

STUDENT HANDBOOK RECEIPT ACKNOWLEDGEMENT

By signing below, I am acknowledging I received, read, and understand the OCHS student handbook and discipline code, as well as any addendum to the student handbook, for the 2026-2027 school year. I understand that a copy of this handbook along with the most recently updated policies is posted on the school website.

Student Signature

Parent Signature

OGLETHORPE COUNTY SCHOOL SYSTEM PROCEDURES FOR STUDENT USE OF THE INTERNET

By signing the Consent and Waiver Form, I, _____
(Print students full name)

and my parent(s) _____ or guardian(s) have discussed and agree to the
(Print parent(s)/guardian(s) name)
following rights and responsibilities.

1. I will limit my use of telecommunication in school to the educational objectives established by my teachers.
2. I will follow the rules of network etiquette, which include the use of appropriate language and polite responses.
3. I will not share my home address or phone number with another user.
4. I will not plagiarize in any form.
5. I will not attempt to bypass the security built into the system. I recognize that this may result in cancellation of network privileges.
6. I will not use the Internet for illegal purposes.
7. I will not use unauthorized chat areas or social media web sites, unauthorized floppy disks, unauthorized CD's, download games or any other files to the hard drive or the floppy drive of any workstations.
8. I will not take actions or use software that may impede the use of technology or result in disrupted instruction.
9. Parent(s) and or guardian(s) shall be responsible for damages, losses, or costs incurred by the school system relating to or arising from any violation of the rules by their child.

STUDENT

I have discussed the Consent and Waiver Form with my parent(s) and/or guardian(s) for the use of telecommunication at school. I will use the Internet and school technology for educational purposes only and will restrict it to classroom assignments.

PARENT

As the parent, I am familiar with the Oglethorpe County School System's policy and procedure regarding the Internet and school technology and have explained this information to the student. I certify that the student has received instruction on proper conduct while working on the Internet and school technology.

Parent(s) Signature: _____

Parent (s) Printed Name: _____

Student's Signature _____

Student's Printed Name: _____

SIGN & RETURN

SCHOOL SPONSORED CLUBS

School sponsored clubs (excluding competitive interscholastic activities or events) are those under the sponsorship, direction and control of the school that organize and meet for common goals, objectives, and purposes. State law requires that parents have the right to withhold permission for their students to participate in any school sponsored club or organization designated by them. The following school sponsored clubs will be in operation during this school year, for which information is provided regarding the name of each club, its purpose, faculty sponsor and a description of past or planned activities. You, as the parent/guardian, have the right to withhold in writing your permission for your student's participation in any club or organization. For your convenience, a form is included in this handbook if you do not wish for your student to participate in the club you have designated on the form. If a club is added during the school year, you will be provided information on the club and your written permission will be required prior to your student's participation.

A parental opt-out form has been included in this student handbook.

Oglethorpe County High School Club Listings

The following is a list of clubs that is offered at Oglethorpe County High School. If you wish for your child **NOT** to be able to participate in a particular club, please initial the box next to that club, then sign and return this form to the OCHS OFFICE.

☐ **Academic Bowl** - Ms. Kitchens - offers a chance for students to compete on an academic plane with students from other surrounding schools. Academic Bowl season runs from October to December.

☐ **Beta Club** - Ms. Kitchens – recognizes students whose semester average is at least a 90. Members participate in service projects.

☐ **Fellowship of Christian Athletes (FCA)** – Mrs. Sartor - For students who would like “to present to athletes and coaches and all whom they influence, the challenge and adventure of receiving Jesus Christ as Savior and Lord, serving Him in their relationships and in the fellowship of the church.”

☐ **Future Business Leaders of America (FBLA)** – Mrs. Tipton - organization that prepares students for careers in business and business education. Its mission is to bring business and education together in a positive working relationship through innovative leadership and career development programs.

☐ **Future Career and Community Leaders of America (FCCLA)**
– Coach Allgood & Mrs. Kimbel - for students in a Family and Consumer Science class, giving them the opportunity to participate in a national student organization that helps young men and women become leaders and address important personal, family, work and societal issues through Family and Consumer Science education.

☐ **Future Farmers of America (FFA)** - Mr. Sertich & Mrs. Paul - led in an Agriculture class who would like to participate in agriculture-related activities and career development events at the local, state, and national level.

Oglethorpe County High School Clubs

- ☐ **Future Health Professionals (HOSA)** – Mrs. Mathews – A club that provides opportunities for knowledge, skill and leadership development of all health science education students, therefore, helping the student meet the needs of the health care community.
- ☐ **National Honor Society (NHS)** – Mrs. Yauck & Ms. Stevens – recognizes students whose semester core academic average is at least a 93. Members participate in service and school improvement projects.
- ☐ **OCHS Student Council** – Mrs. Kimbel - A unicameral body of representatives duly elected by their classmates. They are responsible for all Homecoming ceremonies and activities. Through all of their student activities, they seek to promote and sustain OCHS school spirit.
- ☐ **Prom Committee** – Mrs. Kimbel - Juniors are able to participate in planning and organizing prom held in the spring.
- ☐ **Science Olympiad** – Mrs. Yauck - A science competition team where students compete in a variety of science and engineering events.
- ☐ **HoPe (Hispanic Organization Promoting Education)** – Mrs. Ward – An organization in which students join together to encourage others to be their best and make a difference in today's world.
- ☐ **Interact Club** – Dr. Hughes - Interact Club is a vital branch of Rotary's youth programs, offering students valuable opportunities to develop leadership skills and allowing students to collaborate on various community service projects and initiatives.

I do **not** wish for my child, _____ to be allowed to participate in the club(s) initialed above.

Parent/Guardian Signature

Date

SIGN & RETURN



Oglethorpe County High School



Student-Parent Handbook 2026-2027

This Parent-Student Handbook contains useful information. It is recommended that both the parents and the student read and discuss the handbook. It will familiarize you with the school's expectations; likewise, it will provide you with an overview of what you can expect from Oglethorpe County High School. It will prove to be a valuable resource for you, and it will help make your high school experience a more positive one. **As you read this, there are two points to bear in mind. First, this handbook is not an exhaustive document; it does not cover every potential situation that can arise relative to school or school-related activities. Secondly, it does not limit the actions that school officials can take to maintain a safe and effective school environment or remedy a particular situation.** We encourage you to keep this handbook, along with any other important school documents, and refer to them whenever the need arises. A copy of this handbook along with the most recently updated policies are posted on the school website. Please refer to them and other related documents on the school website that help clarify various items as needed changes to policies or procedures are sometimes made. Any policy or procedure changes will be posted on the daily announcements/bulletin and information will be appropriately forwarded in the most efficient way possible. Other school system policies that may or may not be of direct relation to the high school may also be found through links stemming from the school system website (www.oglethorpe.k12.ga.us). If more information is needed, please consult the main office or an administrator.

EQUAL OPPORTUNITY

Oglethorpe County High School is an Equal Educational Opportunity Organization. Regardless of race or sex you have a legal right to equal opportunity in the following:

- A. Admission to schools and courses.
- B. Treatment in curricular and extra-curricular activities and programs.
- C. School rules and regulations.

If you believe you have been denied your rights, contact:

Equal Opportunity Compliance Officer
Oglethorpe County Board of Education
735 Athens Road
Lexington, GA 30648
Telephone: 706-743-8128

MISSION STATEMENT

The mission of Oglethorpe County High School is to provide research-based learning opportunities in a safe environment to all students, thus developing skills and knowledge to prepare them for graduation and college/career readiness.

VISION

As we address the needs of all learners, our vision is to:

- Have all students graduate from high school.
- Have a safe environment.
- Have all stakeholders work collaboratively.
- Have all stakeholders communicate effectively.
- Have all stakeholders take pride in the school system.

SCHOOL PHILOSOPHY

Oglethorpe County High School recognizes each student as an individual whose instructional program should reflect personal differences and potential. A personalized learning approach should include counseling and a variety of experiences, which prepare the student to take his/her place as a productive member of the community. Alternative learning experiences, both curricular and extra-curricular, should be employed to assist students in reaching current and post-secondary goals. The instructional program should be student-centered and utilize a variety of resources if we are to develop independent, self-motivated, life-long learners.

GOALS AND OBJECTIVES

The Oglethorpe County Board of Education endorses the following statements as desired student outcomes and instructional processes of the educational program. Students will:

1. Acquire the qualities of good citizenship, understand the principles of democracy, and assume the responsibilities of a citizen in the free enterprise system.
2. Respect individuals with whom they routinely come in contact.
3. Learn to collect, examine, evaluate and skillfully use information.
4. Develop skills which enable them to (a) continue education on the college/university level; (b) continue education at the vocational/technical school level; or (c) acquire entry into specific occupations.
5. Develop self-discipline, self-motivation, self-confidence, self-esteem, and self-reliance
6. Develop the skills necessary to continue learning throughout life.
7. Practice good health & safety.
8. Understand the importance of law & order & respect those in positions of authority.
9. Learn to manage time, money, property, and other personal resources responsibly.
10. Acquire a sense of community pride.

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2026-2027 OGLETHORPE COUNTY SCHOOL CALENDAR

****Some dates may have changed since the printing of this handbook****

****or may change as the year progresses. Please refer to the Oglethorpe****

****County Schools website for notification of any calendar changes. ****

Pre-planning.....	August 1 – 6
First Day of School	August 7
Labor Day (Teacher & Student Holiday).....	September 7
End of 1 st Quarter.....	October 9
Teacher & Student Holiday.....	October 12-13
Teacher Planning (Student Holiday).....	October 14
Thanksgiving Holidays (Teacher & Student Holiday).....	November 23-27
End of 2 nd Quarter/1 st Semester (EARLY RELEASE).....	December 18
Winter Break (Teacher & Student Holiday)	December 21 - January 1
Teacher Planning (Student Holiday).....	January 4
System In-Service Day (Student Holiday).....	January 5
School Reopens/2 nd Semester begins	January 6
MLK Day (Teacher & Student Holiday).....	January 18
System In-Service Day (Student Holiday).....	February 18
Teacher Planning (Student Holiday).....	February 19
End of 3 rd Quarter	March 11
Teacher & Student Holiday.....	March 12
Teacher Planning (Student Holiday)	March 15
Spring Break (Teacher & Student Holiday).....	April 5 – April 9
Last Day of School/End of 4 th Quarter/2 nd Semester (EARLY RELEASE)	May 26
Post-Planning for Teachers	May 27-28
Graduation	May 28
Memorial Day Holiday	May 31

OCHS 2026-2027 BELL SCHEDULES

****Some bell times may have changed since the printing of this handbook****

****or may change as the year progresses. Please refer to the Oglethorpe****

****County High School website for notification of any bell schedule changes. ****

Regular Bell Schedule

1 st Period	8:00-8:50
2 nd Period	8:54-9:44
3 rd Period	9:48-10:38
4 th Period	10:42-11:32
1st Lunch	11:36-11:57
5 th Period	11:36-12:51
2nd Lunch	12:30-12:51
PATS	12:55 – 1:27
6 th Period	1:31-2:21
7 th Period	2:25 – 3:15

Activity Bell Schedule

1 st Period	8:00-8:48
2 nd Period	8:52-9:40
3 rd Period	9:44-10:32
4 th Period	10:36-11:24
1st Lunch	11:28-11:49
5 th Period	11:28-12:41
2nd Lunch	12:20-12:41
6 th Period	12:45-1:33
7 th Period	1:37-2:25
Activity Period	2:29-3:15

Wednesday PLC Schedule

1 st Period	8:00 – 8:49
2 nd Period	8:53 – 9:42
3 rd Period	9:46 – 10:35
4 th Period	10:39 – 11:28
1st Lunch	11:32 – 11:53
5 th Period	11:57 – 12:46
2nd Lunch	12:25 – 12:46
6 th Period	12:50 – 1:39
7 th Period	1:43 – 2:32

NOTE The Activity Bell Schedule will be used on days involving special events as needed.

