



CAPE FEAR HIGH SCHOOL
STUDENT HANDBOOK
2025 - 2026

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C.O.L.T.S.

Commitment Opportunities Leadership Tradition Success

Cape Fear Mission Statement

Our mission is to inspire and empower our students to reach their highest potential academically, socially, and personally.

Cape Fear High School Vision Statement

Foster excellence, cultivate kindness, and achieve beyond limits.

Cape Fear High School Alma Mater

Unknown the years that lie ahead, but strongly arm'd are we.

By precepts wise we shall be led, and take our strength from thee.

Alma Mater Cape Fear High, glory and our guide.

Far from your halls, remembrance calls with love and pride.

With spirits free we honor thee, our Cape Fear High!

-Anthony Taylor

ADMINISTRATION AND STAFF

Principal.....	Dr. Jason Jordan
Assistant Principal.....	Ms. Alicia Copeland
Assistant Principal.....	Mrs. Marissa Fux
Assistant Principal.....	Mrs. Kathleen Ross
Assistant Principal/Athletic Director.....	Mr. Jonathan Dent
Assistant Principal.....	Mrs. Shannon Marsh
Instructional Coach.....	Mrs. Peggy Raymes
Admin Asst/Office Manager.....	Mrs. Jean Bullard
Administrative Clerk.....	Mrs. Courtney Jackson
AIG Consultant.....	Mr. Chris Lucas
Attendance	Mrs. Nataly Vinanzaca
Bookkeeper.....	Mrs. Linda Haire
CTE Facilitator.....	Mrs. Melanie Lee
Counselor.....	Mrs. Kristen Mayernick
Counselor.....	Mrs. Amy Hutchinson
Counselor.....	Ms. Tonya Cason
Counselor.....	Ms. Sasha Preddie
Counseling Registrar.....	Mrs. Elaine Merritt
Data Manager.....	Mrs. Kim Welker
EC Case Manager.....	Mrs. Christy Parker
Main Office Receptionist.....	Mrs. Kristen Davis
Media Specialist.....	Ms. Kimberlyn Lopez
Safe Schools Coordinator.....	Mr. Adam Hart
School Psychologist.....	Mr. Scott Smith
School Resource Officer.....	Deputy David Strait
Social Worker.....	Mrs. Ashley Smith

2025 - 2026 CUMBERLAND COUNTY SCHOOLS
TRADITIONAL 10-MONTH CALENDAR

DATES	DAYS	EXPLANATION	TEACHER PLANNING DAYS	REQUIRED ANNUAL LEAVE DAYS	HOLIDAYS
August 11, 15 & 18 - 22	Monday & Friday Monday - Friday,	Workdays	7		
August 12, 13, 14	Tuesday - Thursday	Required Workdays (System-Wide PD)	3		
August 25	Monday	First Day for Students			
September 1	Monday	Student/All Staff Holiday			1
October 13	Monday	Student Holiday/Required Workday (System-Wide PD)	1		
October 17	Friday	End of Grading Period			
October 20	Monday	Student Holiday/Telework Workday	1		
November 4	Tuesday	Student Holiday/Workday	1		
November 11	Tuesday	Student/All Staff Holiday			1
November 26	Wednesday	Student Holiday/Telework Workday	1		
November 27 - 28	Thursday - Friday	Student/All Staff Holidays			2
December 19	Friday	Student Two Hour Early Release/End of Grading Period			
December 22 - December 31	Monday - Wednesday	Winter Holidays (Student/Teacher) Required Annual Leave		5	3
January 1	Thursday	Student/All Staff Holiday			1
January 2	Friday	Winter Holidays (Student/Teacher) Required Annual Leave		1	
January 5	Monday	Student Holiday/Workday	1		
January 19	Monday	Student/All Staff Holiday			1
February 13	Friday	Student Holiday/Telework Workday	1		
February 16	Monday	Student Holiday/Required Workday (System-Wide PD)	1		
March 12	Thursday	End of Grading Period			
March 13	Friday	Student Holiday/Workday	1		
April 3	Friday	Student/All Staff Holiday			1
April 6 - 10	Monday - Friday	Student Holidays/10 Month Required Annual Leave/11 & 12 Month Optional Annual Leave		5	
May 22	Friday	Last Day for Student/Student Two Hour Early Release/End of Grading Period			
May 25	Monday	All Staff Holiday			1
May 26 - May 29	Tuesday - Friday	Required Workdays (Retest Assessments and Closeout)	4		
June 1 - 5	Monday - Friday	Workdays	5		
Totals			27	11	11

Schedule of Required Teacher Workdays for System-Wide Professional Development / Retest Assessments and Closeout:

August 12, August 13, August 14, October 13, February 16, May 26, May 27, May 28, May 29

Additional Teacher Workdays:

August 11, August 15, August 18, August 19, August 20, August 21, August 22, October 20, November 4, November 26, January 5, February 13, March 13, June 1, June 2, June 3, June 4, June 5

Make-Up Days if Needed:

November 26, January 5, February 13

Progress Report and Report Card Dates

2025-2026 PROGRESS REPORT AND REPORT CARD SCHEDULE Traditional Calendar Schools K-8	
First Day for Students	Monday, August 25, 2025
Progress Reports Go Home/Grades available in Campus Parent/Student Portal	Friday, September 19, 2025
End of 1st Grading Period	Friday, October 17, 2025
Report Cards Go Home/Grades available in Campus Parent/Student Portal	Friday, October 24, 2025
Progress Reports Go Home/Grades available in Campus Parent/Student Portal	Wednesday, November 19, 2025
End of 2nd Grading Period (End of Semester 1)	Friday, December 19, 2025
Report Cards Go Home/Grades available in Campus Parent/Student Portal	Friday, January 09, 2026
Progress Reports Go Home/Grades available in Campus Parent/Student Portal	Friday, February 06, 2026
End of 3rd Grading Period	Thursday, March 12, 2026
Report Cards Go Home/Grades available in Campus Parent/Student Portal	Thursday, March 19, 2026
Progress Reports Go Home/Grades available in Campus Parent/Student Portal	Wednesday, April 22, 2026
End of 4th Grading Period/Last Day for Students/ Elementary Report Cards Go Home/Grades available in Campus Parent/Student Portal	Friday, May 22, 2026
Final Middle School Report Cards Mailed Home/Grades available in Campus Parent/Student Portal	Friday, June 05, 2026

High Schools 9-12 4X4 Block Schedule <i>Alger B Wilkins, Cape Fear, Cumberland Academy 6-12 Virtual, Douglas Byrd, E.E. Smith, Gray's Creek, Jack Britt, Massey Hill Classical, Pine Forest, Ramsey Street, Seventy-First, South View, Terry Sanford, and Westover</i>	
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First Semester	
First Day for Students	Monday, August 25, 2025
Progress Reports Go Home/Grades available in Campus Parent/Student Portal	Friday, September 19, 2025
End of 1st Grading Period	Friday, October 17, 2025
Report Cards Go Home/Grades available in Campus Parent/Student Portal	Friday, October 24, 2025
Progress Reports Go Home/Grades available in Campus Parent/Student Portal	Wednesday, November 19, 2025
End of 2nd Grading Period	Friday, December 19, 2025
Report Cards Go Home/Grades available in Campus Parent/Student Portal	Friday, January 09, 2026
Second Semester	
Progress Reports Go Home/Grades available in Campus Parent/Student Portal	Friday, February 06, 2026
End of 3rd Grading Period	Thursday, March 12, 2026
Report Cards Go Home/Grades available in Campus Parent/Student Portal	Thursday, March 19, 2026
Progress Reports Go Home/Grades available in Campus Parent/Student Portal	Wednesday, April 22, 2026
End of 4th Grading Period/Last Day for Students	Friday, May 22, 2026
Final High School Report Cards Mailed Home/Grades available in Campus Parent/Student Portal	Friday, June 05, 2026

BELL SCHEDULES

Regular/Daily Bell Schedule

Period	Start of Class	End of Class
Warning Bell	8:25	8:28
1st Period	8:30	10:05
2nd Period	10:10	11:45
3rd Period	11:50	2:00
4th Period	2:05	3:40

Lunch Schedule

Lunch	Beginning of Lunch	End of Lunch
1st Lunch	11:52	12:18
2nd Lunch	12:23	12:49
3rd Lunch	1:03	1:29
4th Lunch	1:34	2:00

BREAKFAST SCHEDULE

Breakfast is served until 8:25 AM. Only those students arriving at school on a late bus, and have a bus pass, will be permitted to eat breakfast after 8:25.

2 Hour Delay

Period	Start of Class	End of Class
Warning Bell	10:25	10:28
1st Period	10:30	11:30
2nd Period	11:35	12:30
3rd Period	12:35	2:30
4th Period	2:40	3:40

Lunch Schedule

Lunch	Start of Lunch	Start of Lunch
1 st Lunch	12:40	1:05
2 nd Lunch	1:10	1:35
3 rd Lunch	1:40	2:05
4 th Lunch	2:10	2:35

2 Hour Early Release

Period	Start of Class	End of Class
Warning Bell	8:25	8:28
1 st Period	8:30	9:30
2 nd Period	9:35	10:35
4 th Period	10:40	11:35
3 rd Period	11:40	1:40

Lunch Schedule

Lunch	Start of Lunch	End of Lunch
1 st Lunch	11:45	12:10
2 nd Lunch	12:15	12:40
3 rd Lunch	12:45	1:10
4 th Lunch	1:15	1:40

3 Hour Early Release

Period	Start of Class	End of Class
Warning Bell	8:25	8:28
1 st Period	8:30	9:15
2 nd Period	9:20	10:00
4 th Period	10:05	10:45
3 rd Period	10:50	12:40

Lunch Schedule

Lunch	Start of Lunch	End of Lunch
1 st Lunch	10:52	11:15
2 nd Lunch	11:17	11:40
3 rd Lunch	11:42	12:15
4 th Lunch	12:17	12:40

Mentor Schedule

Period	Start of Class	End of Class
Warning Bell	8:25	8:28
1 st Period	8:30	10:05
2 nd Period	10:10	11:40
Homeroom	11:45	12:05
3 rd Period	12:10	2:10
4 th Period	2:15	3:40

LUNCH SCHEDULE

Lunch	Start of Lunch	End of Lunch
1 st Lunch	12:15	12:40
2 nd Lunch	12:45	1:10
3 rd Lunch	1:15	1:40
4 th Lunch	1:45	2:10

Pep Rally Schedule

Period	Start of Class	End of Class
Warning Bell	8:25	8:28
1 st Period	8:30	9:55
2 nd Period	10:00	11:20
3 rd Period	11:25	1:25
4 th Period	1:30	2:55
Pep Rally	3:00	3:40

Lunch Schedule

Lunch	Start of Lunch	End of Lunch
1 st Lunch	11:30	11:55
2 nd Lunch	12:00	12:25
3 rd Lunch	12:30	12:55
4 th Lunch	1:00	1:25

ACCIDENTS

All accidents must be reported and documented by a school official. Anyone injured while on school property must immediately report it to a teacher/coach or any other school personnel. An Accident Report must be completed and submitted to the main office. These reports are forwarded to the Risk Management Office.

