

NORTH FORSYTH HIGH SCHOOL

“Home of the Raiders”

3635 Coal Mountain Drive
Cumming, GA 30040

770-781-6637

Principal
Nita Giddish

Administrative Staff

Michael D. Martin	Tim Monroe
Susan Atkins	Phil Moore
Shirley Jurczyk	Bob Carnaroli

Athletic Director

Byron Orr

Counselors

Brenda Lamanque	Tonya Corbett
Maureen Wareham	Kathy Wigley
Kim Haynes	

Instructional Technology Specialist

Sylvia Everson



Principal's Message

Dear Students:

I would like to take this opportunity on behalf of the faculty and staff to welcome you to North Forsyth High School for the 2006-2007 school year. North Forsyth High School has many distinctions. It is a Georgia School of Excellence, a New American High School, and a school that is rich in traditions of academic and athletic excellence. You are now part of that tradition and it will be up to you to help keep your school great.

This is a new year for all of us, and hopefully it will be one full of learning opportunities and exciting experiences. You must decide today to be the best person you can be, and then you begin taking the small steps to accomplish your goals. It is your job to study, learn, and grow; it is our job to help you accomplish these things.

We are providing you with this planner to help you organize your days. You will also need it as a "hall pass" during the school day. Therefore it is important you have this planner with you every day. Good luck and best wishes on a successful school year!

Sincerely,

Nita Giddish

Nita Giddish
Principal

MISSION STATEMENT

The mission of the North Forsyth High School learning community is to pursue excellence in all areas of academic and personal growth. We believe:

- In a comfortable, safe, learning environment that nurtures a shared sense of respect and caring for everyone.
- In principles of collegiality, quality performance, and continuous improvement for all stakeholders.
- In a highly motivated, professional community that uses collaboration, knowledge, and research to promote high expectations for all stakeholders.
- In classroom experiences that engage the imagination and energy of teachers and students.

****** Together, in the pursuit of excellence. ******

PHILOSOPHY

All students need guidance to approach their full potential in realizing the goals, which will shape their futures. The basic tenet of North Forsyth High School is that all students can learn. Given this belief, the obligation rests on the school to provide flexible programs, which address the academic, aesthetic, moral, and physical needs of the students we serve. These programs must take on an additional dimension of mirroring the demands of the workplace and post secondary institutions. Amalgamated in the curriculum rests the realization that it is imperative for all members of the school society to exercise respect for oneself and others while learning both independently and cooperatively. Furthermore, students deserve a safe, comfortable and enriched environment in which to engage in the curriculum formulated by the school in cooperation with the community which supports it.

While the focus has been, up to this point, directed to our immediate school-family, it must be remembered that the world's borders set by man no longer effectively separate culture from culture, country from country, man from man. Cognizant of this reality, North Forsyth High School endeavors to expose our students to the perspectives held by a variety of cultures for which they will gain an understanding, and thereby, respect.

HALL PASSES

Students are not permitted in the halls during class periods unless they are accompanied by a teacher or have a hall pass in their possession. Your Student Handbook signed by your teacher will be used as your hall pass. Students should have their handbook with them at all times. Students found in the hall without a pass will receive disciplinary action(s).

Replacement handbooks may be purchased in the attendance office before or after school or during your lunch – not during class. Replacement cost is \$5.00.

ANNOUNCEMENTS

Announcements will be made one time during the school day. Students are responsible for knowing any changes that are made by way of announcements and/or addendums (visual, verbal, or written), etc., concerning any rules and regulations in this handbook.

All students are required to STAND during the pledge of allegiance.

COUNSELING DEPARTMENT

Our vision is to empower every student to achieve personal success.

Counselors at NFHS follow the American School Counselors Association (ASCA) model and the curriculum developed by members of the Forsyth County Student Support Services. This includes classroom guidance lessons presented to specified grade levels at developmentally appropriate stages. Useful information is

also given through advisement, school wide announcements, class meetings, the web page, and Parent Portal.

Counselors at NFHS meet with small groups as identified needs arise and also conduct crisis counseling as needed. NFHS counselors meet individually with students when appropriate.

To make an appointment, students or parents may email their counselors, leave phone messages on their counselor's voice mail, or leave a note for their counselors. Secretaries have access to the counselors' schedules and can also make appointments. Making an appointment is the best way to ensure that a parent or student will be able to see a counselor promptly. Please allow at least two business days for the counselor to respond. If you have difficulty reaching a counselor, please call the counseling secretaries for assistance.

