# SOUNDSIDE

HIGH SCHOOL

## STUDENT & FAMILY

# HANDBOOK

## 2026 - 2027

HOME OF THE HURRICANES

#BRACEFORIMPACT

# Table of Contents


Principal's Letter ..... 02

School & District Websites ..... 03

2026-2027 School Calendar ..... 04

Bell Schedules ..... 05

Guidance ..... 06

Senior Recognition..... 11

Graduation ..... 12

Focus Parent Portal ..... 13

Student Handbook ..... 14


SOUNDSIDE HIGH SCHOOL
HOME OF THE HURRICANES

# Principal's Letter

## Dear Canes,

Our legacy begins now! This moment only happens once – the very first students at a brand-new school! Every new tradition, every memory, every legacy at Soundside High School starts with YOU! Together, we have a once-in-a-lifetime opportunity to build something truly special! It is my honor as your principal to go on this journey alongside each of you as we launch SHS. Every tradition we create, every achievement we celebrate, and every memory we make will become part of our school's foundation and legacy for generations to come.

With the excitement also comes our Cat 5 Expectations (Character, Accountability, & Teamwork). At Soundside High School, we will be defined not only by what we achieve, but by who we are. I expect every single one of my Canes to demonstrate strong character – choosing integrity, respect, and kindness in all that you do. I expect accountability – owning your actions, your learning, and your role in our new school community. I expect teamwork – supporting one another, working together toward our goals, and understanding that our success is built collectively. I expect each one of our Canes to earn their diploma. I encourage you to get involved, take pride in our new school, and embrace every moment to learn, lead, and grow.

Thank you for being pioneers and for helping shape what it means to be a Soundside Hurricane! The future of Soundside High School begins with you, and I cannot wait to see all we will accomplish together! Get ready to Brace for Impact! I'm cheering you on!

Love,

*Mrs. Windfelder*

# School & District Websites

Soundside High School Website

Santa Rosa County District Website

SANTA ROSA
COUNTY DISTRICT SCHOOLS

**Mission:** To love, educate, and prepare all students for graduation and a successful future.

**Vision:** Santa Rosa County District Schools provides an environment that fosters each learner's potential, equips students for academic excellence and promotes lifelong learning.

SOUNDSIDE HIGH SCHOOL
HOME OF THE HURRICANES

SANTA ROSA
COUNTY DISTRICT SCHOOLS

# 2026-27 ACADEMIC CALENDAR

PRE–PLANNING ..... August 3-7, 2026
POST–PLANNING ..... May 26-27, 2027
STUDENTS BEGIN ..... August 10, 2026
STUDENTS LAST DAY ..... May 25, 2027

## 9 Weeks
Aug. 10 – Oct. 9 (44 days)
Oct. 13 – Dec. 18 (43 days)
Jan. 5 – Mar. 12 (47 days)
Mar. 16 – May 25 (46 days)

## Report Cards
October 23
January 15
April 2
May 25 (Elementary)
June 11 (Middle/High)

## Mid-Term Reports
September 9
November 12
February 5
April 22

APPROVED IN SESSION
AUG – 7 2025
SANTA ROSA SCHOOL BOARD
SUPERINTENDENT

## Early Release & Holidays

| | |
|---|---|
| September 7 | Labor Day |
| October 12 | Teacher Planning Day (No school for students/workday for teachers) |
| November 11 | Veterans Day |
| November 23-27 | Fall/Thanksgiving Break |
| December 16-17 | Semester Exams – Middle/High Schools |
| December 18 | Early Release for all students – Semester Exams Middle/High Schools |
| Dec. 21 – Jan. 1 | Winter/Christmas Break |
| January 4 | Teacher Planning Day (No school for students/workday for teachers) |
| January 18 | Martin Luther King Jr. Day |
| February 15 | Presidents Day |
| March 15 | Teacher Planning Day (No school for students/workday for teachers) |
| March 22-26 | Spring Break |
| May 21, 24 | Semester Exams – Early Release for Middle/High Schools |
| May 25 | Early Release/Last day of school for all students–Semester Exams Middle/High Schools |
| May 31 | Memorial Day |

## HIGH SCHOOL GRADUATION DATES

| | |
|---|---|
| May 20 – Blended Academy | 5:00 P.M. |
| May 20 – Locklin Tech. | 7:00 P.M. |
| May 22 – Gulf Breeze High | 11:00 A.M. |
| May 22 – Pace High | 2:30 P.M. |
| May 22 – Navarre High | 6:00 P.M. |
| May 24 – Milton High | 7:00 P.M. |
| May 25 – Santa Rosa High/Adult | 7:00 P.M. |
| May 27 – Jay High | 5:00 P.M. |
| May 27 – Central High | 7:30 P.M. |

*Dates/Times subject to change

## Semester Exams
1st Semester
December 16, 17, 18

2nd Semester
May 21, 24, 25

## Senior Final Exams
May 19, 20, 21

## Storm Days (if needed)
2nd Semester: March 15, May 26

School Board Approved 08/07/25

# SHS Bell Schedules

## DAILY BELL SCHEDULE

| | | |
|---|---|---|
| 1st Period | | 9:10-10:06 |
| 2nd Period | | 10:11-11:03 |
| 3rd Period | | 11:08-12:00 |
| 4th Period | 1st Lunch | 12:00-12:30 |
| | Class | 12:35-1:30 |
| | Class | 12:05-1:00 |
| | Last Lunch | 1:00-1:30 |
| 5th Period | | 1:35-2:27 |
| 6th Period | | 2:32-3:24 |

## PEP RALLY SCHEDULE

| | | |
|---|---|---|
| 1st Period | | 9:10-9:59 |
| 2nd Period | | 10:04-10:48 |
| 3rd Period | | 10:53-11:37 |
| 4th Period | 1st Lunch | 11:37-12:06 |
| | Class | 12:11-1:05 |
| | Class | 11:42-12:36 |
| | Last Lunch | 12:36-1:05 |
| 5th Period | | 1:10-1:54 |
| 6th Period | | 1:59-2:43 |
| Assembly | | 2:50-3:24 |

## COMPASS LESSONS

| | | |
|---|---|---|
| 1st Period | | 9:10-9:56 |
| 2nd Period | | 10:01-10:43 |
| 3rd Period | | 10:48-11:30 |
| Suite 360 Lessons | | 11:30-12:20 |
| 4th Period | 1st Lunch | 12:20-12:50 |
| | Class | 12:55-1:50 |
| | Class | 12:25-1:20 |
| | Last Lunch | 1:20-1:50 |
| 5th Period | | 1:55-2:37 |
| 6th Period | | 2:42-3:24 |

## EARLY RELEASE

| | |
|---|---|
| 1st Period | 9:10-9:40 |
| 2nd Period | 9:45-10:15 |
| 3rd Period | 10:20-10:50 |
| 4th Period | 10:55-11:25 |
| 5th Period | 11:30-12:00 |
| 6th Period | 12:05-12:35 |
| Lunch | 12:35-1:00 |

**Buses run at 1:00**

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# SHS Guidance

The Soundside High School Counseling Department is committed to supporting the academic, personal, social, and career development of every student. Our counselors work collaboratively with students, families, teachers, administrators, and community partners to help students achieve academic success, develop meaningful goals, and prepare for life beyond high school. Through individualized academic advising, graduation planning, course selection, college and career readiness, scholarship guidance, and social-emotional support, counselors empower students to make informed decisions, overcome challenges, and reach their fullest potential. Whether students plan to attend college, enter the workforce, enlist in the military, or pursue technical training, the Counseling Department is dedicated to providing the resources and support necessary for every Hurricane to graduate prepared for a successful future.

## School Counselors



*Ashley Wood*

**Last Names A-H**

**WoodA@santarosa.k12.fl.us**



*Melissa Sganga*

**Last Names I-Z**

**SgangaM@santarosa.k12.fl.us**

SOUNDSIDE HIGH SCHOOL
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# Guidance & Curriculum

## Advanced Academic Courses

Students may challenge themselves through a variety of rigorous academic programs, including: Advanced Placement (AP), Dual Enrollment, and Honors Courses. Class options will change/increase as enrollment increases. To see the most current offerings, please view the Curriculum Guide on the SHS website.

