Willingboro High School

“Boro Pride Lives Inside”



2026-2027

At A Glance Student Handbook

“To learn and never be filled, is wisdom; to teach and never grow weary, is love."

Willingboro High School Administrative Team

Mr. Jonathan Taylor, Principal
Alicia Biddle, Assistant Principal
Tom Harrell, Assistant Principal
Michael Braverman, Lead Educator
Natasha Hatcher, Lead Educator
Mr. Shaun Russell , Climate and Culture Specialist

Central Administration

Ms. Hill-Parker Interim Superintendent
Nadine Tribbett, Assistant Superintendent
, Business Administrator/Board Secretary
Ms. Ca’Meisha Gibson, Director of HR

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DISTRICT MISSION STATEMENT

The mission of the Willingboro Public School District is to create a challenging learning environment that encourages high expectations for all students. The district will implement differentiated, standards-based instruction that allows for individual differences and learning styles. We will promote a safe and supportive environment, where each student's self-esteem is fostered through positive relationships. In collaboration with parents and all stakeholders, the district endeavors to nurture and develop greatness in every student.

DISTRICT VISION STATEMENT

The Willingboro Public School District envisions a community of 21st-century thinkers and learners dedicated to academic excellence. Students will become lifelong learners and productive citizens who will be prepared to compete in a competitive, pluralistic working environment.

WHS MISSION STATEMENT

Teachers, staff, and administration of Willingboro High School strive to provide a safe environment that fosters the educational opportunities that encourage our students to build character, self-reliance, perseverance, and college career readiness. We believe:

- In putting our students first in everything we do
- A positive staff culture that impacts student learning
- We embrace a collaborative community culture of respect and reflection
- We believe in working hard every day to become the best version of ourselves

PRINCIPAL'S MESSAGE

In 1975, Willingboro High School opened its doors to serve a growing community. Since that time, our high school graduates have left this campus to make their mark on society, including Carl Lewis, Shaun Phillips, Kareem McKenzie, Crystal Langhorne, and Troy Singleton. Our goal is to ensure that every Chimera who walks through our doors can leave here ready to make their own mark.

The student handbook is an important resource that provides guidelines, rules, and expectations for our school. It's designed to help you understand your rights and responsibilities, ensuring a safe and supportive environment for everyone. By reading the handbook, you'll be better prepared to succeed and contribute positively to our school community. I encourage each of you to take the time to go through it carefully.

Mr. JOnathan Taylor
Willingboro High School Principal

WHAT IS A CHIMERA? (Ki-mer-rah)

Willingboro High School has a very unique mascot...the Chimera. The Chimera is a mythical creature made up of a number of other creatures that are combined to represent one formidable being. The Willingboro HIgh School Chimera is an animal that has the head of a lion, the body of a goat and the wings of an eagle.

The TIME IS NOW, to START STRONG and FINISH BETTER!

THE SEVEN HABITS OF HIGHLY EFFECTIVE TEEN

1. Being proactive - demonstrating leadership, advocating for myself and others, and coming to school on time & prepared to learn
2. Beginning with the end in mind - setting and taking ownership of my academic and personal goals
3. Putting first things first - focusing on prioritizing my school and personal responsibilities and following school rules in the At-A-Glance and the Code of Conduct
4. Seeking first to understand, then to be understood
5. Thinking “win-win” - always looking for positive solutions to problems where everyone can benefit
6. Synergizing - working together with everyone in the school community to improve our school environment
7. Sharpening the saw - making good choices to take care of your mind and body

BORO PRIDE LIVES INSIDE!

STUDENT DRESS CODE

(BOE Policy #5511)

All students should recognize the need to dress appropriately for school. Clothing that appears to create an improper or disruptive influence on the educational environment will not be permitted. Students are not allowed to wear the following:

- *Skirts and shorts higher than 3 inches above the knee*
- *Open-toed footwear (i.e. slides or flip-flops) or any footwear without a back*
- *Denim (jeans) with holes*
- *Hats, Du-Rags, Hair Bonnets, head coverings or sweatbands (religious exemptions may apply)*
- *Tank tops, halters, open-chest shirts or tops that resemble undergarments or are transparent*
- *Explicit or offensive T-shirts*
- *Blouses, sweaters, or shirts that are worn with a bare midriff, exposed backs, or breast area*
- *Articles of clothing that may have indecent patches, pictures, slogans, or writing may not be worn.*
- *Tattered clothing or cut-offs*
- *Rings which are designed for more than one finger*
- *Hoodies, bandanas, ski masks, and facial coverings of any kind*
- *Headphones/earbuds*
- *Sunglasses*
- *Rompers*
- *Pajama Pants*

In addition, be advised that pants must be worn with the waistbands at the waist. Also, heavy outerwear, overcoats/jackets are not to be worn in classes during a normal school day.

The building administrators will make the final determination if the pupils' attire meets the approved dress code policy. Pupils choosing not to wear the approved dress code attire will be disciplined per the Student Code of Conduct. The building Principal must approve any deviation from the dress code for specific, approved events.

For Physical Education classes, you should bring a change of clothes for class and proper shoes.

DAILY ATTENDANCE MATTERS

(BOE Policy #5200)

In accordance with the provision of **N.J.S.A. 18A:38-25**, every parent, guardian, or other person having control and custody of a child between the ages of six and sixteen shall cause the child to regularly attend school. The Board of Education requires students enrolled in the schools of this district to attend school regularly in accordance with the laws of the State.

In accordance with the provisions of **N.J.A.C. 6A:16-7.6** and for the purposes of this Policy and Regulation 5200, a student's absence from school will be excused or unexcused which counts toward truancy. Students that are absent from school for any reason are responsible for the completion of assignments missed because of their absence.

Students who are absent more than 10% of the time enrolled are determined to be chronically absent which may result in loss of credits for the entire school year. Late students arriving at school after homeroom are considered late, any student arriving after 10:00 A.M are documented as absent.

Student Arrival Times		
Doors Open	7:00 am	
Breakfast	7:00 am - 7:25 am	
Homeroom	7:25 am (Students arriving after 7:25 am will be marked tardy)	*Any student arriving after 7:25 am must check in with the attendance officer
Student Dismissal		
Regular School Day	2:15 pm	
Early Dismissal	11:30 am	

ATTENDANCE POLICY

Willingboro High School believes that attendance (or the lack thereof) affects the quality of a student's education. This policy enforces state statute N.J.S.A. 18A:38-25 which requires students to regularly attend school. Lack of student attendance may be the cause of poor or failing grades. Failure to report to class on time or remain in class is considered recorded as a class cut. Failure to attend the properly assigned class as written on the student schedule but attending another location inside the school building at that scheduled time is considered an unauthorized occupancy. Cutting class and unauthorized occupancy are both disciplinary infractions. Unmodified class cutting or unauthorized occupancy may result in a change in placement recommendation to the Willingboro Alternative School.