PARENT NOTICE OF PPRA RIGHTS

The Protection of Pupil Rights Amendment (PPRA), 20 U.S.C. § 1232h, requires school districts to notify parents and obtain consent or allow them to opt their child out of participating in certain school activities. These activities include a student survey, analysis, or evaluation that concerns one or more of the following eight areas ("protected information surveys"):

1. Political affiliations or beliefs of the student or student's parent
2. Mental or psychological problems of the student or student's family
3. Sex behavior or attitudes
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers
7. Religious practices, affiliations, or beliefs of the student or parents
8. Income, other than as required by law to determine program eligibility

This requirement also applies to the collection, disclosure or use of student information for marketing purposes ("marketing surveys"), and certain physical exams and screenings.

This notice and consent/opt-out provision transfers from parents to any student who is 18 years old or an emancipated minor under State law.

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

Parents who believe their rights have been violated may file a complaint with the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, D.C. 20212-8520.

NOTICE TO PARENTS/GUARDIANS AND ELIGIBLE STUDENTS OF RIGHTS UNDER FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

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

(1) The right to inspect and review, within 45 days of a request, the education records of a student who is your child, or in the case of a student who is eighteen (18) or older, your own education records. Parents or eligible students should submit to the Superintendent a written request identifying the record(s) they wish to inspect. The Superintendent or designee will make arrangements for access and provide notice of such arrangements.

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

(3) The right to consent to disclosures of personally identifiable information (PII) from the student's education records, except to the extent that FERPA and its implementing regulations authorize disclosure without consent. One exception that permits disclosure without consent is to

school officials with legitimate educational interest. A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member (including school nurses and school resource officers); a member of the school board; a person or company with whom the district has contracted to perform a specific task (such as attorney, auditor, medical consultant, therapist, or online educational services provider); a contractor, consultant, volunteer, or other party to whom the school district has outsourced services, such as electronic data storage; or a parent or student serving on an official committee (such as a disciplinary or grievance committee) or assisting another school official in performing his/her tasks. The district allows school officials to access only student records in which they have a legitimate educational interest. School officials remain under the district's control with regard to the use and maintenance of PII, which may be used only for the purpose for which disclosure was made and cannot be released to other parties without authorization.

A school official has a legitimate educational interest if the official needs to review an educational record to fulfill his/her professional responsibility.

Upon request, the district discloses education records without consent to officials of another school district in which a student seeks or intends to enroll or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer.

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

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

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

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

(5) You are also notified that from time-to-time students may be photographed, videotaped, or interviewed by the news media at school or some school activity or event; unless you, as a parent/guardian object in writing to the principal to your student being photographed, videotaped or interviewed. You must notify the principal of your objection by the date specified above. The principal will take reasonable steps to control the media's access to students. However, your

submission of a written objection does not constitute a guarantee that your student will not be interviewed in circumstances which are not within the knowledge or control of the principal.

(6) You have the right to file with the United States Department of Education a complaint concerning alleged failures by the school district to comply with the requirements of FERPA or the regulations promulgated there under. The name and address of the Office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, D.C. 20212.

SECTION 504 PARENT NOTICE

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

Parents who want more information about Section 504, a 504 Plan or their Section 504 Procedural Rights may contact the Superintendent’s office.

GEORGIA’S TIERED SYSTEM OF SUPPORTS FOR STUDENTS

Introduction: Educators understand the importance of creating an environment of continuous learning in every classroom in Georgia. The state’s focus is on prevention and using evidence-based practices to make decisions that support the unique needs of children. The process of identifying students who need support to improve learning and behavioral outcomes is called Georgia’s Tiered System of Supports for Students (Georgia’s MTSS). The framework has been nationally vetted and aligned with the Multi-Tiered System of Supports (MTSS) framework.

What is Georgia’s Tiered System of Supports for Students? A tiered system of supports is being implemented statewide and has five essential components, including: Screening, Progress Monitoring, Multi-Level Prevention System, and Data-Based Decision Making. Georgia added Infrastructure as a fifth component to help districts and schools develop a systemic and preventive educational framework. The critical elements of Infrastructure are Leadership, Effective Teaming, Professional Learning, and Family & Community Engagement.

How Can Parents and Students GET INVOLVED?

- Frequently communicate with your child’s teacher(s).
- Attend school functions such as parent-teacher conferences.
- Monitor and assist with your child’s homework assignments.
- Find out what skills and knowledge your child is expected to learn.
- Ask school team members the following questions:
 - o What are the targeted supports that my child’s school is using if he/she is struggling in the classroom?
 - o What are the formal guidelines my child’s school is using to identify progress toward goals?
 - o How will I be informed of the progress my child is making?
 - o What happens if my child is not making progress

STUDENT SUPPORT PROCESSES

The Board of Education provides a variety of resources that are available at every school within the district to help address student behavioral problems. The school discipline process will include appropriate consideration of support processes to help students resolve such problems. These resources include Student Support Teams, attendance support teams, school counselors, risk reduction panel and student behavior plans.

ACCEPTABLE USE POLICY

Through our curricular offerings, there are multiple higher technologies available to all OCHS students. This includes computer hardware, software, Internet access, World Wide Web, and other similar resources. It also includes telephones, televisions, videocassette recorders, video/digital cameras, smart boards, etc. For any student to utilize any of the technologies available, he/she must sign an Acceptable Use Policy (AUP). This document covers acceptable use of all of the aforementioned or related technologies.

GRIEVANCE

Any employee, student, or parent of students of the Oglethorpe County Board of Education, who has a grievance under Title IX, P.L. 93-318, dealing with discrimination on the basis of sex, may file said grievance by contacting the Title IX Coordinator at (706) 743-8128, or by writing to the Title IX Coordinator, Oglethorpe County School District, Lexington, GA 30648.

A complaint may also be lodged directly the Superintendent of Schools or with the Office of Civil Rights. A hearing will be held within ten (10) days of filing the complaint.

Steps of Grievance

- 1) File complaint with Title IX Coordinator.
- 2) Hearing with complainant, Title IX Coordinator, and Superintendent of Schools.
If problem is not resolved at this point, then the matter will be referred to the Board of Education of Oglethorpe County.

RIGHT TO KNOW

In compliance with the requirements of the Elementary and Secondary Education Act of 1965 as amended through P.L. 114-95, enacted December 10, 2015, you may request information about the professional qualifications of your student's teacher(s) and paraprofessionals. 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.
- Whether the child is provided services by paraprofessionals and, if so, their qualifications.

If you wish to request information concerning your child's teacher's and paraprofessional's qualifications, please contact Principal of Oglethorpe County High School at (706) 743-8124.

If you do not have access to the Oglethorpe County Schools' Parent & Family Engagement Plan via the school district website and would like a hard copy of this plan, please contact the Federal Programs Director, Melissa McGarity at 706-743-8786.

COMMUNICATION

Rooms is a secure, two-way messaging platform that allows families to communicate directly with their child's school. Teachers can send broadcasts, announcements, and individual messages to parents, guardians, and students. In turn, guardians can message teachers and school staff. Rooms is built into our Oglethorpe County Schools mobile app, so there's no need to download a separate app to stay connected. You can easily chat with teachers and access important district-wide information—including lunch menus, events, announcements, and more—all in one place. For detailed instructions specific to Oglethorpe County Schools, please visit our support page: <https://www.oglethorpe.k12.ga.us/page/room-support>.

HOPE SCHOLARSHIP INFORMATION

Student should begin preparing for the HOPE scholarship program in the ninth grade as scholarship requirements are based on cumulative grade-point averages and curriculum. HOPE eligibility requires a 3.0 ACADEMIC GPA and 4 courses of rigor as defined by the Georgia Student Finance Commission. Students and parents are encouraged to keep updated on HOPE eligibility by visiting the Georgia Student Finance Commission at www.gsfc.org and GA Futures at www.GAFUTURES.org.

VISITS TO COLLEGES & THE MILITARY/JOB SHADOWING

Visits during school days to colleges or military events will be restricted to seniors. Such visits will be considered School-Related activities based on the following: requirements of the military, college campus visits, & approved job shadowing. Students who visit colleges/military during the time school is in session will be counted absent until proper documentation is provided. Students should obtain the college visit verification form at least 3 days prior to their visit and return it completed to the attendance clerk upon return to OCHS.

COUNSELING

Counseling services are available to all students. The main purpose of this service is to help students obtain their highest potential in academic, vocational, social & personal pursuits. Students are encouraged to seek services provided by the school counseling department. The counseling office is responsible for setting up advisement sessions and meetings.

SCHEDULE CHANGES

At OCHS, we strive to schedule students for the classes they request. Schedule changes will be made based on academic needs only. Requests are to be submitted by the end of the second day of school. All schedule changes will be based on course availability.

DUAL ENROLLMENT

In accordance with O.C.G.A. 20-2-150, students enrolled in OCHS may take either part time or full-time approved courses in Georgia's public colleges, universities, or technical institutes to which they have been admitted. Such students shall receive post-secondary credit hours and high school unit credit for work successfully completed. The OCHS application deadline for dual enrollment is March 1st of the year prior to enrollment. You may see a counselor for more information. For dual enrollment courses, the following letter to number conversion scale will be used:

A will convert to a 95.

B will convert to an 85.

C will convert to a 75.

D will convert to a 70.

F will convert to a 65. (Students do not receive credit when they fail a dual enrollment course.)

GRADES

Student achievement is a central component of Oglethorpe County High School's mission. All student achievement is relative to each course's state mandated standards. For students to earn a passing grade (70 or above as defined by the state of Georgia) in a course, they must exhibit proficiency level performance of the course's standards. Teachers identify the standards that students are required to master to earn credit in the course. OCHS defines grades according to the following descriptions.

90-100	Exceeding proficiency level for most or all standards	A
80-89	Achieving proficiency level for all standards, exceeding it for some	B
70-79	Progressing towards proficiency level for some standards, achieving it for some	C
Below 70	Progressing towards proficiency level for most or all standards	F

OCHS affirms that grades are reflective of each student's current level in his/her progress towards proficiency. Students are expected to monitor their learning progress in Powerschool and in close consultation with each of their teachers. Teachers will provide feedback to students regularly. Teachers may provide feedback via written commentary, conferencing, or student performance indicators. Students are expected to take an active role in responding appropriately to their teachers' suggestions and comments to maximize the opportunity to learn the necessary concepts and skills to be successful in school and beyond. Parents and students are responsible for monitoring student grades through PowerSchool. Teachers will assign a grade of zero on a particular assignment only to indicate that the assignment is missing for some reason. Once the assignment is submitted, it will be scored, and the zero will be replaced with the new grade. Teachers will calculate grades in all courses using the following weights.

Daily work, quizzes, homework	=	30%
Summative Assessments (all must be completed)	=	50%
Final Exam / EOC (comprehensive)	=	20%

PATRIOT ACADEMIC TUTORIAL SESSIONS (PATS)

Oglethorpe County High School understands the importance of learning and desires to create an environment of responsibility and accountability for its students. (PATS) will help achieve mastery as well as place an emphasis on holding students accountable for their academic progress. Teachers will assign students to PATS tutorial sessions to provide extra help with concepts being taught in class. Students who are not assigned a tutorial session will be given the opportunity to participate in an enrichment session. This will also serve as an advisement period/study hall once weekly.

STUDENT GOVERNMENT

The OCHS student government consists of a unicameral body called the Student Council. The officers of this Student Council are president, vice president, secretary, treasurer. Student Council members are expected to be model students and reflect the attributes every student should have.