## Appointments

Our school counseling program is student-centered and focused on supporting each student's academic, personal, and future goals. Parents and guardians are encouraged to be active partners by visiting the guidance website, emailing their student's counselor, or scheduling an appointment. Counselors are assigned alphabetically, and students may request an appointment by completing a slip in Guidance or the Front Office.

## College Information

Throughout high school, students are encouraged to meet regularly with their school counselor to discuss postsecondary goals, scholarship opportunities, career pathways, military options, technical education programs, and college admissions requirements. Families are encouraged to begin planning early to ensure students remain on track to meet their future goals.

## Credit Recovery

Students who fall behind in earning graduation credits have several options available to remain on track for graduation.

- **Edgenuity** – Available to students in grades 9–12, Edgenuity allows students to recover quarters in which a D or F was earned. Upon successful completion, the highest grade that may be awarded for the recovered quarter is a 75 (C).
- **Santa Rosa Online (SRO)** – A fully accredited online public school, with Santa Rosa County Teachers, offering courses for initial credit, grade forgiveness, and credit recovery.

Credit recovery opportunities are subject to course availability, graduation requirements, and administrative approval. Students should consult with their school counselor before enrolling in any credit recovery program.

# Curriculum

The curriculum at Soundside High School is designed to meet the diverse educational needs of students while fulfilling all state graduation requirements. Soundside High School works collaboratively to ensure that course offerings support student achievement, college and career readiness, and individual interests.

Students are encouraged to discuss course selections and academic goals with their teachers and school counselors. Families are welcome to provide input regarding curriculum offerings and academic programs through school advisory council meetings and other opportunities for stakeholder feedback. School faculty continuously reviews and evaluates the effectiveness of the curriculum to ensure students have access to rigorous and relevant learning experiences. For detailed course descriptions and information regarding graduation requirements, testing programs, academic recognition opportunities, and advanced coursework, please refer to the Curriculum Guide available on the school website under the Guidance tab.

# Drop/Add Policy

Per Santa Rosa County policy, students officially registered for specific course offerings are expected to remain in those courses throughout the entirety of the semester. Schools may adopt a drop/add policy to address courses taught on their campus. A student wanting to drop a class to take one online must follow the add/drop policy of within the first 10 days of a semester. Students are encouraged to review their transcript and cumulative GPA periodically through the FOCUS Portal and to discuss any questions with their school counselor. Students will not be permitted to take an online class in the Virtual Lab that is offered on Soundside High School's campus.

# GPA & Class Rank

Class rank is determined using a student's weighted cumulative grade point average. All high school courses are included in the calculation of a student's numeric average, with additional quality points awarded for eligible Honors, Advanced Placement (AP), and academic Dual Enrollment courses. These weighted averages are used to establish class rank and recognize academic achievement. Class rank is typically calculated every January and June.

# Required State Testing

Testing dates and important assessment information will be communicated to students and families throughout the school year via school announcements, our website, and other school communication platforms. Additional information regarding state-required assessments, graduation testing requirements, and college readiness exams, such as the ACT and SAT, can be found in the Curriculum Guide available on the school website.

# Records

In accordance with the Family Educational Rights and Privacy Act of 1974 and Florida Statute 228.093, you are notified that educational records, including files, documents and any other materials directly related to each child are kept and maintained on each child. Parents and students over the age of eighteen have the right to review the individual student's record. However, without the consent of the parent, only the parent, school personnel and persons specified by in school board policies will have access to a student's records. (Also see Disclosure of Directory Information section)

# Withdrawal Procedures

Students who plan to withdraw from Soundside High School during the school year must complete the official withdrawal process. Withdrawal forms are available through the Front Office and must be completed by a parent or guardian and signed by the student's teachers. Teachers will provide current grade information as part of the withdrawal process. Prior to withdrawal, all school-issued materials and property, including textbooks, technology devices, and other instructional resources, must be returned to the school. Any outstanding student meal balances must also be paid before the withdrawal process can be finalized.

# Senior Recognition

As Soundside High School establishes its traditions, graduating seniors may have the opportunity to earn honor cords, stoles, medals, or other forms of recognition based on academic achievement, career and technical education accomplishments, service, leadership, participation in approved organizations, and other school-approved criteria.

Students are responsible for meeting all eligibility requirements established by Soundside High School, Santa Rosa County District Schools, and sponsoring organizations. Participation in an organization does not automatically guarantee eligibility to wear an honor cord or other graduation regalia.

Only honor cords, stoles, medals, and other recognition items approved by Soundside High School administration may be worn during the commencement ceremony.

Specific eligibility requirements, application deadlines, and approved graduation regalia will be communicated to students and families throughout each school year.

**Please Note: Graduation recognition criteria may be updated as Soundside High School continues to establish traditions and student organizations.**

# SHS Graduation

## Graduation Requirements

- 4 credits of English
- 4 credit of math (including 1 credit in Algebra 1 and 1 credit in Geometry)
- 3 credits of Science (including 1 credit in biology)
- 3 credits of Social Studies (including 1 credit in World History, 1 credit in US History, .5 credit in Economics, .5 credit in Government)
- 1 Practical or Performing Fine Arts credit
- 1 PE credit (HOPE)
- 8 Elective credits

## State Assessment Requirements

To earn a standard Florida high school diploma, students must meet all state assessment requirements established by the Florida Department of Education. Currently, students are required to pass the Grade 10 FAST ELA Assessment and the Algebra 1 End-of-Course (EOC) Assessment or qualify for an approved concordant or comparative score as permitted by state guidelines.

The following End-of-Course (EOC) assessments count as 30% of the student's final course grade:

~ Algebra 1 ~ Geometry ~ Biology 1 ~ U.S. History

Students transferring from another state should consult with their school counselor regarding potential assessment exemptions or alternative graduation pathways.

Please note that students may earn a passing course grade while not meeting the state-required EOC achievement level. Course grades and EOC performance are calculated separately and serve different purposes within Florida's accountability and graduation systems.

Because EOC assessment results are not available until after testing is completed and scored, report cards and transcripts may not immediately reflect final credit awards or updated GPA calculations for courses associated with an EOC assessment.

Families seeking additional information regarding state assessment scores and performance reports may access the Florida Family Portal or consult with a school counselor for assistance in interpreting assessment results.

# Graduation Expectations

Although Soundside High School is still several years away from celebrating its first graduating class, it is important for students and families to be aware of our graduation expectations and procedures.

- All seniors participating in the graduation ceremony will be required to purchase their cap and gown through Soundside High School.
- Graduation practice will be held on the SHS campus following the final day of Senior Exams in May and is mandatory for all students who wish to participate in the commencement ceremony.

Graduation is a significant milestone in the life of every student. To preserve the dignity and formality of this occasion, graduates are expected to adhere to the following dress guidelines:

- Female graduates should wear dress shoes and a dress that does not extend below the graduation gown. Dress pantsuits are also acceptable.
- Male graduates should wear dress shoes, dress pants, and a dress shirt. A tie or bow tie is acceptable as well.
- No markings, decorations, emblems, messages, or slogans may be displayed on graduation caps or gowns.
- Only students who are appropriately dressed and meet all graduation requirements will be permitted to participate in the ceremony.
- It is our goal for every senior to participate in this memorable event. Students will be notified prior to graduation if any graduation requirements remain unmet that could affect their eligibility to participate in the ceremony.

Students who are unable to afford the required attire should contact the School Counseling Office to discuss available assistance options.

