Cumberland Polytechnic High School Scholar Handbook & Expectations


Welcome

This Year's Theme:
"Learn. Lead. Inspire"

CPHS Vision Statement

Cumberland Polytechnic High School will foster student choice and success through individualized learning pathways, rigorous curriculums, and collaborative experiences, with a focus on career and college readiness.

CPHS Mission Statement

The mission of Cumberland Polytechnic High School is to provide all students with a supportive learning community and an individualized learning plan on an accelerated path leading to career-related certificate or an Associate's degree.

"Don't let what you cannot do interfere with what you can do."
— John Wooden

Administrative Team

Principal - Mrs. Niesha Witherspoon

Assistant Principal - Mr. James Dockery





Student Services

Counselor - Mrs. Jennifer Theel

Social Worker - Ms. Rachael Jackson

FTCC Liaison - Mrs. Vyen Adams

Assistant to Liason - Kristen Marrero

MFLAC - Mrs. Belisa Kershaw

Attendance “Every Minute Counts”

- Scholars are expected to to attend school daily.
- Scholars are expected to report school and to every class on time.
- Scholars may enter the building at 6:45 a.m.
- Scholars who arrive after 7:30 a.m. should sign in at the Main Office.
- All written notes and doctor’s notes are to be taken to the Main Office at the beginning of the day. Absences will only be excused for illness, injury, medical appointments, death of an immediate family member, court, educational field trip (with principal approval), or religious observation. If you are absent from school, you only have **three** days to bring in written documentation to code your absence as an excused absence.
- Check-out policy with your parent or guardian: A valid photo ID must be presented to the office staff. Only persons listed as a contact are authorized to check you out from school. **Notes or phone calls are not be allowed**.

Dress Code

STUDENT DRESS CODE POLICY

Students are expected to exhibit good grooming and good taste in personal appearance and are expected to dress in such a manner that neither disrupts nor infringes upon the educational environment, health, and safety of themselves and others ***(Regulation 4316-R4).***

This dress code provides guidance to students and parents as to appropriate school attire at all school functions. At Cumberland Polytechnic, we have high expectations for our scholars and they are expected to come to school with a respectable appearance.
Our policy seeks to minimize distraction to the learning environment and school activities and improve the safety of students.

NOTE:
Students are expected to avoid clothing that reveals cleavage, exposes the midriff (including the stomach and lower back), or shows the buttocks.

Daily Schedule

DAILY CLASS SCHEDULE

1st Period	7:30 a.m.	9:05 a.m.
2nd Period	9:10 a.m.	10:45 a.m.
3rd Period	10:50 a.m.	12:50 p.m.
4th Period	12:55 p.m.	2:30 p.m.
Lunch		
1st Lunch	***10:55a.m.***	***11:20 a.m.***
2nd Lunch	***11:25 a.m.***	***11:50 a.m.***
3rd Lunch	***11:55 a.m.***	***12:20 p.m.***
4th Lunch	***12:25 p.m.***	***12:50 p.m.***

Car Riders

- All Car Riders should be dropped off and picked up at the back of the building.
- Car Riders should **NOT** be dropped off in the front parking lot.

Code of Conduct

- ★ Scholars are responsible for helping to create and maintain an environment that is safe and caring.
- ★ Scholars are expected to behave in ways that contribute to academic achievement and school success.

Cell Phone Policy

- The use of cell phones is prohibited.
- Emergency calls may be made in the office.
- Cell phones and other electronic devices **will be** turned off and put away before crossing the threshold of any classroom or administrative offices.

AirPods/Headphones

- ★ Airpods/Headphones shall not be worn in class or while transitioning to class.
- ★ Airpods/Headphones may be used **ONLY** while at breakfast or lunch.

Outside Food

- Commercial food delivery of any kind is prohibited.
- Scholars are not to utilize food delivery service of any kind during the school day.
- Scholars who bring lunch from home should take their lunch with them to their 3rd period class.

Leaving Campus

- Scholars should not leave campus for **any reason** during the school day without being properly checked out by a parent or guardian or having the proper documentation on file.
- Leaving campus without permission will result in disciplinary actions.
- Scholars who are checked out during the day should exit through the main entrance.

During Lunch

- All scholars are to report to the cafeteria during their assigned lunch period.
- Scholars are not allowed to walk the halls, stay in the restroom, or take their lunch to a different location during lunch period.
- Scholars should remain seated during lunch unless discarding trash.
- Scholars are not allowed to sit down in the lobby during lunch.
- Only Juniors & Seniors are allowed in the lounge during lunch.

Code of Conduct

- Behaviors that do not exemplify a safe and caring environment will **not** be tolerated.
- Disciplinary actions will be imposed for violations of the Cumberland County School's Code of Conduct.
- Scholars are responsible for the content in the Code of Conduct linked above.

