9th grade for the first time on or after 2020-2021, and who participate in the Georgia Alternate Assessment (GAA 2.0) may be eligible to receive an Academic, Career, and Essential Skills (ACES) Diploma if they meet the following criteria:

- Meet all curriculum and unit requirements.
- Meet assessment requirements by participation in GAA in middle school and in high school.
- Meet the transition requirement of reaching the age of 22 and transitioning to employment/education/training settings with supports in place.

Please contact the Exceptional Student Education Department at 770-358-5891 if you have additional questions.

Graduation Ceremony Participation

To participate in the annual end of year graduation ceremony, students must have met all of their course and test requirements for a High School Diploma and/or have met all goals and objectives of his/her Individual Education Plan. All students are required to wear the navy and red graduation cap and gown purchased through Herff-Jones for the graduation ceremony. Students who graduate at the end of the Extended Year Summer Session may participate in a summer/fall ceremony at the Board of Education.

GHSA Eligibility and Class Identification

Students are classed by the year that they entered High School. In order to stay eligible for GHSA events and athletics they must maintain these minimum credit standards along with passing $\frac{3}{4}$ classes in the previous semester.

- Sophomore - A student must have earned 5 credit units.
- Junior - A student must have earned 11 credit units.
- Senior - A student must have earned 17 credit units.

Grading Scale

90-100 - A - 4 Quality Points

80-89 - B - 3 Quality Points

70-79 - C - 2 Quality Points

Below 70 - F 0 - Quality Points

Grade/Assignment Weighting: In each class, grades for assignments are calculated according to the weight

assigned to the task. The categories are as follows:

- Final exams and Georgia Milestones Assessments shall count as 20% of the student's final grade or as determined by the state and local school system.
- All other grade/assignment weighting (i.e. quizzes, tests, projects, labs, daily work etc.) will be determined by the teacher/department and explained in the course syllabus.
- CTAE courses have unique grade/assignment weighting for each course according to industry standards. Refer to the individual course syllabus for CTAE grading categories, scales, and weights.

If a student believes there has been an error in a grade on his/her report card, a grade-error notification form must be submitted to the guidance office within five (5) days of the issuance of the report card or transcript in which the grade is in question.

Grade Point Average

Class Rank: Class rankings will be updated each year by the Principal.

Class rank for valedictorian, salutatorian and honor graduates will be determined after grades have been posted upon completion of the 1st Semester (Fall Semester). Determination will be calculated based upon student work submitted as of the last school day of the 1st semester unless there is an unforeseen physical emergency (e.g., car accident, hospitalization) and then the exception must be approved directly with the principal.

Cumulative Weighted Grade Point Average: A student's - Overall NGA (Numeric) [Weighted GPA] determines his/her rank in class and is used to determine certain honors or awards. This GPA is computed using the grades earned at the end of the 1st semester of the senior year for each class using the weighted system. **NOTE:** The HOPE GPA is based solely on academic courses and is calculated by the Georgia Student Finance Commission and not the high school. Visit www.GAFutures.org for more information.

All grades are calculated based on the LC School System's grading scale. The GPA is based on an overall NGA (Numeric) [Weighted GPA] of all class grades using the following system:

- Advanced Placement classes and approved, state-funded dual enrollment classes are weighted 1.05.
- Gifted, accelerated, and honors classes are weighted 1.03.
- All required core classes in English, math, science, social studies will be weighted 1.01.
- Electives, all internships, and support courses are weighted 1.00.

Neither class weighting nor additional points are used for other classes.

Dual Enrollment institutions will be asked to submit numerical grades. If numerical grades are not provided, the mid-level numerical grade will be used for the letter grade [C= 75, B=85, A=95].

Distinguished Honor Graduate: In order to be an honor graduate **with distinction**, a student must have

- passed all required high school courses
- a 90.0 numerical grade average (NGA) and 3.75 grade point average GPA on a 4-point scale by the **end of the fall** semester.
- All students earning this distinction must have earned a passing score on all four Georgia Milestone End-Of-Course Exams (a score must equate to proficient or distinguished).
- 2 foreign languages and 2 AP/Dual Enrollment courses
- Enter high school on a general diploma track and maintain that track throughout their high school career.

Honor Graduate (without distinction): In order to be an honor graduate **without distinction**, a student must

- pass all required high school courses

- a 90.0 numerical grade average (NGA) and 3.50 grade point average GPA on a 4-point scale by the **end of the fall** semester.
- Enter high school on a general diploma track and maintain that track throughout their high school career.

Averages will not be rounded up to the nearest whole number. The number of honor graduates will not be limited except by the number having met all requirements.

Seals on the Diploma: Diplomas contain distinguished seals for the Valedictorian and the Salutatorian; in addition, the designated industry seal will be used for those successfully completing a CTAE pathway and the Fine Arts seal will be issued if a student has completed the requirements established by the Georgia Department of Education.

Valedictorian/Salutatorian: The class valedictorian is the senior Honor Graduate with Distinction with the highest class ranking as determined by the highest overall 4.0. Overall NGA (Numeric) [Weighted GPA] at the end of the 1st Semester of the senior year. The class salutatorian is the senior Honor Graduate with Distinction with the second highest class ranking as determined by the highest overall NGA (Numeric) [Weighted GPA] at the end of the 1st Semester of the senior year. Only students completing their 4th year of high school (4th academic year from their date of 9th grade entry) are eligible for consideration as Valedictorian or Salutatorian. GPA will be calculated based upon student work submitted as of the end of the 1st Semester. Transfer credit used for Valedictorian and/or Salutatorian will be accepted only from high schools accredited by an approved regional association as listed in Georgia State Board of Education Policy JBC(4). Furthermore, in order to be ranked number one and/or number two and to be considered for valedictorian or salutatorian, students must have completed their junior year of high school in the Lamar County School System and be enrolled and attending classes as a senior in Lamar County School System and/or its partners.

In breaking a possible tie, the highest scores from nationally administered Scholastic Aptitude Test [highest recorded combined scores are allowed] will be used if available. After these tie breaking criteria have been used, and a tie still exists, the students will be named co-valedictorians with neither salutatorians nor co-salutatorians chosen.

If the tie was not able to be broken by the means listed, a committee will then determine the recipient of any scholarships or grants. The following criteria will be used by the committee:

- The student enrolling in a public state college/university will receive the scholarship.
- If this is not successful in breaking the tie, if one of the two students is the STAR student, the other student gets the scholarship.
- If this is not successful in breaking the tie, a lottery format will be used.

HOPE Scholarship

Georgia high school students may earn the HOPE (Helping Outstanding Pupils Educationally) Scholarship or the HOPE Grant. Both are administered by the Georgia Student Finance Commission (GSFC). The HOPE Scholarship and the HOPE Grant reward students with good grades with financial assistance in Georgia public colleges as well as many private and technical colleges and institutions in the state. The criteria for the HOPE Scholarship and Grant is set by the Georgia State Legislature and is based solely on a student's academic-course grade point average as calculated by the Georgia Student Finance Commission.

IMPORTANT NOTE: HOPE Scholarship Rigor Requirements went into effect for students graduating from high school on or after May 1, 2015. In order to qualify for the HOPE Scholarship, students graduating in 2017 and after must receive four credits that meet higher rigor standards. Courses that meet higher rigor standards include Advanced Placement Courses, some advanced math and science courses, and some dual enrollment

courses. For more information contact the counseling office or visit one of the GSFC websites

<http://gsfc.georgia.gov/> or www.GAFutures.org.

Student Recognition

Students who excel academically are recognized at the annual Honors Day (9th – 11th grade) and Honors Night (12th grade) programs. Teachers nominate candidates in each specific content area based on 1st semester and 3rd 9 week posted final grade averages. During the Underclassmen Honors Program, students who earned All A Honor Roll will be called to the floor to be individually recognized. Students who earned All A/B Honor Roll will be recognized from their seats during the ceremony. Class rankings will be updated each year by the Principal. The top 10 in each grade level, based on Overall NGA (Numeric) [Weighted GPA] will be recognized annually at the Top Trojan Recognition Ceremony. Perfect Attendance will be recognized during this event as well.

Parental Notification

Automated Calling: LCHS uses an automated calling system to notify parents of upcoming activities, important information, various notices, etc. Automated calls are programmed to occur during evenings and on weekends.

Parents and guardians are responsible for ensuring that their phone information remains current in Infinite Campus throughout the school year.

Failing and Borderline Students: Teachers are required to notify parents and guardians if students are in danger of failing a class or are, in fact, failing a class. They are required to do this because students are more successful when teachers and parents work as partners. To facilitate this, parents are asked to keep telephone and address information current in Infinite Campus. Notification of failing grades will be done via teacher-parent telephone calls, progress reports, emails, and/or letters sent to the home, as well as parent access to web-based grades. Failing or borderline students participating in extra-curricular activities will be affected by the “No Pass/No Participate” rule. See Participation in Extracurricular Activities.

Progress Reports: Teachers send home progress reports at the 4 ½ week mark of each quarter. It is strongly encouraged that students and parents use these resources to determine what the students need to do in order to be successful with their high school course of study.

Report Cards: The registrar’s office will issue report cards at the end of every nine-weeks. The high school’s grade reporting dates are posted on the system Academic calendar at www.lamar.k12.ga.us and on the high school web calendar. At the end of each 9-weeks grading period, a student's posted grade in Infinite Campus is factored in their final grade which is equivalent to 40%. Without administrative approval, a student is unable to submit any work from a previous 9-weeks grading period.

Web Accessible Grades: Parents are encouraged to check frequently the web-based grading system using the Infinite Campus Parent Portal, which provides parents with access to student’s grades and attendance records. In addition, parents can update their personal information, such as their mailing address, preferred communication methods, and emergency contact options. Students receive information concerning this service within the first few weeks of school. Please contact the attendance clerk for login information.

Curricular Offerings

Career, Technical and Agricultural Education (CTAE) Lamar County High School provides career & technical offerings to all high school students. These courses provide relevant, experiential learning in the following career fields: Agriculture, Audio-Video Tech, Business, Education, Health Science and JROTC. The courses provide students with the knowledge and skills necessary for success in the 21st century.

Hospital-Homebound Services: Any student with a medically diagnosed physical or psychiatric condition restricting the individual to home or hospital for a period of time—thus significantly interfering with

education—is eligible for hospital-homebound service. A medical referral form signed by a licensed physician for medical conditions or licensed psychiatrist for psychiatric conditions must be on file stating that the student will be absent a minimum of ten (10) school days and is physically unable to participate in educational instruction. Verified hospital-homebound absences are not subject to the attendance policy.

Accessing HHB Services:

1. Inform School Administration: Share medical updates with the school administration as soon as possible.
2. Contact School Counselor or Principal Designee: Reach out to discuss your child's needs and obtain the HHB application.
3. Submit Medical Documentation: Provide a completed HHB application with a licensed physician's or psychiatrist's recommendation.
4. Attend Eligibility Meeting: Participate in a meeting to review medical concerns and determine eligibility for HHB services.
5. Implement HHB Plan: If eligible, collaborate with the school to develop and initiate the HHB instructional plan.
6. Prior to a student's return to school, a licensed physician for medical conditions or a licensed psychiatrist for psychiatric conditions must provide a clearance on LCSS forms.

*Note - For more information or assistance, please contact the school counselor.

The Trojan Learning Center: LCHS provides students an alternative educational setting for the purpose of academic recovery. Students assigned to attend TLC will have an intake meeting with a member of the LCHS administrative team, be issued the TLC handbook, and adhere to the following dress code each day:

1. Navy, black, or white polo shirt.
2. Khaki pants or khaki dress pants.
3. Tennis shoes or dress shoes.
4. Clothing items will be provided upon request from a student's parent/guardian.

Work-Based Learning: A part of the CTAE program, Work-Based Learning provides students the opportunity to receive credit while working in an environment related to their career pathway. The program provides structured, age appropriate experiences which prepare them for postsecondary success in college or the workforce. To qualify for a WBL placement, a student must be working toward a defined Career Pathway, be in grades 11 or 12 and at least 16 years old.

Exceptional Student Education:

The Individuals With Disabilities Education Act of 2004 (IDEA '04) is a federal law that requires that school districts seek out, identify and provide special education services to students with disabilities.

The U.S. Congress has stated that a "disability is a natural part of the human experience and in no way diminishes the right of individuals to participate in or contribute to society. Improving educational results for children with disabilities is an essential element of our national policy of ensuring equality of opportunity, full participation, independent living and self-sufficiency for individuals with disabilities."

The Lamar County Public Schools is committed to the success of all students and takes seriously its mandate to provide a "free and appropriate public education" (FAPE) to students with disabilities.