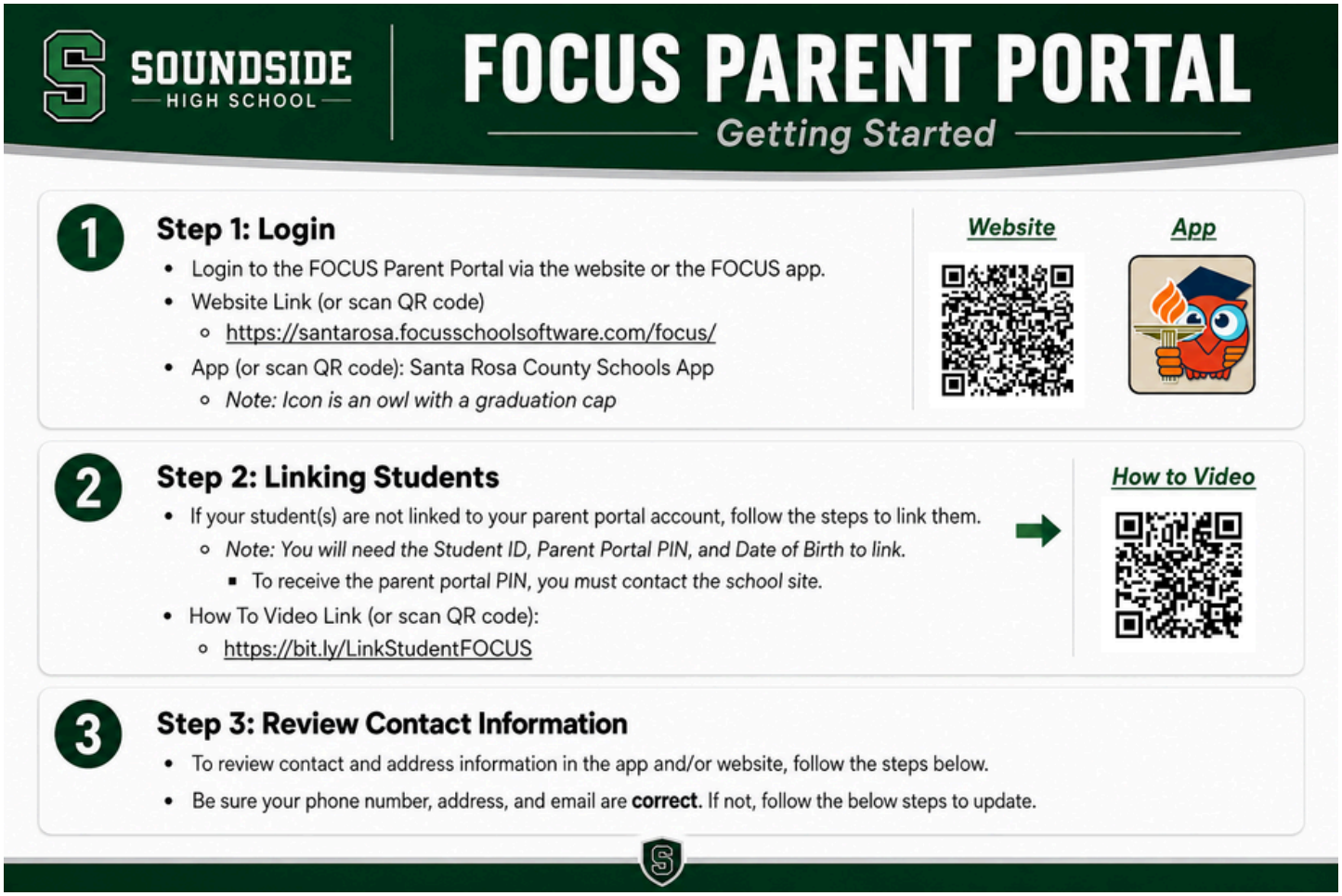
# FOCUS Parent Portal

Need information about grades, attendance, assignments, or credits? Need to communicate with teachers and counselors?

The Santa Rosa County District Schools (SRCDS) FOCUS Parent Portal provides families with convenient access to important student information, including grades, attendance records, class assignments, schedules, and school communications.

Families are encouraged to ensure that their contact information is current and that notification preferences for phone calls, text messages, and emails are enabled so important school updates can be received in a timely manner.

To create a FOCUS Parent Portal account, parents and guardians will need a Parent Portal PIN and their student's ID number. These can be obtained through the Soundside High School front office.



# Student Handbook

## Announcements

Announcements will be made through our morning show, “Wake up, Soundside!”, each day during 1st period. Announcements will also be available through the SRCDS app, the SHS Website at www.santarosaschools.org/shs, school social media accounts, FOCUS, school email, and our digital sign on campus.

## Air Force JROTC (AFJROTC)

The Air Force Junior Reserve Officer Training Corps (AFJROTC) program is designed to develop students' leadership skills, citizenship, character, self-discipline, and sense of responsibility. The program emphasizes academic achievement, community service, teamwork, communication, and respect while preparing students to become productive citizens.

AFJROTC is not a military recruitment program, nor does participation obligate students to military service. Students enrolled in AFJROTC may have opportunities to participate in:

- Leadership development
- Community service projects
- Drill and ceremonies
- Physical fitness activities
- Academic competitions
- Color Guard
- Special events and field experiences

Students are expected to wear the prescribed AFJROTC uniform on designated uniform days and comply with program expectations established by the Aerospace Science Instructors.

Questions regarding enrollment or program requirements should be directed to the AFJROTC instructors or the School Counseling Department.

# Athletic Programs

Soundside High School believes participation in athletics provides students with opportunities to develop leadership, teamwork, sportsmanship, responsibility, perseverance, and school pride. Student-athletes are expected to represent themselves, their families, and the Hurricane community with integrity, respect, and good sportsmanship both on and off the field of play. Students interested in participating in interscholastic athletics must meet all eligibility requirements established by the Florida High School Athletic Association (FHSAA) and Santa Rosa County District Schools. Participation in athletics is a privilege that carries both academic and behavioral expectations.

**Prior to participation, all student-athletes must complete the required eligibility process which can be found on the SHS website under the Athletics tab.**

Student-athletes must maintain a minimum cumulative 2.0 GPA, remain academically eligible throughout their season, and comply with all team, school, district, and FHSAA rules and expectations. Coaches may establish additional team standards regarding attendance, conduct, and participation.

## Boys' Sports

Baseball / Basketball / Cross Country / Football / Soccer / Track & Field / Weightlifting

## Girls' Sports

Basketball / Cheer / Cross Country / Soccer / Softball / Track & Field / Volleyball / Weightlifting

**Athletic offerings are subject to change based on student interest, participation levels, staffing, and district approval. Students interested in participating in athletics are encouraged to complete the Athletic Clearance process as early as possible to avoid delays in eligibility for practices and tryouts.**




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# Attendance

Regular attendance is one of the strongest predictors of academic success. Students are expected to attend school daily, arrive on time, and remain in class throughout the instructional day unless properly checked out through school procedures.

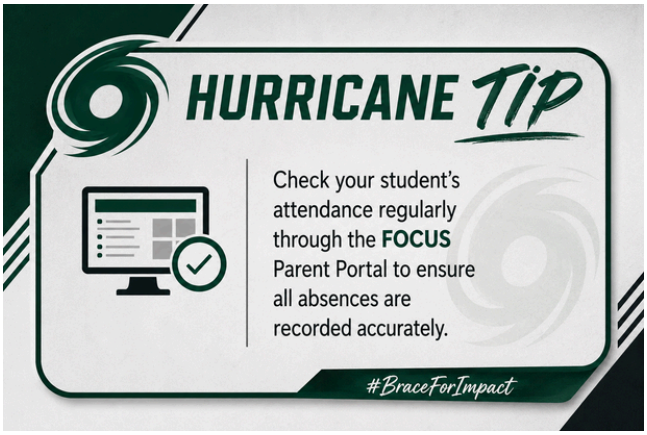
## Absence Documentation

Parents/guardians must submit documentation within three (3) school days of the student's return.
Documentation may be submitted:

- Through FOCUS
- On the form located on the SHS website

Documentation should include:

- Student name
- Date(s) of absence
- Reason for absence
- Parent contact information (first/last name, phone number & email)




## Excused Absences

Excused absences, with appropriate documentation, shall be granted in accordance with the Santa Rosa County School District Code of Student Conduct and may include, but are not limited to:

- Personal illness
- Illness or death of an immediate family member
- Medical, dental, or therapy appointments
- Religious holidays or religious instruction
- Court appearances
- School-sponsored activities
- Special emergencies approved by administration
- Prearranged absences approved by school administration

Students are responsible for making up all assignments, assessments, and coursework missed during an excused absence, and teachers will provide reasonable opportunities to complete missed work in accordance with district guidelines. Assignments or projects announced prior to the absence may be due upon the student's return, and previously scheduled assessments may be administered promptly after the student returns to school. Please communicate in advance with the teacher if concerns are anticipated.

# Attendance Continued

## Late Check-in Policy

Students arriving to school after 9:20 must sign in at the front office. In order for the tardy to be excused, the student must be escorted by a parent/guardian or have a note from a parent/guardian with the reason for being late.