Absence policy:

1. Students who accumulate more than 18 days absent will lose course credit (9 days for semester courses).
    a. Parents will receive notification of their child's status after days 4,7 and 12. Attendance meetings will be held with the school attendance officer to address the attendance issues.
    b. Any student arriving at school after 10:00 am will be marked absent for the day.

- After 4 unexcused absences;
  The attendance officer will mail a three-day warning letter to the known residence of the student
- After 7 absences- The attendance officer will mail a warning letter and conduct home visit #1
- After 10 absences- The attendance officer will conduct home visit #2
- After 12 absences:
  The attendance officer will conduct home visit #3
  The attendance officer will proceed with court filings
  Absences need to be consecutive but are cumulative.

Late to School Policy:

1. Students are expected to report to homeroom no later than 7:30 am. Homeroom teachers will close their doors at the late bell and will not admit students into the homeroom without a late slip from the attendance office. Students that have more than 6 lateness will be excluded from clubs and activities until they attend Saturday school. **After 6 latenesses to school a student must attend a Saturday School session to make up one day of missed school.**

School absences are excused for the following reasons: District Attendance Regulation

1. Medical or dental appointments - Signed Doctor's note required upon return to school.
2. Physical or mental illness - Signed Doctor's note required upon return to school.
3. Family emergency/death - Written letter and obituary required upon return to school.
4. Court appearance - Proof of summons required
5. Motor vehicle driver's test - Proof from the DMV is required.
6. Visitation to post-secondary educational instructions - Written letter required upon return.
7. Interviews with a prospective employer or with an admissions officer - A written letter is required upon return.
8. Scheduled military examination - Proof of scheduled test required upon return to school.

Students are responsible for the school work they miss due to an absence for any reason. The parent or student is responsible for requesting missed assignments and any assistance required. In general, students will be allowed a reasonable amount of time, determined to be at least equal to the days missed, as determined by the teacher to make up for missed work. A student who missed a test or exam shall be offered an opportunity to take the test, exam, or an appropriate alternative within a reasonable time frame.The school/district will notify parents each day a student is absent from school. Parents will be notified in writing or in person by the school after the student has accumulated 4, 7, and 12 unexcused absences from school.

Excused Absences - An absence is recorded when a student is not present in school for a full day or portion of the day for one or more of the following reasons:

- Illness
- A Death or critical illness in the student's family
- Observance of religious holidays, approved by the board of education
- Suspension from School
- Requirements of a student's I.E.P
- Short or long-term accommodations for students with disabilities
- Required attendance in court
- Necessary and unavoidable medical, dental, or other healthcare appointments that cannot be scheduled at a time other than the school day
- Such a good cause as determined by the principal.

ALL absences must be accompanied by appropriate documentation!

Students are responsible for providing documentation of an unexcused absence to the attendance office and requesting make-up work from their instructors. Instructors will only provide make-up work for students whose absence has been approved and excused in the attendance portal.
***Parents/Guardians are only permitted to write 10 excuse letters per year.**

SCHOOL TARDINESS

BOE Policy 5240 -TARDINESS

HOMEROOM ATTENDANCE

Homeroom teachers are charged with taking accurate attendance. All students are to remain in the Homeroom during the 10 minute time span. Students are not to leave homeroom at any time. A robo notification will go out to the parent after 9:30 a.m. Attendance will be posted at the end of homeroom. Any student coming into the homeroom before it has ended should be marked present. Students who arrive after 7:25 a.m. will need to receive a late pass, and then report to their class.

Attendance Appeals Committee

The Board of Education and school administration realize that unforeseen factors relating to the operation of the attendance policy may create hardships. To ensure fairness and allow for procedural due process, the following attendance appeals process has been established.

- The student must submit a written appeal to the high school principal within 5 days of receiving notice of non-credit status
- The high school principal or designees will review the appeal and respond in writing explaining the determination no later than 7 working days
- The student may submit a written request to the high school principal or appeal consideration by the high school attendance review committee. The committee shall consist of the principal, assistant principal, guidance counselor, dean of students and climate and culture specialists
- The attendance review committee will meet informally to determine the outcome of the appeal. The student will be notified of the committee's decision within 7 working days of the meetings.
- The pupil may appeal an adverse decision to the superintendent.

GRADES AND PROMOTION

Students will have an opportunity to enroll in 35 credits per year. 120 credits are needed to graduate, however, certain additional requirements will need to be met. Please see the Willingboro Program of Studies or your guidance counselor for additional information.

Students will earn placement in their classes according to the schedule below:

Credits Earned	Class Designation
0-29	Freshman
30-59	Sophomore
66-84	Junior
85+	Senior

LATE ARRIVAL & EARLY DISMISSAL PICK-UP PROCEDURES

Students arriving late to school, after 7:25 a.m., must check in with the attendance office. Here, the attendance clerk will enter the student's daily attendance and issue a late pass to homeroom.

Any student who is dismissed early must also check out with the attendance clerk in order to have their attendance amended to indicate the half-day attendance. A student must be in school from 7:25 a.m - 11:30 a.m. to count as a full day, any student leaving before 11:35 will be marked as absent for the day.

All late student drop off or early pick up must be conducted through the main entrance of the school. Guardians picking students up before the end of the school day must enter the building, sign in with the security guard at the door, and present identification. Students will not be released to anyone who is not authorized to transport the student based on the information provided by the guardian in the Genesis system.

SCHOOL IDENTIFICATION CARDS

Each student must have and wear their student ID every day. Students may see security personnel for replacement ID badges during their lunch period. The cost is $5 for replacements. Failure to pay the replacement cost will result in a debt obligation on the student account that must be paid before receiving end-of-high-school privileges and documents.

LOCKER USE

Students are ONLY permitted to visit their lockers **during** transition to period one, **before** their lunch period, and **after** school. All students are assigned a locker. Coats, jackets, and book bags are to be stored in lockers at the beginning of the school day. **Locker sharing is not permitted.** Students are responsible for all items contained in the locker that they have been assigned.

PERSONAL PROPERTY

Students should refrain from bringing personal property which is not required for our instructional program into school or on school buses. This includes toys, sports equipment, games, electronic devices, valuables, excess money, jewelry, etc. All unauthorized items will be confiscated and parents will be required to retrieve them at school. The loss of property or restitution of any lost items is not the responsibility of the school district.