Code of Conduct Continued

- While out and about campus, scholars are expected to follow the code of conduct for FTCC and Cumberland County Schools.
- FTCC also reserves the right to dismiss a student from campus for misconduct or behaviors that are deemed inappropriate.

"Teachers can open the door, but you must enter it yourself." – Chinese Proverb

Academics & Grades

- ★ Scholars are encouraged to work hard and make smart choices.
- ★ It is important that scholars keep up with their grades and communicate with teachers when your grades begin to suffer.
- ★ Teachers will assign 2 - 3 grades weekly.

Bookbags

- ALL scholars will be required to carry a clear or mesh bookbag.
- Gym clothes must be carried in a mesh or clear bag.
- No oversize purses, handbags, or carrying bags. Non-see-through purses should **not** exceed 8x8x3 inches in size.

Cafeteria Expectations

- It is important to note that food should only be consumed in the cafeteria during breakfast and lunch. Food in classrooms and hallways creates additional messes that can cause unwelcome guests and other issues as it pertains to safety. No restaurant food can be brought into the school/ on campus during school hours.
  - **Breakfast will be served from 7:00 a.m. until 7:25 a.m.**
- While in the cafeteria, scholars are expected to remain seated and refrain from “roaming” standing, or moving from table to table.
- Cutting the line will **not** be permitted or tolerated.
- Scholars are expected to clean up after themselves and use the trash receptacles to discard of lunch trays and other trash.

Lockers

- This year, lockers are optional and will be available upon request. All scholars will be required to carry a mesh or clear bookbag even if they choose not to use a locker.
- Locks can be purchased for $7.00 from ***School Cash Online***. You will be assigned a locker by your homeroom teacher once you provide proof of purchase. The bookkeeper will provide you with a lock once the purchase is complete.
- If you previously purchased a lock from, you may use it again.
- Your homeroom teacher will designate your locker location once you have paid for your lock. Unauthorized locks are not permitted.

Lockers Continued

All students may purchase a Cumberland Polytechnic High School lock if they choose to use a locker. No outside locks are permitted. Homeroom teachers will assign student lockers. No writing, stickers, or insignia are permitted on or in lockers. A lock must be on all lockers assigned at all times. Lockers without locks will be secured by administration. Only one student will be permitted to use a locker. No sharing of lockers is allowed. The school or administration will not be responsible for lost or stolen items in lockers including textbooks. Students must pay for any lost or stolen books. The best practice is not to bring valuable items to school.

Bus Transportation

- Bus Transportation is only provided during the afternoon.
- Your bus will transport you to your home school.
- If you wish to request bus transportation, you will need to complete the Google Form (check your email).

Dismissal

- ★ All scholars are expected to leave campus at the end of the day unless you are staying after school with a supervised adult for tutoring, Homework Center, or club.
- ★ There will be no check outs after 2:15 p.m.

Bus Parking Lot

- Only scholars riding the bus should be on the bus parking lot.
- Car riders should not be on the bus lot for any reason.
- Bus doors will close and depart from campus at 3:00 p.m. daily.

Class Dues

- This year's class dues are as follows:
  - Freshmen/Sophomore dues: $25.00 (class t-shirt)
  - Junior dues: $25.00 plus prom fee (class t-shirt)
  - Senior dues: $80.00 (this includes senior week activities, senior t-shirt and senior breakfast)

Chromebooks

- Chromebooks will be distributed to all scholars with a signed Chromebook Contract on file.
- Scholars will need to bring his/her fully charged Chromebook to school daily.
- Lost or damaged Chromebooks and chargers will be charged a repair or replacement fee.

"Motivation is what gets you started. Habit is what keeps you going." - Jim Ryun

Bus Expectations

- Riding a school bus is a privilege and not a right. Scholars who ride the bus are expected to conduct themselves in an orderly manner. The school principal, assistant principals, or principal's designee, have the authority to suspend scholars from riding the bus for behavior infractions that do not align with the school's behavioral expectations.

Driving and Parking Expectations

- The privilege of parking a personal vehicle on school grounds may be exercised only after the student has met all the established requirements. A **Student Parking Agreement** may be obtained from FTCC Safety and Security.
- Once processed and approved, the parking decal should be displayed in the windshield of the registered car. Scholars must present a **VALID DRIVER'S LICENSE (*NO LEARNERS PERMIT*),** current **VEHICLE REGISTRATION,** and current **STUDENT SCHOOL ID** to obtain a **DECAL.**
- Parking is strictly limited to the **Student Parking Lot ONLY**, within the lines of the parking space, and in assigned parking space **(when applicable)**. Scholars ***may not*** park in staff parking on either side of the school or in front of the school.
- Scholars ***are not*** permitted to return to their car at any time during the school day.

CPHS Communications

- ★ Scholar email - check your email daily
- ★ Official CPHS Social Media Platforms
- ★ ParentLink
- ★ Daily Announcements
- ★ Remind
- ★ Canvas Announcements