**NOTE: Persistent and chronic late check-ins for students who drive to school may result in the loss of their parking permit privilege (see "Parking").**

## Pre-Arranged Absences

Requests must be submitted at least one week in advance. Approval is at the discretion of school administration. Students are responsible for communicating with teachers and completing all missed work. **NOTE: Please see semester exams for information on Pre-Arranged Absences during the exam periods.**

## School-Related Absences

Students participating in school-sponsored activities, athletic events, field trips, academic competitions, performances, or other approved school functions will be considered excused from class. School-related absences do not count toward a student's attendance total; however, students remain responsible for all assignments, assessments, and coursework missed during the absence.

## Tardy Policy

Students are expected to arrive to every class on time.

- More than 5 minutes late = Office referral
- 4th and every even tardy after = Office referral ($6^{th}$, $8^{th}$, $10^{th}$, $12^{th}$, etc)
- Tardies will reset every 9 weeks.

Persistent tardiness may result in disciplinary action and, for student drivers, possible loss of parking privileges.

**Note: Students arriving on late buses are not considered tardy.**

# Attendance Continued

## Truancy

Florida law requires regular school attendance. Students who accumulate five (5) unexcused absences within a thirty (30) calendar day period or ten (10) unexcused absences within a ninety (90) calendar day period may be considered truant. In such cases, school administration may schedule a conference with the student and parent or guardian to discuss attendance concerns, compulsory attendance requirements, and available interventions.
Additionally, students between the ages of 14 and 18 who accumulate excessive unexcused absences may be subject to sanctions from the Florida Department of Highway Safety and Motor Vehicles, including the suspension of driving privileges as permitted by state law. Continued truancy concerns may result in referral to additional district or judicial intervention programs.

## Unexcused Absences

Absences that are not properly documented within three (3) school days or do not meet district criteria for an excused absence will be classified as unexcused. Examples of unexcused absences may include, but are not limited to:

- Skipping school or class
- Vacations or pleasure trips not approved in advance
- Missing the bus
- Oversleeping
- Excessive illness without appropriate medical documentation
- Other avoidable absences not approved by the school

Students with unexcused absences may not be permitted to make up missed assignments or assessments in accordance with Santa Rosa County School District policy and may receive a grade of zero for work missed during the unexcused absence. Excessive unexcused absences may also result in additional disciplinary consequences, including the possible loss of parking privileges for student drivers.

## Department of Motor Vehicle Sanctions

A student who is at least 14 years of age but less than 18 years of age and who has accumulated 15 unexcused absences within a 90-day calendar period may have his or her motor vehicle operator’s license suspended. A student wishing to request a hardship hearing must notify the appropriate school officials within 15 calendar days of notice of intent to suspend license issued by the Department of Highway Safety and Motor Vehicles.

# Band & Chorus

Soundside High School offers students the opportunity to participate in a variety of fine arts programs, including band and chorus. Students participating in extracurricular fine arts programs must meet all eligibility requirements established by Santa Rosa County District Schools and the sponsoring organization. Additional performance schedules, expectations, and participation requirements will be communicated by the program director.

# Bullying / Cyberbullying

Soundside High School is committed to maintaining a safe and respectful learning environment. Bullying, cyberbullying, harassment, intimidation, and retaliation will not be tolerated. Students who experience or witness bullying should immediately report the incident to a teacher, counselor, dean, administrator, or through FortifyFL. Reports will be investigated promptly in accordance with district policy.

# Bus Transportation

Transportation on a school bus is a direct extension of both the classroom and the school in general. All rules, guidelines, and codes of conduct which apply at school continue to be in effect while students are being transported by school buses. This includes loading and unloading both on and off school grounds and time spent waiting at bus stops. Students must follow specific rules as posted on the bus. **Bus transportation is a privilege, not a right, and can be revoked at any time.**

## My Ride K-12

My Ride K-12 is the app for all things transportation for students who ride the bus. The app provides tracking abilities for parents, as well as sending notifications if the bus is delayed, there is a substitute bus, and/or a bus accident has occurred. Coming soon - Santa Rosa will be added as a district and your child will be able to be linked to your account.




## Bus Changes

To keep student cohorts together, the school will only allow parents to change the bus their child routinely rides home for emergencies. Bus changes require written notification from their parent/guardian before the end of first period. Phone calls for bus changes will not be accepted.

## Bus Ramp

Only students assigned to ride a school bus may enter the bus ramp area after school. Students should report directly to the bus ramp at dismissal and remain in the designated loading area until their bus arrives. Failure to follow bus ramp expectations may result in disciplinary action and/or suspension of bus privileges. If a student leaves campus prior to dismissal (i.e., walks to the gas station) the student will be considered off campus, and will not be able to ride the bus home.

# Cafeteria / Food Service Program

SHS offers a breakfast and lunch meal. Students are responsible for maintaining a positive meal account balance. However, pre-paying for meals, checking balances/purchases, and receiving low balance alerts are available anytime, anywhere from your computer or smartphone at **MySchoolBucks.com.** We encourage all our families to fill out the Free & Reduced Lunch Application available on the district website here: https://www.santarosaschools.org/o/srcds/page/free-reduced-application

## Breakfast

Breakfast is served from 8:40-9:05 each morning. Students must arrive during these times to eat breakfast unless they arrive on a late bus. **The cost for breakfast is $1.25.**

## Lunch

Lunch is served each day during one of the two designated lunch periods in the cafeteria. Students may not leave campus during lunch, nor may they have lunch delivered to them from an outside vendor. **The cost for lunch is $3.05.**

# Cell Phone / Mobile Devices / Electronic Devices

**HB 1105**

Elementary and middle school students may not use a wireless communications device during the school day. High school students may not use a wireless communications device during instructional time, except when expressly directed by a teacher solely for educational purposes. A high school teacher shall designate an area for wireless communications devices during instructional time.

**FL Statute 1003.02**

Prohibits students from accessing social media platforms using Internet access provided by the school district, except when expressly directed by a teacher solely for educational purposes.

# Cell Phone / Mobile Devices / Electronic Devices Continued

**Santa Rosa County School District Code of Conduct Page 36 ~**
**Student Electronic Devices/Mobile Devices Possession (including but not limited to any wireless communication device)**

A student may bring a mobile device to school. The mobile device shall be in silent mode during school hours so noises from the device will not disrupt the instructional environment. Students may use their mobile device at any time during NON-INSTRUCTIONAL time unless specifically instructed not to do so by a member of the school staff. Designated locations for cell phone use outside of the classroom during non-instructional times include gyms, hallways, cafeterias, and bus ramps (cell phones may not be used in bathrooms, locker rooms or other designated changing areas). During INSTRUCTIONAL time, a student may use their mobile device when directed by the teacher/instructor in charge solely for educational purposes. Parents who need to reach their child (or vice versa) should communicate via the front office if an emergency arises. A student may use a mobile device on a school bus as directed by the official in charge (Bus Driver, Teacher, Coach). Failure to follow instructions from the school official in charge may result in a discipline referral. Continued use of a mobile device after being instructed by a school official not to do so may result in discipline.

ALL students will be required to place their cell phones in the designated holding area (i.e., a cell phone holder or student backpack) in the class during instructional time in EVERY class. Students who do not follow these guidelines are subject to disciplinary consequences.

** Unauthorized photographing, videotaping, or audio recording is NOT permissible** Violation of this policy may lead to a discipline referral, recommendation of removal from SHS, and criminal prosecution.

Using a device, such as phones or social media platforms to communicate academic information which compromises the integrity of the learning process is cheating. Cheating by using technology may result in disciplinary consequences.

The student is solely responsible for their cell phone or electronic device and neither SHS nor the School District shall bear any responsibility for a lost, damaged, or stolen cell phone. (For safety and security, students are strongly encouraged to secure mobile devices in a purse, backpack, locker, etc.)

Headphones and earbuds are allowed in common areas on campus however, one must be completely removed for safety reasons while in the hallways and on the bus ramp so students can hear any announcements . When inside the classroom, students must refer to each teacher’s individual classroom policy.

# Cheating (also see Plagiarism)

Academic honesty is essential to maintaining the integrity of the educational process. Students are expected to complete their own work and demonstrate honesty in all academic endeavors. Any form of academic dishonesty may result in disciplinary action and academic consequences in accordance with teacher, school, and district policies. Academic dishonesty may result in a zero on the assignment or assessment, parent/guardian notification, disciplinary action, and any additional consequences deemed appropriate by the teacher or administration.