Services can be provided at no cost to the family for eligible individuals from age 3 through 21, regardless of the severity of the disability. Contact the Student Services office at 770-358-5891 if your child is identified with a disability and may be experiencing difficulties in one or more of the following areas: Auditory Impairment, Autism, Deaf-Blindness, Deaf/Hard of Hearing, Emotional Disturbance, Intellectual Disability, Other Health Impairment, Orthopedic Impairment, Significant Developmental Delay, Specific Learning Disability, Speech/Language Impairment, Traumatic Brain Injury, or Visual Impairment.

Parents of students with disabilities may choose to utilize the Georgia Special Needs Scholarship Program (SB 10) as an alternative to the programs offered through Lamar County School System. Information about this program is available at the Georgia Department of Education's website at www.gadoe.org.

MTSS:

The Lamar County School System uses a Multi-Tiered System of Supports (MTSS) to provide academic and behavioral support based on student needs. Through MTSS, students may receive additional interventions and progress monitoring beyond the general classroom setting.

Schools use a variety of data, including academic performance, behavior, attendance, and assessments, to identify student needs and guide support decisions. Parents/guardians will be notified when students receive additional intervention support and may be invited to participate in meetings regarding their student's progress.

MTSS is part of the general education program and does not automatically result in a referral for special education services.

Remedial Education Program (REP)

The Remedial Education Program (REP) provides additional academic support for students in grades 6–12 who are performing below grade level in reading, writing, or mathematics. Eligibility is based on multiple criteria, such as past academic performance, standardized test scores, or teacher recommendations. REP instruction is evidence-based, targeted, and delivered in small groups to accelerate student progress and help them meet grade-level expectations. Instructional models may include reduced class sizes, co-teaching, or specialized classes, depending on student needs and school resources. No more than 25% of the student population may receive REP services unless specific poverty thresholds are met.

For more information, please contact the school counseling office or administration.

College Credits

Dual enrollment credit offerings are an opportunity for students to experience the rigor of college-level courses while enrolled in high school. With a passing score, students are able to earn dual credit, one credit at the high school level and one credit at the post-secondary level. Each program has specific guidance for eligibility and awarding credit. Several programs are regulated by state legislation and are subject to changes annually; more information is available in the counseling office or online at www.gadoe.org. Below are the college credit opportunities offered through LCHS. The guidance office can provide the latest information on all these offerings.

Advanced Placement: Advanced Placement (AP) courses are college-level courses taken at LCHS by the College Board trained LCHS faculty.

Off-Campus Programs

Off-Campus Programs (Dual Enrollment or WBL) fall under the same guidelines as all courses at LCHS including but not limited to: class transfers, dropping a class, athletic eligibility, attendance, and other governing policies. Students participating in approved off-campus programs must choose classes and class times that do not conflict with their class/test schedules or with other high school daily schedule changes, which take precedence over off-campus commitments. Students must sign in and sign out of school following the procedure outlined in the EARLY DISMISSAL section. **Students participating in Off-Campus Programs must adjust their off-campus schedules accordingly to coincide with modified bell schedules at the high school (e.g. Trojan Learning Time, afternoon activity, etc.).**

Gifted: At Lamar County High School, we recognize and support the unique needs of gifted learners. A gifted student is one who demonstrates a high degree of intellectual and/or creative ability, displays exceptional motivation, and/or excels in specific academic areas. These students require specialized instruction and/or

support services to reach their full potential. Our gifted education program offers an interdisciplinary approach that enriches and extends the regular curriculum. Students engage in in-depth exploration of major ideas, concepts, and themes across content areas. Instruction is provided by a certified gifted education teacher.

Gifted Referral Process: Referrals for gifted evaluation may be made by anyone familiar with the student's abilities, including parents, teachers, peers, or the student themselves. To begin the process, a Gifted Education Referral Form must be completed. Forms are available from our gifted education teachers. The classroom teacher collects and reviews all relevant data for referred students. Referrals are accepted year-round, with testing conducted in the spring. Students may be evaluated for gifted eligibility once every two years. Once a referral is processed by the Gifted Education Chairperson, a Consent to Evaluate form will be mailed to the student's parent or guardian. Upon receipt of the signed consent, the student will be evaluated within six to eight weeks. After the evaluation is complete, the student's eligibility will be determined according to Georgia Department of Education Rule 160-4-2-.38, and parents/guardians will be notified by mail.

Transfer Gifted Students: Students transferring from a gifted program in another Georgia public school system are automatically eligible for services under the state's reciprocity agreement, provided they can show documentation of prior eligibility and placement. Students transferring from out of state must meet Georgia's gifted eligibility criteria before receiving services.

Contact Information: For more information about the Gifted Education Program, please contact:
Dr. Andrea Scandrett, Director of Teaching and Learning, Lamar County Board of Education: (770) 358-5891

Honors: To be enrolled in an honors class, students must meet 3 of the following 4 requirements:

- Must have an 85 or higher in previous subject-sequenced course
- Teacher recommendation from the core academic teacher in that subject area
- Standardized test score of 85 or higher on the same subject EOC Milestone from previous subject – sequenced course or score in the “exceeds” range on the EOG Milestone (freshmen) from the previous year
- Lexile score equivalent to incoming grade level or higher (Specific Lexile requirements can be obtained from Guidance)

****Once enrolled in honors courses, students have two weeks from the first day of class to drop the course. LCHS will offer honors courses, in each core subject area at each grade level, subject to minimum and maximum class size requirements authorized by the State of Georgia as well as maximum class size requirement, student selection is based on student's highest preceding course averages.**

Pre-Course Reading for Advanced Placement (AP) and/or Honors Courses

- All students are expected to read the book(s) assigned by the FIRST day of class. Students should expect multiple in-class assessments/activities over the novel. Take the pre-course reading assignment seriously; students who fail to complete this work will begin the semester at a loss. Teachers have individual assignments for each course posted on the school website, and students will also be given copies for which they will sign acknowledging receipt. Books of literary merit are selected for AP and Honors coursework based on the following criteria:
- Multiple Levels of Meaning
- Effective, unique style appropriate to purpose, content, and audience
- Vivid, Memorable, Dynamic, Indirect Characterization
- Universality (significance to all humanity of all cultures, times, and places-not directed at one audience)
- Inexhaustibility (revisiting the text reveals new insights, one reading rarely reveals all, comprehension on levels other than plot)

- Significance of the truth (not a cliché or oversimplification)
- Truth of experience, life, significance, humanity, compassion, justice, integrity, relationships, loyalty, faith, conflict, self-discovery
- Strong irony, paradox, antithesis, or ambiguity (for open-ended thought)
- Does not depend on formula, sensation, trends, melodrama, or appeal to the masses
- Time-tested (least important characteristic/usually 50 year value)

Expectations for AP and Honors Courses

AP and Honors courses are academically rigorous, and offer more depth of content knowledge and skill development. Students who participate in the AP and Honors Programs should expect to spend more time on their studies and for the work to be at a high academic level.

AP and Honors students should be...

- Challenged to think
- Challenged to produce high quality work
- Self-motivated/disciplined
- Encouraged to gain a deeper understanding of the material
- Willing, qualified, and capable to do the reading and writing at a higher level
- Punctual with turning in work
- Able to budget their time and not procrastinate
- Students of academic integrity and honesty

Important Tests

Dates and applications for specific tests may be obtained through your Counselor.

Students are required to maintain appropriate test behavior and expectations while in any testing environment. This includes no talking, no writing of notes, and no personal electronic devices of any kind. Students are to give their complete attention to the test examiner and comply with all instructions and directions. Students who display irregular or inappropriate behavior during the administration of any test may have their test answer sheets invalidated and may, or may not, be allowed to participate in make-up exams.

ASVAB – Although this is a military service vocational ability battery (test), taking this assessment does not commit a student to any military obligation. It benefits the civilian as well as the student considering military service. Scores can be converted to civilian aptitudes (determining possible professions). To test, students must be age 16 or over and classified as a 10th-12th grader. The ASVAB is administered each year.

EOC – (Georgia Milestone) End of Course Milestone exams are required in the following courses in order to receive course credit: Algebra: Concepts and Connections, Literature and Composition II, Biology, and U.S. History.

When a new student enrolls from a non-public program, the school official must verify and document the accreditation of the non-public program. To earn credit for a course requiring an EOC Milestone, a student enrolling from a non-accredited program, including a homeschool student, must take the corresponding exam during the next available testing window. All students enrolling from a non-accredited program will be given an “Incomplete” for all courses needing the EOC Milestone. When the student takes the EOC Milestone, the “Incomplete” will be changed to the correct grade and credit will be given.

EOC Milestone Absence/Behavior: Students absent on the day of the main administration of the exam and from the subsequent make-up opportunities for the main administration will receive an “Incomplete” in the course[s]. After providing a valid excuse, the student may take the exam during the next testing window or will forfeit the opportunity for a make-up exam. Students missing the next testing opportunity will receive a zero for the course

and will have to repeat both the course and the test. Only under extreme documented circumstances should a student postpone testing to the third testing window (i.e. doctors' excuse required for medical reason, possibly 504 needed). Students who display irregular or inappropriate behavior during the administration of an EOC Milestone may have their test answer sheets invalidated and may, or may not, be allowed to participate in make-up exams.

Credentials of Value (Program Concentration) Assessments: LCHS offers End-of-Pathway Assessments for students who are Pathway Completers and wish to add this credential to their diploma. These assessments are directly related to industry validated standards.

PSAT – As preparation for the SAT, this test is given to all 10th graders. (Eleventh graders must have a PSAT or an SAT score to be considered for the National Merit Scholarship and Governor's Honors Program.)

SAT/ACT – Usually taken during the 11th and 12th grades, these assessments may be used for college acceptance. LCHS is a host site for select SAT dates. Please see your assigned counselor for more information. Registration for both test is found online at: [SAT](#) and [ACT](#).

YouScience – is a career and aptitude assessment administered to students to help identify natural strengths, interests, and potential career pathways. Through a series of activities and inventories, students receive personalized results that connect their aptitudes and interests to career clusters, postsecondary opportunities, and workforce options. Results are used to support academic planning, career exploration, and the development of each student's Individual Graduation Plan (IGP).

Exam Policy: A final exam is given in each non-milestone course. The required Georgia Milestone assessment is the final exam for Algebra: Concepts and Connections, Literature and Composition II, Biology, and U.S. History. All final exams and milestones are 20% of the final grade. Final Exams are only given the final two days of the semester, any missed final exam will have to be made up or the student will receive a zero for 20% of their overall grade.

Exam Exemption Policy: A student may exempt the final exam in a non-milestone course if they have not missed no more than four (4) days (unverified and/or verified) in that class period. have earned a 90 or higher average, and have not received a referral that resulted in OSS.

Summer Dual Enrollment: Students may enroll in academic courses during the summer through the Dual Enrollment program. In addition, students may register for courses through accredited institutions for the following reasons:

- To recover credits and remain on track for graduation; and/or
- To enroll in courses not currently offered at LCHS (e.g., World Languages or Advanced Placement courses).

Students may take a maximum of two courses outside of LCHS. All courses taken outside of LCHS must be discussed with and approved by the student's school counselor prior to enrollment. Final approval is subject to the discretion of the principal.

Students may not enroll in summer courses for the purpose of accelerating graduation requirements or advancing ahead of their assigned grade level. In addition, students may not take courses outside of LCHS that require a Georgia Milestones End-of-Course assessment.

Attendance

Regular school attendance is essential for student success. Students are expected to attend school every day unless an absence qualifies as excused under Georgia law and Lamar County Board of Education policy.

Excused Absences

Excused absences may include:

- Personal illness;
- Serious illness or death in the immediate family;
- Medical or dental appointments;
- Court appearances or government agency requirements;
- Religious holidays;
- Military leave visitation;
- Hazardous conditions affecting health or safety; and
- School-sponsored activities approved by the school.

Documentation for an absence must be submitted within three (3) school days of the student's return to school. Acceptable documentation may include a parent/guardian note, medical excuse, court document, or agency verification. The principal or designee shall determine whether an absence is excused.

Students in grades K–8 may submit up to four (4) parent/guardian notes per school year. Students in grades 9–12 may submit up to two (2) parent/guardian notes per semester. Each note may excuse no more than two (2) consecutive school days. Absences exceeding two consecutive days require medical documentation from a licensed healthcare provider.

Truancy and Chronic Absenteeism

Under Georgia law, a student is considered truant after accumulating more than five (5) unexcused absences during a school year. A student is considered chronically absent when they miss ten percent (10%) or more of enrolled school days for any reason, whether excused or unexcused.

Attendance Intervention and Support

Lamar County Schools monitors attendance throughout the school year and communicates with parents/guardians when attendance concerns arise.

- **3 Unexcused Absences:** School personnel will contact the parent/guardian regarding the student's attendance.
- **5 Unexcused Absences:** Written notification will be provided to the parent/guardian as required by Georgia law. Additional attendance support meetings may be scheduled.
- **5 Total Absences:** Parents/guardians may receive an attendance awareness notification regarding the importance of regular school attendance.