STUDENT ORGANIZATIONS

Opportunities are provided for all students to participate in clubs and other student organizations. Students are encouraged to take advantage of such opportunities by becoming a part of school activities. New Chapter or Club affiliations must be approved before the beginning of the school year.

END OF COURSE ASSESSMENTS (EOC's)

EOC's will be given in the following four courses: Algebra I, Lit & Comp 2, Biology, and US History. Students enrolled in these courses, regardless of grade level, are required to take the course's EOC. EOC scores will account for 20% of the yearly grade.

EXAMS & FINAL EXAM EXEMPTION POLICY

Exams will be administered in all courses at the end of each semester. Students are to take exams when scheduled. Exams may not be taken early. Please schedule vacations accordingly.

Only seniors will be able to exempt their final exams each semester based on the criteria below.

Seniors will be allowed to exempt exams for each semester under the following stipulations:

- Students must have a 90 or above in the class.
- The student has no discipline referrals, including referrals for tardies.
- No more than 4 absences for any reason (per semester).

REQUIREMENTS FOR PROMOTION AND GRADUATION

- A. From 9th to 10th Five units will be required
- B. From 10th to 11th Eleven units will be required
- C. From 11th to 12th Seventeen units will be required
- D. Graduation A total of 24 credits
 - *Must include 4 English, 4 Math, 4 Science, and 4 Social Studies
 - *Must include any combination of 3 CTAE, Fine Arts, or Foreign Language
 - *Must include ½ credit of Health and ½ credit of Personal Fitness
 - *Have completed all requirements for graduation and met requirements in Section E.
- E. In addition to credit hours or unit requirements for graduation the student must have met the requirements below:
 - 1. Have completed all assigned disciplinary/detention time by the end of each grading period.
 - 2. Have paid all fines and damages.
 - 3. Have returned all books and other property belonging to the school.

PARTICIPATION IN GRADUATION CEREMONY POLICY

Beginning with the 2006-07 school year, only those Oglethorpe County School System students that have met all credit requirements for his or her appropriate diploma, including taking the End-of-Course Tests, if applicable, will be allowed to participate in graduation ceremonies. Nothing in this policy shall prevent a student whose educational program is governed by an applicable Individual Educational Program from participating in graduation exercises, should all requirements of said IEP be met. This requirement applies to all graduating students (including transfer students) regardless of when they entered high school.

HONOR GRADUATE CRITERIA

For a student to be designated and recognized as an HONOR GRADUATE, they must meet the following criteria:

- 1. Must have an overall average* of 90.00 or above.
- 2. Must not have failed a class during their entire four years of high school.
- 3. Must earn a core academic average** of 90.00 or higher for a total of four semesters of high school. **(The last semester prior to graduation will be calculated on the student's grades at the midpoint of Semester 2.)**

*Overall average is the mean of all the student's semester grades.

**Core academic average is the mean of all the student's semester grades in academic (literature, math, science, social studies and foreign language) classes.

THE PATRIOT ACADEMIC AWARD

To receive the Patriot academic award, students must have an overall non-weighted average of 90 or above.

CLASS RANK COMPUTATION

Each course is assigned a level of either regular, honors, Advanced Placement (AP), or Dual Enrollment. Weighting adjustments (which apply to class rank only) are determined by using the following:

Regular = Numerical Grade + 0 points = Calculated to GPA

Honors/Accelerated = Numerical Grade + 5 points = Calculated to GPA

AP/Dual Enrollment = Numerical Grade +10 points = Calculated to GPA

Class rank is determined by the cumulative grade point average at the end of each semester.

Valedictorian, Salutatorian, Honorarian, and top 10% status is **determined at the midpoint of 2nd semester during the student's senior year**. The Valedictorian, Salutatorian, and Honorarian will be the students who have the highest-grade point average (GPA) earned at Oglethorpe County High School. Only students who have attended OCHS for their junior and senior years are eligible for these honors. Students enrolled in alternative school are not eligible for these honors.

*Regular classes follow the standard pacing and scope for grade level.

*Honors classes are more challenging but may still follow a longer, grade-level timeline.

FEES AND FINES

Students must clear all fees and fines prior to graduation. Fines must also be cleared for students to receive schedules at the beginning of the year and final report cards at the end of the year.

TEXTBOOKS

Textbooks are numbered and assigned to students. The students must return the same text he or she was issued. The students should place his/her name inside the front cover. Students will pay for lost or damaged textbooks and, at times, may not be allowed to participate in school activities and ceremonies until lost or damaged books are paid for.

SCHOOL PHONES

Office and classroom telephones are business phones and should be used by students for emergencies only. Teachers have been instructed to keep students in class unless a student emergency exists. **Cell phones are NEVER to be used to make a phone call for any reason in class. They may only be used in the cafeteria during breakfast and lunch.** A phone in the office may only be used after getting permission from office personnel.

MONEY AND VALUABLES

Students should not bring money to school except as required. All other items valuable to a student should be left at home. Lockers are available for students to secure valuables if needed. OCHS cannot assume responsibility for any lost or stolen items.

STUDENT BEHAVIOR SURVEYS

Occasionally, the Oglethorpe County School System administers needs assessments such as the Georgia Student Health Survey and locally developed instruments to determine attitudes and

practices regarding substance abuse. The purpose of these surveys is to assist in maintaining a safe school environment and to help students learn & apply the concepts of making healthy decisions. The information is often necessary when applying for grant monies. The surveys are anonymous, and no personal identification is required. Copies of these surveys are on file and may be viewed upon request.

HALL PASSES

Students are not permitted in the halls during class periods unless a teacher accompanies them, or the students have a hall pass signed in their student planner/agenda book from an authorized staff member. No students are allowed in the parking lots without permission from front office personnel.

LOCKERS

For a non-refundable fee of \$5.00, locker use is provided to OCHS students for the safekeeping of school items. Arrangements are made for locker sales at open house events and through the first few weeks of school and issued on a first-come, first-served basis. Lockers may be purchased from the bookkeeper after initial sales have taken place. Each locker is equipped with a school-owned combination lock at no cost to the student. If, however, the lock is lost or broken, the student must pay \$4.00 in replacement costs. No lock other than the school-furnished combination lock may be used on the lockers. Students are NOT to share lockers. Lockers will be checked at the end of the year to assure that the locker and lock are left clean and in working order. Fines for lost or broken locks at the end of the school year or when the student withdraws from school must be paid. Students are reminded that lockers and locks are school property and that school officials have legal access to all lockers. Students are to keep lockers locked. Students are **not** to share lockers, use their own locks, or use lockers not assigned to them.

INCLEMENT WEATHER AND SCHOOL OPERATION

It sometimes becomes necessary to postpone operation of the school because of inclement weather. The system will provide as much notice as possible in those instances in which school must be dismissed or postponed. On the occasions when there is a question about whether the schools will operate, please be aware of and/or observe the guidelines below.

1. Do not call the superintendent or principal.
2. Listen to local news or view Atlanta television stations.
3. Social media and phone calls will also be used when possible.
4. A Rooms will be sent out.
5. If school starts late, it may or may not have to end late.
6. If the superintendent dismisses school early, he or she must be prepared to demonstrate to the appropriate state officials the necessity for his or her decision.

VISITORS

Students may not invite friends, former students or graduates, acquaintances, or students from other schools to visit them at school any time during the school day. Parents or guardians are always welcome at school, but they must always check in at the front office. If an appropriate visitor comes to school during the school day, he or she shall immediately report to the main office. Failure to do so will make him or her a trespasser on public property, punishable by law. Visitors will always sign in using the kiosk in the front office and be issued a badge to be worn while on campus. Parents are also asked to remain in the main office when checking students out of school. Teachers will not be called from instruction to accommodate visitors. If necessary, a message can be delivered to the teacher.

DELIVERIES

To avoid classroom interruptions, deliveries of gifts, balloons, and flowers for students are prohibited. If students forget items from home (i.e. books, athletic bags and equipment, etc.), parents should bring those materials to the main office, and office personnel will deliver the materials to the student.

In addition, parents and/or a delivery service may not deliver lunch or other food items for students. Food delivery services are not permitted to deliver food to students at Oglethorpe County High School. Students should purchase lunch in the cafeteria or bring lunch from home.

The school will not accept delivery of flowers, balloons, oversized gifts, and the like for students on any occasion. Students should also refrain from bringing these items to school. Oversized gifts, balloons, flowers, and the like will be confiscated and kept in the office.

OGLETHORPE COUNTY HIGH SCHOOL DANCES

I. Homecoming Dance

Attendance is restricted to Oglethorpe County High School students (grades 9-12), approved dates, school staff, and other chaperones. Middle school students cannot attend. No spectators are allowed in attendance at the OCHS Homecoming Dance.

II. Junior-Senior Prom

- A. Attendance is restricted to Oglethorpe County High School juniors and seniors, their dates approved by administration, school staff, and other chaperones. Middle school and 9th grade students cannot attend this event.
- B. The junior class is responsible for planning and staging the prom. The prom sponsors and the principal must approve the budget for the dance.

Dates of students may not be older than 20 years of age for any OCHS dance. If a student wishes to bring a date who is not an OCHS student, they must be preapproved by the administration. For all dances, once students enter, they may not leave and then return to the dance. Neither students nor others will be allowed to “hang around” outside places where school activities are taking place. **For all dances, students that come to school late or leave early the day of or before (when dances are on Saturdays) jeopardize their eligibility to attend.**
(ATTENDANCE & PASSING CLASSES!)

GUIDELINES FOR ADMINISTERING MEDICATIONS

It is the school's policy that we do not administer over-the-counter or prescribed medicines to students while at school unless it is not possible for the parent or guardian to administer the medication. The guidelines set forth below should be followed.

1. Students should bring prescription and over-the-counter medications to school only when it is necessary for the student to take the medication during school hours. Any student not complying with this policy and possessing any medication on the school campus shall be subject to discipline as set forth in the school district drug policy.
2. Any medication brought to school must be in its original container with the nature of the medication clearly indicated. All prescription medication must be in the original container with the name of the student, prescribing physician, and instructions regarding dosage clearly indicated. Over-the-counter medication should be in the original container with a manufacturer's label identifying the medication and dosage schedules and bear the student's name.
3. All prescription and over-the-counter medication must be brought to the main office as soon as the student arrives on the campus in the morning and must be accompanied by written instructions from the parent or guardian stating what the medication is, why the student is required to take it during the school day, the dosage to be taken by the student, and at what times. Where applicable, the note should also state any potential adverse reaction the student may experience.
4. Written parental permission must be given each school year and/or when changes in the medication occur.
5. The parent or guardian may authorize the staff member administering the medication to speak or correspond directly with the child's physician in the event the staff member deems it appropriate or necessary.
6. Medications will be stored in a locked enclosure at school. To the extent practical, medication will be administered in a private manner, away from other students.
7. The staff member administering the medication shall be responsible for maintaining a log for each student specifying the name of the student and the name of the medication.
8. Parents must immediately notify the school of any changes in medication.
9. Students who require medicine on a regular basis are responsible for seeing office staff for their medicine as scheduled.
10. Any unused or expired medication should be picked up by parents by the last day of school. Any leftover medication will be properly discarded in keeping with local health department policy.
11. A student for whom the school has on file supporting medical documentation may always carry with parental/guardian permission inhalers for asthma, auto-injectable epinephrine for allergic reactions and all necessary supplies and equipment to perform monitoring and treatment functions authorized by the student's diabetes medical management plan. Students authorized to self-administer such medications shall be instructed not to permit any other student to handle, possess, or otherwise attempt to use his/her medication and shall be informed that violations of such instructions will be dealt with in accordance with the student code of conduct.
12. School employees are authorized to administer auto-injectable epinephrine, if available, to a student who is having an actual or perceived anaphylactic adverse reaction and levalbuterol sulfate for respiratory distress, regardless of whether the student has a prescription for these medications.