ATTENDANCE POLICY

School attendance and class participation are an integral part of academic achievement and the teaching-learning process. Regular attendance develops patterns of behavior essential to professional and personal success in life. Regular attendance by every student is mandatory. The State of North Carolina requires that every child in the State between the ages of 7 (or younger if enrolled) and 16 attend school. Parents or legal guardians have the responsibility for ensuring that students attend and remain at school daily. State law also prohibits any person from encouraging, enticing or counseling a child to be unlawfully absent from school.

Excused Absences

The superintendent, principal or the superintendent or principal's designee is authorized to excuse a student temporarily from attendance due to sickness or other unavoidable cause. When a student must miss school, a written excuse signed by a parent or guardian must be turned into the student's teacher or front office on the day the student returns after an absence. The number of parent or guardian written excuses for attendance due to sickness or other unavoidable causes is limited to 10 per school year for grades K-8, and limited to 10 per semester for grades 9-12. After the 10th parent or guardian written excused note has been submitted, any other parent or guardian written notice will result in the absence being marked as unexcused. Additionally, parents and guardians will have within five school days of the student's return to school to turn in written excused notes and/or physicians notes. Notes that are turned in after the fifth school day of the student returning to school will not change the absence from unexcused to excused. The student is also required to provide other satisfactory evidence of the excuse upon request by the teacher, principal or principal's designee. An absence may be excused for the following reasons:

1. personal illness or injury that makes the student physically unable to attend school;
2. isolation ordered by the local health officer or the State Board of Health;
3. death in the immediate family, including, but not limited to, grandparents, parents, brothers and sisters;
4. medical or dental appointment;
5. participation as a party to an action or under subpoena as a witness in a court proceeding or administrative tribunal;
6. a minimum of two days each academic year for observance of an event required or suggested by the religion of the student or the student's parent or legal guardian

with written approval from the principal. The superintendent or designee may approve additional absences, provided they do not interfere with the education of the student. The student shall have the opportunity to make up any tests or other work missed due to the excused absence for a religious observance;

7. participation in a valid educational opportunity, such as travel or service as a legislative or Governor's page, with prior approval from the principal or designee and in accordance with any requirements established by the principal or superintendent;

8. absence due to pregnancy and related conditions or parenting, when medically necessary; or

9. a minimum of two days each academic year for visitation with the student's parent or legal guardian if the student is not identified as at risk of academic failure because of unexcused absences and the student's parent or legal guardian (a) is an active duty or inactive member of the uniformed services as defined by policy [4050](#), Children of Military Families, and (b) has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat support posting.

In addition, a student whose parent or legal guardian (a) is an active duty member of the uniformed services as defined by policy [4050](#), Children of Military Families, and (b) has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat support posting will be granted up to five additional excused absences upon approval by the superintendent or designee to visit with his or her parent or legal guardian.

Absences due to extended illnesses generally require a statement from a physician.

In the case of excused absences, short-term out-of-school suspensions, and absences under [G.S. 130A-440](#) (for failure to submit a school health assessment form within 30 days of entering school) the student will be permitted to make up his or her work in accordance with section D of this policy. (See also policies [4110](#), Immunization and Health Requirements for School Admission, and [4351](#), Short-Term Suspension.) The student is responsible for finding out what assignments are due and arranging a time with the teacher to make up assignments missed during class time.

School-Related Activities

All classroom activities are important and difficult, if not impossible, to replace if missed. Principals shall ensure that classes missed by students due to school-related activities are kept to an absolute minimum. The superintendent is responsible for designating which school-related activities are permissible and consistent with State Board policy. Specifically, the following school-related activities with prior approval from the principal or designee will not be counted as absences from either class or school:

1. field trips sponsored by the school;

2. job-shadowing and other work-based learning opportunities, as described in [G.S. 115C-47\(34a\)](#);
3. school-initiated and -scheduled activities, such as student conventions and music festivals;
4. athletic events that require early dismissal from school;
5. Career and Technical Education student organization activities approved in advance by the principal; and
6. in-school suspensions.

Assignments missed for these reasons are eligible for makeup by the student in accordance with section D of this policy. The student is responsible for finding out what assignments are due and arranging a time with the teacher to make up assignments missed during class time.

Excessive Absences

Class attendance and participation are critical elements of the educational process and may be taken into account in assessing academic achievement. Students are expected to be at school on time and to be present at the scheduled starting time for each class. Students who are excessively tardy to school or class may be subject to suspension for up to two days for such offense. The Superintendent will develop guidelines for implementation.

6-12 – Denial of Course Credit. A secondary student is expected to attend school for 180 days unless absent for lawful reasons. Secondary students should be in attendance a minimum of seventy (70) days per semester or 140 days per school year to receive credit for a course. Any student who accumulates and exceeds ten (10) absences during a grading period for any course during a semester is in immediate jeopardy of receiving a failing grade and receiving no credit for the course.

a. After more than twenty (20) cumulative unexcused absences for the year for grades 6-8 and more than twenty (20) cumulative unexcused absences for the semester for grades 9-12, the teacher shall notify the social worker, and the principal or designee. The parent/guardian will be notified that the student will not receive credit for the course and may be retained.

b. The student or parent/guardian may apply for a waiver to overturn denial of course credit. The Student Services Team (SST) will consider whether this policy should be waived or whether the student's grades should be reduced because of the absences. The student or parent must submit a waiver request form to the SST and other documentation that supports the student's request. The SST will review other measures of academic achievement, the circumstances of the absences, the number of absences, and the extent to which the student completed missed work. The SST may recommend to the principal and the principal may make any of the following determinations:

- i. The student will not receive a passing grade for the semester (an FF will be awarded), which may also lead to retention;
- ii. The student's grade will be reduced;
- iii. The student will receive the grade otherwise earned, or the student will be given additional time to complete the missed work before deciding the appropriate grade.

Students with excused absences due to documented chronic health problems will be exempted from this policy. In addition, for students experiencing homelessness (see board policy 4125, Homeless Students), school officials must consider issues related to the student's homelessness, such as a change of caregivers or nighttime residence, before taking disciplinary action or imposing other barriers to school attendance based on excessive absences or tardies.

Excessive absences may impact eligibility for participation in interscholastic athletics. See policy 3620, Extracurricular Activities and Student Organizations.

EXCUSED ABSENCES

- 1) **Illness or Injury:** An absence is lawful when the absence results from illness or injury that prevents the student from being physically able to attend school.
- 2) **Quarantine:** An absence is lawful when isolation of the student is ordered by the local health officer or by the State Board of Health.
- 3) **Death in the Immediate Family:** An absence is lawful when it results from the death of a member of the immediate family of the student. For the purpose of this regulation, the immediate family of a student includes, but is not necessarily limited to, grandparents, parents, brothers and sisters.
- 4) **Medical or Dental Appointments:** An absence is lawful when it results from a medical or dental appointment/procedure. Students should submit medical or dental paperwork for the excuse.
- 5) **Court of Administrative Proceedings:** An absence is lawful when it results from the attendance of a student at the proceedings of a court or an administrative tribunal if the student is a party to the action or under subpoena as a witness.
- 6) **Religious Observation:** An absence may be considered lawful if the tenets of a religion to which a student or his/her parent adhere require or suggest observance of a religious event. The approval of such absences is within the discretion of the local board of education, but approval should be granted unless the religious observance or the cumulative effect of the religious observances is such duration as to interfere with the education of the student.
- 7) **Educational Opportunity:** An absence may be lawful when it is demonstrated that the purpose of the absence is to take advantage of a valid educational opportunity
 - a) **For college visits: Students must submit written proof from the college visited within two (2) days of their return to school. Seniors receive 2 days and juniors receive 1.**

- b) **For extended travel:** Students must submit an “**ABSENCE REQUEST FORM**” to the principal ten (10) days prior to the absence, along with proper documentation (*example: medical paperwork, obituary notice, travel agenda, etc.*)

“REQUEST FOR ABSENCE FORMS” may be picked up in the main office.

UNEXCUSED ABSENCES

Unexcused absence is defined as:

1. A student’s willful absence from school with or without the knowledge of the parent.
2. A student’s absence from school for any reason other than those listed under “Lawful Absences.”

Parents who refuse to comply with the health regulations of a community, such as compulsory vaccination, thereby causing a student to be excluded from school, or parents who permit a student to stay home or to be employed in any way contrary to the Child Welfare Law, shall be responsible for the nonattendance of the student.

The board policy for student attendance further incorporates by reference any additional rules and regulations of the State Board of Education governing compulsory school attendance and student accounting.

1. All students are required to furnish the attendance clerk with a signed parent’s note giving the reason for each absence from school. The note should include:
 - a. Students Full Name and Homeroom Teacher
 - b. Student ID Number
 - c. Parent Name and phone number to contact parent for verification of note
 - d. Date of absence(s)
 - e. Reason
2. Students have **two (2) days** to submit a written excuse once they return to school; after which the absence is considered unexcused. If all the above information is also not provided or the contact number is incorrect then the absence will be unexcused.
3. It is the student’s responsibility to make up work and tests within the **three (3) school days allowed for such make-up**. If the absence is unexcused, the student may not receive credit for work missed.

ABSENCE MAKE-UP POLICY

Students with absences shall be given the opportunity to make up work missed in accordance with the following guidelines:

1. It is the responsibility of the student to coordinate arrangements with the teacher(s) to complete make-up work within three (3) school days upon the student’s return to school.
2. Exams or tests missed shall be taken at a time and place mutually agreed upon by the teacher and student.
3. Make-up tests will be of equal value and/or on the same material as the missed test. However, the make-up test may not necessarily be the same test.