CELL PHONE POLICY

2026-2027 INTERNET-ENABLED DEVICE POLICY

Willingboro High School

In January 2026, Gov. Phil Murphy signed legislation (P.L.2025, c.195) requiring all school districts in New Jersey to adopt a bell-to-bell policy restricting the use of cell phones and other internet-enabled devices. The following policy is in accordance with P.L.2025, c.195 and applies to all students of Willingboro High School for the 2026-2027 school year.*

POLICY

All internet-enabled and wireless communication devices must be **turned off and stored out of sight** during all instructional periods throughout the day at Willingboro High School.

1. Internet-enabled and wireless communication devices include:
    a. Cell phones
    b. Tablets
    c. Headphones and AirPods
    d. Personal computers
    e. Smartwatches
    f. Smart glasses
2. Instructional periods include:
    a. Time when a student is scheduled in a classroom where they are receiving direct instruction from a teaching staff member, including core subjects, physical education, electives, and work programs.
3. Power and Storage
    a. During instructional periods, all devices must be;
        i. Powered off
    b. Stored out of sight in one of the following locations;
        i. School-issued locker
        ii. Designated classroom storage area
        iii. Secured in closed bag or backpack

PERMITTED USE

Students will be permitted to use cell phones and internet-enabled devices during the following times throughout the day:

1. Breakfast and Lunch
2. Hallway transitions

EXCEPTIONS

**Students may be permitted to use their cell phone or other internet-enabled devices during the school day if there is a documented need for such a device (IEP/504 accommodations, language barriers, internet-enabled healthcare device).*

DISCIPLINARY CONSEQUENCES

Violation of WHS Internet-enabled Device Policy will result in **disciplinary action and confiscation of the device** until the end of the school day. Discipline will be addressed through a tiered and escalating system of interventions and consequences. The following consequences will take effect after a **transition period ending September 18, 2026.**

- FIRST OFFENSE
    - In-school suspension
    - Confiscation of device until the end of the day
- SECOND OFFENSE
    - Out of school suspension (2 days)
    - Confiscation of device until parent picks it up
- THIRD AND SUBSEQUENT OFFENSES
    - Out of school suspension (5+ days)
    - Parent/guardian must retrieve device from school administrator at the end of the day
- NOTE: **All infractions** will result in confiscation of the device.

USE OF PERSONAL DEVICES TO SUPPORT INSTRUCTION

There are occasions when use of personal internet-enabled devices may be beneficial to instruction. In these events, instructional staff members have discretion in planning such events. Should a staff member choose to use personal devices during an instructional activity, the following norms must be observed:

1. Planned use is explicitly written in the lesson plan.
2. Scope and limitations clearly defined and physically posted in the classroom.
3. Devices return to the pre-determined storage location when the activity concludes.

EXPECTATIONS FOR STAFF USE OF PERSONAL DEVICES

While recognizing the professionalism and judgment of our teaching staff, the following guidelines must be adhered to during working hours:

1. Cell phones and personal internet-enabled devices should be put away (in a bag) during an assigned instructional period.
2. Cell phones and personal internet-enabled devices should be put away (in desk, bag) during an assigned duty period, and/or any other time that a staff member is directly supervising students.
3. Personal use during prep periods, lunch, and other non-student contact time is fully permitted.
4. Devices should be turned off and put away during all staff meetings, PLCs, and department meetings.

GUIDANCE FROM NJDOE

https://www.nj.gov/education/safety/sandp/digital/docs/GuidanceStudentsInternetEnabledDevices.pdf

***While necessary for some classrooms, cell phone use during the school day is not permitted. This includes initializing or receiving phone calls, texts messages, taking pictures, social media, playing games , listening to music or any other distracting behavior. Students are expected to have these devices away during instructional time in class. Students will be subject to disciplinary consequences for inappropriate use of cell phones. Willingboro High School is not responsible for any damaged or lost cell phones. Cell phones are only allowed during hallway transitions and in the cafeteria. All staff cell phones should be off and away while teaching.**

VISITORS

All Visitors MUST present pictured identification and sign in at the front entrance security desk to obtain a visitor's pass. Visitors must walk through the metal detector and all bags & packages are subject to search. The main office is open for visitors at 7:25 a.m. and closes at 3:00 p.m. All non-urgent administrator visits are done by appointment. It is the policy of this administration to service our students' and family's needs as quickly as possible, however, we are often unavailable for drop-in visits during the school day. Your request to meet will be given to an administrator and granted as soon as possible (within 1 school day).

NUTRITIONAL GUIDELINES & FOOD/DRINK PROTOCOL

Willingboro High School adheres to the New Jersey School Nutrition Policy. This policy states the following may not be served, sold, or distributed anywhere on school property at any time before the end of the school day:

- Items listing sugar in any form as the first ingredient.
- Items with more than eight grams of total fat per serving
- Items with more than two grams of saturated fat per serving.

In an effort to minimize disruption to the instructional day, the following lunch period "drop off" procedures will be in effect.

- In the event, a student forgets their lunch or there are insufficient funds in their account, packed lunches may be dropped off by a parent or guardian.
- All items must be dropped off at the front entrance for student pickup.
- Students are not permitted to order food for delivery to Willingboro High School. Food and beverage deliveries from outside vendors will be denied.
- Students will not be removed from class to receive any kind of food delivery. Students will only be permitted to pick up their lunch at the beginning of the lunch period, not beforehand.

Bottled water will be allowed in classrooms provided students are using it appropriately; however, teachers have the right to deny their use with students who have demonstrated inappropriate use. Food is not allowed to be eaten in the classroom during the school day other than the "grab and go" breakfast provided by food services.

Exceptions to the limitations of food and drink in the classroom can be made by teacher request but must be approved by administrators in advance.

STUDENT DRIVERS

BOE Policy # 5514

Students in grades 11 and 12 are permitted to drive their automobiles to and from school and park in the area designated for student parking. Student drivers must register and obtain a permit to park on campus. Students must park in the student lot at the far end of the drop zone in the rear of the school. Students are not permitted to park in the staff lot (in front of the school). Students parked in front of the school may lose campus driving privileges. Failure to observe safe driving practices on school grounds will result in loss of campus driving privileges.

BUS REGULATIONS

Students are expected to be at their designated bus stop and ready to board five minutes before their scheduled pick-up time. (Bus may arrive up to five minutes early)

- Students must respect and obey the rules, expectations and procedures of the bus driver.
- Smoking, vaping, or consumption of food and drink are not permitted on the bus.
- Glass containers or breakable items are not permitted on the bus.
- The bus will not leave the grounds until the environment is safe and orderly.
- Students must have board-approved bus privileges to board the buses. Any student using the bus services without approval is subject to disciplinary action.
- Late Bus service can only be used by students who are assigned to ride the buses to and from school.
- Riding the bus is a privilege; any student fighting on the bus, cursing at the bus driver, or hindering the safety of the driver or students will be suspended from using the bus.