ATHLETICS

Any student wishing to participate in any inter-scholastic sport should contact the athletic director who will submit to the Georgia High School Association the necessary forms to determine if the student is eligible to represent the school in athletic contests. Oglethorpe County High School's athletic program does not discriminate on the basis of sex. Any male or female student interested in a sport should contact the athletic director.

Philosophy

The interscholastic activity program in Oglethorpe County School System is an important part of the educational process. It provides opportunities for learning experiences in athletics, competitive band, literary and agricultural competitions that are difficult to duplicate in other school activities. The activity program teaches attitudes of responsible team play and cooperation. The program provides a vehicle for learning mental and physical self-discipline, loyalty, personal pride in the school, respect for the rights of others, and the will to win.

GHSA ELIGIBILITY

With few exceptions, ninth grade students enter the high school as eligible for interscholastic activities (e.g., sports as well as competitive, non-athletic activities such as band, debate, one-act play, literary, AG shows, etc.)

To maintain eligibility, a student must:

1. Pass at least 5 courses each semester; and
2. Remain on track for graduation. On track requirements appear below and are based on the total number of units.

-End of 1 st year:	5
-End of 2 nd year:	11
-End of 3 rd year:	17

If eligibility is lost, a student must pass five courses in the upcoming semester and meet all on track requirements to regain eligibility. Students and parents may stay updated with changes in eligibility requirements by visiting the Georgia High School Association web site at www.ghsa.net.

Guidelines for Proper Sportsmanship

Coaches and/or teachers are responsible for the development of activity programs shall abide by the rules of the game in letter and in spirit, respecting the integrity and judgment of activity officials. The coach/teacher shall immediately take corrective action on any player/participant who intimidates any official or displays unsportsmanlike behavior.

Athletes/participants who exercise their *privilege* to engage in the program shall abide by the rules of the game or contest in letter and spirit, as well as those guidelines established by their administrators and coaches. This shall include:

- a. Maintaining standards of eligibility established by GHSA and the school of attendance.
- b. Being respectful and courteous to visiting teams and officials.
- c. Refraining from disrespectfully addressing officials, antics to intimidate, taunting or baiting visiting opponents and using insulting language and/or swearing.
- d. Respecting the integrity and judgment of officials and accepting their decisions without question.
- e. Being modest when successful and gracious in defeat.
- f. Additionally, team membership is a *privilege*, not a right. Inappropriate behavior (or a perception of inappropriate behavior) *could* jeopardize team membership, result in temporary suspension from a squad, being furloughed, etc. Athletes, cheerleaders, etc. represent their family, the school, the school district, and the community; their behaviors in and out of school must be socially, legally, and otherwise acceptable to maintain the privilege of team/squad membership.

STUDENT ATTENDANCE

Oglethorpe County Schools' Student Attendance Protocol

The Oglethorpe County School System believes that good attendance is the foundation for success at school. Students with good attendance generally achieve higher grades and have a more enjoyable school experience. It is our goal to see that all of our students are at school as much as possible.

Students should be absent from school only for the following reasons which are defined by Georgia law:

- a. Personal illness or attendance in school that endangers a student's health or the health of others.
- b. A serious illness or death in a student's immediate family necessitating absence from school.
- c. A court order or an order by a government agency mandating absence from school;
- d. The observance of religious holidays, necessitating absence from school;
- e. Conditions rendering attendance impossible or hazardous to student health or safety;
- f. A period not to exceed one day for registering to vote or voting in a public election.
- g. A student whose parent is in military service in the armed forces of the United States or the National Guard, and such parent has been called to duty for or is on leave from overseas deployment to a combat zone or combat support posting, shall be granted excused absences up to a maximum of five (5) school days per school year to visit with his or her parent prior to such parent's deployment or during such parent's leave.

Excuses must be submitted within three (3) days of return to school. Students are required to present appropriate written medical documentation or other documentation (parent note or legal document) to the school for the purpose of validating that an absence(s) is excused. **If an excuse is not submitted within three (3) days of return to school, the absence(s) will be recorded as unexcused.** Excuses may be submitted in person or emailed or uploaded in ROOMS. *At OCHS, students should bring notes to the front office during breakfast, before 8:00am.*

Parents/guardians can write notes to excuse the first ten (10) days of being absent in each school year, provided they meet the conditions set forth above. After a student has been absent for ten (10) days, a valid third-party excuse (e.g., doctor's note) is required to excuse any additional absence. **After 10 absences, only a medical excuse will be accepted.**

Students who are in school for at least one half of the instructional day will be considered present. School days missed as a result of an out-of-school suspension shall not count as unexcused days for the purpose of determining student truancy. The Oglethorpe County School System provides the services of a hospital/homebound teacher when appropriate. Students are not counted absent when served by the hospital/homebound teacher.

It is the policy of the Oglethorpe County Board of Education that students will be expected to make up work for both excused and unexcused absences. It is the expectation of the Oglethorpe County Board of Education that all work missed due to any absence will be made up. The responsibility for arranging to complete work missed is to be assumed by the student and parent/guardian in conjunction with the teacher.

Student Withdrawals

The Oglethorpe County School System is authorized to withdraw a student who:

- Has missed more than 10 consecutive days of unexcused absences;
- Is not subject to compulsory school attendance; and

- Is not receiving instructional services from the local school system through homebound instruction or instructional services required by the federal Individual with Disabilities Education Act (IDEA).

Parental Notification of Student Withdrawal

The principal or the principal's designee shall use his or her best efforts to notify the parent, guardian, or other person who has charge of the student if the school system plans to withdraw such student who is younger than 18 years of age and is not subject to compulsory school attendance. The Oglethorpe County School System is authorized to withdraw a student subject to compulsory attendance only if the principal or the principal's designee has determined the student is no longer a resident of the local school system or is enrolled in a private school or home study program.

The Following are the Consequences for Excessive Unexcused Absences

- Various interventions will be employed when students reach certain numbers of unexcused days missed. For more details on this, see the Student Attendance Protocol on the Oglethorpe County School System web page.
- The school system will make a good faith effort to notify the parent, guardian, or other person who is in charge of a student who has a chronic attendance problem.
- When appropriate, the school will also use different forms of positive reinforcement to encourage students to attend school on a regular basis. Prizes, attendance ceremonies, and special field trips are examples of incentives that may be used.
- Interventions may include, but are not limited to notification of absences, attendance contracts, school-based consequences/interventions, school and district attendance review teams, referral to the district social worker, referral to the Risk Reduction Team, coordination of community agencies and support services, Referral to Juvenile Court (CHINS process), seeking to obtain a warrant against the parent/guardian in violation of O.C.G.A 20-2-690.1 from the Magistrate Court of Oglethorpe County. Agencies used along with interventions may include but are not limited to the Department of Juvenile Justice, the Oglethorpe County Sheriff's Department, the Oglethorpe County Department of Family and Children Services, the Oglethorpe County Family Connection, the Oglethorpe County Health Department, the Juvenile Court Judge, and the Magistrate Judge.

Tardiness and Early Check-Out:

- Students must be present for the full instructional day
- Excessive tardiness or early check-outs will trigger interventions
- Late arrivals and early dismissals disrupt learning
- Tardiness and early check-outs may be counted towards attendance concerns
- Patterns will be addressed using the same tiered system as absences

Excessive tardiness and early check-outs will be addressed through the Multi-Tiered System of Supports (MTSS) framework, just like chronic absenteeism, and can ultimately result in diversion referrals.

A student is tardy at OCHS when he or she arrives to their 1st period class any time after the 8:00 AM bell. All students who do not arrive to their 1st period class by the 8:00 AM bell or who report to school after 1st period should check in with the main office before reporting to class. The attendance clerk will give the student a pass to report to class immediately. Not signing in appropriately or reporting to school between classes will result in disciplinary action.

A student is "tardy to class" when he/she arrives to class after the tardy bell to any particular class.

The 7th tardy to any class period will result in a discipline referral and ISS. Students who choose to provide their own transportation to school must assume responsibility for being at school on time. **For students who drive to school, habitual tardiness will result in revocation of driving privileges.**

MAKE UP WORK

Responsibility for Make-up Work Following Excused Student Absences

Students shall be permitted to make up missed assignments. Zeroes will be entered into PowerSchool as a place holder until assignments are made up, completed, and turned in. It shall be the responsibility of the student to arrange with the teacher for making up work after returning to school in order to receive full credit. At the discretion of the administration, additional time may be granted for completion of make-up work taking into consideration the number of absences and the extent of the makeup work. Students may also be assigned to PATS at their teacher's discretion to accommodate arrangements to make assignments up. **Missing assignments within a reporting period must be made up prior to the issuance of progress reports for that reporting period (every 4.5 weeks). No assignments will be accepted after the end of each grading period.**

NOTE: A student who is late to school or who misses ANY instructional time may not be allowed to attend/participate in after school activities on the day he/she is late to school, checks in or out of school, or is absent. Students who check in or out of school due to medical/dental appointments or court appearances must bring documentation from the appropriate professional office. Additionally, this information will be verified by phone call to said office. Any other reason for missing instructional time must be approved by the principal or his designee before the student can attend/participate in any after school activity. If this occurs on a Friday, whether this policy applies or not will be at the discretion of the principal. This applies to prom and other after school activities in addition to athletics. ***GHSB bylaws do not allow a student who is absent more than ½ of the school day to PLAY or PRACTICE for any GHSB sanctioned event.***

TADRA (Teenage and Adult Driver Responsibilities Act)

Students must present documentation to the Department of Driver Services that they are currently enrolled and not under expulsion from school to apply for a driver's license or permit. A Certificate of School Enrollment may be obtained at the school office. Students should visit the main office outside of class time (before school, after school, or during lunch) to complete a request form.

EARLY DISMISSAL

Students who plan to leave campus before school is dismissed must follow these procedures:

1. All students must bring written permission from parent/guardian giving the date, time, and reason for leaving early. **Notes must be written and signed by the parent and turned in to the office by 9:00 AM.** A home or work phone number must be on the note so the parent/guardian can be contacted to confirm the student's need to leave school. Phone calls for early checkouts will not be accepted.
2. When it is time to leave, the student will come to the office and sign the early dismissal "sign-out" sheet. **STUDENTS MUST COME TO THE OFFICE TO SIGN OUT BEFORE LEAVING.** Students not appropriately signed out will face disciplinary action.
3. If a student is checking out sick, the parent must be called by a staff member in the clinic or main office. **Calling from other areas or from their own cell phone may result in a discipline referral.**
4. Only individuals listed on the student's information sheet that is turned in at the beginning of the school year will be allowed to check out a student unless a note is turned in on the morning of an anticipated early dismissal that has been verified by office personnel.
5. Students will be written up for not following the appropriate steps to check out listed above. Students who turn in forged notes, do not sign out or are not signed out appropriately, will be written up and face disciplinary action.

CODE OF CONDUCT

THE FOLLOWING CODE OF CONDUCT AND DISCIPLINE SECTION IS A GUIDE. EACH AND EVERY DISCIPLINE ISSUE IS DIFFERENT AND WILL BE DEALT WITH ACCORDINGLY. CONSEQUENCES ASSIGNED BY SCHOOL OFFICIALS THAT RESULT FROM ITEMS NOTED HERE OR OTHER DISCIPLINARY ISSUES THAT MAY ARISE THAT ARE NOT NOTED SPECIFICALLY HERE DO NOT HAVE RESTRICTED CONSEQUENCES WHEN EFFORTS ARE TO MAINTAIN A SAFE AND EFFECTIVE SCHOOL ENVIRONMENT OR REMEDY A PARTICULAR SITUATION.