4. Exams and assignments, announced prior to the student's absences, may be required to be made up immediately upon the student's return.
5. Students may be required to do alternative assignments in place of missed classroom activities.

CHECK-IN POLICY

1. Students checking in after 8:30 am will be coded as unexcused unless documentation of a lawful excuse is submitted.
2. A student may present valid documentation of a professional appointment (*example: Doctor, dentist, lawyer, or court note*).
3. Disciplinary action will result after five (5) unexcused check-ins.
4. If students are late due to buses, they will receive a late bus pass. Students tardies will be excused.

UNEXCUSED CHECK-INS/CHECK-OUTS

***Students who drive to school may lose their parking permit for 45 days after five (5) unexcused check-ins and/or check outs.**

CHECK-OUT POLICY

1. Parents or an emergency contact person must provide a photo ID in order to check the student out of school.
2. Students who drive must submit a student driver checkout form to the attendance clerk by 9:00am with parent signature and the following:
 - a. Students Full Name
 - b. Student ID Number
 - c. Parent name and phone number to contact parent for verification of note.
 - d. A copy of parent's Driver's License
 - e. Reason for checking out
3. Check-outs will not be permitted after 3:15 pm unless documentation of a professional appointment can be provided.
4. **During State Testing Sessions:** Students will NOT be allowed to check out prior to the end of the testing session. Testing sessions are not complete until all students at CFHS are done testing.
5. **NO PHONE CALLS OR EMAILS WILL BE ACCEPTED TO CHECK OUT A STUDENT. STUDENTS MUST SUBMIT A HANDWRITTEN NOTE FOR CHECKOUT.**

SKIPPING POLICY

Students are expected to follow their assigned schedule each day. Students who fail to do so will have the following consequences:

- 1st Offense** – 1 day assignment to the Restorative Justice Center (RJC).
- 2nd Offense** – 2 days of RJC
- 3rd Offense** – OSS

VIRTUAL LEARNING PROTOCOLS AND EXPECTATIONS FOR STUDENTS

CCS Expectations for Remote/Virtual Learning

The standards for behavior and classroom expectations for the virtual (online) classroom environment are as important as the classroom environment in our traditional settings. The virtual classrooms are real classrooms with real teachers, therefore, appropriate student behavior is an expectation aligned with our Strategic Plan: Priority 3, Exceptional Environment.

The following standards, and rules, although not intended to be inclusive, govern the expectations that must be followed:

1. When students are in front of the camera on their device, they must be in appropriate dress as outlined in School Board policy 4316, Student Dress Code and School Board Policy 4300, Student Code of Conduct.
2. Students may not use any communication that will degrade, disrespect, or that is abusive in nature, whether by signs, symbols or gestures in the classroom environment. Any form of profanity/vulgarity is prohibited.
3. Students should demonstrate respect toward all other students, faculty and staff members.
4. Students are expected to log in to their student accounts and individually complete classroom work.
5. Students should work remotely from home in an area free from distractions and where the learning of others is not disrupted with visuals in the room and/or others in the room who are not involved.
6. Respect each student's right to learn.
7. Students should not send unsolicited e-mail to other CCS classmates. All forms of communication should be course-related in nature.
8. Students should participate in online learning only in their classroom unless invited to another session by the teacher.
9. Violations of these expectations will result in disciplinary action pursuant to this Student Code of Conduct and may result in the exclusion of the student from the virtual classroom environment.

SCHOOL CLUBS

1. All new clubs must be approved by the principal and the CFHS School Improvement Team.

2. All clubs must have a teacher sponsor. The sponsor is responsible for supervising the club and attending all meetings.
3. Inclusivity and Non-Discrimination: All high school clubs must be open to all students, regardless of their race, gender, ethnicity, or sexual orientation. No club may exclude members based on these attributes.
4. Club Mission Statements: Clubs must submit a mission statement when they are established.
5. Membership Requirements: Membership requirements should be based on shared interests, activities, or goals related to the club's purpose. Clubs must not have membership requirements that target specific groups based on race, gender, or sexual orientation.
6. Equal Opportunity: Club leaders must ensure that all students have an equal opportunity to participate and engage within the club. Discrimination and favoritism based on any characteristic are strictly prohibited.
7. Club Names: The names of all high school clubs must not convey the appearance of exclusivity, discrimination, or bias based on race, gender, or sexual orientation. Names should be chosen with sensitivity to the diverse student body.
8. Anti-Bullying and Harassment Policies: Clubs should adhere to the Cumberland County Schools' anti-bullying and anti-harassment policies.
9. Event Planning: Clubs organizing events or activities should do so in a way that is open to all students. Special attention should be given to avoid scheduling events that may conflict with religious or cultural observances.
10. Transparent Communication: Clubs should communicate their activities, meeting times, and events clearly.
11. Consequences for Violations: Clearly outline the consequences for clubs or club members found in violation of these rules, which may include warnings, suspension, or the dissolution of the club.

BETA CLUB

- The student must meet the basic guidelines for scholarship, leadership, character, and service of the National Beta Club.
- The student must have a cumulative grade point average of at least 3.5 (unweighted) or above. All students who can rise in scholarship to or above this minimum standard may be admitted to *candidacy* for selection to membership.
- Eligible students will be considered for membership if approved by the current membership and faculty advisor.
- If selected, new Beta Club members will be inducted into the organization at a ceremony held each spring.

BOOKS AND SUPPLIES

Most materials necessary for your public school education are provided for you by the State of North Carolina. Textbooks and issued computers are school and state property. Whether lost, damaged or stolen, they must be paid for by the student. Charges will be assessed for lost and damaged books, materials, supplies, equipment and property in accordance with established replacement or repair costs.

The following rules for payment apply if a book is lost/damaged:

New Book	Full Price
One Year old or more	TBA

- o A minimum lost book charge will be \$5.00.
- o Rebinding Charge
- o The student assigned a textbook will be responsible for it until it is returned to the teacher at the end of the course.
- o Teachers will provide students who dis-enroll from school a return textbook form.
- o Students should ask the teacher for a “Book Return Form” when a textbook is handed in individually and not with the class as a whole.

BOOK BAGS and PURSES

In an effort to do all that we can to assure the safety of students, we restrict the use of book bags, large purses or other similar items used for transporting books, gym clothes, athletic equipment, etc.

The only bags permitted in classrooms are drawstring bags, purses, and lunchboxes no larger than a standard 8.5” x 11” sheet of notebook paper.

Immediately upon the student’s arrival at school, any book bag, athletic bag, or similar item must be deposited in the pupil’s locker. Student-athletes with oversized athletic bags must deposit their athletic bags in their locker, 4th period classroom (with teacher approval) or in a designated location by their in season coach upon arrival to school. No book bags, athletic bags or oversized bags are permitted in the hallways between 1st and 4th period.

Consequences

- *For a **first time offense** students will receive automatic lunch detention. The bag/purse will be held in the front office until the end of the school day.*
- *The **second time** an item is taken, the student will receive a 1 day assignment to the Restorative Justice Center (RJC).*
- *On the **third and subsequent incidences** the student will receive 2 days of RJC.*

- *Any student refusing to give up their unauthorized bag, purse or other prohibited item to school personnel will be suspended.*

CAFETERIA

Lunches purchased from outside vendors are not permitted to be dropped off on campus. In addition, deliveries from outside vendors cannot be signed for or accepted. Students may not order food to be delivered from outside vendors for lunch.

* At no time shall students be permitted to approach or pick up items from vehicles in the parking lot or driveway. All items being dropped off for students must be dropped off in the front office. Students who violate this rule will face disciplinary action for being out of area.

Students are not permitted to leave the school premises for lunch. Student drivers who leave campus unlawfully will have their parking permit revoked.

Any student who receives a delivery will receive disciplinary action.

CARE OF SCHOOL PROPERTY

Responsible students and good citizens need not be reminded that Cape Fear High School has an excellent school facility that should be respected in every way and kept in top condition. Defacing or damaging walls, desks, doors, lockers, walkways, books, and other school property is a sign of idleness and poor citizenship. Each year much money must be spent to refinish, repair, and replace equipment that has been needlessly damaged by irresponsible persons. It should be used appropriately and not abused. At Cape Fear, we respect our school and try our best to see that it is protected from needless abuse. Anyone who damages or destroys school property will be expected to pay for that property. According to the seriousness of the offense, additional disciplinary action may be taken. Students may be held financially for damaged property.

CHROMEBOOKS

All CCS students who require a chromebook for school related assignments, will be eligible to complete a CCS 1:1 Program Contract and be issued a CCS Chromebook. Students should only use the device in which they are assigned. The ultimate responsibility for loss and damages rests with the assigned user. The use of Cumberland County School's technology resources is a privilege, not a right. If a person violates any of the user terms and conditions named in the [CCS 1:1 Program Contract](#), the CCS Acceptable Use Policy, or the Student Code of Conduct, privileges may be terminated, access to school district technology resources may be denied, and the appropriate disciplinary action shall be applied.

Description of Possible Damages/Issues	Deductible Fee Schedule
Keyboard Damage	\$50 per repair
Markings/Stickers/Cosmetic Damages to Outside/Inside	\$30 per charger
Damaged Screen	
Damaged/Lost/Stolen Charge	
Stolen Device (police report required – once incident only)	
Lost Device	Full Cost Replacement - \$225.00
Damaged Beyond Reasonable Repair	

*The district reserves the right to charge any other repair fees not listed above that are directly associated with any misuse or intentional damage to devices. In addition, some damages may warrant a full replacement of the device, which, as of June 2021, is valued at \$225.00. All repairs must be made by the Cumberland County Schools Technology Department. No other individual, organization or company is authorized to make any repairs to this device.

CONFISCATED ITEMS/ ELECTRONIC DEVICES

Students are personally and solely responsible for the security of their personal electronic devices. Cape Fear High School is not responsible for the theft, loss or damage of students' personal electronic devices.

Items that interfere with the learning environment of Cape Fear High School will be confiscated. No Musical Instruments should be out of the case during the school day unless it is being used as a curricular device. No disposable or fast food cups will be allowed in the school.

A parent must pick up any item confiscated from a student. The school will **not** be responsible for confiscated items. Cell Phones, airPods, tablets, headphones, playing cards, dice, etc., are examples of items that students may not display or utilize while on the school campus.