# Class Interruptions

To protect instructional time, students may not interrupt a class unless they have a pass issued by a teacher, administrator, or other authorized school personnel. Students serving as office assistants or delivering official school business are exempt when acting under staff direction.
Students are not permitted to enter or leave classrooms without permission. Unauthorized interruptions to the learning environment may result in disciplinary action.

# Code of Student Conduct

The Santa Rosa County School District Code of Student Conduct establishes the rights, responsibilities, expectations, and standards of behavior for all students. All Soundside High School students are expected to know and follow the policies outlined in the Code of Student Conduct while on campus, traveling to and from school, participating in school-sponsored activities, and whenever representing Soundside High School.

The Code of Student Conduct is designed to provide a safe, orderly, and respectful learning environment that supports academic success and positive student behavior.

Students and families are responsible for reviewing the Code of Student Conduct each school year. Violations of district or school policies may result in disciplinary consequences as outlined in the Code of Student Conduct and this handbook.

Students will be directly taught, tested, and retaught the expectations in the Code of Conduct each semester at Soundside High School.

# Dances

## Attendance

School dances provide students with an opportunity to celebrate, build school spirit, and create lasting memories. Students are expected to conduct themselves in a manner that reflects positively on Soundside High School and follow all district and school policies during school-sponsored events.

Dances shall be open to Soundside High School students only unless otherwise indicated. Middle school students are not allowed to attend SHS dances. For year 1, no dates over the age of eighteen (18) will be allowed to attend SHS dances. Year 2 and thereafter no dates over the age of twenty (20) will be allowed to attend SHS dances. ALL rules outlined in the Code of Student Conduct and the SHS Student Handbook are to be adhered to at all SHS dances. **Please note: if a dance venue has capacity restrictions, priority will be given to seniors and/or upperclassmen to purchase tickets first.**

## Admission, Hours, Dress Codes & Chaperones

- School administration will set admission charges. Students arriving at the dance or leaving the dance may not loiter elsewhere on campus before coming to the dance area. Once a student has entered the dance area, he/she may not leave the dance area and return again.
- All dances shall end no later than 11:00 p.m. unless otherwise stated and shall not exceed three (3) hours.
- Students must observe the school's dress code for school dances, with one exception: hats will be allowed. Special dances may require formal wear.
- Chaperones will be present throughout the dance. In addition, law enforcement officers will be contracted to monitor the activity.

**Please Note: Dance procedures, ticket sales, eligibility requirements, and guest expectations may vary depending on the event. Students should refer to event-specific information released by Soundside High School.**

# Deliveries

To minimize disruptions to the instructional day, personal deliveries to students are not permitted during school hours. This includes, but is not limited to:

- Food or beverages from restaurants or delivery services (DoorDash, Uber Eats, Grubhub, etc.)
- Flowers
- Balloons
- Gifts
- Packages

Parents or guardians may deliver essential items such as medication (through the clinic), eyeglasses, school materials, lunch boxes from home, change of clothing, etc. These items should be dropped off in the Front Office and will be delivered to the student. School administration reserves the right to determine whether an item constitutes an essential delivery.

# Discipline Procedures

Maintaining a safe, respectful, and orderly learning environment is a shared responsibility among students, families, and school staff. At Soundside High School, discipline is intended to promote positive behavior, encourage personal responsibility, and support student growth while maintaining a school environment where all students can learn and succeed.

Students are expected to comply with all school rules, district policies, and the Santa Rosa County School District Code of Student Conduct. When behavioral expectations are not met, disciplinary consequences will be assigned based on the nature, severity, and frequency of the behavior, while considering the individual circumstances of each situation.

Whenever appropriate, administrators may utilize restorative practices, problem-solving conferences, behavior interventions, parent conferences, and other educational supports in addition to disciplinary consequences.

The goal of discipline at Soundside High School is not simply to address inappropriate behavior, but to teach, restore, and prepare students to make positive choices both in and out of the classroom.

# Discipline Procedures Continued

## Jurisdiction

The rules and expectations outlined in the Santa Rosa County District Schools Code of Student Conduct and the Soundside High School Student & Family Handbook apply whenever a student is:

- On the Soundside High School campus or any school district property.
- Traveling to or from school on school-provided transportation or waiting at a designated bus stop.
- Participating in any school-sponsored activity, event, athletic contest, field trip, or extracurricular activity, whether on or off campus.
- Representing Soundside High School at any school-related function.

School administration may also address student conduct that occurs off campus when the behavior substantially disrupts the educational environment, threatens the safety or well-being of students or staff, or otherwise falls within the authority granted by district policy or Florida law.

## Due Process

Soundside High School is committed to ensuring that all students are treated fairly and respectfully. Students have the right to due process whenever disciplinary action is being considered. Due process means that students will:

- Be informed of the alleged violation.
- Have an opportunity to be heard regarding the allegations.
- Be treated in accordance with the Santa Rosa County District Schools Code of Student Conduct and applicable district policies.
- Receive disciplinary consequences that are appropriate to the nature and severity of the offense.

In situations involving more serious disciplinary actions, additional due process procedures will be followed in accordance with district policy and Florida law.

# Discipline Procedures Continued

## Discipline Interventions

The following discipline interventions will be used when a student is referred to SHS administration for disciplinary issues. The following are descriptions of the possible interventions at SHS. Failure to complete a discipline assignment will result in an additional referral and an additional discipline intervention.

***In cases of persistent misconduct, SHS administration has the right to limit the number of times an intervention is available to a student.***

- **STUDENT/TEACHER OR STUDENT/ADMINISTRATOR CONFERENCE -** A conference with a student can be conducted by a teacher or administrator at a time prescribed by the teacher or the administrator.
- **NO CONTACT CONTRACT (Student to Student)** - A written contract, put in place at the discretion of administration, to have zero negative interaction with a defined student (verbal, physical, electronic) while on school campus. This is a behavioral intervention, not a disciplinary action. Parent contact will be made by a dean or administrator. Violation of the contract will result in further disciplinary action.
- **PARENT NOTIFICATION AND/OR CONFERENCE -** A parent/guardian will be notified by telephone or email about his/her child's behavior. If the offense is deemed serious enough or is of a repetitive nature, a school conference will be arranged involving the student, the teacher, and/or the appropriate administrator.
- **DETENTIONS**
  - **LUNCH DETENTION** – Students will eat lunch in an alternate setting and clean cafeteria tables.
- **IN-SCHOOL SUSPENSION (ISS)** - ISS places the student in a restricted environment for the entire school day. Students receive full credit for work completed while in ISS and also participate in a work detail on campus. Students will also be required to complete the ***Ripple Effects program and self-reflection***. Students who are not in compliance with ISS rules may be assigned Out of School Suspension.
- **OUT-OF-SCHOOL SUSPENSION** - Is the temporary removal of a student from the Soundside High School campus and regular school program. Suspended students are not allowed to attend any classes, any school function, or to be on any SRCDS grounds during the suspension period.
- **ALTERNATIVE PLACEMENT OR RE-ASSIGNMENT** - Is the removal of the right and obligation of a student to attend SHS for a period of up to one year. This placement offers students educational opportunities in an alternative setting. However, a student who is alternatively placed may **NOT** participate in **ANY SCHOOL ACTIVITY** or be on **ANY** Santa Rosa County School campus without the specific approval of the principal.
- Seniors who are alternatively placed or expelled during the second semester of their senior year will not be allowed to participate in graduation activities.

# Display of Affection (PDA)

Soundside High School encourages students to demonstrate respect for themselves and others while on campus and at school-sponsored activities. Public displays of affection should remain appropriate for the school environment and should not disrupt the educational setting. Students who engage in inappropriate public displays of affection may be directed to stop immediately. Continued or repeated violations may result in disciplinary action.

# Disclosure of Information

Soundside High School complies with the Family Educational Rights and Privacy Act (FERPA) and all applicable federal and state laws regarding the privacy of student educational records.

Student records are confidential and may only be released as permitted by law. Parents or guardians of students under the age of 18, and eligible students who are 18 years of age or older, have the right to inspect and review educational records, request amendments to inaccurate information, and consent to the disclosure of personally identifiable information, except as otherwise authorized by law.