- **8 Unexcused Absences:** The student may be referred to the Lamar Attendance Intervention Task Force (LAIT) for additional attendance support.
- **10 Total Absences:** Attendance concerns may be reviewed and additional interventions may be implemented.
- **15 Total Absences:** An intensive attendance review may be conducted, and additional attendance interventions may be considered.
- **5 Unexcused Tardies or Early Check-Outs in a Semester:** A conference with the student and/or parent/guardian may be conducted.
- **10 Combined Unexcused Tardies or Early Check-Outs in a Semester:** Additional attendance interventions may be implemented.

Court involvement may be considered when attendance violations continue after reasonable school and district interventions have been attempted, as provided by Georgia law.

Participation in Extracurricular Activities

Students must be present for at least one-half (½) of the instructional school day to participate in extracurricular activities, athletic events, performances, practices, or other school-sponsored activities occurring that day unless approved by school administration.

Withdrawal Due to Non-Attendance

In accordance with Georgia law, students who are absent for thirty (30) consecutive school days without withdrawal documentation or verification of enrollment in another school may be reported to the Department of Family and Children Services and withdrawn in accordance with state requirements.

Tardy to Class

Expectations: Administrative minimum expectations: Students must be inside their classrooms before the bell begins to ring. Students entering class as bell rings or after it rings are tardy. A tardy is fewer than 5 minutes late and the student will report to the attendance cart on the Trojan Way hall for a tardy pass. If greater than 5 minutes late to class students are considered out of area or skipping and must report to the assistant principal's office.

The administration and staff may conduct **random hallway sweeps** throughout the year to ensure student safety and optimize classroom instruction.

During these **hallway sweeps**, students who are late on the 3rd sweep (without a valid hall pass) will be subject to ISS or OSS.

Consequences:

- 1-3 – Warning (Parent contact on 3rd tardy.)
- 4 – Silent Lunch
- 5 – 2 days of Silent Lunch
- 6 – 3 days of Silent Lunch and Parent Contact
- 7 – Detention
- 8 – 2 days of Detention
- 9 – 3 days of Detention and Parent Contact
- 10-11 – 1 day ISS
- 12 – 1 day ISS and Parent Contact
- 13-14 – 2 days ISS
- 15 – 2 days ISS and Parent Contact
- 16-17 – 1 day OSS

- 18 – 1 day OSS and Parent Contact
- 19 – Possible Alternative Placement

Student Drivers and Absence Protocols

Absences

- 5 receive notification that they can lose their parking privileges at 8 absences
- 8 Total Absences- Student will lose their parking privileges for 1 week
- 10 Total Absences- Student will lose their parking privileges for 2 weeks
- 15 Total Absences- Student will lose their parking privileges for the remainder of the school year.

Tardies:

- 5 tardies, receive notification that they can lose their parking privileges at 8 absences
- 15 tardies, student will lose their parking privileges for 1 week

Every 3 tardies count as an absence for Driving Privileges

Perfect Attendance: To earn a perfect attendance certificate, a student must be in school every day of the school year with no more than three (3) class absences.

Post-Secondary School Visits: Seniors may be allowed up to two days for college visits. For a visit to be counted as an NI (non-instructional day) and not as an unexcused absence, the student must obtain permission 3 days prior to the visit, return the completed post- secondary school visit form before leaving, and bring written documentation back from the school visit. The student is responsible for missed assignments on NI days.

Make-up Work Following an Absence

Students are responsible for making up work upon returning to school from an absence (including those involving participation in school-sponsored extra-curricular activities). Arrangements must be made to complete the make-up work within 3 school days, or other time frame agreed upon by the student and teacher. Work not made up within this period may receive failing grades. **Work that was previously assigned prior to the absence(s) is due on the first day back.** Counselors will assist in the procurement of work if a student is out sick more than 3 days but less than 10. Parents should contact the Guidance Department under these conditions. Teachers must be given 48 hours to prepare work. This is necessary so that the work is designed to replicate missed classroom instruction that must be mastered by the student without the benefit of the instructor. **If a student is suspended for any reason, that student will be allowed to make up any missed work within 3 days of returning to classes. It is the student's responsibility to seek out any missed assignments during their suspension.**

Attendance Notification: (O.C.G.A. 20-2-690.1) Contact the system Social Worker/Attendance Officer to discuss this law and its consequences.

Every parent, guardian, or other person residing within this state having charge of any child between the sixth and sixteenth birthdays shall enroll and send such child to a public school, a private school, or a home study program that meets the requirements for a public school, a private school, or a home study program; and such child shall be responsible for enrolling in and attending a public school, a private school, or a home study program that meets the requirements for a public school, a private school, or a home study program under such penalty for noncompliance with this subsection as is provided in Chapter 11 of Title 15, unless the child's failure to enroll and attend is caused by the child's parent or other person alone shall be responsible; provided, however, that tests and physical exams for military service and the National Guard and such other approved absences shall be excused absences. Nothing in this Code Section shall be construed to require a local board of education to assign a child to attend an alternative public school program rather than suspending or expelling the child.

Any parent, guardian, or other person residing in this state who has charge of a child or children and who shall violate this Code section shall be guilty of a misdemeanor and, upon conviction thereof, shall be subject

to a fine not less than \$25.00 and not greater than \$100.00, imprisonment not to exceed 30 days, 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 or other person who has charge of a child of 5 unexcused days of absence for a child shall constitute a separate offense. After 2 reasonable attempts to notify the parent or other person who has charge of a child of five unexcused days of absence without response, the school system shall send a notice to such parent or other person by certified mail, return receipt requested. Public schools shall provide to the parent or other person having charge of each child enrolled in public school a written summary of possible consequences and penalties for failing to comply with compulsory attendance under this Code section for children and their parents or other persons having charge of children. The parent or other person who has charge of a child shall sign a statement indicating receipt of such written statement of possible consequences; children who are age 10 years or older by September 1 shall sign a statement indicating receipt of such written statement of possible consequences. After reasonable attempts by the school to secure such signature or signatures, the school shall be considered to be in compliance with this subsection if it sends a copy of the statement, via certified mail, return receipt requested, to such parent or other person who has charge of a child. Public schools shall retain signed copies through the end of the school year.

Local school superintendents in the case of private schools or home study programs and visiting teachers and attendance officers in the case of public schools shall have authority and it shall be their duty to file proceedings in court to enforce this subpart.

Juvenile Sub-Section 20-2-701.

Local superintendents as applied to private schools and home study programs and attendance officers as applied to public schools, after written notice to the parent or guardian, shall report to the juvenile or other court having jurisdiction under Chapter 11 of Title 15 any child who is absent from a public or private school or a home study program in violation. If the judge places such child in a home or in a public or private institution pursuant to Chapter 11 of Title 15, school shall be provided.

Local school superintendents and attendance officers shall use their best efforts to notify any child 14 years of age or older who has only three absences remaining prior to violating the attendance requirements contained in subsection (a.1) of Code Section 40-5-22. Such notification shall be made via first class mail.

Local school superintendents and attendance officers shall report to the State Board of Education, which shall, in turn, report to the Department of Motor Vehicle Safety any child 14 years of age or older who does not meet the attendance requirements contained in subsection (a.1) of Code Section 40-5-22. Such a report shall include the child's name, current address, and social security number.

Subsections (b) and (c) of the Code Section shall not be effective until full implementation of the state-wide education information system.

Georgia Driver's License Law: The school CERTIFICATE OF ATTENDANCE necessary to obtain a driver's license may be obtained from the high school office. Students must also have their ADAP certification to obtain a driver's license. The certificate is issued to those successfully completing the eADAP course during their required Health Course via the [Georgia Department of Driver Services](#) website.

SPECIAL EVENTS

Activity Expectations and Requirements

Assemblies: Assemblies and pep rallies are held for several purposes: to instruct, to entertain, to honor, to promote school spirit, and to celebrate. Expectations of behavior depend upon the assembly's purpose. The members of the audience should respect the rights of the performer/speaker and be courteous at all times. Students are expected to follow assembly instructions as given to them by teachers or administrators; honor and respect the dignity of the program; and avoid talking, yelling, clapping or indicating approval/disapproval when such is not appropriate. Students should understand that there is a time to cheer and a time to listen, even at pep rallies. Participation in a school-organized assembly is considered a privilege and a student can lose their ability to attend based on behavior, attendance, or academics.

Field Trip Guidelines: Students must attend school on a regular basis and follow school rules to participate in field trips. Participation in school activities and field trips are governed by school rules and are subject to co-curricular, extra-curricular, and field trip guidelines. Guidelines include being in good academic standing, being in good attendance standing, and being in good conduct standing, as well as owe no monies or fees to the school. Students will not be allowed to participate in field trips if they fail to return a completed permission/medical release form by the due date. Activity sponsors will provide further details after receiving administrative approval.

Junior/Senior Prom: Students who have been enrolled in high school for 3 years or are classified as juniors or seniors may attend the prom if they have purchased a prom ticket. Guests must be *a minimum of* 14 years of age and be in high school. Student dates must be no older than 20 on the day of the prom. In addition, date approval forms and/or attendee forms must be approved by the administration. The principal reserves the right to associate student attendance with a student's ability to attend prom each year. All guests must be preapproved and each eligible student is allowed one guest.

Homecoming Representatives: The student body selects female homecoming representatives. Homecoming escorts will be the representative's mother or father. Requests for other escorts must be approved by the administration or by the Homecoming Committee designated by the administration. Homecoming representative guidelines include: No failing grades for the current school year; No OSS discipline records from the previous school year or current school year; No more than one disciplinary referral from the previous school year or current school year. If a student has missed 6 or more days at the time of elections, the student is not eligible to run for Homecoming Court.

Homecoming King: Any senior male student that meets the following guidelines: No failing grades for the current school year; No OSS discipline records from the previous school year or current school year; No more than one disciplinary referral from the previous school year or current school year. If a student has missed 6 or more days at the time of elections, the student is not eligible to run for Homecoming Court.

Class Officers: The student body elects Class Officers. Applications to campaign for Class Office must be submitted by the announced due dates. Applicants must be approved prior to campaigning and qualifying for their names to be placed on the election ballot. Qualifications include no failing grades for the current school year; No OSS discipline records from the previous school year or current school year; No more than one disciplinary referral from the previous school year or current school year. If a student has missed 6 or more days at the time of elections, the student is not eligible to run for Class Office.

Participation in Athletic or Other Organized Extracurricular Activities

Students must be present for at least half of the day to be considered present and eligible to participate in extracurricular activities, including participation in practice, unless prior approval has been granted by the

principal. Students suspended from school, transferred to the Trojan Learning Center, or expelled may not participate until after the disciplinary period is completed. Students must be in good standing—disciplinary, academic, attendance, and financial—to participate. Students who are currently under a Lamar County Attendance Intervention Taskforce (LAIT) court order are also excluded from participation. Good standing records accompany those students transferring from other accredited schools and are used to determine participation eligibility.

Furthermore, all students must meet Georgia High School Athletic Association (GHSA) eligibility or “on-track” requirements to participate in extracurricular activities. Two important GHSA eligibility requirements are that a student be passing 3 out of 4 classes during the previous semester and be on track. On track is calculated as follows: first year students must have accumulated 5 credits by the end of the 1st year, second year students must have accumulated 11 credits by the end of the 2nd year, third-year students must have accumulated 17 credits by the end of the 3rd year in order to be eligible. The Athletic/Activity Director, and/or school counselors or coaches will check eligibility. Most activities require individual contracts and conditions for the sport or event. **Any dues or payment for the participation and equipment must be paid in full prior to any participation in extracurricular activities, organizations and clubs.**

Candidates for, or students elected in, all extra-curricular, co-curricular, and/or student organizations are recognized as leaders and role models. Therefore, exemplary attendance as well as commendable conduct on and off school campus is expected by the school administration, faculty, staff, and fellow students. Illegal or inappropriate behavior will result in administrative action, which may include suspension, dismissal from appointed or elected position, and/or removal from participation.

Extra-curricular activity participation requires that students be in good academic and attendance standing as well as owe no fees/monies.

FOR MORE DETAILED INFORMATION, RULES, AND REGULATIONS, PLEASE CONSULT WITH THE SCHOOL SYSTEM ATHLETIC DIRECTOR AND THE ATHLETIC/EXTRA-CURRICULAR CODE OF CONDUCT MANUAL.

Clubs and Organizations: Students are encouraged to join at least one of the school clubs. Because membership in too many clubs and activities might detrimentally affect instruction for some students, the following regulations have been set:

- Guidelines for the no pass/no participation policy will be enforced. No school club/organization or student shall participate in hazing or any type of initiation activity. Involvement in such activity shall be subject to disciplinary action by the administration (as prescribed by the state law). A waiver for clubs/organization participation is included in first day forms, additional forms may be obtained from the office. All school rules remain in effect while the student is participating in club or organization meetings and activities.
- All school clubs must be approved prior to the first day of school by the Lamar County School Board of Education.
- No new clubs/organizations will be created after the first day of a school year.
- All student clubs/organizations must have a Lamar County School System employee as a sponsor.