- o *Cell phones are not permitted to be used on campus during the entire instructional period. Cell phones being used during class time, without permission, will be confiscated. This policy includes the usage of smart watches, smart glasses, or other wireless electronic devices.*
- o *For safety purposes, headphones & wireless speakers are not permitted to be used during class time or in the hallways. Headphones & wireless speakers being used during class time will be confiscated.*
- o *Cell phones/electronic devices and other confiscated items may be picked up Monday through Friday only between the hours of 3:30 and 4:00 by a parent or guardian.*

Consequences:

- o *For a first time offense the item may be confiscated by the teacher until the end of the class period. The teacher will communicate with the parents by phone or email.*

- *For a second offense the item may be confiscated and held in the main office until the end of the school day. Students may pick up their phone after the dismissal bell and students may receive lunch detention.*
- *The third time an item is taken, the student may receive a 1 day assignment to the Restorative Justice Center (RJC)*
- *The fourth incident the student may receive 2 days of RJC.*
- *The fifth incident the student may receive 2 days of OSS.*
- *Any student refusing to give up their cell phone, electronic device or other prohibited item to school personnel may receive out of school suspension.*

DRESS CODE

Cape Fear High School’s student dress code supports equitable educational access. To enforce effective and equitable enforcement of this dress code, administration shall enforce the dress code consistent with Cumberland County Schools Board Policy and in a manner that is not unfair to any student based on race, sex, gender, sexual orientation, ethnicity, religion, cultural observance, household income, or body type/size.

- All students should be able to dress comfortably for school and engage in the educational environment without fear of or actual unnecessary discipline or body shaming.
 - All students and staff should understand that they are responsible for managing their own personal “distractions” without regulating individual students’ clothing/self expression.
 - Reasons for conflict and inconsistent discipline should be minimized whenever possible.
1. Students Must wear:
 - a. A shirt (with fabric in the front, back, and on the sides under the arms), AND
 - b. Pants/jeans or the equivalent AND
 - c. Shoes
 2. Clothes must be worn in a way such that genitals, buttocks, breast, upper thigh, and nipples are not exposed and fully covered with non-see through fabric.
 3. No undergarments should be visible at any time.
 4. Clothing should not cause a disruption of the educational environment.
 5. **Crop tops may not show more than 2 inches of the stomach.**
 6. Students may not wear or carry clothing, jewelry, book bags, or other personal articles that depict or display profanity, vulgarity, obscenity, nudity of any degree, violence, alcoholic beverages, tobacco, controlled substances, firearms, or any illegal activity, or which advertise products or services illegal to minors.
 7. Any symbols, styles, or attire frequently associated with gangs, intimidation, or violence which are disruptive to the educational environment are prohibited.
 8. Adornments or accessories, such as chains or spikes are prohibited.
 9. Head coverings (including hats, do-rags, hoods, sweat bands, and bandanas) are generally prohibited in school buildings. However, students may wear head coverings in the school building as an expression of sincerely held religious belief (e.g., hijabs or yarmulkes) or cultural expression (e.g., geles) or to reasonably accommodate medical or disability-related issues (e.g., protective helmets).

10. Tank tops must have straps and come all the way up to the top of the armpit. Tube tops and halter tops are prohibited.

11. No bedroom attire or bedroom shoes.

12. No face paint or body paint

13. No sunglasses on face indoors.

14. No bullet proof vests, body armor, tactical gear, ghillie suits, or facsimile.

*** Administration reserves the right to determine the appropriateness of any student's dress at any time during the school day or at any school event.**

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

First offense - Students will receive lunch detention and be required to change clothes. The student will remain in the RJC until appropriate clothing is provided.

Second offense - 2 days of Lunch Detention. The student will remain in the RJC until appropriate clothing is provided.

Third offense – 1 day assignment to the Restorative Justice Center (RJC).

Fourth and subsequent offenses – 2 days RJC

DROP OFF/PICK UP

- Students are to be dropped off in front of the school using the front driveway.
- **Students MUST use the cafeteria/gym entrance and must go through weapons detectors upon entry.**
- ***At no time*** will parents be allowed to drop students off or pick them up in the student parking lot located between Cape Fear and Mac Williams. Parents found in violation of this procedure will be reported to law enforcement.
- Students will not be supervised until 8:00 am. Cape Fear High School is not responsible for students who are dropped off before 8:00 am.
- The only place students may be picked up after school is the flag pole. All students are expected to wait for their ride at the flagpole unless we have inclement weather. In case of inclement weather, students may wait under the breezeway.
- The signs at both school entrances are not benches and students should not loiter on or around them.
- Any student found waiting on a ride in any place other than the flag pole or returning to campus from the Cumberland County Library after 4:00 pm will be charged with trespassing and disorderly conduct.
- Students must be off campus by 4:00 pm unless they are under the supervision of a CCS employee.

EXAMS

- A final exam will be administered for each course your child takes.
- All final exams are 20% of the student's overall grade.
- Each student enrolled in an EOC or CTE final exam course will participate in the state exam for that course. NO EXCEPTIONS.

- Students enrolled in a performance based course (band, orchestra, theater arts, JROTC, chorus, etc.) will be required to participate in the final performance/exam.
- All students who have 4 or fewer unexcused absences and a cumulative average of 90% by the Exemption Cutoff Date will be exempt from their *teacher-made final exam*.
 - Exemption Cutoff Dates:
 - December 1, 2025
 - May 4, 2026
- Students are expected to be present at school during exam week for review periods.
- All students enrolled in Advanced Placement Courses are required to take the AP Final Exam, no exceptions. Any student who chooses not to take the exam will be charged the AP Exam fee. No exceptions.

EXIT DOCUMENTS

Graduation from a Cumberland County high school shall follow satisfactory completion of all state and local course requirements and achievement of a passing score on the North Carolina Competency Test. The Board has adopted the following as applicable to graduation or high school completion:

1. **Diploma:** Awarded at graduation: this indicates satisfactory completion of all state and local course requirements and achievements. Only those students who graduate according to this stated definition are eligible to receive a diploma. Students meeting all requirements for the North Carolina Scholars Program, Agriculture Academy, Science Academy and Beta Club will receive from the State Board of Education an appropriate seal of recognition to be affixed to their diploma.
2. **Certificate:** Occupational Pathway students who do not meet the requirements for a high school diploma will receive a graduation certificate and shall be allowed to participate in graduation exercises if they successfully complete 24 course units in general subject area and complete all IEP requirements.
3. **Transcript:** This document provides evidence of data outlined below:
 - All courses completed and grades earned.
 - State standardized testing records
 - Overall GPA and Rank

FACULTY LOUNGE/FACULTY WORKROOM

Students **are not allowed** in the teachers' workroom or lounge for any reason before, during or after school or during after-school activities. Teachers will be responsible for keeping students out of these areas and should not send a student to the lounge for any reason. The lounge or workroom is a place for school personnel only.

FALSE ALARMS

A student will be subject to immediate suspension and/or criminal charges for turning in a false fire alarm, tampering with a fire extinguisher, communicating written or verbal threats of fire, bombs, or other catastrophic events.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) is a federal law that governs the maintenance of student records. Under this law, parents or students (who are at least 18 years of age) have both the right to inspect records kept by the school about the student and the right to correct inaccuracies in the records. Access to the records by persons other than the parents or the student is limited and generally requires prior consent by the parents of the student. If Parents/Guardians do not want records or directory information released, please submit the request in writing to our data manager within the first 10 days of the student's enrollment.

Copies of this policy may be found in the office of the Superintendent and in the Principal's office of each school within the Cumberland County School System. Complaints about failures of school personnel to comply with the Family Educational Rights and Privacy Act may be made, in writing, to FERPA Office, Federal Building No. 10, 600 Independence Avenue, Washington, D.C. 20202



Fees
High Schools

FEE/DUE NAME	DESCRIPTION	Amount (Not to exceed)
Beta Club	Local and National fees plus induction	\$30.00
Chorus	T-shirt, special attire if needed	\$150.00
Color Guard	Fees and dues associated with participation in Color Guard performances and competitions	\$350.00
Dance Team	Fees associated with participation in Dance plus additional fees for performances and competitions	\$400.00
DECA	Membership dues, t-shirt, local/state/national membership (additional fees for competitions)	\$30.00
FBLA	Membership dues, t-shirt, local/state/national membership (additional fees for competitions)	\$25.00
FCCLA	Membership dues, t-shirt, local/state/national membership (additional fees for competitions)	\$30.00
FFA	Membership dues, t-shirt, local/state/national membership (additional fees for competitions)	\$20.00
Forensics (or Speech & Debate)	Dues, t-shirt, competition fees (additional fees for competitions)	\$40.00
Freshman Dues	ID badge, t-shirt, lanyard, flash drive, spirit item	\$30.00
Freshman Dues (CPHS)	T-shirt, yearbook, prom, PE uniform Package without Prom	\$150.00 \$100.00
Graduation Cords	Cords for Honor Graduates, etc.	\$11.00
HOSA	Membership dues (local/state/national), t-shirt (additional fees for competitions)	\$25.00
Honor Society Clubs	Induction ceremony, materials, pin, cord	\$35.00
ID Badge/Replacement	Student identification badge	\$5.00
Junior Dues (CPHS)	T-shirt, yearbook, prom Package without prom	\$130.00 \$80.00
International Thespian Society (CFHS)	This is a one-time induction fee	\$50.00
Junior Dues	ID badge, lanyard, t-shirt, flash drive, spirit item	\$45.00