All students will be required to show ID cards upon entry to the bus. Failure to show a school ID card may prohibit boarding onto the bus. Misconduct on the school bus may result in loss of bus privileges.

Mr. Alberto Silva
609-835-8780

STUDENT SERVICES CENTER (Guidance Department)

Student Services is available for all students who wish to talk over any problems that may arise. Class visitations are scheduled by the School Counselors during the course of the year. On occasion, the Coordinator of Student Services will initiate individual sessions by contacting the classroom teacher and/or parents. Parents wishing to meet with the School Counselors should call 609-835-8800 ext 3017 to schedule an appointment.

GUIDANCE DEPARTMENT

Ms. Shawnet Bright	Grade 10,11, 12 H-O	sbright@wboe.net
Ms. Jazmynn Travis	Grades 10,11,12 P-Z	jtravis@wboe.net
Mr. Douglas Key	Grade 9	dkey@wboe.net
Ms. Kristen Riker	Grades 10,11,12 A-G	kriker@wboe.net

School guidance and counseling services at Willingboro High School are designed to address and meet the needs of all students through a developmental guidance curriculum, responsive services, individual student planning, and activities designed to support the school system. Our practices are aligned with standards recommended by the American School Counselor Association. For more information visit the National Standards for School Counseling Program at the website of the American School Counselor Association.

Because success at school can be improved in many ways, we offer information and resources helpful to students and parents in several areas known to impact students, their future goals, and their opportunities for success, information for students bound for post-secondary education and their parents can be viewed at the National Association for College Admission Counseling.

HARASSMENT, INTIMIDATION, AND BULLYING

BOE Policy #5512

The Willingboro Township Board of Education prohibits acts of harassment, intimidation, or bullying of a pupil. A safe and civil environment in school is necessary for pupils to learn and achieve high academic standards. Harassment, intimidation, or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a pupil's ability to learn and a school's ability to educate its pupils in a safe and disciplined environment.

"Harassment, Intimidation, or Bullying" means any gesture, any written, verbal, or physical act, or electronic communication, as defined in **N.J.S.A. 18A:37-14**, whether it be a single incident or a series of incidents that:

1. Is reasonably perceived as being motivated by either any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability; or
2. By any other distinguishing characteristic; and that
3. Takes place on school property, at any school-sponsored function, on a school bus, or off school grounds, as provided for in N.J.S.A. 18A:37-15.3, that substantially disrupts or interferes with the orderly operation of the school or the rights of other pupils; and that
4. A reasonable person should know, under the circumstances, that the act(s) will have the effect of physically or emotionally harming a pupil or damaging the pupil's property, or placing a pupil in reasonable fear of physical or emotional harm to his/her person or damage to his/her property; or
5. Has the effect or insulting or demeaning any pupil or group of pupils; or

6. Creates a hostile educational environment for the pupil by interfering with a pupil's education or by severely or pervasively causing physical or emotional harm to the pupil.

Individuals who believe they have been harassed should complete an incident report. The complaint will be investigated by one of the three Building Anti-Bullying Specialists, (School Counselors). All HIB complaints will be investigated in accordance with Board policy. All investigations will be private and remain confidential.

PUPIL RECORDS ACCESS

Student Records are accessible via the Genesis Parent Portal. Hard copies may be requested by contacting your child's counselor.

NAVIANCE

Naviance and Career Readiness Solution is a proven resource that both middle and high school students utilize to explore hundreds of career paths. As part of the district-wide investment to enhance college and career readiness for our students, we eagerly encourage students to utilize Naviance to assist with goal-setting and establishing academic plans.

CHILD STUDY TEAM

The Willingboro Child Study Team evaluates students to determine eligibility for special education services. If you believe your child may have a disability that adversely affects his or her educational performance, and you think your child needs special education services, please contact the Director of Special Education at 609-835-8600. Our WHS team consists of the following:

Desiree Thomas	LDTC	dthomas@wboe.net
	School Psychologist	
Colleen Horn	Social Worker	chorn@wboe.net

MAKING VISIONS POSSIBLE (MVP)

MVP is a grant based student advocacy and support program run by a third party staff housed at Willingboro HIgh School. They serve the student body in a myriad of ways from providing counseling, peer groups sessions and additional academically sound projects. Membership is available to all students at Willingboro High School. For more information. Contact the program coordinator at Extension 3053 or via email at rthomas@wboe.net.

DEPARTMENT CHAIRPERSONS

English/Language Arts	Ms. Natasha Hatcher, Lead Educator	nhatcher@wboe.net
Mathematics	Mr. Michael Braverman, Lead Educator	mbraverman@wboe.net
Social Studies/World Language	Ms. Kelly Gauntt	kgauntt@wboe.net
Science	Mr. Christopher Orlando	corlando@wboe.net
Physical Education & Health Visual and Performing Arts	Mr. Charles James	cjames@wboe.net

When expressing instructional concerns please follow the chain of protocol:
Teacher— Department Chair— Building Administrator

PARENT CONFERENCES

Willingboro School District hosts 2 parent conference sessions per school year (1 per semester). The high school team is eager to meet and conference with our families at any time of the year. It is recommended that parents and teachers maintain an open avenue of communication. Should the need arise for additional conferences or meetings, they can be arranged by contacting the assigned guidance counselor. Please be advised that teachers are required to have a 24-hour notice between the requested time and the scheduled meeting time.

Meetings with the building administrative team are arranged by appointment. Our child's guidance counselor will notify the appropriate assistant principal of your request to meet.

Meetings with the building principal must be arranged with the administrative assistant in the main office.

PARENT COMMUNICATION

Student success is dependent on continuous parent-teacher-school communication. Parent-teacher communication is to take place via Google Classroom as well as either Thrillshare or individual emails. Parents are highly encouraged to join their student's Google Classroom when invited.

PARENT PORTAL: GENESIS

This student information system is a web-based student record application that manages the district's current year and historical student data, such as grades, attendance, and scheduling. Access forms can be found at https://chimeras.page.link/u9DC. Parents can access Genesis at https://parents.c1.genesisedu.net/willingboro/sis/.

THRILLSHARE

Thrillshare will take the place of "Remind" or "Seesaw" or similar Apps. Parents can sign up for Thrillshare here:

https://uqr.to/1m7cu

PARENT TEACHER & STUDENT ASSOCIATION (PTSA)

All parents are strongly encouraged to be an active member of the WHS PTSA. Please email borohsptsa@gmail.com for additional information on how you can become a member.