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

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

- At school or on school property at any time.
- Off school grounds at any school-related activity, function or event and while traveling to and from such events.
- On school buses and at school bus stops.

Also, students may be disciplined for conduct off campus which could result in the student being criminally charged with a felony and which makes the student's continued presence at school a potential danger to persons or property at the school or which disrupts the educational process.

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 Rule 160-4-8-.16, Unsafe School Choice Option.

The General Assembly of Georgia requires that this code of conduct include language encouraging parents and guardians to inform their children on the consequences, including potential criminal penalties, of underage sexual conduct and crimes for which a minor can be tried as an adult.

Parents are encouraged to become familiar with the Code of Conduct and to be supportive of it in their daily communication with their children and others in the community. Parents and students are required to acknowledge receipt of the code of conduct.

AUTHORITY OF THE PRINCIPAL

The principal is the designated leader of the school and, in concert with the staff, is responsible for the orderly operation of the school. In cases of disruptive, disorderly or dangerous conduct not covered in this Code, the principal may undertake corrective measures which he or she believes to be in the best interest of the student and the school provided any such action does not violate school board policy or procedures.

STAFF AUTHORITY

The Superintendent fully supports the authority of principals and all adults in the school system to remove a student from the classroom pursuant to provisions of O.C.G.A. §§ 20-2-737 and 738.

PART I - SUBSTANTIVE RULES OF BEHAVIOR

Rule 1. Disruption and Interference with School

No student shall:

- A. Occupy any school building, gymnasium, school grounds, properties or part thereof with intent to deprive others of its use, or where the effect thereof is to deprive others of its use.
- B. Block the entrance or exit of any school building or property or corridor or rooms thereof so as to deprive others of access thereto.
- C. Set fire to or otherwise damage any school building or property.
- D. Discharge, display, or otherwise threateningly use any firearms, explosives or other weapons on school premises.
- E. Prevent the convening or continued functioning of any school, class, activity, or lawful meeting or assembly on the school campus.
- F. Prevent students from attending a class or school activity.
- G. Continuously and intentionally make noise or act in any other manner so as to interfere seriously with the teacher's ability to conduct his or her class.
- H. In any manner (including electronic), by the use of violence, force, noise, coercion, terroristic threat, intimidation, fear, passive resistance, or any other conduct, intentionally cause the disruption of any lawful mission, process or function.
- I. Refuse to identify himself or herself upon request of any teacher, principal, superintendent, school bus driver, or other person in a position of authority within the school system.
- J. Engage in petting (e.g., hugging, kissing, holding hands, and also standing too close to another student) OR ANY OTHER inappropriate physical contact at school and/or school events.
- K. Be identified with a group or gang of others who covertly or overtly demonstrate any of the above behaviors, nor shall a student attempt to or be part of an attempt to organize such a group of people on or off campus at any time during the calendar year.
- L. Perform any other act deemed disruptive by school administration.

Rule 2. Damage, Destruction, or Theft of School Property

A student shall not damage, destroy, dispose of, or steal school property either on the school grounds or during a school activity, function, or event off school grounds. Doing so may result in legal action, restitution of damages, suspension, alternative school assignment, and/or expulsion from Oglethorpe County Schools.

Rule 3. Damage, Destruction, or Theft to Private Property

A student shall not damage, destroy, dispose of, or steal private property—the property of students and/or the property of faculty members—either on the school grounds or during a school activity, function, or event off school grounds, or during acts of vandalism against the private property of faculty members on or off campus. Doing so may result in legal action, restitution of damages, suspension, alternative school assignment, and/or expulsion from Oglethorpe County Schools.

Rule 4. General Disruptive Conduct & Excessive Misconduct

A student shall not conduct himself or herself in any manner that is disruptive of good order and discipline in the schools of Oglethorpe County. Students shall not violate any other rules stated within this student handbook pertaining to any policies and procedures set forth to assure an environment conducive to learning. Excessive misconduct, based on administrative discretion, or violation of the code of conduct and other school policies and procedures may result in punishment up to and including tribunal hearings for alternative school placement and/or expulsion.

Rule 5. Harassing, hazing, bullying, threatening, assaulting another person

A student shall not cause physical injury to or behave in such a manner (including the use of electronics) as could reasonably be expected to cause physical and/or emotional injury to any person on any school grounds during and immediately before and immediately after school hours, on any school grounds or at any other time when the school is being used by a school group, off the school grounds at any school activity, function, or event, or en route to or from school.

The 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:

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

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.

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 targeted 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.

Rule 6. Narcotics, Alcoholic Beverages, Drugs, Paraphernalia, Drug Look-alikes

A student shall not possess, sell, use, transmit, or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, or intoxicant of any kind. In addition, a student shall not have on his/her person, in his/her possession, book bag, vehicle, or locker any drug-related paraphernalia or drug or tobacco look-alikes. This rule applies on any school grounds during and immediately before and immediately after school hours, on any school grounds or at any other time when a school group is using the school, off the school grounds at any school activity, function, or event, or en route to or from school. Use of a drug authorized by a medical prescription from a registered physician shall not be considered a violation of this rule when the appropriate steps to turn in prescribed medications to the school clinic upon entering the school building are followed.

*Please also refer to the Students, Drugs, & Alcohol & the Guidelines for Administering Medications policies found in this handbook.

Rule 7. Encouraging Others to Violate Rules

A student shall not encourage, urge, or counsel others to violate any of the substantive rules contained herein.

Rule 8. Attempts

A student shall not attempt to violate any of the substantive rules contained herein.

Rule 9. Weapons and Dangerous Instruments

A student shall not possess, handle, or transmit any object that reasonably can be considered a dangerous weapon, or use any object in such a manner which reasonably might be expected to cause injury to another person. Bringing a weapon to school or on the school campus is defined as a felony by Georgia law and is prosecutable. This rule applies on any school grounds during and immediately before and immediately after school hours, on any school grounds or at any other time when a school group is using the school, off the school grounds at any school activity, function, or event, or en route to or from school. Weapons or instruments confiscated will not be returned.

*Please also refer to the Weapons policy found in this handbook.

Rule 10. Disregard of Directions or Commands

A student shall not fail to comply with lawful directions or commands of any principal, associate principal, teacher, student teacher, substitute teacher, teacher aide, school bus driver, custodian, cafeteria worker, or other person in a position or authority within the school system when on any school grounds during and immediately before and immediately after school hours, on any school grounds or at any other time when a school group is using the school, off the school grounds at any school activity, function or event, or en route to or from school.

Rule 11. Disrespect Toward School Authorities

A student shall not behave with disrespect toward any school personnel, student teacher, or other person in a position of authority within the school system on or off campus.

Rule 12. Dress and Grooming

A student shall not dress, groom, wear or 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. Specifically forbidden are those that carry the name and/or emblem of alcoholic beverages or drugs and those with double entendre meanings. The principal or other duly authorized school official shall determine whether any 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. More explicit guidelines regarding dress and grooming are outlined in the student dress code found in the handbook.

Rule 13. False Reporting

Any student misrepresenting, omitting, or erroneously reporting information regarding instances of alleged inappropriate behavior by a teacher, administrator, or other school employee toward a student will be punished. During investigations of misconduct by students, those found to misrepresent, omit, or erroneously report information will also be held accountable.

Rule 14. Sexual Harassment

A student (or school board employee) shall not direct any of the following toward another person: unwelcome sexual advances, requests for sexual favors, or other inappropriate verbal, written, or physical contacts of a sexual nature. This includes but is not limited to verbal/written harassment/abuse of a sexual nature, pressure for sexual activity, repeated remarks to a person with sexual or demeaning implications, unwelcome touching, and offensive sexual flirtations, advances, or propositions.

Special note: Because of the very personal nature of these unacceptable behaviors, additional documentation will be kept on the students involved in these behaviors. When a student has been involved in multiple situations involving these behaviors, the consequences could be more severe than those outlined in the normal step system.

O.C.G.A. § 20-2-735 Encourages parents to inform children of criminal penalties for sex & other crimes. Please speak with your child about the seriousness of these crimes.

Rule 15. Unacceptable Use of School Computers and/or Technology

This is addressed in the form signed by each student that will be using a computer at school at the beginning of the school year.

Rule 16. Forgery

A student shall not sign the name of any person or any fictitious person to any document that is to be submitted to any school official with the intention of gaining any benefit or advantage for the student signing the document for any other student.

Rule 17. Extortion

A student shall not communicate a threat to another student with the intention of extorting anything of value or any advantage of benefit for himself or another person.

Rule 18. Unexcused Absences

A student shall not be absent from school or from any class or other required school function during required school hours except for illness or other providential course, except with written permission of the teacher, principal, or other duly authorized school official.

Rule 19. Health Care Guidelines

Covid 19 has greatly impacted schools and the daily routines they follow. Students must comply with established healthcare guidelines and protocols implemented by Oglethorpe County High School. Failure to comply with these guidelines may result in disciplinary action at the administration's discretion.

WEAPONS

Possession or use of a weapon, as provided for in Code Section 16-11-127.1:

A student shall not possess, use, handle, or transmit any object that reasonably can be considered a weapon. Weapons may include, but are not limited to:

1. Any handgun, firearm, rifle, shotgun, or similar weapon; any explosive compound or incendiary device; or, any other dangerous weapon as defined in O.C.G.A. § 16-11-121, including a rocket launcher, bazooka, recoilless rifle, mortar, or hand grenade.
2. Any hazardous object, including any dirk, bowie knife, switchblade knife, ballistic knife, any other knife having a blade of two or more inches, straight-edge razor, razor blade, spring stick, knuckles, whether made from metal, thermoplastic, wood, or other similar material, blackjack, any bat, club, or other bludgeon-type weapon, or any flailing instrument consisting of two or more rigid parts connected in such a manner as to allow them to swing freely, which may be known as a nun chahka, nun chuck, nunchaku, shuriken, or fighting chain, or any disc, of whatever configuration, having at least two points or pointed blades which is designed to be thrown or propelled and which may be known as a throwing star or oriental dart, or any instrument of like kind, any nonlethal air gun, and any stun gun or taser. Such term shall not include any of these instruments used for classroom work authorized by the teacher. ***No knife of any length is allowed at OCHS.***

Students who possess any weapon described in paragraph 1 will be subject to a minimum of a one calendar year expulsion. The Superintendent shall have the authority either before or after the student is referred for a tribunal hearing to reduce the mandated one-year expulsion under circumstances where the one-year expulsion appears excessive to the Superintendent. The tribunal shall also have the authority to modify such expulsion requirement on a case-by-case basis in determining the appropriate punishment.

Students who possess other weapons or hazardous objects as described in paragraph 2 will be subject to discipline as determined by the principal to be appropriate based on the seriousness of the offense, the age of the student and other relevant factors. This may include ISS, OSS, and referral to tribunal.

Reporting Weapons

Any employee who has reasonable cause to believe that a student possesses a weapon or is involved in an assault using a weapon on campus must report such violations to the principal or assistant principal of the school. If the principal has reasonable cause to believe that such report is valid, he/she must immediately make an oral report to the Superintendent and to the appropriate law enforcement authority and district attorney.

The student's parents or guardian will be notified immediately of his/her child's involvement in any activity involving weapons.

Also refer to the Student Code of Conduct within this handbook.

****NOTE**** Threatening to use a weapon to injure a student or staff member could also result in the above consequences.

If a student discovers that he/she has brought a pocket knife or other such potential weapon to school without intending to do so, he/she may avoid the above consequences by voluntarily turning it over to a school employee (e.g., teacher, administrator, etc.) upon entering school property.