Fees

High Schools

Junior Marshals	Rental of tuxedos, dresses, etc.	\$60.00
Key Club	Local, state, national dues, t-shirt	\$30.00
Legato	Fees and dues associated with participation and performances	\$100.00
Marching Band	Fees and dues associated with participation in the marching band plus additional fees for competitions (additional fees for competitions but not travel)	\$600.00
Mentoring Club	T-shirt and activities	\$30.00
Military Ball (CFHS)	The Military Ball is voluntary and cost is driven by the number of participants to cover the Fort Bragg Conference Center room, formal dinner, King/Queen Crowns and cost of the DJ	\$35.00
National Honor Society	School and national dues plus induction ceremony with pin	\$25.00
National Honor Society Cord or Stole	Cord or Stole for graduating seniors	\$11.00/ \$28.00
National Technical Honor Society (NTHS)	Membership dues, portfolio, membership card and certificate, diploma seal, label pin, and window decal Cord or Stole	\$30.00 \$20.00
Navy ROTC	Covers a Cape Fear nametag for uniforms and leadership awards to recognize exceptional cadet	\$15.00
Parking	Parking fees with sticker or decal for 1 year	\$50.00
Prom	Determined annually per venue	\$85.00
Prom Guest	Guest fee is additional	\$80.00
ROTC		\$50.00
School Choice/Academy/Program		\$150.00
School Clubs	Arabic Club, Art Club, Chess Club, Drama Club, Environmental Club, International Club, Math Club, Mock Trial Team, SAVE, Science Club, Spanish Club, Theatre Club, etc. (Not inclusive of all school clubs) (additional fees for competitions)	\$25.00
School Dance	Admission	\$20.00
Science Olympiad	Registration fees for competitions, supplies (additional fees for competitions)	\$35.00
Science Olympiad (PFHS)	Uniform, fees, supplies & materials	\$70.00
Step Team	Fees and dues associated with participation and performances	\$150.00
Senior Dues	ID badge, lanyard, t-shirt, flash drive, spirit item, senior activities, senior gift, senior programs and receptions	\$90.00



Fees

High Schools

Senior Dues (CPHS)	T-shirt, yearbook, senior week activities, graduation program	\$150.00
SGA	Membership, shirt (additional fees for activities)	\$30.00
Skills USA	Membership dues, registration fees, t-shirt (additional fees for competitions)	\$25.00
Sophomore Dues	ID badge, lanyard, t-shirt, flash drive, spirit item	\$30.00
Sophomore Dues (CPHS)	T-shirt, yearbook, prom Package without Prom	\$130.00 \$80.00
Technology Student Association (TSA)	Membership dues, shirt, local/state/national membership	\$55.00
Transcript	Student transcript	First 5 are Free \$5.00 thereafter
Winter Guard	Fees and Dues associated with participation in Winter Guard (additional fees for competitions)	\$400.00
Winter Percussion	Fees and dues associated with participation in Winter Percussion (additional fees for competitions)	\$400.00
Winter Winds	Fees and dues associated with participation in Winter Winds (additional fees for competitions)	\$400.00
Yearbook	Determined by vendor, pre-orders, and number of pages	\$85.00



Fees
High Schools

ATHLETIC FEES/DUES		
Cheerleading		
Bloomers	Required equipment – athlete keeps	\$35.00
Shoes	Required equipment – athlete keeps	\$75.00
Warm-up suit	Required equipment (some schools)- athlete keeps	\$75.00
Baseball		
Socks	Required equipment – athlete keeps	\$10.00
Belts	Required equipment – athlete keeps	\$15.00
Hat	Required equipment – athlete keeps	\$25.00
T-shirt	Required equipment – athlete keeps	\$20.00
Softball		
Socks	Required equipment – athlete keeps	\$10.00
Belts	Required equipment – athlete keeps	\$15.00
Hat	Required equipment – athlete keeps	\$25.00
T-shirt	Required equipment – athlete keeps	\$20.00
Football		
Socks	Required equipment – athlete keeps	\$10.00
T-shirt	Required equipment – athlete keeps	\$20.00
Golf		
Polo Shirt	Required equipment – athlete keeps	\$35.00
Hat or Visor	Required equipment – athlete keeps	\$25.00
Tennis		
Polo Shirt	Required equipment – athlete keeps	\$35.00
Hat or Visor	Required equipment – athlete keeps	\$25.00
Basketball		
T-Shirt	Required equipment – athlete keeps	\$20.00
Socks	Required equipment – athlete keeps	\$10.00
Bowling		
T-shirt	Required equipment – athlete keeps	\$20.00
Polo Shirt	Required equipment – athlete keeps	\$35.00
Bowling Style Shirt	Required equipment – athlete keeps	\$50.00
Volleyball		
T-shirt	Required equipment – athlete keeps	\$20.00
Soccer		
Socks	Required equipment – athlete keeps	\$10.00
Swimming		
Swim Suit	Required equipment – athlete keeps	\$50.00
Swim Cap	Required equipment – athlete keeps	\$25.00

FIGHTING

In order to preserve a school environment most conducive to learning, fighting will not be tolerated. All fights involving students shall be reported to law enforcement. This includes fighting on campus, at bus stops and during any school related activity.

Fighting, even a first offense, may result in disciplinary assignment to an alternative school.

- **1st offense**-5-10 days OSS (minimum)
- **2nd offense**-10 days OSS (minimum)

Students recording fights will receive disciplinary action.

FIRE DRILLS

Fire Drills at regular intervals are required by law and are an important safety precaution. The fire alarm system will alert all personnel. Routes for the nearest fire exit are posted in each room. Students should vacate the building in an orderly manner. There shall be no talking when leaving and returning to the building. Students should remain with the class so the teacher may take roll.

GRADUATION SCHEDULE

Cape Fear High School Graduation for the 25-26 school year is tentatively scheduled for June 1st, 2026.

GRIEVANCE PROCEDURE

If at any time, a student or parent has a discrepancy in the student's grade in a particular class, the student and parent should meet with the teacher of that course. If at the conclusion of the meeting, an acceptable resolution is not reached, students and parents should schedule a meeting with the grade level school administrator and be prepared to submit the grievance in writing.

HALL PASSES

Students who are in the hallway during class time, before school, or after school, **MUST** have an official CFHS hall pass lanyard from the office or from a teacher (one student per hall pass).

Students who are issued bathroom passes must wear their assigned teacher's lanyard around their neck while outside of the classroom. Students must utilize the student restroom located on the same hall as the teacher who issued the student the hall pass. Only official CFHS hall passes will be accepted.

Students are to clear the building by 3:45 p.m. Once students exit the building, they are not to re-enter without permission.

*Students who are in the hallway during class time before school or after school without an official CFHS hall pass will be immediately referred to administration and charged with being out of area. All students who leave the classroom during regularly scheduled class time must wear their assigned classroom teacher's lanyard around their neck while outside that classroom.

*All students who are in the hall during class time without a completed CFHS hall pass and/or who violate the hallway behavior expectations will face disciplinary action in accordance with the CCS Student Code of Conduct.

Hallway Behavior Expectations

- Walk on the right side of the hallway.
- Students in the hallway during class time MUST have a completed CFHS hall pass, and proceed directly to their destination.
- Horseplay and running are not permitted.
- Do not stop to talk with your friends so as to block the flow of traffic.
- A minimum noise level will be maintained.
- Students will not congregate in groups.
- Be courteous and respectful of all persons.
- Do not block the doorway or corridor.
- Head coverings are not to be worn in the hallways.

HONOR CORDS

Students meeting the qualifications will be allowed to wear graduation cords/stole for the following areas:

Senior Graduation Cords/Stoles

Academic Letter Recipients - 3.5 or higher **unweighted** GPA (Students can earn this each year

- 1st year - academic letter

- 2nd year- CFHS pin
- 3rd year - gold bar
- 4th year - 2nd gold bar

It is important to note that GPA, both weighted and unweighted, is cumulative. It begins your 1st semester of your 9th grade year!

Academy of Agriculture & Natural Science-- at least 6 courses, 3.0 unweighted GPA average in those six, 2.7 unweighted GPA overall - single, emerald green cord

Academy of Scholars—Must be in the top 25 of the junior class to receive an invite. If you accept the invitation, you must attend monthly meetings - single, silver cord

AIG – Must be in the Academically Gifted Program -single, white cord

American Indian Honor Feather - Students who are members of a state or federally-recognized Indian Tribe shall be allowed to wear CCS issued or approved feathers attached to their graduation tassels, as a means of cultural expression, consistent with [North Carolina Session Law 2023-43](#). Feathers are not to be worn in lieu of tassels. The feather should be attached to the student's tassel and worn together with it. **The feather is only approved to be worn at graduation ceremonies, NOT the cord!**

AP Capstone Cord - earn a grade of 80 or higher in AP Seminar and AP Research and in 4 additional AP courses - single, purple and silver twisted cord

AP Capstone Stole - scores of 3 or higher in AP Seminar and AP Research and on 4 additional AP Exams of their choosing

Athletic Scholar Honor Stole – 3.5 weighted GPA, must play the same sport at least 3 years, one being senior year. Only students who physically attend CFHS may earn this stole. Students attending other high schools in CCS but play sports at CFHS are NOT eligible to earn this stole.

Cape Fear Freshmen Mentors—must be mentor for 2 years- single, lemon yellow cord

Career Readiness Cord - taken the WorkKeys and scored a Silver or higher (This was a cord given by CCS in 2024 so may not be given in years to come)

Certified Nursing Assistant – completed and passed the CNA test – single, navy cord

DECA Honor Students – students must complete one career pathway in either business or marketing courses. Competed at District level once and State level once for seniors. For juniors, you must compete at the district and state levels twice. Must maintain a 3.0 unweighted GPA. Must attend monthly meetings/social events regularly. Lastly, must have participated in at least ONE community service event each year that you were a member - double, royal blue and white cord

FFA Stole - Only Senior officers can wear a FFA officer stole

Fine Arts Scholar Cord - 3.0 weighted GPA, must take same arts course at least 3 years, one being senior year - single, pink cord

Fine Arts Scholar Honor Stole – 3.5 weighted GPA, must take same arts course at least 3 years, one being senior year

FTCC Certificate Completers & Exemplary Credit Students - FTCC awards cords for certain courses completed. These cords are not affiliated with CFHS or CCS - single, black and gold double cord

International Thespian Society (ITS) - students must be members of ITS - single, gold and white twisted cord

LIVE United Volunteer Service Cord—50 hours of documented volunteer hours for the class of 2024 - single, red, white, and blue twisted cord

National Beta Club - be an active member of the CFHS Beta Club, paid annual dues (*\$32.13 using the online payment system - annual fee of \$30 plus \$2.13 fee = Total of \$32.13 (*service fee is subject to change)*), and maintain a 3.5 unweighted GPA - gold tassel

Natural Science Academy— Must have completed 7 sciences in total. 5 classes must be directly from Cape Fear High School. Must have an unweighted 3.0 GPA from all science classes taken - single, hunter green

Natural Science Academy Stole - can only be worn by the president of NSA

National Technical Honor Society— Students must attain an overall GPA of 3.0 or higher (unweighted) Attain a CTE Concentrator Pathway and maintain a 90 average in those courses (Level I & II Course in a CTE Program Area) Payment of **\$32.13** using the

bagonline payment system (*One time membership fee package of \$30 plus \$2.13 fee = Total of \$32.13*) Completion and submission of your application form - double, double cord

NC Governor's School Attendees – Must attend NC Governor's School – single, burgundy cord

NJROTC - Completed 3 years of NJROTC and maintained an overall 85 average in all NJ ROTC classes - single, navy, black, and gold twisted cord

Quill and Scroll Honor Society-must be enrolled in yearbook or journalism for at least two years, one of which must be your senior year - single, blue and gold twisted cord

Senior Honor students: (Based on Weighted GPA)

- Summa Cum Laude - double, blue and gold cord – 4.20 and higher weighted GPA
- Magna Cum Laude - double, gold cord – 3.91-4.19 weighted GPA
- Cum Laude - single, gold cord – 3.75-3.90 weighted GPA

Science Olympiad – must participate in Science Olympiad – various colored cord based on years of participation

Skills USA

Spanish Honor Society-Must be inducted into the Spanish Honor Society - double, red and gold cord

Student Government Association--must be in SGA for at least two years, one of which must be your senior year—single, light blue cord

*** Please note that some cords/stoles given by CCS and/or other organizations are **NOT** authorized to be worn at CCS graduation ceremonies (ex. S2S, TRIO, white tassel for the National Technical Honor Society, National Society of High School Scholars, etc)

Stoles and Cords cannot be worn if bought or received from an outside source.