CHROMEBOOKS

BOE Policy #7523

Every staff member and student will receive a Chromebook at the beginning of the school year. Students and parents must sign the Acceptable Usage Policy (AUP). The devices must be returned in the same working condition prior to the end of the school year. Current fines for the most frequent issues (updated August 2023) are as follows:

- Lost Chromebook/Chromebook Damaged Beyond Repair - $275
- Lost/Damaged Charger - $30

Students should bring their Chromebooks to school each day fully charged and prepared to use. Should you forget your Chromebook or need to borrow a charger, you can check one out in the library on a first-come, first-serve basis. You must return these items before the end of the school day. Failure to return Chromebooks or chargers you have borrowed from the library will impact your ability to borrow them in the future. Because much of our curriculum and assessments are accessed electronically, a student without a Chromebook may be at a disadvantage or may be inconvenienced.

If you have a problem with your Chromebook or believe it is lost, stolen, or damaged, you must report it as quickly as possible. This allows us to help you with the problem as best as possible.

*Remember that **you** are responsible for your device*. You should not allow others to access your device, and you should not share your device with anyone. Do not add any decorations to your Chromebook or charger, as you will

be expected to pay for devices that are permanently damaged. In addition, make sure that all barcodes are present and easily readable; destroying the barcode on your Chromebook will be considered damage to the device.

TECHNOLOGY OBLIGATION POLICY

BOE Policy #7523

Any school district-provided technology device loaned to a student must be returned to the school district in the condition it was initially provided to the student considering reasonable use and care by the student.

The parent or student shall be responsible for reimbursing the school district the cost of any technology device that is lost, damaged beyond reasonable use or its value, abandoned, missing, stolen, or cannot be returned to the district in accordance with the terms of the School District Provided Technology Device Form.

- Letters to parents of students with obligations will be sent home a minimum of two times a year.
- If a student owes an obligation of any kind, they may be prohibited from going on non-academic / course-related trips.
- Failure to fulfill an obligation will result in the withholding of a student's diploma until the obligation is fulfilled.

DISCIPLINARY CODE

BOE Policy # 5600

Please read and familiarize yourself with this code in conjunction with the entire Student at a Glance Handbook. The following list provides guidelines upon which consequences will be dispensed in an effort to change behavior, improve school climate, ensure student and staff safety, and to help students make better decisions. However, each case must be individually evaluated and the administration has the right to determine the appropriate consequences based on the facts of the offense. Based on the severity of the offense, the consequences could be implemented at the maximum for that offense, regardless of the frequency of the offense. These behavioral guidelines are in effect wherever school jurisdiction is acceptable. All misconduct that violates NJ Laws will be referred to the police department and may result in criminal charges.

OFFENSES	**DEFINITION**	**CONSEQUENCES**
Level 1 Infractions 1. Inappropriate Language 2. Cutting Class 3. Inappropriate public displays of affection 4. Inappropriate dress/dress code	**Level 1 Infractions are minor misbehaviors on the part of students which impede orderly classroom procedure or interfere with the orderly operation of the school. These acts should**	**Consequences for Level 1 Infractions** **1st Offense** : Written Warning, Referral Climate and Culture Teacher Contact Parent **2nd Offense:** 1 Teacher Detentions, teacher phone call to parent, notify Climate and Culture, Guidance meet with students

violation 5. Loitering 6. Minor Class Disruptions 7. Misuse of pass privileges 8. Lateness to class 9. Teasing Name Calling 10. Use of inappropriate electronic devices, cellphones, earbuds, earphones also laser pointers in unauthorized areas 11. Inappropriate cafeteria behavior 12. Failure to bring required materials to class 13. Cutting Assigned teacher Detention 14. Late to Class 15. Misconduct in the classroom, hallway, cafeteria, or general area (not following expectations unmodified Behavior) 16. Forged signature, phone contact	**be handled by individual staff members but sometimes require the intervention of other school support personnel** ***Please see dress code and Cell phone policy at the bottom of this document.***	(academics/attendance) **3rd Offense:** 1 Administrative Detention, Climate and Culture Parent Contact **4th Offense** - 2 Administrative Detentions, Referral to Climate and Culture MandatoryParent Meeting Dress Code Violations 1st Offense- ISS and call home. Please read to the bottom to see **All Class Cutting will result in an immediate 1st offense parent/teacher conference.** **Teacher Detention 10-15min** **2nd Class Cut - Guidance administration & Parent -Teacher Det. 30min** **3rd -Class cut parent meeting with admin and guidance. assign General Detention,** **4th class cut- parent, admin, guidance meeting and ISS assigned for the 4th time and each time after that.** Students who violate multiple tier one infractions will receive Out of School Suspensions per principal or designee discretion. ***Parents will be contacted at each step. Each step is subject to Principal/designee discretion. All interactions must be logged in Genesis.**

Level 2 Infractions	**Level 2 infractions are frequent or serious misbehaviors that tend to disrupt the learning climate of the school and require intervention of the Dean of Students and or Climate and Culture. This level**	**Consequences for Level 2 Infractions**
1. Cutting General Detentions 2. Persistent disrespectful/ Disruption behavior (Classroom Disruption) 3. Persistent, inappropriate use of electronic devices 4. Gambling		**1st Offense:** 2 General Detentions - **2nd Offense:** 1 Day In School Suspension

5. Insubordination 6. Obscene/vulgar language or behavior,or possession of obscene material (student to student) 7. Cheating/Plagiarism 8. Violation of School Expectations or General Conduct requirements 9. Threatening a Student 10. Physically Violating the Rights of Others 11. Cursing, Inappropriate address or disrespect toward a student	**of misbehavior does not represent a direct threat to the health and safety of others.**	**3rd Offense:** 2 Days In School Suspension **4th Offense:** 3 Days In School Suspension **Students who violate multiple tier one infractions will receive Out of School Suspensions per principal or designee discretion.** ***Parents will be contacted at each step. Each step is subject to Principal/designee discretion.**