Verbal assault, including threats of violence or bodily harm and/or sexual assault or harassment, of teachers, administrators, other school personnel, other students, or persons attending school-related functions: Immediate suspension and automatic referral to a disciplinary tribunal if a student is alleged to have committed an assault upon a teacher or other school personnel; possible referral to a disciplinary tribunal if a student is alleged to have committed an assault upon another student or a person attending a school-related function.

Physical assault or battery, including sexual battery, of other students, or persons attending school-related functions: possible referral to a disciplinary tribunal if a student is alleged to have committed battery upon another student or a person attending a school-related function.

Physical violence against a teacher, school bus driver, or other school personnel:

(1) Immediate suspension and automatic referral to the disciplinary tribunal if a student is alleged to have committed an act of physical violence against a teacher or other school personnel: Expulsion for the remainder of the student's eligibility to attend public schools for acts of physical violence found by a tribunal to have intentionally made physical contact which causes physical harm to another unless such physical contact or physical harm was in defense of himself or herself, as provided in Code Section 16-3-21; or the Board may authorize the student to attend alternative school for the period of the expulsion; provided, however, that if such student is in kindergarten through grade six, then the Board upon the recommendation of the tribunal may permit the student to re-enroll in regular programs for grades 9 through 12; and provided further that if the Board does not operate an alternative education program for grades kindergarten through grade six, then the Board may permit the student in kindergarten through grade six who commits such an act to re-enroll in the public school system. The student shall be referred to juvenile court with a request for a petition alleging delinquent behavior.

(2) Possible punishments may include expulsion, long-term suspension, or short-term suspension for students found by a tribunal to have intentionally made physical contact of an insulting or provoking nature with the person of another.

PART II-PROCEDURAL RULES

Referral to law enforcement or juvenile court officials: Georgia law requires that certain acts of misconduct be referred to the appropriate law enforcement officials. The school will refer any act of misconduct to law enforcement officials when school officials determine such referral to be necessary or appropriate.

The maximum punishments for an offense include long-term suspension or expulsion, including permanent expulsion, but those punishments will be determined only by a disciplinary tribunal or hearing officer as outlined in Code Section 20-2-754.

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

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

MISCELLANEOUS RULES OF CONDUCT

High school age students know how to behave. They have been taught the difference between right and wrong. Parents expect teachers and administrators to see that students behave. Educators expect parents to help ensure the good behavior of their children. Parents will be informed if students do not use good behavior. Records will be kept of students who continue to cause disruptions in class, in the halls, on buses, or around the campus. Continued misbehavior will result in step system referrals and could result in out-of-school suspension of the student.

Students are asked to take notice of the following:

1. **Vulgarity and Profanity:** Obscene language is unacceptable. We should strive to express ourselves more creatively and without the use of obscene language. The use of vulgar and profane language will not be tolerated among students in any classroom or social settings.
2. **Loud talking:** Excessively loud talking, laughing, and shouting are violating the rights of others around you. Be aware of the noise level you generate and be sensitive to the need for a focused atmosphere at school, including in the hallways, cafeteria, and other social settings.
3. **Littering:** The school is our home during the day. Trash cans are provided to deposit trash. We offend others when we litter the halls and grounds.
4. **Threatening, bullying, fighting, harassing, and/or hazing of any type** are prohibited. When a student is threatened, bullied, harassed, hazed (electronically or otherwise) or struck by another student, he/she should report the incident to school personnel.
5. **Skipping class / Out of Area:** Students are to report to each class at the beginning of each period. Students may not stay in a teacher's class that they are not assigned to for that particular period. Skipping class is a serious offense. It will be treated as an unexcused absence and will result in disciplinary action. Being out of area or in an unauthorized place is also a serious offense. Students should be where they are supposed to be, doing what they are supposed to do. Furthermore, once a student drives or sets foot on campus, they are not to leave campus without going through the office. To do so is to be considered being out of area and will result in disciplinary action. Students who provide rides for others to leave campus without permission will also face disciplinary action. Students who drive and are found to leave school without permission because of the access to transportation may also lose driving privileges for amounts of time determined at the discretion of administration.
6. **Gambling:** Gambling is prohibited at school and it is illegal. Gambling paraphernalia such as playing cards and dice are not allowed at school.
7. **Public Displays of Affection (PDA):** PDA is prohibited. Holding hands, kissing, hugging, snuggling or standing too closely, and the like are not allowed. Students should follow a hands-off policy when it comes to contact with other students.
8. **Loitering:** Loitering, "hanging out," or being present on campus after school hours without being under the **direct** supervision of a faculty or staff member is prohibited. Students may be considered trespassing and subject to school punishment or police action should they be on school grounds outside of school hours without permission or direct supervision. Unless under the direct supervision of a faculty or staff member, students should leave campus, including the school parking lot, when school is over. Students may not work in classrooms or computer labs after school without school personnel in the room with them.
9. **Unauthorized Sales:** The sale of unauthorized items is strictly prohibited at OCHS. No students should be allowed to sell items at school without prior approval from the administration. School approved fundraisers are an example of approved sales. Unauthorized sales will result in the confiscation of the items and disciplinary action.

Disrespectful conduct, including use of vulgar or profane language, toward teachers, administrators, other school personnel, other students, or persons attending school-related functions is prohibited.

Any behavior based on a student's race, national origin, sex, or disability that is unwelcome, unwanted, and/or uninvited by the recipient is prohibited, including verbal or non-verbal taunting, physical contact, unwelcome sexual advances, requests for sexual favors, and other

verbal or physical contact of a sexual nature, up to and including sexual harassment as used in connection with Title IX of the Education Amendments of 1972.

Transmitting sexually explicit or suggestive material to other students at school or circulating such material at school through electronic devices or in any other manner is prohibited.

Violating the school's/school system's acceptable use of the Internet/electronic resources agreement/policy is prohibited.

Damaging or defacing personal property, including the property of another student or any person legitimately at the school, or school property (vandalism or graffiti) during school hours or off-school hours is prohibited.

STUDENT DRESS CODE

Oglethorpe County High School is a working and learning environment. All students are encouraged to observe a standard of grooming and dress consistent with the importance of the school's mission of education. Consequently, this dress code is designed to enhance the safety for all and to minimize distractions from the learning environment.

Any dress code violation will be handled by the OCHS administration. Students found in violation of the dress code will be escorted to ISS for the rest of the day unless they are able to fix the violation immediately (change of clothes in book bag or locker). Students are not to go back to class or walk the halls until the problem has been fixed. Students will receive discipline action at administrative discretion. Dress code checks at various times throughout the school year will occur to help curb dress code infractions. The school administration will have the final decision in determining whether a student's apparel is considered inappropriate. Some repeat instances may be considered insubordination and require more drastic disciplinary action.

Specific guidelines include, *but are not limited to*, these points:

1. **Pants, dresses, shorts, & skirts:** The length of these items must be an appropriate length and long enough to cover all undergarments whether seated, standing, or in motion. These items must not have holes, rips, tears, or frays that reveal any skin and must extend to the fingertips. Pants must be worn at the natural waistline. Pajama bottoms are not permitted.
2. **Tops & shirts:** All parts of the shoulders, stomach, chest, and back must be fully covered. These garments must be long enough to provide such covering whether seated, standing, or in motion. Shirts and tops must fit so that no undergarments are exposed. Tank tops, sheer tops, spaghetti straps, strapless halter tops, & sleeveless shirts are not permitted. Pajama tops are not to be worn at any time.
3. **Headgear:** Students may not wear hats, hoods, or head coverings inside the school building. Hats must be kept out of sight at all times.
4. **Shoes:** Shoes must be worn at all times. Bedroom shoes/slippers/house shoes are not permitted.
5. **Accessories:** Clothing, apparel, and accessories that depict sexually suggestive expressions or actions, profanity, obscenity, drugs, alcohol, or tobacco, gangs, racism, hatred, violence, or which degrade the integrity of individual groups, is not permitted. Students may not wear heavy chains, collars with spikes, any costume accessories, or any other accessory that may be used as a weapon.

As other situations occur, students will be advised about any other attire, etc. that the administration may determine is inappropriate.

PERSONAL ELECTRONIC DEVICES

Students are only allowed to use personal electronic devices such as iPods, iPads, tablets, & other personal electronic devices in the cafeteria during breakfast and lunch. During instructional time, such devices tend to produce a disruptive atmosphere and are subject to being stolen. **The school will not be responsible for or investigate the theft of any of these items.** Use of an electronic device in the classroom will result in a discipline referral.

STUDENT CELL PHONES & OTHER COMMUNICATION DEVICES

Students are discouraged from bringing cell phones, smart watches, headphones, or other electronic devices to school. However, while on school properties, students are permitted to have cell phones & other similar communication devices. **School policy requires students to put their phones in a cell phone holder at the beginning of each class period. Phones will be returned by the teacher at the end of the class period.** Using an electronic device for texting and playing games during class is strictly prohibited. **Use of these devices is permitted only during breakfast and lunch in the cafeteria.** For OCHS students, use or sight of such items will result in disciplinary action. Note that “sight” of such devices includes when they are sticking out of one’s pocket and when such items fall out of one’s belongings, even by mistake. Prohibited “use” of such devices includes checking the time, texting, taking pictures or videos, making personal phone calls, and the like and applies in the classrooms, hallways, restrooms, locker rooms, and other areas. **Students are always prohibited from using school resources to charge their phones!** To avoid a discipline referral, please make sure such devices are stored in a secure place and are out of sight.

Students and parents should be aware that filming fights, having, sending, or forwarding pornographic material and/or any other inappropriate material as well as having, sending, or posting messages or images on Facebook, Twitter, Snap Chat, Instagram, or other social media shall result in disciplinary action and may result in legal charges.

Consequences for cell phone and other electronic device infractions will require disciplinary actions from warning to suspension.

ACADEMIC DISHONESTY

At OCHS, the definition of cheating is defined as, but is not limited to:

1. Giving or receiving unauthorized aid or access on tests or other assignments
2. Providing access to computer accounts or files with or without passwords
3. Copying homework
4. Using unauthorized study aids
5. Going against directions in seeking outside assistance
6. Turning in work completed by someone else
7. Plagiarism

****Note:** Plagiarism includes, but is not limited to taking another person's ideas, work, or writings or the imitation of them and presenting them as your own, including from the Internet, without proper referencing.

8. The use of artificial intelligence to complete assignments
9. Stealing tests (including electronically) or using stolen tests or answers
10. Altering grades (grade book, report cards, tests, computer grade programs, etc.)

Teacher's Obligations

Each teacher will define specific behaviors expected regarding assignments, homework, and test taking in his/her class. If a teacher feels that a student has cheated, he/she will inform the students and give the student an opportunity to explain his/her actions or present defense. If it is determined that the student cheated, this action will result in a discipline referral.

Penalties for Cheating

A student who is caught cheating will be subject to the following penalties:

- 1st incident: 0 on test or assignment and 1 day ISS
- 2nd incident: 0 on test or assignment and 2 days ISS
- 3rd incident: 0 on test or assignment and 3 days ISS
- 4th -∞th incidents: Administrative Discretion

IMPORTANT RELATED ITEMS

- During In-school Suspension, teachers will provide classwork and the student will have to complete this work. Being in ISS does not count against attendance. Assigned ISS time missed due to absences (even for suspensions), tardiness, or early checkout will be made up immediately upon the student's return or at another assigned time depending on seat availability in ISS.
- School days missed because of an Out-of-School Suspension shall not count as unexcused days for the purpose of determining student truancy.
- A student under Out-of-school Suspension is not to be on campus or at school-related events until the suspension is over and he/she has returned to school for classes. Doing so is a violation of law and will be treated as trespassing.
- Students may also be assigned Parental Suspension. Students under Parental Suspension are not to come to school, school events, or enter the school building without being accompanied by a parent/guardian. Until a meeting with the appropriate administrator takes place and a plan is worked out regarding the student's discipline status, students are not to be on campus or at school-related events. Doing so will be treated as trespassing. Phone calls will not suffice as an appropriate meeting for students assigned to Parental Suspension.
- Corporal punishment is not to be administered at OCHS.