The Santa Rosa County School District may disclose "directory information" as permitted by district policy unless a parent, guardian, or eligible student submits a written request to opt out of such disclosure.

Questions regarding student records or the release of information should be directed to the Soundside High School Guidance Office or school administration.

# Dress Code

Soundside High School supports students' right to express themselves through their clothing and appearance. However, school administrators have the responsibility to interpret and enforce the dress code. Because fashion styles change quickly, administrators reserve the right to determine if a student's attire follows school expectations. If a student's clothing or grooming is not appropriate, or if it poses a safety risk, they will be asked to change before attending class. The school also reserves the right to prohibit language, images, or graphics that are not suitable for the school environment. Repeated dress code violations may lead to disciplinary action according to the school's discipline plan.

# Dress Code Continued

## Shirts, Tops & Dresses

- Must be appropriate in size, length, and coverage.
  - Must fully cover the chest and midsection at all times.
- Tank top straps must be three fingers wide. No spaghetti straps allowed.
- Must cover undergarments completely.
- Must not be see-through on any area required to have coverage as identified in the above-listed rules.

## Pants, Shorts, & Skirts

- Must be appropriate in size, length, and coverage.
- Must entirely cover the buttocks, chest, and torso base/waistline while sitting and standing.
- Must cover undergarments completely.

## Prohibited Items

- Accessories that may be potentially dangerous. These may include, but are not limited to, spiked arm bands, spiked necklaces, heavy chains, or other sharp objects.
- Caps, hats, hoods, scarves, sunglasses, bandanas, or other head coverings while inside campus buildings, unless part of a AFJROTC uniform, for a special event, circumstance or religious reason. Due to safety, these items will be confiscated.
- Any garment/item with obscene or offensive language, pictures or graphics, or any drug, tobacco, alcoholic beverage advertisement.
- Face paint of any kind is prohibited.

## Note:

- Dress code violations may not be covered with outerwear (e.g. jackets, hoodies, sweaters, coats, etc.)
- If there is a question about whether an article of clothing is acceptable, it is best to choose something else to wear or ask in advance.

# Drills

Each year, Soundside High School will conduct a number of emergency and safety drills to ensure that students and faculty understand their responsibilities in the event of an emergency. Students are expected to take all drills seriously, follow staff directions immediately, remain quiet, and proceed in an orderly manner. Failure to comply with emergency drill procedures or interfering with a drill may result in disciplinary action. **Emergency procedures and evacuation routes are posted throughout the building and will be reviewed with students at the beginning of each school year.**

# Exams

Semester examinations are an important part of the instructional program and are designed to measure student learning and mastery of course standards. Students are expected to be present for all scheduled examinations.

Students who are absent during an examination must provide appropriate documentation in accordance with the attendance policy. Makeup examinations may be permitted with administrative approval and in accordance with school and district procedures.

## Prearranged Absences During Exams

Parents are strongly discouraged from scheduling vacations or other discretionary absences during semester exam periods. Requests for prearranged absences during exams must be submitted to school administration for approval. Approval of the absence does not guarantee that an exam will be administered early. Prearranged absence forms can be found on the SHS website and must be notarized prior to submission.

# Fees

Certain courses, programs, extracurricular activities, and school-sponsored events may require fees to help offset the cost of materials, supplies, equipment, participation, or other related expenses. Examples of fees may include, but are not limited to: Course or lab fees, athletic participation fees, club or organization dues, parking permits, yearbooks, dance tickets, graduation-related items, lost or damaged textbooks, library materials, or school-issued equipment, etc. Students may be restricted from participating in certain activities or receiving certain privileges until outstanding financial obligations have been resolved, as permitted by district policy. School fees can be paid via cash, check or the My School Bucks website. Questions regarding school fees should be directed to the appropriate department or the Front Office.

# Fighting

Soundside High School is committed to providing a safe and respectful learning environment for all students. Fighting, physical aggression, encouraging others to fight, and/or recording a fight will not be tolerated and may result in disciplinary action in accordance with the Santa Rosa County District Schools Code of Student Conduct. Every effort should be made by all involved to avoid any verbal and/or physical altercations while on the campus. Any students engaged in mutual combat/fighting will be suspended out of school up to 5-10 days depending on the severity of the action and/or disruption to the SHS campus.

Fighting includes, but is not limited to:

- Physical altercations between students.
- Instigating or encouraging a fight.
- Recording or sharing videos of a fight.
- Gathering around or remaining at the scene of a fight in a manner that disrupts school operations or interferes with staff.
- Retaliation or continued aggression following an incident.

Students are expected to immediately leave the area of a fight and report the incident to a teacher, administrator, dean, or other school employee. Depending on the circumstances, disciplinary consequences may include suspension, recommendation for expulsion, restitution for damages, and/or referral to law enforcement.

# Food and Drink

Students may bring lunch from home or purchase meals through the school cafeteria. Vending machines will be available for student use during designated times as determined by school administration. Food and beverages are permitted only in designated areas during approved meal times unless otherwise authorized by a staff member.

Food and beverages are not permitted in classrooms, the Media Center, gymnasium, or other instructional areas unless specifically authorized by a teacher or administrator. Restaurant food deliveries and third-party delivery services are not permitted for students during the school day.

Students are responsible for helping maintain a clean campus by properly disposing of trash and recycling when available. Failure to follow food and drink expectations may result in disciplinary action.

Snack and beverage vending machines are available for student use before school, during school, and after school. Vending machines are not available for use during instructional time unless authorized by a staff member.

# Fundraising

All fundraising activities conducted by students, clubs, athletic teams, organizations, or school groups must receive prior approval from the school administration and comply with Santa Rosa County District Schools policies and procedures.

Students may not sell, advertise, solicit, or distribute items on campus for personal profit or for organizations that have not received administrative approval.

Fundraising activities must:

- Be sponsored by an approved school organization or program.
- Receive administrative approval before any sales or promotion begin.
- Follow all district financial procedures and fundraising guidelines.

The sale or distribution of items for personal financial gain during the school day or at school-sponsored activities is prohibited unless specifically authorized by school administration.

# Grades Determination

Student grades are intended to accurately reflect each student's mastery of the Florida Benchmarks for Excellent Student Thinking (B.E.S.T.) Standards and course learning objectives. Grades are determined through a variety of assessments, assignments, projects, quizzes, tests, class participation, and other instructional activities in accordance with district grading policies.

Teachers will communicate grading expectations and course-specific procedures at the beginning of each course. Students and parents are encouraged to monitor academic progress regularly through the FOCUS Parent Portal and communicate with teachers regarding questions or concerns.

## Grading Scales

The Florida legislature has established the following uniform high school grading system:
A 90-100
B 80-89
C 70-79
D 60-69
F 0-59

## Basis of Evaluation & Absences

Regular attendance is essential for academic success. While students are expected to make up work missed during excused absences, attendance itself may affect a student's ability to master course content, participate in classroom discussions, complete laboratory activities, and engage in collaborative learning experiences.

Students are responsible for requesting and completing all assignments, assessments, and coursework missed due to an excused absence within the timeframe established by the teacher and district guidelines. Assignments announced prior to an absence may be due upon the student's return unless otherwise directed by the teacher.

Extended absences due to illness or other approved circumstances will be addressed on an individual basis in collaboration with the student's teachers, school counselor, and administration, as appropriate.

# Grades Determination Continued

## Online Student Portal

Parents and students are encouraged to take an active role in viewing and tracking academic progress and attendance by using the accessible online grade and attendance system. To access online grades and attendance, go to the Focus Portal login at https://santarosa.focusschoolsoftware.com/

# Hall Passes

Students must have an official Soundside High School hall pass whenever they are outside of a classroom during instructional time. Hall passes help maintain campus safety, minimize disruptions, and ensure students are where they are expected to be throughout the school day.

Students are expected to:

- Obtain permission from their teacher before leaving the classroom.
- Carry the assigned hall pass at all times while in the hallway.
- Travel directly to their destination and return promptly.
- Use the hall pass only for its intended purpose.
- Return the hall pass to the classroom immediately upon returning.

To maximize instructional time, routine hall passes should not be requested during the first or last five (5) minutes of class unless approved by the teacher or in the case of an emergency.