Competitive Interscholastic Activities and Contests: Students participating in competitive interscholastic activities by the Georgia High School Association (GHSA) must comply with all eligibility requirements including passing at least 2.5 subjects in the semester immediately preceding participation and be on track to graduate. These subjects must carry credit toward graduation or grade promotion. Students not meeting this requirement will be ineligible for one semester. Eligibility may be reinstated by successful completion of any extended instructional or credit recovery programs.

The Executive Committee of the GHSA passed the following statement on sportsmanship: “Interscholastic athletics are an integral part of the educational curriculum and experience. High school athletics promote the character development of the participants, enhance the educational mission of schools, and promote civility in society. Therefore, student- athletes, coaches, spectators, and all others associated with high school activities programs should adhere to the fundamental values of respect, fairness, honesty, and responsibility. These values should be established as a priority among all GHSA member schools.”

Athletic Teams, Clubs, Organizations:

Athletic Teams:

- | | |
|---|---|
| <ul style="list-style-type: none"> ● Baseball ● Basketball ● Cheerleading, Football ● Cheerleading, Basketball ● Cross Country ● Football ● Golf | <ul style="list-style-type: none"> ● Soccer ● Softball, fast pitch ● Tennis ● Track & Field ● Volleyball ● Weightlifting ● Wrestling |
|---|---|

Career Technical Student Organizations (CTSO):

- | | |
|--|--|
| <ul style="list-style-type: none"> ● Career & Technical Instruction – CTI ● Family, Career and Community Leaders of America – FCCLA ● Future Business Leaders of America – FBLA ● Health Occupations Students of America – HOSA ● FFA - Future Farmers of America | <ul style="list-style-type: none"> ● JROTC-Armed Exhibition: Raiders Team ● JROTC-Color Guard ● JROTC-Drill Team ● JROTC-Rifle Team ● JROTC-Unarmed Exhibition ● Lamar County Deputy Explorers - LEX ● Skills USA |
|--|--|

Clubs/Teams:

- | | |
|--|---|
| <ul style="list-style-type: none"> ● Academic Team ● American Sign Language – ASL ● Art Club ● Beta Club (Invitation only) ● Fellowship of Christian Athletics – FCA ● Guitar Club ● Interact Club ● International Thespian Society (Invitation only) ● Juggling Club ● Travel Club ● Literary, One Act Play ● National Art Honor Society (NAHS) ● National Technical Honor Society Chapter | <p>(NTHS)</p> <ul style="list-style-type: none"> ● Literary, Speaking/Writing competitions ● Math Team (Invitation only) ● National Honor Society (Invitation only) ● Science Club ● Students Against Destructive Decisions – SADD ● Students Against Violence Everywhere (SAVE) ● Tri M Music Honors Society (Invitation only) ● Chess Club ● 4-H Club ● AJROTC Drone Team |
|--|---|

LCHS TROJAN EXPECTATIONS

BOARD POLICY Descriptor Code: JC DAG - Bullying

The Lamar County School District believes that all students have a right to a safe and healthy school environment. All schools within the district have an obligation to promote mutual respect, tolerance, and acceptance among students, staff, and volunteers. Behavior that infringes on the safety of any student will not be tolerated. A student shall not bully, harass, or intimidate another student through words or actions. Such behavior includes but is not limited to: direct physical contact such as hitting or shoving; verbal assaults such as teasing or name-calling; the use of electronic methods to harass, threaten or humiliate, and social isolation and/or manipulation. The school district policy prohibiting bullying is included in the student code of conduct and includes but is not limited to the following:

- Any student who engages in bullying shall be subject to disciplinary action up to and including expulsion.
- Students are expected to immediately report incidents of bullying to the principal or designee.
- Students can rely on staff to promptly investigate each complaint of bullying in a thorough and confidential manner.
- If the complainant student or the parent of the student feels that appropriate resolution of the investigation or complaint has not been reached after consulting the school principal, the student or the parent of the student should contact the local superintendent or his or her designee.
- The school system prohibits retaliatory behavior against any complainant or any participant in the complaint process.

All students and/or staff shall immediately report incidents of bullying, harassment and intimidation to the school principal or designee. School staff members are expected to immediately intervene when they see a bullying incident occur. Each complaint of bullying shall be promptly investigated. This policy applies to students on school grounds, while traveling on a school bus to and from school or a school-sponsored activity and during a school-sponsored activity. Bullying, harassment or intimidation will not be tolerated. Disciplinary action will be taken after each incident of bullying and upon the finding of guilt. Disciplinary consequences for violation of this rule can be seen on page 56 of this document.

Students are required to be respectful to adults and other students. Incidents involving abusive language, shouting, or arguing with any student or adult will not be tolerated and may lead to a charge of disrespect. Student actions not listed which disrupt or interfere with the normal educational process, will be handled in a similar manner. Each teacher's classroom discipline plan outlines expected behavior and conduct. Rules, regulations, and due process are designed to protect all members of the educational community in the exercise of their rights and responsibilities.

Students are not to bring items to school or any school activity that resemble, or are constructed to resemble, items prohibited by law and by School Board policy. Students violating these rules may be charged as if they had possession of the actual item. This includes:

- Firearms (real or replica) Ammunition
- Knives of any kind (including pocket knives and box cutters)
- Razors or blades
- Explosives, fireworks, or incendiary devices
- Martial arts weapons (e.g., nunchaku, throwing stars)
- Tasers or stun guns

- Brass knuckles or other fighting tools
- Pepper spray, mace, or any chemical spray

Students violating these rules will be charged as though they had possession of the actual item.

Gross violations of the Code of Conduct or school rules as well as any action as unconscionable in nature as to shock the conscience can result in immediate suspension from school and a possible recommendation to the discipline tribunal as outlined on pages 55 - 61 of this document.

Verbal Abuse: Article 27 of Chapter 2 of Title 20 of the Official Code of Georgia Annotated, relating to loitering at or disrupting schools, prohibits the upbraiding, insulting or abusing of any public school teacher, public school administrator, or public school bus driver in the presence and hearing of a pupil while on the premises of any public school or school bus. Students who violate this law are subject to arrest for disturbing a public school.

The Lamar County Board of Education believes that all students can learn better in a safe school environment. Behavior that infringes on the safety of students will not be tolerated. Bullying, as the term is defined in Georgia law, of a student by another student is strictly prohibited. Such prohibition shall be included in the Student Code of Conduct for all schools within the school system.

Bullying is defined as follows: An act that is: Any willful attempt or threat to inflict injury on another person, when accompanied by an apparent present ability to do so; Any intentional display of force such as would give the victim reason to fear or expect immediate bodily harm; or any intentional written, verbal, or physical act, which a reasonable person would perceive as being intended to threaten, harass, or intimidate, that: 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; Has the effect of substantially interfering with a student's education or otherwise substantially infringing upon the rights of a student; Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or Has the effect of substantially disrupting the orderly operation of the school.

The term applies to acts which occur on school property, on school vehicles, at designated school bus stops, or at school-related functions or activities, including but not limited to, extracurricular activities, or by use of data or software that is accessed through a computer, computer system, computer network, or other electronic technology of a local school system. or by use of data or software that is accessed through a computer, computer system, computer network, or other electronic technology of a local school system Procedures may be developed at each school encouraging a teacher or other school employee, student, parent, guardian, or other person who has control or charge of a student, either anonymously or in the person's name, at the person's option, to report or otherwise provide information on bullying activity. Any teacher or other school employee who, in the exercise of his or her personal judgment and discretion, believes he or she has reliable information that would lead a reasonable person to suspect that someone is a target of bullying is required to immediately report it to the school principal. 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 as called for in this policy and 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. 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. Each school shall provide referrals, as appropriate under the circumstances, to age-appropriate interventions and services, including, but not limited to, counseling services, for students who have been found to have

committed an offense of bullying or are targets or suspected victims of bullying Upon a finding by a school administrator that a student has committed an act of bullying or is a target or suspected 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. Students and parents will be notified of the prohibition against bullying and the penalties for violating the prohibition by posting information at each school and by including such information in the student/parent handbooks.

School Resource Officer (SRO)

The SRO is a P.O.S.T. Certified Officer with at least two years' experience in Law Enforcement— promotes good citizenship among students and staff; fosters an attitude of respect for the personal property rights of others; cultivates a spirit of law observance among students and staff; safeguards moral and physical welfare; and protects the physical properties of the School Board. The SRO for LCHS is assigned in partnership with the Lamar County Sheriff's Office. The SRO is not a school disciplinarian but is an extension of the principal's office for administrative control and assignment. However, the SRO will take action when the principal and/or the SRO believe that an incident is a criminal law violation under the following conditions:

- The SRO will coordinate actions with the Principal and/or designee for law enforcement cases of an immediate nature.
- All local law enforcement and state agencies conducting formal police interviews, interrogations, and arrests should contact the campus SRO who, prior to any such action, will immediately notify the principal or principal's designee. The SRO will advise these parties on school policies regarding these actions.

The SRO serves as a legal resource for students, providing them an opportunity to associate with a law enforcement figure in their own environment. The SRO is a resource for teachers, parents, and students. Individual conferences dealing with problems or questions, particularly in the areas of substance abuse may be scheduled through the SRO. The SRO will provide or assist in arranging transportation of disruptive/uncooperative students to their own homes or their parents' work places by request of an administrator.

Georgia State Law on Discipline Records and Students Convicted as Felons

- The School Principal has the authority to deny attendance to any student arrested, charged, or convicted of a felony.
- If a school administrator is informed that a student has been convicted of committing a designated felony act, the administrator must inform all teachers to whom the student is assigned.
- School administrators may report any alleged criminal action by a student to the appropriate law enforcement agency.
- Local boards of education may refuse to enroll or readmit any student who has been suspended or expelled for being convicted of, being adjudicated to have committed, being indicted for, or having information filed for the commission of any felony or delinquent act.
- Transfer students must present a certified copy of his or her transcript and disciplinary record from the school previously attended.
- A transfer student may be admitted on a conditional basis if LCHS is in receipt of the name and address of the school last attended and the signed authorization form for the release of all academic and disciplinary records from the last school attended. Parents must also state whether the child has ever been adjudicated guilty of the commission of a felony act and the date of adjudication, the jurisdiction in which such adjudication was made, and the sentence imposed.
- The parent will be notified when the records are transferred. The parent may request, in writing within ten days of receiving notice, a copy of such records and shall be entitled to receive them.
- Within five days after receiving the copy of the records, the parent may make a written request for a hearing before the principal to challenge the contents of the records.

- Documents used to authorize the transmittal of records must include a list of designated felony acts. Parents must disclose whether the student is currently serving a suspension/expulsion from another school, the reason for discipline, and the term.
- All schools must provide complete record information to a requesting school within ten days of receipt of request. Records not received within 30 days may result in students being administratively withdrawn and not allowed to attend LCHS.
- Superior courts must send written notice to the school superintendent in the system where a student is enrolled (or will be enrolled) when: (1) a person 17 years of age or older is convicted of a felony or (2) a person age 13-17 is convicted of or adjudicated delinquent of murder, voluntary manslaughter, rape, aggravated sodomy, aggravated child molestation, aggravated sexual battery, or armed robbery with a firearm. Schools may request further information from the file.

Metal Detectors and Searches: LCHS reserves the right to use “walk-through” and “hand-held” metal detectors at any time during the school day or at any/all school function(s) including activities which occur outside normal school hours or off the school campus. Students are hereby notified that these metal detectors will be used without notice and at the discretion of the administrators.

Care of School and Personal Property: Students are responsible for the proper care of all books, supplies, equipment, and furniture supplied by the school. Students who disfigure property, break windows, paint graffiti, litter areas, or otherwise misuse or damage the school, personal property or equipment—including books—will be required to pay for damages as well as clean and/or replace the item. **Students should limit items brought to school to those items necessary for school activities only;** thus, they are also discouraged from bringing large sums of money or other valuables. **The school is not responsible for personal items that are lost, stolen, or damaged.** Thefts should be reported to the School Resource Officer and to the front office.

Search and Seizure Policies: To maintain order and discipline in the schools and to protect the safety and welfare of students and school personnel, school authorities may search students, personal effects, lockers, or student automobiles under the circumstances outlined below and may seize any illegal, unauthorized, or contraband materials discovered in the search.

Personal Searches: A student's person and/or personal effects—purse, book bag, clothing, outer garments, etc.—may be searched whenever an administrator has reasonable suspicion to believe the student may be in possession of illegal or unauthorized materials. If a more in depth search of a person is conducted, it will be done privately by an administrator or school system resource officer. Note - A refusal of a search by school administrators can result in an immediate recommendation for a tribunal hearing.