DISCIPLINE REPORTS

OCHS Discipline Report forms (also known as a write-up) will be used when teachers refer students to the administration for inappropriate behavior. In these instances, the school will provide a copy of the report to the parent/guardian of the student involved.

The procedural steps set forth below represent the minimum action that will be taken whenever a student is referred to the school administration via a Student Discipline Report.

Tier I Step System (Minor)

Step	Action Taken
1 st -3 rd	1 day lunch detention
4 th -5 th	A one-day In-School Suspension
6 th -9 th	A multi-day In-School Suspension at the discretion of administration. Students may also be placed on a behavior contract.
10 th -∞ th	The 10th and any subsequent referrals will result in any outcome deemed appropriate by administration ranging from, but not limited to, 1-5 days of Out of School Suspension to a discipline hearing.

Tier II Step System (Major)

Step	Action Taken
1 st	A one-day In-School Suspension
2 nd	A two-day In-School Suspension
3 rd	A three-day In-School Suspension
4 th -5 th	A three to five-day In-School Suspension Students may also be placed on a behavior contract.
6 th -∞ th	The 6th and any subsequent referrals will result in any outcome deemed appropriate by administration ranging from, but not limited to 1-5 days of Out of School Suspension to a discipline hearing.

TOBACCO / VAPE

Oglethorpe County High School has been designated as a tobacco free campus by our BOE. The possession or use of tobacco / vape or tobacco / vape paraphernalia in any form is prohibited on school property or while attending school functions. Possession includes on the student's person or in the student's book bag, locker, vehicle, or the like. Tobacco products (including lighters, rolling papers, nicotine gum, e-cigarettes, cigarette-like or cigarette-imitating products, vapes, etc.) **will be confiscated and not returned.**

Tobacco / Vape Step System

Step	Action Taken
1 st -2 nd	A three-day In-School Suspension & ban from any area or social privileges as deemed appropriate by administration
3 rd -∞ th	The 3rd and any subsequent referrals will result in any outcome deemed appropriate by administration ranging from 1 to 5 days of Out of School Suspension. Students may also be placed on a behavior contract.

DETENTION

Detention may be assigned by the administration daily. These detention assignments will be reported on discipline referral forms and may be entered in the student's discipline log. Students who skip detention or show up to the appropriate detention area tardy will be reassigned detention the following day & assigned 1 day of ISS. Students absent on the day of an assigned detention must automatically serve their assigned detention on the following day that they attend school. Disruptive students will be dismissed from detention and assigned 1 day of ISS.

RESPONSIBILITY TO REPORT INAPPROPRIATE BEHAVIOR

To help ensure that OCHS is a safe place for students, employees, and others, students should always report misbehavior to school officials (i.e. teachers, counselors, and administrators). Responsible adults need to be contacted immediately about any situation that violates school rules, substantially interferes with the learning process, and/or creates a safety issue of any type. This is especially true when it concerns weapons, harassment or threats of ANY type, and drugs or alcohol. We operate with an "open door" policy – the main thing is to tell a school official what you know. It is your responsibility to do this, and when you do, we assure confidentiality. Students who wish to report an inappropriate behavior and remain anonymous may submit a report through the Anonymous Alerts system.

SCHOOL TRAFFIC & ENTRANCE/EXIT POINTS

Mornings

Car Riders must be dropped off at the rear entrance of the school. Student drivers & riders coming from the student parking lot will enter through the end of the south upper hall only. Bus riders will enter the building at the front entrance. In the mornings, students are only allowed to congregate in the cafeteria. No students are allowed on any wings except those going from the parking lot to the cafeteria through the south upper hall.

After School – 3:15pm

All students will be released at the 3:15 bell. Car riders will be picked up in the rear. Student drivers must immediately exit the building, get into their cars, & leave campus. Loitering in the parking lot is prohibited. Faculty members on duty will assist in emptying the parking lot as quickly & safely as possible. All bus riders should report to the cafeteria and sit in the designated area while waiting for dismissal. First load students will sit in the top of the cafeteria. All other bus riders will sit in the lower area of the cafeteria.

CAFETERIA & LUNCH TIME

The guidelines listed below regarding the cafeteria and lunch time must be followed.

1. Good conduct during breakfast, lunch, and all other times in the cafeteria must be observed.
2. During lunch, students are only allowed to congregate in the lunchroom. Students are not allowed in the upper or lower halls, in the media center hall, on the ramp connecting the upper and lower halls, at the amphitheater or the steps between the main building and the CTAE building, or the hall next to the band room and media center. Students caught in these areas will be written up for being out of area. Students should use time wisely by taking care of restroom needs during lunch. However, students should do this without loitering or congregating in the restroom in groups. Students should stay seated until the bell rings to be dismissed from the cafeteria.
3. **Students must clean their lunch area before departing or face disciplinary action.**
4. Students who want a 2nd lunch will have to pay for it; you cannot charge a 2nd lunch.
5. Students may eat in the outside seating area. Students are not to leave school grounds or go to the parking lot during the lunch period without permission of the school officials.
6. Rare instances may result in food being dropped off for students. This should be infrequent. Office personnel will handle delivery of items for lunch as deemed

appropriate and necessary. Students will not be called from instructional time to pick up items. Following School Nutrition protocol, any outside food to be eaten in the cafeteria must be delivered in unmarked cups/bags/containers. No glass bottles may be brought in with any deliveries. Food delivered by the guardian of the student may be delivered for that student only. Other parties may not deliver food to students who are not a member of their immediate family.

STUDENT CARS (10th – 12th Grades) **(SUBJECT TO SEARCH AT ANY TIME)**

Bus transportation is provided for students who attend Oglethorpe County Schools. Therefore, students are discouraged from driving personal automobiles that could become safety hazards. When the student drives to school, he will be expected to obey the following regulations:

1. Students may not drive to school or park on school grounds until they have purchased a valid OCHS parking permit for the current school year. To get a permit, the student should register his/her vehicle with the office by bringing a valid driver's license, proof of insurance, and information regarding the vehicle's make, model, year, and a legally valid registration and license plate number. Students should park in their assigned parking spot which is numbered with the same number as their parking permit. Parking out of area or without properly displaying the appropriate parking permit on the inside of the lower passenger side of the windshield will result in disciplinary action (detention, ISS, parking boot, and/or towing of the vehicle at owner expense).
2. If for any reason, a student misplaces their permit or has to drive a different car without the proper permit, the student should notify the office secretary immediately after parking in their assigned space without the permit.
3. Permits and spaces may not be resold, loaned, shared, or rented to other students. Any student parked in a space that they did not buy a permit for, even with the rightful permit holder's permission, will face disciplinary action (detention, ISS, parking boot, and/or towing of the vehicle at owner expense). Permit holders should report to the office immediately if someone is parked in their space.
4. Parking illegally, double parking, parking in a striped space, or parking outside a parking space may result in disciplinary action and/or the car being towed. When parking, please park so that you do not block a fellow student's car.
5. Do not sit in the car after arriving at school or during the school day. Students are considered "in school" when you come on campus and should leave the parking area immediately.
6. Lock your car when you arrive at school and leave it locked until departure time.
7. Observe all traffic laws on the grounds. Violation of the laws could be prosecuted.
8. Students may not drive on campus and drive off again without permission on those days school is in session; students are not to leave campus until school is dismissed. Once a student drives or sets foot on campus, they are not to leave campus without going through the office. Abusing driving privileges by leaving school without permission will result in the loss of driving privileges. Providing access to transportation for others to leave without permission may result in harsher punishment including possible legal action under some circumstances.
9. Loud music coming from one's car is **ILLEGAL**. See O.C.G.A. § 40-6-14. Keep the volume of your sound system turned down.
10. Students are to leave the school grounds immediately following the end of the school day. After leaving campus, students are not to return to campus after school hours unless they are under the **direct** supervision of an authorized employee or attending an extra-curricular activity.
11. Students are not to park in faculty parking. This includes behind the school, the alley/road behind the gym that connects the gym parking lot to the school entrance road, and the board office. Overflow parking will be provided once all spaces have been sold.
12. Student cars brought on campus shall be subject to inspection and search by school authorities at all times without further notice to students or parents.
13. **Freshmen are not allowed to drive to school.**

STUDENTS, ALCOHOL, AND DRUGS

Board Policy JCDAB

It shall be the policy of this Board to take positive action through education, counseling, parental involvement, intervention, medical referral, & police referral in the handling of incidents in the schools involving the possession, sale, &/or use of behavior affecting substances. These substances shall include but not be limited to cocaine, marijuana, LSD, glue, alcohol, barbiturates, & controlled substances as defined by Georgia law, & anabolic steroids. The possession & use of alcohol & illicit drugs is wrong & harmful.

It shall further be the policy of the Board to provide age appropriate, developmentally based drug & alcohol education & prevention programs, which address the legal, social, & health consequences of drug & alcohol use & to provide information about effective techniques for resisting peer pressure to use illicit drugs or alcohol, for all students in the system. These programs shall also provide information about any drug & alcohol counseling rehabilitation & re-entry programs available to students.

Alcohol and Drug Abuse Illegal Drugs and Intoxicating Beverages

School Related Offenses:

It shall be a violation of school rules for any student to possess, use, or offer to sell, barter, give away, exchange, or to be under the influence of an intoxicating alcoholic beverage, narcotic drugs, drug paraphernalia, any controlled substances referred to in O.C.G.A. Section 16-13-21, et. seq., any drug substitute, CBD products with or without THC, or any products containing Cannabidiol (CBD) or THC, including but not limited to products containing THC-8, THC-9, and/or THC-10 whether in the form of electronic smoking/vaping cartridges, gummies, tablets, capsules, or any other form for consumption.

Non-School Related Offenses:

A) Administrators are authorized to take disciplinary action for conduct which occurs: (1) on the school grounds at any time; (2) off the school grounds at a school activity, function or event; or (3) in route to and from school or a school activity. Authority to take disciplinary action also extends to any off-campus non-school related actions by students, at any time of the year, which have a direct and immediate impact on school discipline, the educational function of the school or the welfare of the students and staff. A student who has been charged with committing a criminal act while off campus is subject to disciplinary action and may be excluded from school. Such student whose presence on school property may endanger the welfare and/or safety of others, or whose presence poses a potential danger to persons or property at the school or which, disrupts the educational process are all subject to other disciplinary action.

B) It shall be a violation of school rules for any student to (i) sell, barter, exchange, give away, or (ii) offer to sell, barter, exchange or give away, or (iii) to possess with the intention to sell, barter, exchange or give away, any intoxicating beverage, beer, wine or any narcotic drugs or other controlled substances referred to in O.C.G.A. Section 16-13-21, et. seq., any drug substitute, CBD products with or without THC, or any products containing Cannabidiol (CBD) or THC, including but not limited to products containing THC-8, THC-9, and/or THC-10 whether in the form of electronic smoking/vaping cartridges, gummies, tablets, capsules, or any other form for consumption on school grounds or at any school sponsored meeting, event, athletic contest, or other function, or at any student-sponsored function or event held primarily for students or whenever students constitute a substantial part of the persons attending or for whom such event or function is directed, at any place, without regard to whether it is on school grounds or at any school or student-sponsored function or not.