VALEDICTORIAN AND SALUTATORIAN

Each high school principal shall annually name the graduating student(s) ranking highest in scholarship shall be named valedictorian(s) with the following stipulations:

- To be considered for the Valedictorian, a student must be in membership 150 consecutive days at the school from which he/she will be graduating; however, a student graduating in less than four years or who has been in membership less than 150 days may be considered for co-valedictorian if his/her grades are equal to or greater than the student who has attended high school for four years; and
- The graduating student(s) ranking second in scholarship shall be named salutatorian(s), with the following stipulations:
 - To be considered for the Salutatorian, a student must be in membership 150 consecutive days at the school from which he/she will be graduating; however, a student graduating in less than four years or who has been in membership less than 150 days may be considered for co-salutatorian if his/her grades are equal to or greater than the student who has attended high school for four years
- These designations shall be made as cited below in partial fulfillment of the system-wide goal for the Cumberland County Schools to give appropriate recognitions to students for academic achievement.

HONOR STUDENTS/GRADUATES

- Students with an unweighted GPA above 3.5 will receive an Academic Letter.
- Honor graduates are based on weighted cumulative GPA calculated through 1st semester senior year.
 - Summa Cum Laude (4.25 and up) Blue and Gold Double Cord
 - Magna Cum Laude (4.0 - 4.24999) Double Gold Cord
 - Cum Laude (3.75 - 3.99) – Gold Cord
- Honor underclassmen are based on the top 10% (weighted GPA) of their class.
- Honor Roll students will be determined at the middle of each semester.

MARSHALS

Marshals are chosen from the junior class. Based on the weighted cumulative GPA through 1st semester of junior year, the top 25 junior class students will be eligible. Adverse conditions such as poor attendance or behavior issues will be considered. In the case of a tie in GPA, numerical averages will be used as a tie breaker. Juniors chosen as marshals shall be responsible for paying

the cost of renting graduation attire and for attending all meetings and practices pertaining to their duties.

ID CARDS

Cape Fear High School ID Cards are required to attend prom, dances, field trips (as requested). Student ID's cost \$5.00 (ID cost is included in Senior Fees). These cards will be made at the beginning of the year when we take yearbook pictures.

REPLACEMENT ID: The replacement cost for a lost ID is \$5.00. Replacement ID's may be purchased in the media center during the students lunch period.

INDEBTEDNESS

NOTICE OF FEES: All student fees and charges, both optional and required, shall be listed and described annually in each school's handbook or in some other written form. The notice shall advise pupils that fees are to be paid within 30 days after enrollment. The principal shall contact the parents or guardians of the pupil, in writing, by U.S. mail, and notify them of the debt and penalty for non-payment. The notice shall further advise students that required fees might be waived for indigent students (as defined in JS-A) by the principal upon written request of the student's parent/guardian or legal custodian.

FEES TO BE CARRIED FORWARD: Any fee or charge due to be paid to any school in the system, and not paid at the end of the school year shall be carried forward until the next succeeding school year. Such debts are considered to be debts of the student to the school system and not to a particular school. Students will not receive schedules or receive a parking pass until such fees are paid.

Fees will be charged for the following:

- o ID Cards/Class Dues
- o Child Nutrition
- o Lost or damaged textbooks
- o Lost or damaged materials, supplies or equipment
- o Media Fines
- o Special events (AP Testing, Driver's Ed, etc.)
- o Lost or damaged Chromebooks

- o Vandalism

RESTORATIVE JUSTICE CENTER

Assignment to the Restorative Justice Center (RJC), in some instances, may be offered in lieu of suspension from school. Students assigned to the RJC will be expected to adhere to the guidelines established by the administration and supervising teacher.

The rules governing the RJC are listed below.

- Students must be in assigned seats before the tardy bell rings.
- Cell phones are not permitted to be used at any time during the students RJC assignment and will be turned into the RJC instructor upon entering the classroom. Any cell phones that are visible during a student's assigned RJC time will be confiscated.
- Gum, candy, drinks and other food items are not allowed.
- Lunch will be served to the students in the RJC.
- The student must take all textbooks, paper, pencil, pens, etc. when reporting to the RJC.
- There will be no communication of any kind (verbal, written, electronic, or sign language) between students assigned to the RJC.
- Regular classroom teachers will send the student's assignments to the RJC.
- The student may check out of the RJC for personal illness or a doctor's appointment only. If a student misses any assigned RJC time, he or she must make it up the following school day.
- If a student breaks the above rules they will receive OSS.

LOCKERS AND LOCKS

Students will be assigned a locker through their 4th period teacher. Students may purchase a Cape Fear High School lock. Locks cost \$5 for used and \$10 for new locks. Students must have a combination lock (no key locks). Students are required to keep their lock on their assigned locker at all times. Students who do not purchase a Cape Fear lock must provide the school with the combination to the lock. At no time shall students share lockers. Students are responsible for the upkeep of their locker and lock. No posters, writing, stickers, or insignias are permitted on or in the lockers.

The school will not be responsible for articles or books lost from a student's locker. Students are also reminded that there will be no sharing or exchanging of lockers. Any items found in a locker are deemed to be the property of the student assigned to that locker. Therefore if any unacceptable items are found in a student's locker that student may be

subject to disciplinary action. Any violation of locker rules may result in an in-school or out-of-school suspension

LOST AND FOUND

Students who find lost items are asked to bring them to the receptionist office where the owner can claim them. Lost items that are not picked up from the lost and found after 2 weeks will be donated to charity.

MARRIED/INDEPENDENT STUDENTS

Any student, who gets married, is emancipated, or registered as an independent student must immediately report this information to the Student Services Receptionist and the Social Worker.

MEDIA CENTER

Students present in the Media Center will be expected to conduct themselves in a quiet and orderly manner. Failure to do so may result in suspension of library privileges. In order to be admitted to the Media Center during school hours, students must either present a completed media pass from the media coordinator or be accompanied by a teacher.

OFF LIMITS AREAS

There are certain areas on campus that are off-limits to students during the school day. They are as follows:

1. Bus Parking Lot
2. Student and Faculty Parking Lots
3. Athletic Facilities (unless under the direct supervision of a teacher)
4. Shrubbery and trees around the school campus
5. All lobbies, courtyards and hallways during lunch
6. All stairwells and snack machines during lunch
7. Teacher workrooms and/or lounges
8. Nature Trail

OPEN HOUSE

August 20, 2025, 5:00 pm –7:00 pm

OUTSTANDING SENIORS

Nominations for Outstanding Seniors

- 5% of the senior class may be named as “Outstanding Seniors”.
- Teachers will select the nominees for “Outstanding Seniors.”
- The following criteria will be used to determine nominees:
 - *leadership qualities
 - *character
 - *academics
 - *service/contribution
 - *extra-curricular activities

Adverse considerations:

- *Poor attendance (not health related)
- *frequent tardiness
- *cheating or other improper behavior
- *suspension/in-school suspension

PARENT/TEACHER CONFERENCES

A principal or a teacher may request a conference at any time with the parent/guardian to discuss the progress and problems of the student. Such conferences are highly desirable for they are beneficial to the student, parent/guardian, and teacher.

Parents may call the school to schedule a conference with a teacher at any time during the school year. The teacher will schedule a time that is convenient to both the teacher and the parent/guardian.

Parent/Teacher Conferences with a given student’s teachers may be scheduled by calling Student Services at ext. 710. These conferences may be scheduled before or after school on certain days of the week. Conferences will not be scheduled the week prior to or after the scheduled County Parent/Teacher Conference Date.

Fall Parent Teacher Conference: October 7th-9th

Spring Parent Teacher Conferences: March 3rd-5th

POSTERS

All posters, pictures, announcements, etc., which are displayed anywhere on the school premises, must have an approved administrative signature before they are exhibited. They must also be below the blue and gold stripes in the hallway.

PROM (Junior/Senior)

The 2025-2026 prom will be held on April 2, 2026 at the Cape Fear Botanical Gardens from 7:00 pm – 11:00 pm.

The Junior-Senior Prom, a junior class sponsored project, is the result of several months of planning and is held during the early spring. Only juniors, seniors, and approved guests under 20 can attend. Prom dress code is formal attire for males and females. No sunglasses or hats are allowed to be worn. In order to attend, all juniors and seniors must have a Cape Fear High School I.D. and must be in good standing. Guests must have an approved application, proper identification, and pay a guest fee. No one may attend who has not earned junior status. **Prom is a privilege! Inappropriate behavior throughout the year, excessive fees or excessive absences may result in the loss of the prom privilege.**

Prom Attendants will be based on the weighted GPA of the top 10 sophomores.

PUBLIC DISPLAYS OF AFFECTION

Noncompliance with the rules listed below may result in disciplinary action.

1. There will be no kissing.
2. There will be no hugging.
3. There will be no inappropriate touching of any kind.

1st offense-1 day lunch detention

2nd offense-2 days assignment to the Restorative Justice Center (RJC) and parent conference

3rd offense-2 days of OSS and parent conference

SCHEDULES

Students are expected to follow the schedule they are assigned. Students who sign up for AP or Honors level courses are expected to stay in those courses as our schedules are built on the requests of those courses.