Unless there is an emergency, only one student may leave a classroom at a time using the assigned hall pass.

Teachers may deny or delay hall pass requests during direct instruction, classroom discussions, assessments, or other instructional activities.

Students in the hallways without an approved hall pass or who misuse hall pass privileges may be subject to disciplinary action.

# Gymnasium

Students are restricted from the gymnasium/fine arts complex unless they are assigned to classes in this area. Students may not use athletic equipment or facilities without permission and supervision from a staff member. Proper athletic shoes are required for using the gym playing surface. In addition, no food, drink, or chewing gum is allowed in the gym during the normal confines of the school day. Students will not be permitted to leave using the south doors of the gymnasium unless there is an emergency situation in order to keep our courts as clean as possible.

# Insurance

School accident insurance information will be distributed to all students during the first week of school or you can visit the school district website here: https://www.santarosaschools.org/page/student-accident-insurance

# Internet - Acceptable Use Policy

The Santa Rosa County School District provides Internet access to students for educational purposes. Students and their parents will be required to read and sign an Acceptable Use Policy for Students form prior to the student using the Internet at school. Any student violating the Internet Use Policy may receive a discipline referral and loss of internet privileges. Technology guidelines can also be found in the Santa Rosa County Code of Student Conduct, and individual teachers may establish additional classroom technology expectations.

# Lockers

Lockers are available in the main building for student use during the school year for a $5.00 non-refundable locker fee. Lockers are assigned through the Dean of Students and remain the property of Soundside High School. Athletes and students in PE classes will be assigned lockers by their coach and will need to provide their own lock. Students are responsible for the care, cleanliness, and security of their assigned locker throughout the school year.

Students are expected to:

- Use only the locker assigned to them.
- Keep lockers clean and free of writing, stickers, or damage.
- Keep lockers locked when not in use.
- Not share locker assignments or combinations with other students.
- Promptly report damaged or malfunctioning lockers to the Dean of Students.

Lockers remain the property of Soundside High School and may be inspected or searched by school officials in accordance with Santa Rosa County School District policy and Florida law.

The school is not responsible for lost, stolen, or damaged personal property stored in lockers. Students are encouraged not to keep money, electronics, or other valuables in their lockers.

# Lost & Found

Most lost and found items are maintained in the cafeteria; however, valuables such as cell phones, AirPods, etc. will be housed in the Front Office. Students who lose personal belongings should check with the Front Office as soon as possible. Items not claimed within a reasonable period of time may be donated or otherwise disposed of in accordance with school procedures. Students are encouraged to clearly label personal belongings, including backpacks, lunch boxes, water bottles, athletic equipment, and clothing, to help facilitate the return of lost items. Soundside High School is not responsible for lost, stolen, or damaged personal property.

# Media Center

The Soundside High School Media Center is designed to support student learning, research, collaboration, and independent reading. Students are encouraged to utilize the Media Center's resources throughout the school year for academic success and personal growth.

The Media Center provides access to:

- Books and digital resources
- Research databases
- Computers and educational technology
- Printing services for school-related assignments
- Study and collaborative learning spaces

Students visiting the Media Center during the school day must have permission from their teacher and an approved hall pass. Students are responsible for lost or damaged library materials and may be required to pay replacement costs in accordance with district procedures.

# Medication

Whenever possible, medication should be administered at home. When it is necessary for a student to receive medication during the school day, all medications must be administered through the school clinic in accordance with Santa Rosa County School District policy.

- Prescription medications must be in the original labeled pharmacy container.
- Over-the-counter medications must be in the original unopened container.
- A completed district medication authorization form signed by the parent/guardian (and physician when required) must be on file before medication can be administered.
- Students may not possess, share, or distribute medication on campus unless specifically authorized by district policy.

# Medication Continued

Parents or guardians are responsible for delivering medication to the school clinic. Students are not permitted to transport medication to or from school unless permitted by district policy. Failure to follow the medication policy can result in disciplinary action.

Emergency medications, including inhalers, epinephrine auto-injectors, and other medically necessary medications, may be self-carried only with the appropriate physician authorization and school approval. Questions regarding medication procedures should be directed to the school clinic.

# Non-Discrimination Policy

In compliance with the Educational Equity Act, it is the policy of the School Board of Santa Rosa County to offer the opportunity to students to participate in appropriate programs, services, and activities without regard to race, color, religion, sect, national origin, English language proficiency, marital status, or disability. Further, the Americans with Disabilities Act prohibits discrimination against individuals with disabilities solely because of their disabilities. The Santa Rosa County School District ensures that individuals with disabilities are treated fairly and given opportunities equal to those provided to similar non-disabled persons.

# Organizations

Soundside High School offers a variety of clubs and extracurricular organizations designed to encourage leadership, service, academic achievement, and student involvement. Participation requirements vary by organization. Students are encouraged to become involved and contribute to the Hurricane community. SHS will add additional clubs as the school grows. Students may complete paperwork in the Front Office to start the process of beginning a club.

# Organizations Continued

## Student Government Association (SGA)

The Student Government Association (SGA) serves as the official student leadership organization of Soundside High School. SGA promotes school spirit, leadership, service, and student involvement while representing the interests of the student body.
Students interested in serving in SGA must meet eligibility requirements and participate in the selection or election process established by the school.

## Class Board

Class board is composed of representatives from the respective class, selected by criteria established by the sponsor. The purpose of this organization shall be to raise funds and promote activities associated with the class. The slate of class officers each year will be selected from the class board members and will be elected by a vote of the entire class. Students running for Senior Class President must have been a previous member for 2 consecutive years.