Level 3 Infractions 1. Computer Use: Accessing/possession of inappropriate material 2. Sexual, racial and religious harassment (informal stage) 3. Trespassing (ie breaking into school or here while on suspension.) 4. Minor Vandalism (writing on walls, desks etc..) 5. Recording of other students 6. Biased or Discriminatory Conduct/Ethnic Hate Statements 7. Extortion 8. Malicious Damage to Individual Property 9. Stealing/Theft 10. Possession of a lighter or matches on school property or during school related activities 11. Opening Unauthorized Classroom Doors	**Level 3 Infractions are acts directed against persons or property by whose consequences do not seriously endanger the health and safety of others in the school. These acts shall be handled by corrective disciplinary actions that may involve law enforcement and action by the superintendent.** **Example of number 15 is Telling a staff member "to shut the F**k up"** **Or calling a staff member a "B**ch**	**Consequences for Level 3 Infractions** **1st Offense**: 1-3 Days Out of School Suspension **2nd Offense** - 3-5 Days Out of School Suspension **3rd Offense:** 5-7 Days Out of School Suspension, Request to Alternative School Placement **4th Offense**: 7-10 Days Out of School Suspension ***Parents will be contacted at each step. Each step is subject to administrative discretion.** **All are subject to Alt. School Placement.** **All out of school suspension requires a mandatory parent conference. No exceptions! All In School Suspensions are determined by administration**

12. Creating a False Alarm/Arson		

Level 4 Infractions	**DEFINITION**	**Consequences for Level 4 Infractions**
Cursing at Staff **Recording Fights of any kind** **Endangering the Welfare of Others / Hazardous Behaviors /** **Throwing Objects of Any Kind** **Leaving the Building/Grounds** **Scuffling/Incitement to fight-shoving, pushing, play fighting**	**Level 4 Infractions are acts which result in violence to another person's property, or which pose a serious threat to the safety of others in school, or which cause serious disruption to the educational environment. These acts will always involve administration. They will result in removal of the student from school, sometimes law enforcement intervention and action by the superintendent.**	**1st Offense - 3-5 Days OSS** **2nd Offense 5-7 days OSS** **3rd Offense - 10 Days OSS**
	unlawful attempt to hurt another	**1st Offense:** Automatic 10 days

Assault of a Staff Member	person, physical attack on staff	OSS, mandatory parent conference, referral to police, Superintendent, and BOE, remand hearing, out of district placement, expulsion. Homebound placement until remand hearing. Automatic removal from the General Education Environment. **Refer to Board Policy #5612**
Assault of Another Student	unlawful attempt to hurt another person, physical attack, without retaliation	**1st Offense:** Automatic 8-10 days OSS, mandatory parent conference, and counselor referral, with possible police referral and/or referral to Superintendent and Board of Education (BOE), Minimum 90 day alt school placement. Homebound pending opening at Alternative School. **2nd Offense:** Automatic 10 days OSS, extended alt school placement, and referral to Superintendent and Board of Education (BOE).
Terroristic Threat Against Individuals and the School - Verbal or Written	Threat to commit violent crime, or cause serious injury to another person causing terror. Terroristic threats are also known criminal threats	**First Offense** - Up to 10 Day OSS, Police Intervention, Student / Parent Conference with the Principal or Assistant Principal, threat assessment and referral to appropriate agency and follow all recommendations **Subsequent Offense** - Recommendation for long term suspension, Recommendation of alternative setting. Police

		notification.
Fighting **Bullying/Harassment/Intimidation/Hazing**	take part in a violent struggle involving the exchange of physical blows or the use of weapons All HIB's will be investigated by guidance counselors and discipline will be assigned according to the outcome. Up to 5-10 days OSS.	**1st Offense:** Minimum 5 up to 10 depending on severity days OSS, mandatory parent conference, and counselor referral, with possible police referral and/or referral to Superintendent and Board of Education (BOE). Mandatory Reentry Parent/Student meeting with administration and appropriate personnel. **2nd Offense:** Automatic 8-10 days OSS, mandatory parent conference, and counselor referral, with possible police **3rd Offense:** Automatic 10 days OSS, mandatory parent conference, and counselor referral, with possible police referral and/or referral to Superintendent and Board of Education (BOE). Extended alt school placement and homebound. Removal General Education Environment.
Weapons **Possession or Use of a Gun or Other Weapon or Use of Any Implement as a Weapon**	Possession or use of any item deemed hazardous and/or inappropriate to the school setting	**1st Offense:** up to a 10 day suspension, with a remand hearing to the Superintendent, with confiscation of weapons and police notification. All offenses will result in removal from General Education Environment **Refer to Board Policy 5611**
Alcohol / Drugs / Tobacco Offense (Including Marijuana, Vapes, E-Cigarettes, Tobacco Products, Etc) **Vapes -**	Possession of substance and paraphernalia Including, but not limited to: Marijuana, Vapes, E-Cigarettes, Tobacco Products, Etc There will be vape detectors installed in every bathroom. Any student in the bathroom when the detector goes off: All Students will be subject to receiving an out of school suspension	**1st Offense:** Automatic 3 days OSS for possession, mandatory drug screening (positive results will warrant additional OSS and/or ISS), mandatory parent meeting, referral to SAC with mandatory incremental meetings **As Per Board Policy 5530** **2nd Offense:** Automatic 5 days OSS

		for possession, mandatory drug screening (positive results will warrant additional OSS and/or ISS), mandatory meeting, referral to outside agency through SAC **3rd Offense:** Automatic 10 days OSS for possession, mandatory drug screening (positive results will warrant additional OSS and/or ISS), mandatory parent meeting, Alt school placement for minimum of 90 days

Sale, Use or Distribution of Drugs / Alcohol or Possession with Intent to Distribute (Including over the Counter Medication)		**First Offense** - Recommendation for long term suspension, Recommendation of alternative setting. Police Intervention.

Suspected Under the Influence of Drugs or Alcohol		Mandatory drug screening, students may return to school pending results. Positive results will follow tiered consequences above. Refusal of drug screening results in mandatory 10 day out of school suspension **As Per Board Policy 5530**

Level 1 - Cutting Class Discipline Process

- **Teacher/Parent Conference scheduled by the teacher for the first offense and teachers will assign a teacher detention**
- **2nd Offense - Teacher/Guidance conference scheduled by the teacher 2nd offense General Detention after school**
- **3rd Offense - Teacher/Guidance/Climate Culture/Administrator meeting - student will receive 1 day of ISS- If the student continues to cut any class they will receive ISS moving forward for each instance.**

WILLINGBORO HIGH SCHOOL DRESS CODE POLICY

All students should recognize the need to dress appropriately for school. Clothing that appears to create an improper or disruptive influence on the educational environment will not be permitted. Students are not allowed to wear the following:

- *Skirts and shorts higher than 3 inches above the knee*
- *Cargo pants*
- *Open-toed footwear (i.e. slides or flip-flops) or any footwear without a back*
- *Denim (jeans) with holes*
- *Hats, Du-Rags, Hair Bonnets, head coverings or sweatbands (religious exemptions may apply)*
- *Tank tops, halters, open-chest shirts or tops that resemble undergarments or are transparent*
- *Explicit or offensive T-shirts*
- *Blouses, sweaters or shirts that are worn with a bare midriff, exposed backs or breast area*
- *Biker shorts/pants, jeggings, and/or "tights" (spandex material)*
- *Articles of clothing that may have indecent patches, pictures, slogans, or writing may not be worn.*
- *Tattered clothing or cut-offs*
- *Rings which are designed for more than one finger*
- *Hoodies, bandanas, ski masks, and facial coverings of and kind*
- *Headphones/earbuds*
- *Sunglasses*
- *Rompers*
- *Pajama Pants*

In addition, be advised that pants must be worn with the waistbands at the waist. Also, heavy outerwear, overcoats/jackets are not to be worn in classes during a normal school day.