Definitions:

As used in these rules, narcotic drugs or controlled substances shall include, without limitation, any of the following:

A) Any substance held out or offered by any student for sale, barter, or giving away where such student by his or her actions in any way suggests, implies, represents, or acts in such manner indicating that such substance is a narcotic drug or controlled substance as referred to above.

B) Any prescription narcotic drug or controlled substance where the student possessing or offering same for sale, barter, exchange or giving away same (i) is either not legally entitled to have such

prescription narcotic drug or controlled substance; (ii) offers to sell, barter, exchange, or give same away; or (iii) where such prescription drug or controlled substance is not in the original, labeled container.

Penalties

A) Enumerated: Violation of any of these rules shall be punished by permanent expulsion from the public schools of the district, expulsion or suspension for the remainder of the quarter, semester, or school year, suspension for any lesser time, in-house suspension, assignment to special schools for disciplinary students maintained or provided for by the school district or any lesser punishment at the discretion of the board, hearing, or other responsible authority hearing and determining the matter.

B) Guidelines: In determining the penalty to be imposed, consideration shall be given to the age and intelligence of the student, the seriousness of the offense, the prior disciplinary record of the student, and any circumstances showing aggravation or mitigation. Where the prior record of the student is being considered, the student shall be advised thereof, and permitted to explain same or present evidence in mitigation thereof. Generally, offenses involving sale, distribution, bartering, exchanging, giving away or possession for any of these purposes, are considered to be of more serious nature.

SEARCHES BY SCHOOL OFFICIALS

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

PROCEDURE FOR HANDLING INCIDENTS OF ABUSE

Procedure for handling incidents in the schools involving the possession, sale, barter, &/or use of drugs, alcohol, over-the-counter medication, labeled or unlabeled over-the-counter pill or prescribed pill of any kind, or any other behavior-affecting substances shall be as follows:

1. Definite assignments shall be given to personnel within the individual school.
 - a. The principal & his designee shall be responsible for carrying out the policy & it's supporting procedures within the school.
 - b. The principal & his designee will serve as the clearing point for records, reports, & inquiries relating to the school.
 - c. Staff members shall report any violation of this policy to any of the school's administrative staff. Administrative staff members are the principal & associate principal.
2. The parent or custodian of any involved student shall be contacted as soon as possible along with the sheriff's department.
3. Disciplinary action shall be specific.
 - a. A student known to be in violation of this policy shall be suspended from school by the administration. The principal may make a referral to a disciplinary tribunal for further action.
 - b. A student known to be under influence of such substances at school shall be suspended for a *minimum* of five days.
 - c. A student suspension may be reduced at the discretion of the administration if a student seeks & obtains treatment from an approved intervention or treatment program. The principal or designee will furnish information to the student or the student's parent or custodian regarding approved intervention & treatment programs.
4. The schools will cooperate with the sheriff's department by reporting the incident, the source of supply, if known to the school, & by developing an in-service instruction program for staff members.

5. The school will assist students who use drugs or abuse alcohol by counseling, drug abuse education, cooperation with city or county health department & individual physicians in appropriate health education & health care, & by other appropriate means. (See IDBB)
6. A copy of this policy shall be provided to all parents & students.
7. There shall be a biennial review of this program to:
 - a. determine its effectiveness & implement changes to the program if needed; &
 - b. ensure that the disciplinary sanctions imposed by this policy are consistently enforced.

CROSS REF.: JCDA-Tobacco Use

LEGAL REF.: O.C.G.A. 3-3-21 et seq.; 19-7-6; 20-2-142; 20-2-201 (b) 20 U.S.C. Section 3171 et seq.; 34 C.F.R. Part 86

STUDENT TRANSPORTATION AND SAFETY

Safety is the primary concern in transporting students to and from school. Any behavior that would distract the driver is inappropriate. The following rules are to be followed on the bus:

1. The driver is in charge of the bus and all students aboard. Students are expected to obey the driver or school administration promptly and respectfully.
2. Be on time. The driver cannot wait beyond his/her regular schedule for those who are tardy.
3. Wait in an orderly line off the street or road.
4. Ride only the bus assigned by school officials.
5. Do not run toward a school bus while it is in motion.
6. Do not try to get on or off the bus or move about within the bus while it is in motion.
7. Students must occupy seats assigned to them by the bus driver or school officials and remain seated correctly at all times. Do not change seats unless given permission by the driver.
8. Behave on the bus as you are expected to behave in the classroom. Rude, discourteous, annoying behavior, vulgarity, unacceptable language, fighting, pushing, and offensive acts will not be tolerated.
9. Do not engage in any activity or excessive mischief which might divert the driver's attention, such as:
 - a. Loud talking, laughing, or unnecessary confusion.
 - b. Unnecessary conversation with the drivers.
 - c. Extending any part of the body out of the bus windows or doors.
 - d. Hitting
10. Do not engage in any activity which might cause damage, excessive wear, or litter to the bus or other property. Make sure that all pens, pencils, or other sharp objects remain in book bags.
11. The following activities are always prohibited:
 - a. Smoking, vaping, eating, drinking, or chewing gum on the bus.
 - b. Spitting or throwing anything in or from the bus.
 - c. Possessing knives, sharp objects, or any other object that could be considered a weapon.
 - d. Bringing animals/pets on the bus.
 - e. Tampering with mechanical equipment, accessories, and controls of the bus.
 - f. Sexual harassment.
12. Students will not leave the bus on the way to school or home without permission of the driver. The driver will not give permission except in case of personal emergency or upon written request of the principal, assistant principal, or the *custodial* parents. No student will be allowed to meet the bus anywhere other than at the designated bus stop.
13. Students must always be courteous to the driver, fellow students, pedestrians, and drivers of other vehicles.
14. No electronic or communication devices may be used in any manner which might interfere with the bus driver's operation of the bus or the driver's use of communication equipment on the bus.

15. Students are prohibited from using mirrors, flash cameras, lasers, or any other lights or reflective devices in a manner that might interfere with the bus driver's operation of the bus. Students must not distract the driver from his/her primary responsibility: delivering students safely to their destinations.

BUS MISBEHAVIOR

The following specific provisions shall govern student conduct and safety on all school buses:

(1) All provisions of the Student Code of Conduct apply to behavior on the school bus, including but not limited to, acts of physical violence as defined by Code Section 20-2-751.6, bullying as defined by subsection (a) of the Code Section 20-2-751.4, physical assault or battery of other persons on the school bus, verbal assault of other persons on the school bus, disrespectful conduct toward the school bus driver or other persons on the school bus, and other unruly behavior;

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

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

The school bus behavior contract shall provide for age-appropriate discipline, penalties, and restrictions for student misconduct on the bus. Provisions may include, but are not limited to, assigned seating, ongoing parental involvement, and suspension from riding the bus.

These provisions regarding use of a bus behavior contract are not to be construed to limit the instances when other code of conduct violations may require use of a student bus behavior contract.

(3) Students shall be prohibited from using any electronic devices during the operation of a school bus, including but not limited to cell phones; pagers; audible radios, tape or compact disc players without headphones; or any other electronic device in a manner that might interfere with the school bus communication equipment or the school bus driver's operation of the school bus; and

(4) Students shall be prohibited from using mirrors, lasers, flash cameras, or any other lights or reflective devices in a manner that might interfere with the school bus driver's operation of the school bus.

BUS DISCIPLINE

As stated above, safety is the most important concern we have with regard to bus transportation. Oglethorpe County Schools transport a considerable majority of its students each day. We will not tolerate students who cause less than safe conditions for our riders. Generally speaking, the rules we have in the classrooms apply to the buses, plus all riders are expected to sit in a safe riding position and talk quietly among their seatmates. The bus driver is the only adult on the bus and is responsible for reporting any inappropriate behavior.

The procedural steps set forth below represent the minimum action that will be taken whenever a student is referred to the school administration. In most instances, the step on the bus step system that each student is on will reset at the end of the semester.

Bus Step System

Step	Action Taken
1 st	Written Warning
2 nd	1 Day off ALL OCS buses
3 rd	3 Days off ALL OCS buses
4 th	5 Days off ALL OCS buses
5 th	10 Days off ALL OCS buses
6 th	Removed from ALL OCS buses remainder of school year

Serious offenses on the bus such as bullying, fighting, drugs, weapons, sexual harassment, disrespect towards the bus driver, etc. could result in more serious consequences. These consequences may include a meeting between the parent/guardian and appropriate school officials to develop a bus contract, removal from the bus, suspension from school, exclusion from graduation exercises, and/or referral to law enforcement by school personnel.

When a student is removed from the bus for the remainder of the year, the parent/guardian may appeal the decision by contacting school-level administration.

Consideration may be given to those who have a prolonged length of time between offenses. At the discretion of the bus driver and/or administration, one or more steps in the preceding procedures may be redeemed. The bus driver and school administration must have a conference prior to any decision being finalized in this regard.

Bus drivers and/or school administrators will gladly discuss your child's behavior. Your up-front cooperation is needed to help your student to become a safe passenger. The safety of our students is always our primary concern. Your child's school, as well as your child's bus driver, needs to know about any changes regarding after school transportation. If you wish for your child to leave school on another bus or with another person, you must send a written note to school with a specific request. Your help is needed to make the bus experience a positive one.

THE ACADEMY

For students in grades 6-12 who find it difficult to be successful in the traditional school environment, an alternative setting is available. The school district provides highly focused, individually paced instruction through the Academy.

The Academy students are expected to abide by OCHS rules as listed in the handbook. However, The Academy also has its own rules, regulations, and procedures. All Academy students will be required to go through an intake process with their guardians before beginning classes. Student expectations will be explained upon enrollment in the Academy program.

Below are a few guidelines that are followed by students in the Academy.

- Dress Code-The dress code/uniform for the Academy students include khaki pants and white collared shirts with no writing or logos. Shirts are to be worn tucked in and pants are to be worn at the waist with a belt. Each day a student attends out of uniform may result in additional discipline or extra days added to his or her assignment to the Academy. Covered shoes must be worn; no flip-flops or sandals are allowed. Students will be given a one-week grace period to acquire the mandatory uniform.
- Transportation- Academy students may be allowed to continue use of OCS bus transportation to school if not already removed for discipline reasons and at the discretion of administration. **Afternoon bus transportation may not be provided.** Car riders must be dropped off at the Academy front door. Bus riders must be escorted by Academy personnel. The Academy students who are afternoon car riders will be picked up at the end of the Academy hall. All Academy students must be escorted by Academy personnel when on campus. No Academy students are to be in the student parking lot at any time. Temporary and permanent Academy students may be allowed to drive while at the Academy. OCHS administration will review driving requests on an individual basis. An OCHS parking pass must be purchased if driving privileges are granted.
- Enrollment & Release-Students and parents of students will be required to sign a behavior contract to enroll or be released from the Academy. Students released from the Academy may be reassigned at the administration's discretion should behavior in the regular classroom setting not show signs of improvement. Students may not be released from the Academy unless they are on track with credit to graduation requirements.
- Academy students are not allowed to participate in or attend any extracurricular activities at Oglethorpe County Schools.
- Students planning to graduate as Academy students may not participate in OCHS graduation events or ceremonies. This will be left to the discretion of the administration.
- Students who withdraw from alternative school, transfer to another school as an alternative school student, or are expelled from school (as an alternative school student or otherwise) shall remain on the school's list of banned individuals and will not be allowed to traverse properties of Oglethorpe County Schools or attend events and functions in which Oglethorpe County Schools are taking part in or competing in. Doing so may result in charges or trespassing. Those wishing to be removed from the list of banned individuals may request a meeting with the high school principal **10 days before** the event desired to be attended in order to be removed from the list at the principal's discretion.