Locker Searches: Student lockers are school property. School authorities have the right to conduct inspections of lockers at any time without notice, without consent, and without a search warrant to assure that items contained are related to the school program. The student assigned to the locker is responsible for the locker's contents and securing personal possessions and maintaining school property.

Automobile Searches: Students must register their vehicles and display the appropriate permit to park on campus. The school retains authority to conduct patrols of parking lots and inspections of the automobiles' exteriors. The interiors of students' vehicles may be inspected or searched whenever a school authority has reasonable suspicion to believe that illegal or unauthorized materials are contained inside. Patrols, inspections, and searches may be conducted without notice, without student consent, and without a search warrant.

Seizure of Illegal Materials: If a search yields illegal or contraband materials, such findings shall be turned

over to the legal authorities for ultimate disposition.

Use of search dogs: Trained search dogs may be used to search vehicles, lockers, and equipment – not persons.

Note - No video footage from a school video surveillance device will be shown to non-staff members without BOE approval or a subpoena from the courts.

School Safety Zone: It shall be unlawful for any person to carry or possess or have under such person's control any weapon or explosive compound while within a safety zone (all property in, on, within 1,000 feet of any real property owned by or leased to any public or private elementary school, secondary school, school board and used for elementary or secondary education) or at a school building, school function, or school property or on a bus or other transportation furnished by the school. Any person who violates this subsection shall be guilty of a felony and, upon conviction thereof, be punished by a fine of not more than \$10,000.00, by imprisonment for not less than two nor more than 10 years or both.

Criminal Penalties for Sex and Other Crimes: As dictated by state law, we are required to encourage parents to discuss with their son or daughter that certain crimes and offenses committed by their son or daughter, regardless of age, are subject to fines and imprisonment. These include but are not limited to criminal penalties for unlawful sexual activity, fighting, weapons possession, drugs, as well as assault and battery. Please contact your local law enforcement agency for additional information.

Georgia's Sex Offender Law: This law requires convicted sex offenders to remain a minimum of 1000 feet away from all school bus transportation stops. To report a violator or to request more information, please contact a local law enforcement agency.

Video Surveillance: A video surveillance system is utilized to maintain order and discipline on school property and in school vehicles.

Fire/Emergency Drills: Fire and/or emergency drills will be conducted throughout the school year and should be respected for protection of life. Instructions are posted in each room; teachers will inform students of proper, protective procedures. All drills are to be conducted as if there is an actual emergency.

SPECIFIC LCHS POLICIES and PROCEDURES

(not all inclusive)

Cafeteria Procedures

Cafeteria Conduct: Students shall not run to lunch, break in line, or engage in horseplay. Students must return trays, trash, and utensils to the service area. Students should speak in normal voice tones while in the cafeteria. Students must clean up their areas, put up their own trays, properly dispose of trash and leave tables and chairs in an orderly arrangement.

Breakfast Procedures: Upon arrival, all bus riders should report to the cafeteria. Students must adhere to dress-code guidelines. Students desiring to eat should immediately get in line, obtain their food, and sit in the designated area. Upon finishing, students are to clean the area and dispose of trash. Students are to remain in the cafeteria until the bell rings to go to first period. The breakfast line closes approximately 5 minutes before the first bell.

Lunch Rules: Food and drinks are permitted in the cafeteria only. All food and/or drinks should be consumed

in designated areas—the lunchroom and the courtyard— before, after, and during the school day. Vending items not purchased in the cafeteria must be consumed in the courtyard or other outdoor areas. ***Students who misbehave may be assigned lunch detention at the administrative/teacher discretion.**

Food and Drink Policies

Students are not allowed to leave campus for lunch. Students may bring lunch from home, but may not send out for lunch or accept delivery of food from off campus. Students may not have energy drinks on campus. Glass bottles are prohibited.

Computer/Internet Use

The primary purpose of internet use in Lamar County Schools is to support instructional activities and research that align with the educational objectives of the district. The internet provides students and staff with opportunities for digital collaboration, access to global information, and tools for enhanced learning. Proper use of online resources equips students with essential skills for participating in the modern digital world.

The Lamar County Board of Education recognizes that as technologies evolve, so must instructional methods and safeguards. Therefore, internet use must be safe, age-appropriate, academically relevant, and closely supervised in all school settings. Instruction in digital literacy, ethical use, and cyber safety is an essential part of student learning, as mandated by Senate Bill 351.

Acceptable and Unacceptable Use

- Acceptable Use - Internet use is considered a privilege—not a right—and must be:
 - Directly related to instructional goals and research
 - Supervised by a responsible adult (teacher or media staff)
 - Guided by ethical, legal, and appropriate digital citizenship standards
- Unacceptable Use
 - Inappropriate use of the internet/network includes, but is not limited to:
 - Cyberbullying, harassment, or sending abusive/vulgar messages
 - Accessing or distributing sexually explicit, harmful, or illegal material
 - Sharing personal data (e.g., home address, passwords, or photos) without consent
 - Attempting to bypass content filters or engage in hacking or unauthorized access
 - Using any non-Lamar County email or unauthorized social media platforms
 - Downloading or installing unauthorized software, games, or large media files
 - Using chat rooms, instant messaging, or group messaging apps not approved by staff
 - Using school devices or networks for personal, commercial, or financial gain
 - Violating copyright or intellectual property laws
 - Subscribing to unauthorized list-serves, newsgroups, or purchasing items online
 - Interfering with the performance of district technology systems (e.g., spamming, uploading viruses, etc.)
 - Any activity that contradicts the educational mission or policies of Lamar County Schools
- Proper and Ethical Use
 - Access is a privilege that requires adherence to the following procedures:
 - 1. Internet Use Contracts
 - All students, staff, and authorized visitors must have a signed Internet Use Agreement on file.
 - Students in Primary and Elementary Schools must renew contracts annually
 - Students in Middle and High School must renew contracts upon entering each school level
 - Contracts are maintained in each student's cumulative file
 - Teachers and staff are required to sign contracts before being granted access to any district technology
 - 2. Internet Access Locations
 - Students may access the internet:
 - Only through district-approved devices in classrooms or media centers
 - Only when supervised by certified staff or media personnel
 - Only if their signed Internet Use Agreement is current

- 3. Mandatory Training - To ensure safe and responsible use:
 - Staff members will receive annual training on internet safety, ethical use, and digital guidelines
 - Students will be trained at the school level by teachers or media center staff in compliance with SB 351's digital citizenship and cyberbullying prevention standards.
 - Violations of this policy may result in disciplinary action, loss of access privileges, or legal referral as appropriate.
 - By adhering to this updated policy, Lamar County Schools reinforces the principles of safe, ethical, and effective technology use in accordance with Georgia Senate Bill 351 and the district's commitment to 21st-century learning.

Electronic Device Rules and Regulations

While technology can be helpful, personal cell phones in schools have created serious problems:

- **Students Are Distracted:** Texting, watching videos, or playing games in class takes attention away from learning.
- **Students Are Off Task:** Even during class time, phones pull students away from lessons and schoolwork.
- **Cyberbullying:** Many students use social media apps to tease or bully others during the school day.
- **Safety Issues:** Some students use phones to organize fights or record inappropriate behavior.

To provide an environment where students are able to concentrate, behave better, and learn in a safe and respectful environment, Lamar County Schools will implement a K-12 electronic device procedure.

- All students in grades K–12 must keep their phones powered off and out of sight during the school day.
- Phones may not be used during class time, in the halls, or during lunch/recess.
- If there is an emergency, parents can always call the front office of the school to reach their child.
- Students who need to contact a parent during the day may ask permission to use a school phone.

Offense/Description/Consequence*

- **1st Violation** – If a student is found using or in possession of a phone during school hours, the student will receive a verbal warning, and the phone is rendered by the student and returned at the end of the school day to the student.
- **2nd Violation** - If a student is found using or in possession of a phone during school hours, the student will receive a verbal warning and the phone is rendered by the student and returned at the end of the school day to the parent/guardian.
- **3rd Violation** - If a student is found using or in possession of a phone during school hours, the student will receive a discipline referral for defiance (Student Incivility-Level 1) and the phone is rendered by the student and returned at the end of the school day to the parent/guardian.

*Note - Any time a student refuses to render their phone a discipline referral will be issued.

Late Sign-in and Early Sign-out Procedures

Late arrival and early dismissal impacts required course seat time. See the attendance section as well as the instructional time section for more information.

Late Sign-In: Students who arrive at school after the first period tardy bell must enter through the front office and sign in at the kiosk. Students will receive a tardy tracking slip which is required for admittance to class. Students will receive consequences for excessive tardies. Students who have **10 or more tardies** may lose their **parking privilege** for the next semester. Students who return to school after being checked out must report directly to the front office.

Early Dismissal

Students should bring all early-dismissal notes to the office before school. Notes must include the following: the reason for signing out, the time of the sign-out, a parent's signature **with a phone number**

where the parent may be reached. Parents may also inform the school in person of the reason for and time of the sign-out. A phone call from an adult is not acceptable. See Student Health regarding early dismissal for sicknesses.

The student's dismissal time and whether the absence will be excused will be printed on the daily report. Excusable reasons for early dismissal are the same as for absences. **Any student requesting early dismissal for any reason that is not an excused absence will not be allowed to return to school that day.**

STUDENTS ARE NOT ALLOWED TO WAIT IN THE OFFICE OR OUTSIDE THE SCHOOL FOR A PARENT TO PICK THEM UP. STUDENTS MUST STAY IN CLASS (OR THE CLINIC) UNTIL SIGNED OUT BY A PARENT.

Students will be released to parents or other adult(s) only if those individual(s) are named on the student data card as having permission to pick up the student. Photo ID may be required.

Participation in Off-Campus Programs:

All students participating in Off-Campus Programs (Dual Enrollment, WBL, etc.) must park in the designated area. At sign-out time, they are to report to the attendance office, sign out, be out of the building within 5 minutes of dismissal, and be off campus within 10 minutes of dismissal. If a student returns to campus, he or she must sign in at the front office. Daily early dismissal may be granted only to students in the supervised off-campus/work/study program, or seniors with administrative approval. Students remaining on campus during off-campus/ work-study periods must remain in the assigned area the full class period(s). Students participating in such programs must modify their off-campus schedules accordingly to coincide with modified class schedules at the high school.

Off Limits Areas

To maintain a safe and secure environment for all students and staff, Lamar County Schools strictly control building access during school hours. All faculty and staff are issued a designated key fob, which must be used to enter secured areas of the building. Students are only permitted to enter through designated entry points during approved arrival times. All other access points remain locked throughout the day. Visitors, including parents and guardians, must report directly to the front office and be prepared to present a valid government-issued Real ID for check-in using our visitor management system. This protocol is part of our ongoing commitment to school safety, ensuring that all individuals on campus are properly identified and authorized. By monitoring and limiting building entry, we help protect the instructional environment and safeguard everyone on school grounds.

Students are not to arrive on campus before 6:45 AM. Upon arrival, students must report to the cafeteria, or other announced area. Those arriving after the tardy bell are to report to the office. Students who arrive within the first 10 minutes of class will be counted Tardy/Present. Students who arrive after the first 10 minutes of class will be counted Tardy/absent. For rules regarding **excused** or **unexcused** tardies and absences, see Attendance and Instructional Time.

During lunch, students are permitted in the cafeteria or the courtyard only; they may use the restroom facilities in the cafeteria.

Students are not to be in a classroom, an office, the media center, any lab, the gym or in the weight room unless previously authorized *and* a teacher is present.

Students are not permitted in the parking lot during school hours without a pass from an administrator.

Bus riders may not be in the student parking lot or in the car rider line/area.

Car riders use the student parking lot in the rear of the building for student drop off prior to the 7:30 bell. After the tardy bell, students should be dropped off in front of the school. In the afternoon,

students who ride in a car should be picked up in the student parking lot within the first 15 minutes of dismissal. Those students not picked up within the first fifteen minutes will be directed to the front of the school to wait for their transportation. The bus loading area, the student parking lot, and the teacher parking area are all off limits other than the times listed above.

No student cars are to be parked anywhere other than the student parking lot or designated Off-Campus Program parking area.

Students must go promptly to their departure area after school and leave campus as soon as possible. Unless under direct supervision of a school employee, students may not be in the building(s) 10 minutes after the dismissal bell. Those participating in after-school activities must be in their after-school activity area by 10 minutes after the dismissal bell. Students must be off campus or have relocated to the front of the building within 15 minutes of the dismissal bell.

Students may not leave during the day. Drivers may lose parking privileges and incur other disciplinary penalties for leaving campus with or without other students.

Closed Campus: LCHS operates a closed campus. Students must remain on the school grounds from the time of arrival, (even if class has not started), until the time of dismissal. Students leaving the school grounds must sign out through the office. Upon return to the campus, students will be expected to sign in through the main office.