Parent Portal: Parents are strongly encouraged to register and use Parent Portal. This allows parents to monitor their child's grades and attendance and provides direct links to teachers. For information, go to www.forsyth.k12.ga.us and click on the appropriate link. The counseling secretaries can also assist with registration for Parent Portal.

HIGH SCHOOL ATTENDANCE

Regular attendance is essential to the success in school. As permitted under the Georgia Compulsory Education Law and Forsyth County Board of Education policy, students may be excused for the following reasons:

- Personally ill when attendance in school would endanger their health or health of others. If excessive absences occur, the school administrator may require that a doctor's note be provided for every absence.
- A serious illness or death of their immediate family member necessitates absence from school.
- Mandated by order of governmental agencies. Students must provide a copy of the court order, subpoena, or note from the clerk of court.
- Celebrating or observance of religious holidays.
- Conditions render attendance impossible or hazardous to their health or safety.
- A scheduled medical appointment. Student must provide documentation upon return to school.
- Registering to vote or voting.
- Visiting with a parent or legal guardian who is in the military service and has been called to duty for or is on leave from overseas deployment. (maximum of 5 days per school year)

Non-school related activities and vacations are considered unexcused.

Student Absence: Students must submit a note or parents must fax (770-888-0934) or email (nfhsattendance@forsyth.k12.ga.us) the attendance office within five (5) school days for the student's absence to be considered excused. The

parent/guardian must write the note, fax or email stating the student's name, ID #, grade, the date(s) of absence(s), and the reason for the absence. The school administration may require students to present appropriate medical or other documentation upon the return to school for the purpose of validating that absences are excused. In case of extended illness, hospitalization or injury, the parent should apply for hospital homebound service. Hospital homebound service should be applied for immediately when absences of ten (10) days or more are anticipated for the student.

Consequences: Students with more than six(6) unexcused absences per semester in a specific class will not receive credit for that class.

If a student has excessive absences, early check-outs, and/or late check-ins, the student and/or the parent may be referred to the School Social Worker, Juvenile Court, State Court, and/or Department of Family and Children Services. A parent/guardian who violates the compulsory education law shall be guilty of a misdemeanor and upon conviction thereof, shall be subject to a fine not less than \$25.00 and not greater than \$100.00, imprisonment not to exceed 30 days, community service, or any combination of such penalties at the discretion of the court having jurisdiction. Each day's absence from school is considered a violation. Any student who has more than ten school days of unexcused absences will be subject to the rules of O.C.G.A. 40-5-22, school attendance and motor vehicle licenses law. In order to be eligible for a license, a student must satisfy the attendance requirements noted above for a period of one academic year prior to the application for an instruction permit or driver's license. The instruction permit or driver's license will be revoked for a period of one year, if a student has more than ten school days of unexcused absences. Charges may also be filed in Juvenile Court on students who do not comply with the compulsory attendance/education law.

LATE CHECK IN/EARLY CHECK OUT

A **late check-in** is defined as arriving at school after school starts.

An **early check-out** is defined as anytime a student with parental permission leaves school prior to the end of the school day. If it becomes necessary for a student to check-out early due to illness, the student **MUST** be seen by the school nurse.

An absence is defined as not present at least 50% of the class period (high school).

An unexcused late check-in or early check-out is defined as any time a student arrives late to school or leaves school for a reason other than those defined by the State Board of Education as an excused absence.

When possible, medical and dental appointments should be made outside of school hours. If a student is being checked in or checked out for a doctor's appointment, a physician's note or appointment card is required to be considered excused.

Students are responsible for submitting a note to the office before school starts to obtain an early check-out pass or the parent is required to

personally check out the student. Phone calls to check out a student will not be permitted.

Students must sign in through the attendance office when they arrive at school after the first period bell. A combination of three unexcused tardies and early check-outs will be considered one unexcused absence.

*Please remember that all tardies, late check-ins, early check-outs, and absences are considered **UNEXCUSED** until a written note with an excused reason is received from a parent or doctor within 5 days of the student's return to school.*

TARDY POLICY

Tardiness is part of attendance. We urge students to be at school and in class on time. Students are late to school if they arrive after the late bell rings. Failure to sign-in, including zero period students, with attendance office will result in an absence from each class missed, discipline referral and disciplinary action. **Missing less than 45 minutes per class period is counted as tardy. Students are responsible for keeping the dates of an absence, tardy, and/or early check out.** Teachers are not responsible for supplying this information to students. A parent/teacher conference will be required for this information to be provided.