Students who do not meet the requirements of the Dress Code Policy will be:

- Sent to In - School Suspension immediately and allowed to call home for a change of clothes.
- All students who do not change clothes will remain in ISS for the remainder of the day.

The building administrators will make the final determination if the pupils' attire meets the approved dress code policy. Pupils choosing not to wear the approved dress code attire will be disciplined per the Student Code of Conduct. The building Principal must approve any deviation from the dress code for specific, approved events.

***Below All things that are subject to be taken away from students per the Code of Conduct.**

- **Any student that is assigned to ISS for the full day is excluded from any after school activity, sports, or club and is required to leave the building at dismissal time.**
- **Any student who is assigned OSS is not permitted on school grounds for the duration of their suspension for any reason outside of a parent meeting scheduled through administration.**
- **All out of school suspension requires a mandatory parent conference. No exceptions!**
- **Students with 15 total infractions could forfeit their right to participate in extracurricular activities (including field trips,dances, proms, promotions, graduations and all other activities at WHS). A mandatory parent conference will have to take place to restore activities.**
- **All interactions must be logged in Genesis.**
- **Anyone who has been suspended out of school 2 or more times will be referred to MVP (Making Visions Possible)**
- **Any Level 3 or 4 Infractions in the 4th Marking period can lead to losing participation in All Senior activities including Graduation.**

Level 1 - Cutting Class Discipline Process

- **Teacher/Parent Conference scheduled by the teacher for the first offense and teachers will assign a teacher detention**
- **2nd Offense - Teacher/Guidance conference scheduled by the teacher 2nd offense General Detention after school**
- **3rd Offense - Teacher/Guidance/Climate Culture/Administrator meeting - student will receive 1 day of ISS- If the student continues to cut any class they will receive ISS moving forward for each instance.**

- Any student who is assigned OSS ***is not permitted on school grounds*** for the duration of their suspension for any reason outside of a parent meeting scheduled through administration.
- All out-of-school suspension requires a ***mandatory*** parent conference. No exceptions!
- All suspensions are subject to the Principal's/ or his designee's discretion.
- All Level 3 and 4 infractions accumulated in Marking Period 4 are subject to loss of all Senior Privileges. (prom, graduation, class trip, senior trip etc…)
- Students with 15 total infractions could ***forfeit their right to participate in extracurricular activities*** (including field trips, dances, proms, promotions,

graduations, and all other activities at WHS). A mandatory parent conference will have to take place to restore activities.

- All interactions must be logged in Genesis.
- Six Latenesses to School will result in students having to serve a Saturday School Session.
- Students that have more than 6 lateness will be excluded from clubs and activities until they attend Saturday school.
- Anyone who has been suspended out of school 2 or more times will be referred to MVP (Making Visions Possible)

WHS PROCEDURE FOR REINSTATEMENT FROM SUSPENSION

A parent/guardian CONFERENCE IS REQUIRED for each student to Return to School From Suspension!

Reinstatement Conferences are Held Each Day FROM:

9:00 AM - 10:00 AM

NO EXCEPTIONS!

ALL STUDENTS MUST BE ACCOMPANIED BY THE PARENT OR GUARDIAN ON FILE

ALL ADULTS MUST PRESENT PROPER I.D. TO PARTICIPATE

ALTERNATIVE INSTRUCTION SITE (ISS)

(In-School Suspension)

The Alternative Instructional Site (In School Suspension) is an intervention designed to address student misconduct while allowing the student to remain in school. Students who do not attend teacher's and/or general detention will be assigned to AIS. Misconduct while in AIS or refusal to report to AIS will result in Out of School Suspension.

STUDENT ASSIGNED TO A. I. S or ISS. MUST:

1. Report to Willingboro High School NO LATER Than 7:25 am. and enter via doors 5 and 6 and report to HR.
2. Report to ISS location (room 222B) immediately after homeroom.
3. Complete the required character development lesson and/or student work submitted by their teachers!
4. Maintain the expectations of the I.S.S room!
5. **All ISS includes a 10-day loss of extracurricular privileges, including participation in sports, trips, and graduation.**

STUDENTS WILL RECEIVE an Out of School Suspension IF:

1. They fail to report on time or stay present in the A.I.S room
2. They are absent from school and do not provide a parent/guardian note regarding their absence
3. They commit Tier 1 and Tier 2 offenses while assigned to I.S.S

OUT OF SCHOOL SUSPENSION (OSS)

It is the purpose of this administration to take every measure to modify misconduct by various levels of intervention. However, there are occasions when misconduct will result in Out-of-School Suspension (OSS). OSS protocols are outlined in the board-approved Code of Conduct and may range from 1 day to 45 days depending on the severity of the incident. Repeated out-of-school suspension may result in a recommendation for a change in the educational placement. **All OSS includes a 10-day loss of extracurricular privileges, including participation in sports, attending all athletic events, trips, and graduation.**

Parents and guardians have a right to appeal any OSS to the building principal within 10 days of the occurrence. Forms can be obtained in the main office or at the Parent Center at the Central Administration building. An appeal will be responded to within 5 school days of the request.

LOSS OF PRIVILEGES

Students who are assigned disciplinary actions that result in either in or out-of-school suspension may lose privileges to participate in all extracurricular activities. This includes but is not limited to the inability to attend:

- School-affiliated sports and clubs
- School functions (ie. Homecoming Dance, sports events, pep rallies, Prom, and Graduation)
- School trips
- Graduation practice and the Commencement Ceremony
- Other activities deemed appropriate by administrative staff

The building administrators reserve the right to revoke privileges in lieu of out-of-school suspension or as part of a behavior modification strategy when deemed appropriate. Note that if privileges are revoked for previously scheduled trips or activities, the school is under no obligation to provide a refund.