School Passes

Hall Passes: Students should remain in class for the total class period. **Students should not be allowed to leave class except in an emergency. Teachers have the authority to determine if an emergency exists.** Upon the teacher issuing a smart pass students must leave all electronic devices within their classroom. In case of an emergency, the teacher will issue a smart pass. Teachers have the authority to assign an appropriate disciplinary action, including detention or disciplinary referral for abuse of hall pass privileges.

IMPORTANT: Students without smart passes will be treated as though they are skipping class.

Hall Traffic: Walk on the right side of the hallway. Do not block traffic by standing in groups, loitering against the walls, or in the halls. Be considerate of others by moving through the halls quickly and quietly. Students should use a conversational tone of voice, not make excessive or loud noises, or engage in horseplay during class changes. Students may only be out in the hallway during regular class time if called to report to the front office, to use the restroom, or to report to the media center. Cell phone use in hallways is not allowed (i.e. - recording videos or making FaceTime phone calls).

Media Center Pass: Students coming from class need a smart pass. Students must check in at the circulation desk and present the pass upon arrival. Students leaving the media center before the end of a period in order to return to class must have their passes signed by the media staff and verified by their classroom teacher

Honor Code

Students must demonstrate honesty and ethical choices when fulfilling academic obligations. The [LCHS HONOR CODE \(Plagiarism/Cheating/Copying Policy\)](#), contained herein, is intended to make students and parents aware of the need to ensure the academic integrity of each student's work. Students and parents are required to acknowledge receipt and understanding of the Plagiarism/Cheating Policy with their signatures on the Handbook Acknowledgement page.

Plagiarism: Plagiarism is the intentional or unintentional use of another person's ideas, opinions, spoken

or written words, or theories in one's own work without clearly and accurately acknowledging the source of the information. Plagiarism occurs when one submits work for a paper, speech, project, or presentation that has been written or spoken by someone else (including another student); purchased, retrieved, or copied from electronic sources; or summarized or paraphrased from other print or non-print sources that have not been appropriately identified and cited. When a student knowingly submits someone's work as his own, he or she is guilty of intentional plagiarism. When a student fails to acknowledge the source of information resulting from oversight or ignorance, or fails to provide accurate reference data for the source of information, he or she is guilty of unintentional plagiarism. Regardless of intent, plagiarism is dishonest and unethical.

Consequences for Violations of the LCHS Plagiarism Policy

Both intentional and unintentional plagiarism are violations of the LCHS Plagiarism Policy; the penalty for this violation is an initial grade of 0 for the assignment, as well as In-School Suspension at the discretion of administration. Students must complete work as assigned at a time scheduled outside of the regular classroom instructional time.

Any student guilty of intentional plagiarism may be disqualified from receiving Honor Graduate distinction, Senior Superlative honors, or membership in any school honor society, as well as from holding a class or school-wide office or participating in any co- curricular and extracurricular activities.

Cheating: A student is guilty of cheating if he or she takes answers while in class or outside of class from another student's paper or work, including homework, class work, projects, electronic documents or files, quizzes and/or tests or secures the answers through unauthorized sources. Students allowing others to cheat are guilty of cheating as well. For essays or research papers, refer to the plagiarism policy above. The submission of another person's work as one's own is an academic violation for which the violator will receive a grade of 0 for the assignment (Discipline Code of Conduct 2:20).

Semester and final exams: Students are, as always, encouraged to do their best. Because of the additional grading weight that these exams carry, the penalty for cheating is also greater. Those violating the cheating policy during examinations will receive both a grade of 0 as well as In-School Suspension.

Georgia Milestones: Please refer to the testing section of this handbook for more information regarding consequences related to standardized testing.

Copying: Copying is cheating or plagiarism. A student is guilty of copying if he or she takes information from another student's paper or work —homework, class assignment, electronic file copy, etc. Students allowing others to copy are guilty as well. For essays and/or research papers, refer to the plagiarism policy above. The submission of another person's work as one's own is an academic violation for which the violator will receive a grade of 0 for the assignment.

Reproducing School Owned Materials

You may reproduce single copies of the following:

- A chapter of a book or an article from a periodical.
- A short story, short essay or short poem, whether or not from a collective work.
- A chart, graph, diagram, drawing, cartoon or picture from a book or periodical.

You may reproduce multiple copies of the following:

- A complete poem if less than 250 words.
- An excerpt from a longer poem, but not to exceed 250 words.

- A complete article, story or essay of less than 2,500 words or an excerpt from a larger printed work which must not exceed 10% of the whole, whichever of the preceding is less.

Limited/Prohibited:

Copying a “consumable” work (i.e. workbooks, exercises, standardized tests, test booklets and answer sheets) is absolutely prohibited. Check with the media specialist with questions about copying information or copyright laws.

Elevator Use

Students are not allowed to use elevators with the exception of medical situations that are cleared through the school nurse and a member of the LCHS administrative team. In the event permission is given to use the elevator, the student will be given a pass for the term of the injury or disability. Use of the elevator without a pass from Mr. Sloan will be considered as being out of bounds and will be sent to the discipline office as a referral.

Lamar County High School

Trojan Expectations/Code of Conduct

Georgia Code Annotated mandates that schools adopt a student Code of Conduct designed to improve the student learning environment by improving student behavior and minimizing student discipline issues. This Code of Conduct assists the faculty and administration in maintaining a satisfactory instructional setting as well as standardizing procedures for administering disciplinary actions. This code will apply to all Lamar County students when they are under the supervision of Lamar County Schools employees. Students are subject to the Code of Conduct not only while at school during the school day but also when attending, traveling to, or participating in any school related activity, whether sponsored by the school or supported by private school organizations such as booster clubs, sports organizations, etc.

This document is not intended to be all-inclusive. The Code of Conduct will be used by school administrators after student(s) have unsuccessfully responded to teacher intervention. Effective instruction requires good order and discipline, which may be described as the absence of distractions, friction, and disturbances interfering with the effective functioning of the student, teacher, class, and school.

Students are required to be respectful to adults and other students. Incidents involving abusive language, shouting, or arguing with any student or adult will not be tolerated and may lead to a charge of disrespect. Student actions not listed which disrupt or interfere with the normal educational process, will be handled in a similar manner. Each teacher's classroom discipline plan outlines expected behavior and conduct.

Section I: Progressive Discipline

When a student breaks a rule, school leaders will use a fair and age-appropriate way to handle it. How strong the punishment is will depend on how serious the behavior was. Administrators will consider the student's behavior history, age, and other important factors.

The school has a set of rules called the Code of Conduct. The purpose of the code of conduct is to teach students appropriate behaviors in a school setting. When a student chooses to behave inappropriately, there will be consequences. These consequences are meant to help students learn to make better choices and to act in ways that exhibit good character, like being honest and respectful.

Major offenses including, but not limited to, drug and weapon offenses can lead to schools being named as an Unsafe School according to the provisions of State Board of Education Rule 160-4-8-.16 Unsafe School Choice Option.

Section II: Investigation and Notification

- A teacher will document any student behavior that violates the Student Code of Conduct within one school day of the incident. The behavior referral will be provided to the principal or assistant principal and should clearly describe the student's behavior.
- The administrator will review the referral and conduct an appropriate investigation into the incident.
- After deciding what action to take, the administrator will send a copy of the report to the student's parents or guardians. This notice will include:
 - Any student support services being provided
 - Any disciplinary action taken
 - Contact information for the principal (or designee)

- The principal (or designee) will inform the referring teacher of the outcome and action taken.

Section III: Due Process

In all cases, the rights of individuals involved in a behavior event will be ensured and protected. However, students and their parents or guardians should understand that a student's rights during a school investigation depend on the type of punishment being considered.

If the principal (or their designee) is considering a punishment that is **less than a 10-day suspension**, they have three main responsibilities to the student, as outlined in the Supreme Court case *Goss v. Lopez (1975)*:

1. The student should be notified of the charge.
2. The student should receive an explanation of the evidence collected; and,
3. The student should be provided an opportunity to answer to the charge.

If the principal (or designee) is seeking to impose a punishment that will exceed a ten-day suspension, he/she must also afford the student a due process discipline hearing before a panel or hearing officer.

Section IV: Authority of the Principal

The principal is the designated leader of the school and, along with the staff, is responsible for the school's orderly operation. In cases of disruptive, disorderly, or dangerous conduct not covered in this Code, the principal may enact corrective measures which he or she believes to be in the best interest of the student(s) and the school involved. The authority of the principal extends the right to refuse to admit or to discipline any student who the principal believes is disruptive to the learning environment. The authority of the principal extends the right to refuse to admit or to discipline any student who has been arrested, charged, or convicted of a felony offense or of an offense which would be a felony if the student were an adult. This may also apply to students charged with an assault upon another student, a violation of the drug laws, or an act of sexual misconduct. Such students may be reasonably certain to pose a danger to students and staff or cause a substantial disruption to the educational climate. BOE Policy, Administrative Rule, Student Disciplinary Records and/or Principal Discretion shall be considered in all administrative decisions.

Section V: Grievance Procedures

Students and or parents who wish to contest school policies and procedures should:

- Conference with the employee in question to resolve the issue.
- If the issue remains unresolved after the first meeting, a conference should be scheduled with an assistant principal of the school.
- If the issue remains unresolved after the meeting with the assistant principal, a conference should be scheduled with the principal.
- If the issue remains unresolved after the meeting with the principal, a conference should be scheduled with a system level administrator.

Section VI: Student Searches

To maintain order and discipline on school property or property being used by the school/School System, and to protect the safety and welfare of students and school personnel, school authorities may conduct searches of both school and personal property as provided for in laws, procedures, and policies. Additionally, school authorities may seize any illegal, unauthorized, or contraband materials discovered in said searches.

Student vehicles located on or near campus as well as student possessions such as pocketbooks, book bags, school lockers, desks, containers, and other school property may be subject to random inspection and search at any time without further notice to parents. Such searches may be conducted by school authorities or police

canines. An individual student may be searched if there is reasonable suspicion that the student is in possession of an item that is illegal or in violation of school rules.

Section VII: Illegal Acts

Parents and students should be aware that in some instances, an offense may constitute a violation of Georgia Law or Federal Law. As a result of any violation of Georgia law or Federal Law, law enforcement, having jurisdiction, may impose additional sanctions/consequences.

Any behavior which could result in being criminally charged with a felony and which makes the student's continued presence at school a potential danger to persons or property or which disrupts the educational process will be reviewed for school disciplinary action, which may include: ISS, OSS, Long-term Suspension/Expulsion.

Notification from law enforcement, the Department of Juvenile Justice or the court system that a Lamar County student has been taken into custody or charged with a felony or a delinquent act that would be a felony if committed by an adult, will prompt the school principal to collect pertinent information and to make a determination whether the student's continued presence at school presents a potential danger to persons or property at the school or may substantially disrupt the educational process. If such a determination is made, the principal may recommend a suspension or expulsion of longer than ten (10) days. A tribunal of school officials will hold a disciplinary hearing to consider and make final decisions on such recommendations.

If a student is adjudicated, or found guilty of a felony offense, the principal will make an immediate recommendation of expulsion or assignment to an off-site program. A tribunal of school officials will hold a disciplinary hearing to consider and make final decisions on such recommendations.

Section VIII: Suspension/Expulsion of Students with IDEA Services

- **Guidelines for suspension / expulsion of students receiving special education services:** Students receiving special education services under the Individuals with Disabilities Education Act (IDEA) can be suspended out-of-school (OSS) or removed from the classroom for in-school-suspension (ISS) for a total of 10 consecutive or cumulative school days in a school year without a consideration of whether the behavior is related or not to the student's disability. If school administration is imposing consequences to a student being served under IDEA that exceeds removals of 10 cumulative school days in a school year or is recommending a long-term suspension or expulsion, the School System will convene a Manifestation Determination Review (MDR) to determine if the conduct in question was caused by or had a direct and substantial relationship to the student's disability.
- **Tribunal guidelines for students receiving special education services:** Students receiving special education services are afforded the same right to a disciplinary due process hearing before a tribunal as nondisabled students where there is a recommendation for suspension/expulsion to exceed 10 school days.
- **Tribunal guidelines for students holding a "Section 504 Plan:"** A tribunal for a student holding a "Section 504 Plan" will only be held if:
 - A Manifestation Determination Review (MDR) reviews the student's plan and determines that the behavior exhibited by the student resulting in the discipline infraction is NOT a manifestation of the student's disability AND the district followed the Section 504 Plan: or,
 - the student maintains his/her innocence. In these two cases, the discipline should proceed in the same manner as prescribed for a student receiving special education services, except the role of the IEP committee will be replaced with the student's Student Support Team (SST).

Note: Parents should be aware that state and/or federal law may require modified disciplinary actions for special education students.

Section IX: Off Campus Student Behavior

Students shall be disciplined for engaging in off-campus conduct 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.