Seniors are required to take at least four (4) courses per semester unless approved by the Principal. Students who are approved to have shortened schedules must vacate the school premises after completion of their final class each day.

SEARCH AND SEIZURE

School officials have authority to conduct reasonable searches and seizures in accordance with CCS' Board Policy 4342 for the purpose of maintaining a safe, orderly environment and of upholding standards of conduct established by the Board or school.

SCHOOL PROPERTY:

Desks, lockers and other equipment which belongs to the school or school district, and even though assigned to particular students for use, may be entered and searched by school officials whenever said school officials have reasonable suspicion that some item, substance or other material is contained therein which is illegal, harmful to the safety of the student or the student body as a whole, or significantly disruptive of or dangerous to the overall discipline of the school.

STUDENT'S PERSON:

The Board of Education authorizes teachers and administrative personnel who have reasonable suspicion that a student or students are in possession of weapons, illegal drugs, or other items harmful to the student or students or to the welfare of the student body, to search the person of said student(s) under the following condition:

1. Any such action shall not be taken unless there is a reasonable suspicion which can be substantiated if necessary.
2. Any such action shall not deliberately be intended to embarrass, harass or intimidate the student(s).
3. Students who are out of area are subject to search.

SECTION 504/AMERICANS WITH DISABILITIES ACT

No otherwise qualified individual with a disability shall, solely by reason of his or her disability, be excluded from participation in, be denied the benefits of or be subject to discrimination from any program or activity of the school. Qualified disabled students are entitled to a free appropriate public education. Disabled persons who believe they have been subjected to discrimination on the basis of disability may appeal to the person in the school designated to hear said grievances. If still unresolved, grievances may then be appealed to the school district

ADA/Section 504 Coordinator:

Natasha Scott

Cumberland County Schools, P.O. Box 2357, Fayetteville, NC 28302

Phone: 678-2430

SELLING OR SOLICITING ON SCHOOL CAMPUS

No student is allowed to sell any items or to solicit business for an individual or any group for any reason without the express written consent of the principal.

SKATEBOARD POLICY

Skateboards brought on campus will be confiscated.

Skateboarding is not allowed anywhere on the school campus; this includes non-school hours and days, weekends, vacations and holidays.

STUDENT SERVICE

School Counselor	Grade Level
Tonya Cason	9th
Amy Hutchinson	10th
Sasha Preddie	11th
Kristen Mayernik	12th
School Social Worker	Grade Level
Ashley Smith	9th - 12th
School Psychologist	Grade Level
Scott Smith	9 - 12th
Support Staff	Role
Kim Welker	Data Manager
Elaine Merritt	Transcript Clerk

STUDENT DRIVING AND PARKING LOT

The parking lot for student use is located between CFHS and Mac Williams. Cars must be parked within the white lines on the parking lots. Students are to avoid parking in any area that is marked with yellow paint.

- Violation of the rules or illegal use of a vehicle on school grounds may result in permanent suspension of school parking privileges. The first offense or violation of parking will result in an automatic loss of driving privileges for up to 45 days. Student vehicles illegally parked on the school campus (*example, no decal, under suspension, unauthorized area*) will be towed at the owner's expense.
- The parking lot is not a place for loitering. If you are not on campus for extra-curricular activities you need to vacate the premises; failure to do so may result in disciplinary proceedings including loss of driving privileges.
- All students who park a car at Cape Fear High School are required to obtain an application from the main office and display an authorized parking tag.
- Parking permits are not transferable and may be used only by the student named and the vehicle identified on the parking permit application.
- Students are not permitted to drive motorcycles on campus.
- Disruptive, provocative, obscene or lewd vehicle adornments such as bumper stickers, decals, license plates, banners, flags, etc. are not permitted on school property.
- Once an application has been approved, the parking tag can be obtained in the front office. The cost of the tag will be \$50.00. Students will be given a complete listing of auto regulations at the time of vehicle registration.
- Loss of parking privileges may result in having to reapply and pay for a new parking tag.
- Students and parents are not permitted to park in the teacher parking lot or bus parking lot. Nor are students to be dropped off or picked up in the bus parking lot or teacher parking lot located in the back of the school.
- Students are not permitted to sit in his/her car upon arriving on campus or loiter in their cars or in the parking lot.
- During school hours, students must have administrative approval to go to their vehicle or to the parking lot.
- A student's car may be searched if reasonable belief exists that a student is in possession of items such as, but not limited to drugs, weapons, or other items that may be harmful to the welfare of the student or the student body.
- Any student who leaves campus during the school day without permission will have his or her parking permit revoked for up to 45 days.
- Parking permits may be revoked for: a) out of school suspension for any reason or any length of time; b) three tardies to school; c) parking in unauthorized areas; d) exceeding 10 miles per hour or making unsafe movements on campus; e) unauthorized visits to a vehicle.

- Only cars with current parking permits may be parked on school grounds. Cars without current parking permits will be immobilized or removed from school property at the owners' expense. A parking citation will be given if your permit is not visible.

Any student aiding and abetting another student in leaving campus without being properly checked out will forfeit his/her parking permit.

STUDENTS MUST PRESENT A VALID DRIVER'S LICENSE, VEHICLE REGISTRATION AND A CURRENT INSURANCE CARD TO PURCHASE A TAG OR TEMPORARY PARKING PASS.

ALL STUDENTS MUST LEAVE CAMPUS AFTER SCHOOL – NO LOITERING IN THE SCHOOL PARKING LOT.

TARDY POLICY

Students should always be on time to class. Students caught in the hall after the late bell will receive the following consequences:

- All tardies will be marked in Infinite Campus by teachers daily.
- After 5 tardies, the student will be assigned RJC for 1 day.
- After 6 or more tardies, students may receive multiple days of RJC.

Students who drive to school may lose their parking permit if they accumulate more than four (4) tardies or unexcused check-ins to 1st period.

Random hallway tardy sweeps will occur periodically throughout school year.

THEFT PREVENTION

The best method of theft prevention is to be conscious of the possibility of theft occurring and strive to eliminate these opportunities. Each student and employee of the school has a responsibility in the area of theft prevention; however, the school cannot be responsible for items that are lost or stolen. Listed below are some suggestions to help prevent theft:

1. The best practice is not to bring valuable items to school.
2. Never leave anything in a locker that does not have a lock. Never leave cameras, jewelry, money or valuables in a locker even if it has a lock.

3. Never leave anything other than clothing in the physical education dressing rooms. Valuables should not be taken to the gym. Any item placed in a gym locker during class should be secured with a lock.
4. If you are staying after school for practice or a club meeting, practice the same theft-prevention habits you would follow during school.
5. School Administration nor the Safe School's Coordinator will conduct an investigation for lost or stolen items.
6. Remember: No one steals your lock unless you leave it **UNLOCKED!**

TOBACCO

Tobacco products (including e-cigarettes, Vapes, etc.) are not allowed on school grounds or during any school activity. Student violators are subject to the following consequences.

1st offense-2 days of RJC

2nd offense– 3 days of RJC

3rd and Subsequent offenses– OSS will be added each time up to 10 days with possible referral to alternative placement if the behavior becomes disruptive.

TORNADO DRILLS

Tornado Drills will be signaled by an announcement. All personnel will congregate in the designated areas on the ground floor. Classes are to remain together and under the supervision of the teacher. Students are to sit in a crouched position with their head covered. Students must sit close together and remain quiet.

TRANSPORTATION

School transportation service is a privilege, not a right. While riding a school bus, students at all times will observe the directives of the school bus driver and all other rules outlined in this code of conduct. The school principal, assistant principal and/or principal designee has the authority to suspend pupils from riding the bus for the following infractions, as well as any others announced during the year.

1. Delaying the bus schedule.
2. Fighting, smoking, using profanity or refusing to obey the instructions of school authorities or bus drivers while riding the bus.
3. Tampering with a school bus.
4. Not sitting in assigned seats.
5. Refusing to meet the bus at the designated stops.
6. Unauthorized leaving of the bus when traveling from home to school or vice versa.
7. Playing, throwing trash, paper or other objects while the bus is in operation.
8. Violation of Cumberland County School Board Rules.
9. Failure to observe established safety rules and regulations.

Once the bus has been parked and students have disembarked, the vehicle is off limits for all students until the dismissal bell sounds at the end of the school day. The school bus is not a student lounge or a lunchroom. Riding the bus to school is a **PRIVILEGE AND NOT AN INHERENT RIGHT**. Students may lose this privilege by violating bus conduct rules. Students **MUST** ride their assigned bus. Buses are provided for students living beyond walking distance of the school. The bus driver has full charge over all pupils riding his/her bus.

Suspension from the bus may last from one day through the remainder of the school year, depending on the nature of the offenses. All Cape Fear rules for student behavior apply while riding the bus.

Cumberland County buses have scheduled times of arrival for stops on their routes. On a normal school day students should allow a (10-15) minute leeway before and after their scheduled time of pick-up. Please allow more time throughout the school year on inclement weather days or when problems may arise due to mechanical problems. Please feel free to call the administrator in charge of buses if you have any questions.

Students must ride home on their assigned bus only to their assigned stop. NO EXCEPTIONS.

UNAUTHORIZED ITEMS

No alcoholic beverages, narcotics, or harmful drugs are allowed on school grounds at any time. Students exhibiting the symptoms of being under the influence of the above controlled substances will be subject to disciplinary action. Any paraphernalia used in the consumption of controlled substances are also forbidden. These include, but are not limited to vapes, e-cigarettes, dab pens, roach clips, rolling papers, bong, pipes, and accessories for cocaine, (ex. spoons, syringes, hypodermic needles), and pills not prescribed by a physician. (Students who have been prescribed medication by a physician should follow all procedures and submit these items to the proper personnel in the main office. At no time should students have any medication on their person or in their belongings.) Students may not bring items that are hazardous to the health and safety of themselves or others or that will interfere in some way with school

procedures. **According to the Public School Laws of North Carolina and Cumberland County School Board policy, if it is believed that a student has items that are harmful to his/herself or to others, *with reasonable suspicion*, school administrators are allowed to search the student and his/her belongings.** Any sharp or blunt instrument, including knives, guns, explosives, stink bombs, or incendiary device will be confiscated and the responsible person(s) charged under G.S. 14-284.1. In cooperation with local law enforcement, the CFHS staff may allow the K-9 units from the Cumberland County Sheriff's Office to conduct searches of the building, grounds, and all personal property located on the grounds. **Students are responsible for any item on their person, in their vehicle, in their locker, or in their personal belongings.**

VENDING MACHINES

- Cape Fear High School will not be held liable for any currency lost in a vending machine located on the school campus. Student use of vending machines is at their own risk.
- Vandalism of any of the vending machines may result in disciplinary action.
- On a normal school day the vending machines may not be used from 12:00 A.M. through 4:00 P.M.
- At no time should students be allowed to access/use the vending machines located in the teacher workroom.