ACTIVITIES

Extra Curricular Activities	**Clubs & Co-Curricular Activities**	**Sports**
Dances (including Prom)	Audio Visual Club	Football
Field trips (non-academic)	Bible Club	Wrestling
Field trip (academic)	Chess Club	Baseball
Athletic competitions	Color Guard (Ladies of Excellence)	Flag Football
Pep Rallies	Debate Team (Academic Competition)	Soccer (Boys & Girls)
Assemblies	Dance troupe (Lady Jewlz)	Basketball (Boys & Girls)
Celebrations	FCA	Softball
**This is not all-inclusive*	FCCLA	Cross Country Track (Boys & Girls)
	Math National Honor Society	

	National Honor Society School Newspaper Set & Scene Club (Art Club) Student Council Yearbook Club Z-Club Cultural & Performing Arts Program (Black History Performance) Marching Band Jazz Band Showstoppers (annual musical performances)	Indoor Track (Boys & Girls) Track and Field (Boys & Girls) Tennis (Girls) Cheerleading (non-competitive) Volleyball (Intramural)

All students are encouraged to participate in sports, extracurricular and co-curricular activities. A physical examination by a doctor is required for sports. Students must be in good standing with attendance, conduct, and academics (maintaining a minimum GPA of 2.0) to participate in any sport, extracurricular, or co-curricular activity.

AFFIRMATIVE ACTION STATEMENT

All members of the student body, staff and community are reminded that, according to Title IX and N.J.A.C. 6A:7, the Willingboro Township Public Schools shall recognize and value the diversity of persons and groups within society and promote the acceptance of persons of diverse backgrounds regardless of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, religion, disability, or socioeconomic status in the policies, programs, and practices of the district. Willingboro Township Board of Education is an equal-opportunity employer. Ms. CaMisha Gibson, Director of Human Resources, is the district Affirmative Action Officer and district 504 Coordinator. If you have a question or concern, you may call her office at (609) 835-8600, or email her at clmitchell@wboe.net. You may also contact the Director of the New Jersey Division on Civil Rights, Trenton Regional Office, Office of the Attorney General, 140 East Front Street - 6 th Floor, Trenton, New Jersey 08625-0090, (609) 292-4605.

AUTOMATED EXTERNAL DEFIBRILLATORS (AED)

Willingboro High School has four (4) Automatic External Defibrillators (AED). One is located on the wall next to the office. Another is located in the Gymnasium. Only district employees who are currently certified in CPR/AED are permitted to use this device in an emergency situation. Please see the school nurse if you have any questions or wish to view the protocol for this device.

MEDICATION

BOE Policy #5330

The administration of oral medication should be avoided if at all possible. In the unavoidable circumstance that medicine must be administered during school, please follow these guidelines:

1. The medication must be prescribed by the student's family physician.
2. The medication must be brought to the school by the parent or guardian in the original container, appropriately labeled by the physician or pharmacy. Do not send medication in with your child.
3. The family physician must provide written orders indicating the type of medication to be given, the time of administration, and for what period of time the medication is to be given. This applies to over-the-counter medication as well as prescription medication.
4. Students are not permitted to carry emergency medications during field trips or after-school activities unless appropriate forms are completed in advance. Please contact the school nurse for further information.
5. New medication orders from the doctor are needed for each school year. Please notify the school if your child gets booster shots, takes any medication on a regular basis, or has any medical condition.

EMERGENCY DRILLS

Fire drills are safety procedures designed to ensure that all occupants of the school are familiar with a safe and efficient method of exiting the building during an emergency. During a fire drill, students are required to exit the building at the appropriate emergency exit, with their teacher, in an orderly fashion. Attendance will be taken during the fire drill. Students are to remain with their teacher during the drill and may not leave the property for any reason.

When clearance to re-enter the building is signaled, students and staff are expected to do so in an orderly fashion. Attendance will be taken at the conclusion of each drill. If a student does not return to class after a drill or returns to class late, he/she is subject to disciplinary action.

Shelter-in-place is called when there is a need to keep all hallways clear. Students are expected to remain in their classroom until the Shelter-in-place has been cleared. Students who are in the hallway when the Shelter-in-place has been called should enter the closest classroom. Instruction should not be disrupted.

A **Lockdown** is similar to Shelter-in-place, however, it is critical that students follow the directions of their teachers and remain silent throughout the drill.

Other **Emergency Evacuations:** In the event of an emergency evacuation, it is critical that all students and teachers are expected to:

- remain quiet so that all directives can be heard and followed
- follow teacher and administrator instructions.
- exercise patience
- understand that the procedure to ensure that students and their caregivers are reunited may be very

time-consuming.

STUDENT SAFETY

In the event that a student poses a threat to him/herself or others, he/she will be referred to a mental health clinician for evaluation. The student will be considered for re-entry by the administration only when a full report is received stating that the student is not deemed to be a threat to him/herself or others. The administration may consult the Intervention and Referral Services (I&RS) Team regarding its decision. In addition, students who pose a threat to others will also be subject to the discipline code.

Transition Time for Students In-Between Classes

Students have **4 minutes** to **Transition** to their next class - once they are dismissed by their teacher.

Students **MUST** report directly to class at the start of each period!

Students Should NOT

- Use the Restroom
- Go to their Locker
- Visit guidance or the main office!

Students SHOULD

* Report directly to Class
* Wait 10 minutes, if you need to use the restroom, then ask for a pass from your teacher!

STUDENTS **MUST** be on SMARTPASS to enter the Hallway!

Teachers are not allowed to write passes during **THE FIRST AND LAST TEN MINUTES OF THE CLASS PERIOD!**

BATHROOMS WILL BE LOCKED during all transitions and during the first and last ten minutes of the period.

Positive Behavior Support System

Willingboro High School is committed to recognizing our students who demonstrate positive behaviors and maintain high academic standards of achievement. Willingboro High School's positive behavior support system will provide monthly and quarterly incentive-based programming for our most deserving students, who best exemplify "Chimera Pride"

In order to Participate in incentive events, students MUST:

1. Have NO UNEXCUSED absences
2. Have No suspensions
3. Have approval from all of their teachers and the Dean

September	**February:**

• **Ice Cream Social** • **Pizza** • **Perfect Attendance Celebration** **October:** • **Homecoming Pageant** • **Harvest Party Behavior Incentive Event** • **Cartoon Costume Contest** • **Perfect Attendance Celebration** **November:** • **Thankful Thursdays** • **Bowling/Skating** **December** • **Ugly Sweater Contest** • **Reindeer Games** **January:** • **Cocoa Bar for Students**	• **2nd qtr. Awards Luncheon** • **Black History Month Program** • **Bowling/Skating** **March:** • **Pi Day Math Block Programming** • **Spring Assessments Pep Rally** **April:** • **Awards Assembly and Luncheon** **May** • **Cinco de Mayo Celebration Event** • **College Signing Day Event** **June** • **Field Day**