Discipline may include, but is not limited to, change of placement, suspension, or expulsion. Off-campus misconduct for which a student shall be disciplined includes, but is not limited to, any off-campus conduct that:

- is prohibited by the Georgia or United States criminal codes;
 - is punishable as a felony or would be punishable as a felony if committed by an adult; and
 - is conduct for which a student has been arrested, indicted, adjudicated to have committed, or convicted.
- O.C.G.A. § 20-2-751.5(c).

Section X: Levels of Discipline

The Code of Conduct is generally organized into three (3) categories of prohibited behaviors: Level 1, Level 2, and Level 3. However, it is important for students and parents to note that the circumstances of violations may warrant more severe consequences, even on the first violation. The School District reserves the right, in administration's sole and exclusive discretion, to take all action necessary to protect its students, provide a safe and secure learning environment, and to ensure the orderly operation of all educational facilities, including without limitation treating a violation as a higher-level violation and/or providing for more severe consequences. Additional information regarding prohibited behaviors and disciplinary actions follows these sections.

Level 1:

Minor acts of misconduct which interfere with the good order of school. Level 1 violations may represent a failure to demonstrate universally accepted expectations or social skills. Teachers will document minor classroom behaviors and assign teacher determined consequences. Once the behavior disrupts the learning environment for all students and compromises instructional time, the teacher will complete an office referral form. The accumulation of multiple Level 1 violations could result in more severe consequences.

Level 2:

Intermediate acts of misconduct. Level 2 violations are generally mid-level infractions. Repeated (two or more) violations of any intermediate infraction can result in that violation being considered a Level 3 violation.

Level 3:

Severe acts of misconduct including, but not limited to, repeated misbehaviors of a similar nature, serious disruptions of the school environment, threats to health, safety, or property, and other acts of serious misconduct. Level 3 violations are generally major infractions and are serious safety violations. Level 3 violations may result in a referral to a Disciplinary Hearing. Administrators will notify the appropriate district personnel, school resource officers, and law enforcement or state agencies deemed appropriate and required by law.

Section XI: Offenses and Consequences

The following offenses are not completely inclusive. The administration reserves the right to administer appropriate consequences for an offense, which is contrary to an orderly and safe environment. Consequences for each offense include but are not limited to in-school disciplinary action such as an administrative warning, detention, silent lunch, in-school suspension, out-of-school suspension or other reasonable disciplinary action at the discretion of the principal or his/her designated person(s). Administration may refer a student to a disciplinary tribunal hearing. Pending final determination of the matter by the tribunal or by the Board of Education, the

student may be offered the opportunity to attend an alternative educational setting. Special circumstances may warrant a recommendation to the Superintendent for an alternative educational program apart from the normal setting.

Reminder: Parents and students should be aware that in some instances, an offense may constitute a violation of Georgia Law or Federal Law. As a result of any violation of Georgia law or Federal Law, law enforcement, having jurisdiction, may impose additional sanctions/consequences.

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.

Offenses that violate Georgia or Federal Law will result in ten (10) days OSS and may be referred to the Lamar County Board of Education for a tribunal hearing. These offenses may result in assignment to alternative school and/or expulsion from school. Proper law enforcement officials will be notified. Title XIV of the Gun Free Schools Act and O.C.G.A 20-2-751.1 states that students violating the provisions of the Act/Law be expelled for a period of not less than one year unless modified by the Lamar County Board of Education.

Lamar County Discipline Matrix

Academic Dishonesty: Receiving or providing unauthorized assistance on classroom projects, assignments, or exams. This includes academic forgery, defined as the act of falsifying, altering, or creating fake academic documents, signatures, and/or records for deceptive gain.		
Level I	Intentional receiving or providing of unauthorized assistance on classroom projects, assessments and assignments.	
Level II	Intentional plagiarism or cheating on a minor classroom assignment or project.	
Level III	Intentional plagiarism or cheating on a major exam, statewide assessment or project or the falsification of school records (including forgery)	
	Minimum Consequence	Maximum Consequence
K-5 Grade	Administrative Warning	Administrative Discretion
6-12 Grade	Administrative Warning	Administrative Discretion

Battery: Intentional touching or striking of another person to intentionally cause bodily harm. (Note: The key difference between battery and fighting is that fighting involves mutual participation.)		
Level I	Intentional physical attack with the intent to cause bodily harm resulting in no bodily injuries	
Level II	Intentional physical attack with the intent to cause bodily harm resulting in mild or moderate bodily injuries	
Level III	Intentional physical attack with the intent to cause bodily harm resulting in severe injuries or any physical attack on school personnel; Level 3 may be used for students that violate the school policy on battery three (3) or more times during the same school year.	
	Minimum Consequence	Maximum Consequence
K-5 Grade	2 Days of ISS	The student is assigned OSS. Consequence to be determined by school administration and district office personnel. May result in a disciplinary hearing.
6-12 Grade	5 Days of OSS	10 Days of OSS and Referral to Tribunal

Bullying: In accordance with O.C.G.A. § 20-2-751.4, bullying means an act that is:

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

Level I	First Offense of bullying as defined in Georgia Code Section 20-2-751.4	
Level II	Second incident of bullying as defined in Georgia Code Section 20-2-751.4	
Level III	Repeated acts, as defined in Georgia Code Section 20-2-751.4, occurring on school property or school possession that is a willful attempt or threat to inflict injury, or apparent means to do so, any display of force that puts victim at fear of harm, any written, verbal or physical act that threatens, harasses, or intimidates; causes another person physical harm; interferes with a student's education; so severe and pervasive intimidates or threatens educational environment.	
	Minimum Consequence	Maximum Consequence
K-5 Grade	1 Day of ISS	The student is assigned OSS. Consequence to be determined by school administration and district office personnel. May result in a disciplinary hearing.
6-12 Grade	3 Days of OSS	10 Days of OSS and Referral to Tribunal

Computer Trespass: Use of a school computer for anything other than instructional purposes or unauthorized use of a computer or computer network with the intention of deleting, obstructing, interrupting, altering, damaging, or in any way causing the malfunction of the computer, network, program(s), or data.

Level II	Unauthorized use of school computer for anything other than instructional purposes	
Level III	Unauthorized use of a computer or computer network with the intention of deleting, obstructing, interrupting, altering, damaging, obtaining confidential information or in any way causing the malfunction of the computer, network, program(s) or data; includes disclosure of a number, code, password, or other means of access to school computers or the school system computer network without proper authorization.	
	Minimum Consequence	Maximum Consequence
K-5 Grade	Administrative Warning	The student is assigned OSS. Consequence to be determined by school administration and district office personnel. May result in a disciplinary hearing.
6-12 Grade	3 Days of ISS	10 Days of OSS and Referral to Tribunal

Disorderly Conduct: Any act that substantially disrupts the orderly conduct of a school function, substantially disrupts the orderly learning environment, or poses a threat to the health, safety, and/or welfare of students, staff, or others. (Includes disruptive behaviors on school buses).		
Level I	Creating or contributing to a moderate disturbance that substantially disrupts the normal operation of the school environment but doesn't pose a threat to the health or safety of others	
Level II	Creating or contributing to a 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; may represent a repeat action	
Level III	Creating or contributing to a severe disturbance that substantially disrupts the school environment or poses a threat to the health and safety of others. Level 3 may be used for students that violate the school policy on disorderly conduct three (3) or more times during the same school year	
	Minimum Consequence	Maximum Consequence
K-5 Grade	1 Day of ISS	The student is assigned OSS. Consequence to be determined by school administration and district office personnel. May result in a disciplinary hearing.
6-12 Grade	2-3 Days of ISS	10 Days of OSS and Referral to Tribunal

Electronic Smoking Device: Any device used to deliver nicotine, or any other substance intended for human consumption that may be used by a person to simulate smoking through inhalation of vapor or aerosol from the device. Such devices include those manufactured, distributed, marketed, or sold as an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, electronic hookah, vape pen, electronic nicotine delivery system or any cartridge or other component of the device or related product.		
Level I	Unintentional possession of an electronic smoking device	
Level II	Intentional use or possession of electronic smoking device on school property.	
Level III	Distribution and/or selling of electronic smoking devices: Level 3 may be used for students that violate school policy on electronic smoking devices three (3) or more times during the same school year.	
	Minimum Consequence	Maximum Consequence
K-5 Grade	1 Day of ISS	The student is assigned OSS. Consequence to be determined by school administration and district office personnel. May result in a disciplinary hearing.
6-12 Grade	OSS: 3 days - Note: 1 Day can be removed for a 1st offense upon successful completion of the Vape Awareness Program.	10 Days of OSS and Referral to Tribunal

Fighting: Mutual participation in a fight involving physical violence where there is no one main offender and intent to harm (Note: The key difference between fighting and battery is that fighting involves mutual participation.)

Level I	A physical confrontation between two or more students with the intent to harm resulting in no bodily injuries	
Level II	A physical confrontation between two or more students with the intent to harm resulting in mild or moderate bodily injuries	
Level III	A physical confrontation between two or more students with the intent to harm resulting in severe bodily injuries. Level 3 may be used for students that violate the school policy on fighting three (3) or more times during the same school year.	
	Minimum Consequence	Maximum Consequence
K-5 Grade	2 Days of ISS	The student is assigned OSS. Consequence to be determined by school administration and district office personnel. May result in a disciplinary hearing.
6-12 Grade	3 Days of OSS	10 Days of OSS and Referral to Tribunal

Other – Attendance Related: Repeated or excessive unexcused absences or tardiness; including failure to report to class, skipping class, leaving school without authorization, or failure to comply with disciplinary sanctions. *Note – This also includes student elopement.

Level I	Repeated or excessive unexcused absences or tardiness; including failure to report to class, skipping class, leaving school without authorization, or failure to comply with disciplinary sanctions	
	Minimum Consequence	Maximum Consequence
K-5 Grade	Administrative Warning	Consequence to be determined by school administration and district office personnel. Student will be referred to the school social worker for an attendance task force meeting based on Lamar County Board of Education protocols.
6-12 Grade	Administrative Warning	1 Day of OSS

Other – Dress Code Violation: Violation of school dress code that includes standards for appropriate school attire.

Level I	Non-invasive and non-suggestive clothing, jewelry, book bags or other articles of personal appearance.	
Level II	Invasive or suggestive clothing, jewelry, book bags or other articles of personal appearance.	
Level III	Invasive or suggestive clothing, jewelry, book bags or other articles of personal appearance. Level 3 may be used for students that violate the school dress code policy three (3) or more times during the same school year.	
	Minimum Consequence	Maximum Consequence
K-5 Grade	Administrative Warning	Administrative Discretion
6-12 Grade	Administrative Warning	Administrative Discretion

Other – Possession of Unapproved Items: The use or possession of any unauthorized item disruptive to the school environment. (Note: The use of fireworks or incendiary devices must be coded as Arson.)		
Level I	The possession of any unauthorized item. Does not include the possession of fireworks, matches, toy weapons, or other items that can be construed as dangerous	
Level II	The use of the any unauthorized item (i.e. toys, mobile devices, or gadgets). Does not include the possession of fireworks, matches, toy weapons, or other items that can be construed as dangerous	
Level III	The use or possession of unauthorized items including but not limited to toy guns or other items that can be construed as dangerous or harmful to the learning environment; Includes the possession of matches, lighters, incendiary devices or fireworks. The use of matches, lighters, incendiary devices or fireworks should be coded as Arson; Level 3 may be used for students that violate the school policy on unapproved items three (3) or more times during the same school year.	
	Minimum Consequence	Maximum Consequence
K-5 Grade	Administrative Warning and Item Confiscated	Administrative Discretion, Parent Contact, and Items will be turned over to SRO
6-12 Grade	1 Day of ISS	10 Days of OSS and Referral to Tribunal

Other – Student Incivility: Insubordination or disrespect to staff members or other students; includes but is not limited to refusal to follow school staff member instructions, use of vulgar or inappropriate language, and misrepresentation of the truth.		
Level I	Failure to comply with instructions or the inadvertent use of inappropriate language.	
Level II	Blatant insubordination or the use of inappropriate language directed towards school staff or peers; intentional misrepresentation of the truth	
Level III	Blatant and repeated insubordination or intentional misrepresentation of the truth; Level 3 may be used for students that violate the school policy on student incivility three (3) or more times during the same school year.	
	Minimum Consequence	Maximum Consequence
K-5 Grade	Administrative Warning	The student is assigned OSS. Consequence to be determined by school administration and district office personnel. May result in a disciplinary hearing.
6-12 Grade	1 Day of ISS	10 Days of OSS and Referral to Tribunal

Sex Offenses: Unlawful sexual behavior, sexual contact without force or threat of force, or possession of sexually explicit images; can be consensual.		
Level I	Inappropriate sexually-based physical contact including but not limited to public groping, inappropriate bodily contact, or any other sexual contact not covered in levels 2 or 3	
Level II	Inappropriate sexually-based behavior including but not limited to sexting, lewd behavior, possession of pornographic materials; simulated sex acts	
Level III	Engaging in sexual activities on school grounds or during school activities	
	Minimum Consequence	Maximum Consequence
K-5 Grade	2 Days of ISS	The student is assigned OSS. Consequence to be determined by school administration and district office personnel. May result in a disciplinary hearing.
6-12 Grade	3 Days of ISS	10 Days of OSS and Referral to Tribunal