VISITORS

Students may not bring guests or non-students on campus at any time during the school day. This specifically includes, but is not limited to, preschool children, out-of-town friends, relatives, former students or acquaintances. This includes any non-student relatives or any non-student regardless of age.

Parents/Guardians who would like to visit/observe a teacher's class must schedule their visit at least 48 hours in advance so that an administrator may assist with the classroom visit/observation.

All visitors are required to report to the main office upon arrival to the school and obtain a visitors pass through the Lobbyguard system.

DISCLAIMER STATEMENT

No student or employee in the Cumberland County Schools shall on the basis of age, gender, race, religion, national origin, marital status or handicapping condition, be denied the benefits of, or be subjected to discrimination under any education program or activity. All Cumberland County schools maintain high academic standards.

It is the policy of the Cumberland County Public School System not to discriminate on the basis of race, ethnic origin, sex or disability in its educational programs, activities or employment policies.

CHEATING AND PLAGIARISM

1. All teachers will develop and post a cheating policy for their individual classes. It will clearly define what constitutes cheating in their classes. Teacher's classroom policies will not include disciplinary action – that will be handled by the Assistant Principal. A copy of each teacher policy will be given to the Assistant Principal.
2. Each instance of cheating will be documented in the Alternate Behavior Education Program (ABE). The cheating episode will be described on the form or on a note attached to the form. The form will be given to the Assistant Principal who will then assign the punishment.
3. The standard punishment will be a zero on the assignment. Repeat offenders will be assigned to the RJC. The punishments will be cumulative by students – if they cheat once in class A and later in class B, the student will be disciplined for a second cheating incident.
4. Parents will be notified each time there is an instance of cheating discipline.
5. When a student has a grade point average that makes him/her eligible for an Academic Letter, the school discipline records will be reviewed. If the student is in the file for cheating and/or violations of the school discipline code, they may not be awarded a letter for that year.
6. When it is time to consider nominees for the Beta Club, the sponsor of the Beta Club and the Assistant Principal will consult the discipline records using the initial list of possible candidates (based only on grade point averages). If a student's name is in the discipline file 1 time for cheating or other major violations of the school discipline code, they may not be nominated.
7. Beta Club nomination in following years will also depend upon whether or not a student name appears in the discipline file. All discipline records are purged at the end of each school year, so

each potential nominee will start their senior year with a clean slate. If they keep up their grades and neither cheat nor break other parts of the discipline code, students can be nominated after the first semester of their senior year. It is hoped that a student who has once been denied nomination will change his/her behavior and become eligible.

Plagiarism

Plagiarism includes:

- taking someone else's assignment or portion of an assignment and submitting it as one's own
- submitting material written by someone else or rephrasing the ideas of another without giving the author's name or source
- presenting the work of tutors, parents, siblings, or friends as one's own
- submitting purchased papers as one's own
- submitting papers from the Internet written by someone else as one's own
- supporting plagiarism by providing work to others, whether it is believed it will be copied or not
- Using AI to formulate answers or responses to school work.

Cheating

Cheating includes:

- copying, faxing, emailing, or in any way duplicating assignments that are turned in, wholly or in part, as original work
- exchanging assignments with other students, either handwritten or computer generated, whether it is believed they will be copied or not
- using any form of memory aid during tests or quizzes without the expressed permission of the instructor
- using a computer or other means to translate an assignment from one language into another language and submitting it as an original translation
- giving or receiving answers during tests or quizzes. It is the student's responsibility to secure his or her papers so other students will not have the opportunity or the temptation to copy
- taking credit for group work when the student has not contributed an equal or appropriate share toward the final result
- accessing a test or quiz for the purpose of determining the questions in advance of its administration.
- using summaries/commentaries (*Cliffs Notes, AI, Spark Notes, etc.*) in lieu of reading the assigned materials as a replacement for reading original text.
- Do not read or scan someone else's paper before writing your own. Some of the ideas in the other person's paper may be ideas that you would have used, but you will now need to credit the person whose paper you read for those ideas.

Artificial Intelligence Policy:

- **Improper AI-Generated Content:** Creating, sharing, or distributing AI-generated images, videos, or audio that depict inappropriate, offensive, or harmful content.
- **Fake Voices and Videos:** Using AI to create fake voices or videos (deepfakes) to impersonate others, spread misinformation, or cause harm.
- **Manipulative Content:** Using AI to alter or manipulate digital content in a way that misleads, deceives, or harms others.
- **Cyberbullying and Harassment:** Employing AI technologies to cyberbully, harass, or threaten other students, staff, or any member of the school community.
- **Academic Dishonesty:** Using AI tools to generate content or answers for assignments, tests, or any academic work without proper authorization or attribution.

Classification:

- **Level 2 Violation:** Any misuse of AI technologies as described above is classified as a Level 2 violation.
- **Level 3 Violation:** Depending on the severity and impact of the misuse, it may be classified as a Level 3 violation.

Consequences:

Disciplinary Actions: Students found violating this policy will face disciplinary actions, which may include: RJC, suspension, or expulsion, depending on the severity of the infraction.

Restorative Measures: In addition to disciplinary actions, students may be required to participate in restorative measures such as counseling, digital citizenship workshops, or community service.

Legal Consequences: Serious violations involving illegal activities will be reported to the appropriate authorities and may result in legal consequences.

Reporting:

Confidential Reporting: Students and staff are encouraged to report any incidents of misuse of AI technologies confidentially to a designated school official.

Dropping/Adding Courses

Purpose

The purpose of this policy is to provide clear guidelines for students who wish to drop or add a course while ensuring academic integrity, proper resource allocation, and compliance with state, district, and accreditation requirements.

Drop/Add Period

1. Schedule Changes Before the Semester Begins:

- Students may request schedule changes during the designated **time during the summer using the designated Google Form**.
- All requests are subject to course availability and must be approved by the school counselor and administration.

2. Dropping or Adding a Course After the Drop/Add Period:

- After the official drop/add period, schedule changes will only be considered under **exceptional circumstances**, such as:
 1. A scheduling error (e.g., student placed in the wrong level course).
 2. Medical or personal issues with proper documentation.
 3. Teacher recommendation due to academic misplacement.
 4. Administrative discretion for extenuating circumstances.

ATHLETICS

ATHLETIC STAFF

Athletic Director: Mr. Jonathan Dent

ATHLETIC GOAL

The faculty and staff of Cape Fear High School believe participation in athletic competition enhances a student's opportunities for academic success. Our goal at Cape Fear High School is to provide a comprehensive program of inter-scholastic competition that promotes and compliments academic excellence, personal accountability and individual/team goal setting.

FALL SPORTS

- o Cheerleading: Junior Varsity & Varsity
- o Cross Country: Men's and Women's Varsity
- o Football: Junior Varsity & Varsity
- o Golf: Women's Varsity
- o Soccer: Men's Junior Varsity & Varsity
- o Tennis: Women's Varsity
- o Volleyball: Junior Varsity & Varsity

WINTER SPORTS

- o Basketball: Men's Junior Varsity & Varsity
- o Basketball: Women's Junior Varsity & Varsity
- o Bowling: Men's and Women's Varsity
- o Cheerleading: Junior Varsity & Varsity
- o Indoor Track: Men's and Women's Varsity
- o Swimming: Men's and Women's Varsity
- o Wrestling: Varsity

SPRING SPORTS

- o Baseball: Junior Varsity & Varsity
- o Softball: Junior Varsity & Varsity
- o Track: Men's and Women's Varsity
- o Golf: Men's Varsity
- o Soccer: Women Junior Varsity & Varsity

- o Tennis: Men's Varsity
- o Lacrosse – Men's & Women's Varsity

ATHLETIC CONDUCT

CFHS Athletes are representatives of the school and must conduct themselves appropriately. Athletes must abide by the rules and regulations set forth by the coaching staff, as well as Cumberland County Schools and Cape Fear High School. All CFHS athletes are expected to represent themselves, their coaches, and the school in a positive manner, exhibiting good sportsmanship and respect for all.

Athletes who fail to comply will face disciplinary action, which may include suspension from school and/or dismissal from the team.

ATHLETIC INSURANCE

Athletes must have the proper insurance form on file in the athletic director's office prior to participation. School insurance is available for purchase. Proof of insurance is required.

REQUIREMENTS FOR PARTICIPATION

No student is eligible to participate in any sport until the following items have been completed:

- o All students must register with Final Forms. All student and parent information in Final Forms must be complete and correct.
- o Physical examination completed on the "*CCS Authorization for Extra-Curricular & Co-Curricular Participation Form*"
- o Completed Gfeller-Waller Concussion Awareness Paperwork
- o Attendance at Pre-Season meeting with Coach and Athletic Director
- o Proof of all eligibility requirements relative to residence, age, attendance and academics.

ELIGIBILITY RULES – NCHSAA

Residence: Any student is eligible at the school to which the local board of education assigns him/her within the administrative unit of residence. For athletic eligibility purposes, the term "residence" is to be construed in the same legal sense as the term "domicile." Under no circumstances can a family have two residences for eligibility purposes.

Attendance: A player must have been in attendance for at least 85% of the previous semester at an approved high/middle school. Attendance will be based on the daily attendance records.

Scholastic Requirements: A student must pass at least 70% of their classes in the previous semester. The student must have a 2.0 GPA or a 70 average in the previous semester to be eligible. A student must be promoted to the next grade level.

Physical Examination: In order to be eligible for practice or participation, a player must receive a medical examination once every school year by a physician licensed to practice medicine. Physicals are valid for 12 months after the exam date.

Age: NO student may be approved for any athletic contest if his or her 19th birthday comes on or before August 31st of the current school year.

Eight Semester Rule: A student, upon first entering grade 9, is eligible for competition on high school athletic teams only during the succeeding eight consecutive semesters.