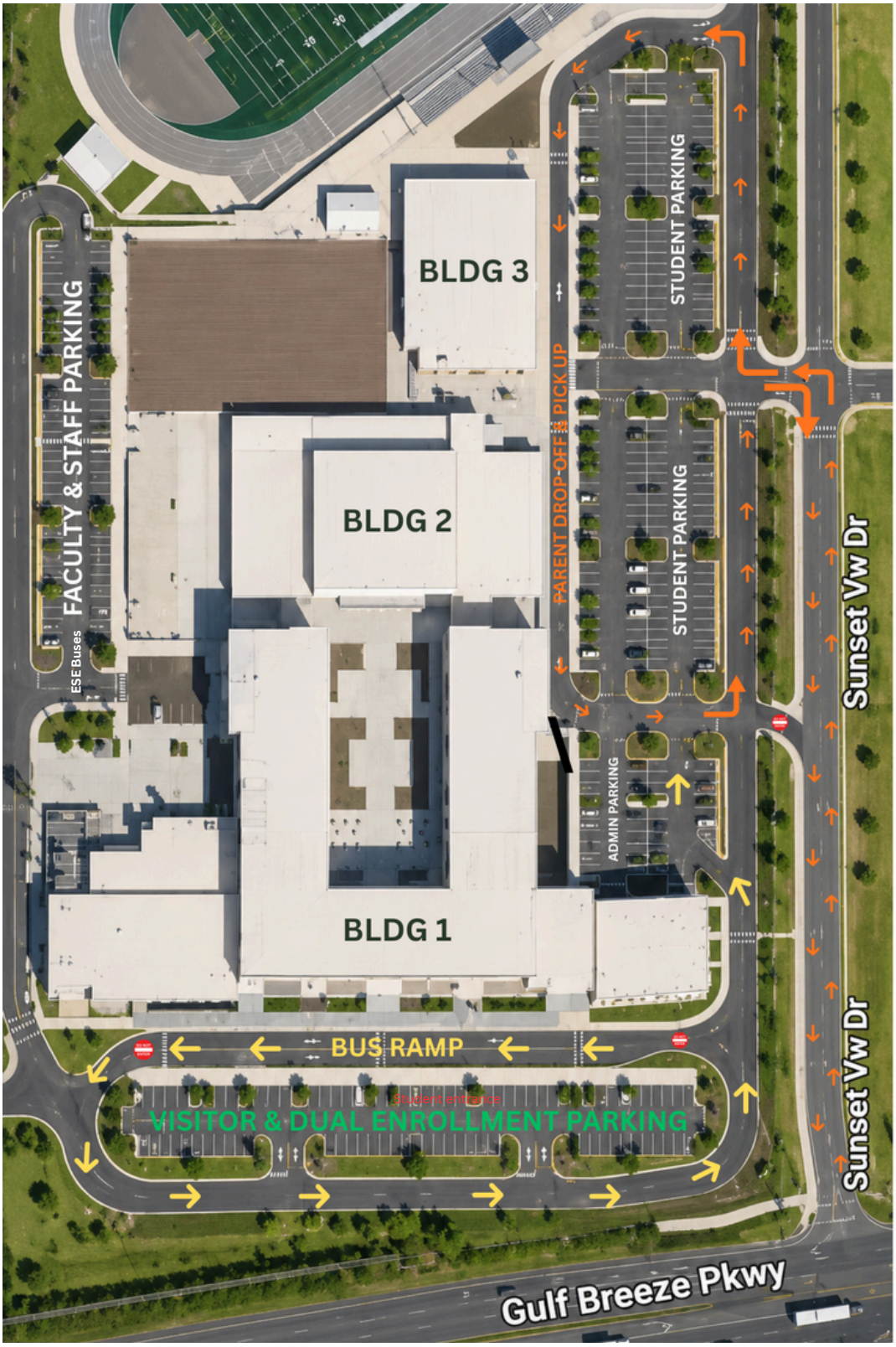
## Academic Society

The only recognized academic society shall be the National Honor Society, with membership selection based upon the criteria established by the national organization. The purpose of this organization shall be to honor students who excel academically and exhibit exceptional character qualities. Individual disciplines or groups wishing to form an academic society or club (i.e. Mu Alpha Theta) may do so, but such organizations shall be considered as special interest clubs.

## Cane Leadership Council

SHS is a strong proponent of student-led clubs and organizations provided the club's mission meets the needs and interests of Soundside High School. The function of these organizations may be academic, service, subject- or vocation-oriented. The organizing sponsors and students, along with the administration, determine the membership requirements and purpose of these clubs. Any student who desires to start a club must see the Assistant Principal to begin the approval process.

# Parent Drop Off & Pick Up




SOUNDSIDE HIGH SCHOOL
HOME OF THE HURRICANES

# Parking On Campus

Driving to school is a privilege, not a right. Students who choose to drive to Soundside High School are expected to operate their vehicles safely, obey all traffic laws, and comply with all school parking regulations. Failure to follow school or district parking regulations may result in disciplinary action and the suspension or revocation of parking privileges.

## Parking Assignments

For the 2026–2027 school year, students will be assigned to a designated student parking lot but will not be assigned an individual parking space. As student enrollment increases in future years, parking procedures may be adjusted to better accommodate campus needs. Students are responsible for parking only in approved student parking areas.

## Parking Permits

A $30 non-refundable parking permit fee is required for all student drivers. A parking permit is required for any student parking on campus during the school day, including students participating in Dual Enrollment, Locklin Technical College, Marine Science, On-the-Job Training (OTJ), or other off-campus instructional programs.

To be eligible for a parking permit, students must:

- Possess a valid Florida driver's license.
- Complete the required parking application.
- Provide all required documentation.
- Pay the applicable parking permit fee.

Parking permits must be properly displayed on the vehicle. Placement should be in the TOP LEFT CORNER OF THE REAR WINDOW. Students must pull forward into spots at all times while parked on campus. For example, the parking permit must be visible while driving behind the vehicle. Parking permits remain the property of Soundside High School and may be revoked for violations of school or district policies.

Note: Any type of vehicle driven on the SHS campus such as a motorcycle or golf cart also falls within the aforementioned parking procedures and requires a driver’s license.

# Parking On Campus

## Student Responsibilities

Students who drive to school are expected to:

- Drive safely and courteously at all times.
- Observe all posted speed limits and traffic signs.
- Yield to pedestrians, buses, and school staff directing traffic.
- Park only in designated student parking areas.
- Lock their vehicles and secure all personal belongings.
- Exit the parking lot immediately after arriving on campus.
- Not return to their vehicle during the school day without permission from Student Services or a school administrator.
- Leave campus promptly at dismissal unless participating in a supervised school activity.

## Vehicle Changes

Students who change vehicles after submitting a parking application must notify the Front Office before parking the new vehicle on campus so parking records can be updated.

## Vehicle Searches

Student vehicles parked on school property are subject to search by school officials in accordance with Santa Rosa County School District policy and Florida law.

## Violations

Parking privileges are a privilege—not a right—and may be suspended or revoked for violations including, but not limited to:

- Operating a vehicle in an unsafe or reckless manner.
- Speeding or failing to follow traffic directions.
- Parking in an unauthorized area.
- Failure to display a valid parking permit.
- Returning to a vehicle during the school day without authorization.
- Violations of school rules or district policies.

Soundside High School is not responsible for lost, stolen, or damaged property involving student vehicles.

# Plagiarism / Academic Integrity

Students are expected to demonstrate honesty, integrity, and personal responsibility in all academic work. Academic dishonesty—including cheating, plagiarism, unauthorized collaboration, falsification of information, unauthorized use of electronic devices during testing, or any other attempt to gain an unfair academic advantage—is strictly prohibited.

Plagiarism occurs when a student intentionally or unintentionally presents another person's words, ideas, or work as their own without proper acknowledgment. This includes copying another person's work, submitting another person's work as one's own, or faulty paraphrasing, which involves simply replacing words, retaining the original sentence structure, or rearranging sentences without creating an original work.

Examples of academic dishonesty include:

- Copying another student's work
- Allowing another student to copy your work
- Using artificial intelligence (AI) or other resources in violation of teacher expectations
- Plagiarism
- Unauthorized use of electronic devices during quizzes, tests, or examinations
- Altering or falsifying academic records or documents

If a teacher suspects AI was used, they have the right to require the assignment to be redone with a grade reduction.

Violations of the Academic Integrity policy may result in academic and disciplinary consequences, including a grade of zero on the assignment, parent/guardian notification, a discipline referral, and/or removal from academic honor societies and organizations, as appropriate.

# School Day Hours

Supervision of students will begin at 8:40 a.m. and ends thirty minutes after school is dismissed unless a student is attending a school-sponsored activity.

# School Resource Officer

The School Resource Officer (SRO) is a certified law enforcement officer assigned to Soundside High School to promote a safe and secure campus. The SRO partners with students, staff, and families to build positive relationships, provide education on safety and the law, and assist with emergency response when necessary.

# Security Camera System

Soundside High School utilizes security cameras and other safety measures throughout campus to help maintain a safe learning environment. Video surveillance may be used to assist with investigations of school rule violations, criminal activity, or safety concerns.

# Signs / Advertisements

All posters, flyers, advertisements, and promotional materials must receive prior administrative approval before being displayed or distributed on campus. Materials may only be displayed in approved locations and must be removed promptly after the advertised event.

# Textbooks

Textbooks and instructional materials are provided by the Santa Rosa County School District. Students are responsible for the proper care of all materials issued to them. Students may be charged for lost or damaged textbooks, library books, or instructional materials.

# Unauthorized Areas

To maintain a safe and secure campus, students are expected to remain in authorized and supervised areas during the school day. Students may not enter or remain in any unauthorized area without permission from a staff member or school administrator. Unauthorized areas include, but are not limited to:

- Classrooms without teacher supervision or permission
- Courtyard without permission
- Hallways other than those necessary to travel to their assigned destination
- Storage rooms and equipment rooms
- staff lounges, teacher planning rooms, workrooms, teacher desks, staff restrooms and other faculty-only areas
- Construction or maintenance areas
- Athletic facilities, including the gymnasium, stadium, and locker rooms, unless participating in a supervised activity

# Unauthorized Areas Continued

- The student parking lot or personal vehicles during the school day without permission from the Front Office or a school administrator
- At the end of the school day, students are expected to report directly to their designated dismissal location. Car riders should report to the student pick-up area located on the east side of the building, and bus riders should report directly to the bus ramp at the front of the building and remain there while waiting for their assigned bus.
- Students are expected to remain in the cafeteria during their assigned lunch period unless otherwise authorized by a staff member or school administrator.

Students found in unauthorized areas or who fail to report to their designated location may be subject to disciplinary action.

# Visitors

Any visitors to the school, adult or student, must enter through the secured front door and provide a photo ID before being allowed in the building. Student visitors will not be allowed to attend classes or lunch with another student, nor will the school accept any legal custodial responsibility for these visitors.