Sexual Harassment: Non-physical and unwelcome sexual advances, lewd gestures or verbal conduct or communication of a sexual nature; requests for sexual favors; gender-based harassment that creates an intimidating, hostile, or offensive educational or work environment.		
Level I	Comments that perpetuate gender stereotypes or suggestive jokes that are not directed towards specific individuals	
Level II	Comments that perpetuate gender stereotypes, suggestive jokes or lewd gestures that are directed towards specific individuals or group of individuals	
Level III	Physical or non-physical sexual advances; requests for sexual favors; Level 3 may be used for students that violate the school policy on sexual harassment three (3) or more times during the same school year.	
	Minimum Consequence	Maximum Consequence
K-5 Grade	Administrative Warning	The student is assigned OSS. Consequence to be determined by school administration and district office personnel. May result in a disciplinary hearing.
6-12 Grade	1 Day of ISS	10 Days of OSS and Referral to Tribunal

Threat/Intimidation: Any threat through written or verbal language or act which creates a fear of harm and/or conveys a serious expression of intent to harm or violence without physical attack.		
Level II	Physical, verbal or electronic threat which creates fear of harm without displaying a weapon or subjecting victims to physical attack	
Level III	School-wide physical, verbal or electronic threat which creates fear of harm without displaying a weapon or subjecting victims to physical attack; This level can also include harassment towards a staff member that is so severe it could create fear or harm without displaying a weapon or subjecting victims to a physical attack. Note: Students that display a pattern of behavior that is so severe, persistent, or pervasive so as to have the effect of substantially interfering with a student's education, threatening the educational environment, or causing substantial physical harm, threat of harm or visibly bodily harm may be coded as bullying.	
	Minimum Consequence	Maximum Consequence
K-5 Grade	Administrative Warning	The student is assigned OSS. Consequence to be determined by school administration and district office personnel. May result in a disciplinary hearing.
6-12 Grade	3-5 Days of OSS	10 Days of OSS and Referral to Tribunal

Tobacco: Possession, use, distribution, or sale of tobacco products on school grounds, at school-sponsored events, and on transportation to and from school.		
Level I	Unintentional use or possession of tobacco products	
Level II	Use of or knowledgeable possession of tobacco products	
Level III	Distribution and/or selling of tobacco products; Level 3 may be used for students that violate the school policy on tobacco three (3) or more times during the same school year.	
	Minimum Consequence	Maximum Consequence
K-5 Grade	Administrative Warning	The student is assigned OSS. Consequence to be determined by school administration and district office personnel. May result in a disciplinary hearing.
6-12 Grade	OSS: 3 days - Note: 1 Day can be removed for a 1st offense upon successful completion of the Tobacco Awareness Program.	10 Days of OSS and Referral to Tribunal

Vandalism: The willful and/or malicious destruction, damage, or defacement of public or private property without consent. *Damage of school property (i.e., Chromebooks) could also result in financial retribution.		
Level II	Participating in the minor destruction, damage or defacement of school property or private property without permission	
Level III	Participation in the willful/malicious destruction, damage or defacement of school property or private property without permission; <i>Level 3 may be used for students that violate the school policy on vandalism three (3) or more times during the same school year.</i>	
	Minimum Consequence	Maximum Consequence
K-5 Grade	1 Day of ISS	3 Days of OSS
6-12 Grade	2 Days of ISS including potential restitution	10 Days of OSS and Referral to Tribunal

The following violations are the most egregious acts of misconduct and generally constitute a serious violation of the law (for example, conduct which would be considered a serious felony criminal act if the student were an adult) and pose a significant safety risk or result in serious bodily injury. The School District reserves the right, in administration's sole and exclusive discretion, to take all action necessary to protect its students, to provide a safe and secure learning environment, and to ensure the orderly operation of all educational facilities. School-level administration will consult with district-level administration to determine appropriate consequences.

- **Alcohol:** Violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, beverages, or substances represented as alcohol. Students under the or consumption of intoxicating alcoholic influence of alcohol may be included if it results in disciplinary action.
- **Arson:** Unlawful and intentional damage or attempted damage to any real or personal property by fire or incendiary devices. (Note: Possession of fireworks or incendiary devices must be reported as "Possession of Unapproved Items".
- **Breaking and Entering:** Unlawful or unauthorized forceful entry into a school building or vehicle (with or without intent to commit theft). (Note: The key difference between Trespassing and Breaking & Entering-Burglary is that Trespassing does not include forceful entry into the school building.).
- **Drugs, Except Alcohol and Tobacco:** Unlawful use, cultivation, manufacture, distribution, sale, purchase, possession, transportation, or importation of any controlled drug or narcotic substance or equipment or devices used for preparing or using drugs or narcotics; or any medication prescribed to a student or purchased over-the-counter and not brought to the office upon arrival to school.*
- **Gang-Related:** Any group of three or more students with a common name or common identifying signs, symbols, tattoos, graffiti, or attire that engage in criminal gang activity (O.C.G.A. § 16-15-3)
- **Homicide:** Killing of one human being by another.
- **Kidnapping:** The unlawful and forceful abduction, transportation, and/or detention of a person against his/her will.
- **Larceny/Theft:** The unlawful taking of property belonging to another person or entity (e.g., school) without threat, violence, or bodily harm. (Note: The key difference between larceny/theft and robbery is that the threat of physical harm or actual physical harm is involved in a robbery.)

- **Motor Vehicle Theft:** Theft or attempted theft of any motor vehicle
- **Other – Firearms:** Firearms other than handguns, rifles, or shotguns as defined in 18 USC 921. Includes any weapon which will or is designed to or may readily be converted to expel a projectile by the action of any explosive; the frame or receiver of any weapon described above; any firearm muffler or firearm silencer; any destructive device, which includes any explosive, incendiary, or poison gas; any weapon which will, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than ½ inch in diameter; any combination or parts either designed or intended for use in converting any device into any destructive device described above, and from which a destructive device may be readily assembled. *
- **Robbery:** The taking of, or attempting to take, anything of value that is owned by another person or organization under confrontational circumstances by force or threat of force or violence and/or by putting the victim in fear. (Note: The key difference between robbery and larceny/theft is that the threat of physical harm or actual physical harm is involved in a robbery)
- **Serious Bodily Injury:** The term "serious bodily injury" means bodily injury that involves a substantial risk of death, protracted and obvious disfigurement; or protracted loss or impairment of the function of a bodily member, organ, or mental faculty.*
- **Sexual Battery:** Penetration against the person's will or where the victim did not or is incapable of giving consent; touching of private body parts of another person either through human contact or using an object forcibly or against the person's will or where the victim did not or is incapable of giving consent.
- **Trespassing:** Entering or remaining on a public school campus or school board facility without authorization or invitation and with no lawful purpose for entry. (Note: The key difference between Trespassing and Breaking & Entering-Burglary is that Trespassing does not include forceful entry into the school building.)
- **Violence Against a Teacher:** Intentional physical attack against a teacher with the intent to cause bodily harm resulting in severe injuries or any physical attack against a teacher.
- **Weapons – Handgun:** Possession of a firearm that has a short stock and is designed to be held and fired using a single hand; and any combination of parts from which a firearm described above can be assembled. *
- **Weapons – Knife:** The possession, use, or intention to use any type of knife.*
- **Weapons – Other:** The possession, use, or intention to use any instrument or object that is used or intended to be used in a manner that may inflict bodily harm (does not include knives or firearms).*
- **Weapons – Rifle/Shotgun:** The term "rifle" means a weapon designed or redesigned, made or remade, and intended to be fired from the shoulder and designed or redesigned and made or remade to use the energy of an explosive to fire only a single projectile through a rifled bore for each single pull of the trigger. The term "shotgun" means a weapon designed or redesigned, made or remade, and intended to be fired from the shoulder and designed or redesigned and made or remade to use the energy of an explosive to fire through a smooth bore either a number of ball shot or a single projectile for each single pull of the trigger. *

Section XII: Alternative School Placement

Students returning from youth detention centers, incarceration, or similar facilities must apply to and successfully complete one semester of Alternative School prior to returning to their regularly assigned school. This process will assist the student in a successful transition back into the regular school environment.

***Lamar County students court ordered to wear a tracking device (ankle monitor) will be placed in the alternative school until the device is removed.

Section XIII: School Safety Zone

It shall be unlawful for any person to carry or possess or have under such person's control any weapon or explosive compound while within a safety zone (all property in, on, within 1,000 feet of any real property owned by or leased to any public or private elementary school, secondary school, school board and used for elementary or secondary education) or at a school building, school function, or school property or on a bus or other transportation furnished by the school. Any person who violates this subsection shall be guilty of a felony and, upon conviction thereof, be punished by a fine of not more than \$10,000.00, by imprisonment for not less than two nor more than 10 years or both.

Section XIV: Criminal Penalties for Sex and Other Crimes

As dictated by state law, we are required to encourage parents to discuss with their son or daughter that certain crimes and offenses committed by their son or daughter, regardless of age, are subject to fines and imprisonment. These include but are not limited to criminal penalties for unlawful sexual activity, fighting, weapons possession, drugs, as well as assault and battery. Please contact your local law enforcement agency for additional information.

Section XV: Georgia's Sex Offender Law

This law requires convicted sex offenders to remain a minimum of 1000 feet away from all school bus transportation stops. To report a violator or to request more information, please contact a local law enforcement agency.

Section XVI: Video Surveillance

A video surveillance system is utilized to maintain order and discipline on school property and in school vehicles.

LAMAR COUNTY HIGH/MIDDLE SCHOOL STUDENTS

Lamar County Middle/High School - Dress Code Requirements

A student shall not dress, groom, wear, use emblems, insignias, badges or other symbols where the effect thereof is to distract unreasonably the attention of other students or otherwise to cause disruption or interference with the operation of the school. The principal or other duly authorized school official shall determine whether any particular mode of dress, apparel, grooming or use of emblems, insignias, badges or other symbols results in such interference or disruption as to violate this rule, and shall give notice of such interference or disruption, and its cause, to all students by announcement or posting at the school.

The highest priorities of a dress code should reflect these concepts.

- ♦ Modesty is a priority.
- ♦ School Spirit and unity is a priority.
- ♦ Enhanced safety of our students and personnel is a priority.

Students at LCHS/LCMS should dress neatly and safely and in keeping with the following guidelines:

1. Clothing should be worn in a manner that will not be disruptive to the school or classroom environment.
2. Clothing should be clean, buttoned, zipped, and fastened, and should not sag or be worn backward. Pants should be worn at the waist.
3. All belts and straps should be fastened and secured.
4. Footwear must be worn at all times. Flip flops and slides are not allowed.
5. Shorts, skirts, and dresses must be no more than five inches above the front, as well as, the back of the knee.
6. **NO** leggings, flared leggings, jeggings, tights, bodysuits, or yoga tights are to be worn as pants.
7. All PE clothing is restricted to the PE area.
8. Students participating in field trips or other programs representing LCHS/LCMS are expected to dress in the school dress code. Students who do not meet dress code on the day of a field trip or program will not be allowed to participate. (Specific attire might be suggested due to the nature of the field trip or program on a case-by-case basis and approved by an administrator.)

Any student wearing clothing NOT acceptable and in keeping with the above guidelines will be referred to the office and dress code procedures followed. Administrators will determine if the student meets the dress code guidelines. All of these guidelines are subject to the interpretation of the administration and are as follows:

NO holes, rips, or tears are allowed in clothing 5 inches above the knee which reveals skin or undergarments under any circumstances.

NO clothing that exposes the torso is allowed and **NO** sheer clothing (see-through) is allowed.

NO clothing may be tied up at any time in a fashion that exposes skin.

NO clothing or jewelry related to drug use, alcohol, gangs, or suggestive language may be worn.

NO tank tops, pajamas/loungewear, slides, or bedroom slippers are allowed.

NO offensive arm bands, offensive painted or printed words, offensive signs or offensive symbols are allowed on any attire.

NO hair curlers, combs, picks, bonnets, or headbands of greater than 2" are allowed.

NO halter tops, spaghetti straps, low cut tops (all tops should be at least 3 inches in width across the shoulders).

NO head coverings including hoodies, sunglasses, hats, caps, do-rags, masks, bandanas, skull caps, skull rags, balaclavas, or head scarves are allowed (unless the item has been specified for an administrator-approved dress down day).

NO flip flops or slides.

NO sunglasses (shades) are to be worn on the face, head, or around the neck.

NO gang-related clothing, signs, symbols, or tattoos are to be displayed or expressed.

NO blankets, snuggles, or wearable blankets are allowed.

NO wallet chains, choker, chains, collars, collars with spikes, or fishing hooks are allowed.