Tardies to individual classes will be handled in the following manner:

You are considered tardy to class if you are **not in your assigned seat** before the bell rings and with the appropriate materials for class. Teachers are to close the classroom door when the tardy bell rings. Students must report to attendance office for a tardy note and obtain disciplinary action before admission to class. A sign-in sheet for tardies and/or early checkout will be provided by each teacher. Students tardy to class should not disrupt class but sign the tardy sheet and be seated.

Students must sign-out any time they leave school. Failure to sign-out for any reason is considered skipping school and disciplinary action will result.

CERTIFICATE OF ATTENDANCE

Students wishing to obtain a certificate of attendance must fill out a written request in the attendance office and allow one week for processing.

MAKE UP WORK

It is the student's responsibility to turn in make-up work, when he/she is absent from school. Parents and students are encouraged to contact individual teachers for make-up work. The student has five (5) school days to make-up work. The teacher has the discretion to grant a longer period to make up work if there are extenuating circumstances. Consequences for make-up work for unexcused absences will be outlined in each teacher's course syllabus and may include a maximum of only 80% credit issued.

SCHOOL DRESS

The purpose of a dress code is not to inhibit any person's taste in attire, but rather to better facilitate the process of education through reasonable guidelines of "dress" instilling dignity and pride. Clothing and accessories that interfere with the work of the school, the educational process, or infringe on the rights of other students are prohibited. Apparel or appearance that tends to draw attention to the individual rather than to a learning situation must be avoided. The school administration has the authority to determine what constitutes appropriate or inappropriate dress for the school setting. Penalty may include warning, requirement to secure appropriate dress, parent contact, detention, Saturday School, ISS, OSS or tribunal. Students shall be required to show proper attention to personal cleanliness, neatness, and appropriate standards of dress and appearance. The school dress code applies to all after school, extra-curricular, and school sponsored activities. **Prohibited** clothing articles and items include, but are not limited to the following:

1. Articles that may reasonably be considered a safety hazard or potential weapon.
2. Any tattoo, hair style, hair color, clothing, inappropriately worn clothing, jewelry, or body decoration that interferes with or disrupts the legitimate function of the school.
3. Obviously oversized, over-length, or baggy clothing (pants must be worn at the waist line with no sagging).
4. Garments that expose the midriff or cleavage, see-through or mesh clothing, halter or tank tops with straps less than 2" wide, large cutout sleeves, pajamas, or bedroom shoes.
5. Hats, caps, or other head apparel inside the school building.
6. Coats or Jackets exceeding fingertip length inside the school building.
7. Any article that displays racial or ethnic slurs, hate speech, gang affiliation, vulgar, obscene, subversive, sexually explicit, implicit, or suggestive language or images.
8. Any article that displays or promotes alcohol, tobacco, or illegal drugs.
9. Skirts, dresses, or shorts that are more than four inches above the knee.
10. Chains, studded, spiked, or chained accessories, dog collars, baby pacifiers, or sunglasses in the building,
11. Garments with holes or tears that reveal undergarments.
12. Any body piercing except for ears.
13. Any footwear not appropriate for indoor use, such as cleats (footwear is required at all times)

NOTE: Book Bags & bags on rollers are not permitted. All book bags must be placed in a locker upon arriving at school and remain there throughout the school day. Book bags may not be carried from class to class.

PHYSICAL EDUCATION UNIFORMS

Students electing to take physical education classes will be required to wear the North Forsyth High School P.E. uniform during class. Uniforms can be purchased from the school. Students not able to purchase the P.E. uniform should make arrangements with the administration.

AFTER SCHOOL DETENTION

Detention after the normal school day of no less than 50 minutes.

SATURDAY SCHOOL

Saturday morning detention of no less than three hours.

IN SCHOOL SUSPENSION

Students will be assigned ISS for various discipline reasons. ISS does not count against a student's attendance record. Students are **responsible for obtaining assignments from their individual teachers prior to the assigned ISS date**. Failure to obtain these assignments will result in a ZERO for missed work. Makeup of Labs or other assignments that can not be done in the ISS classroom should be worked out with the individual teacher.

Students are not permitted to check out of and/or arrive tardy for ISS. Checking out of and/or arriving late to ISS will mean that students will serve another complete day in ISS. Dress code standards are to be followed when serving ISS. Removal from ISS for disciplinary action and/or sleeping will result in OSS and upon returning to school the student will serve a complete day of ISS.

A student may be suspended or expelled for violation of school rules or for other sufficient reasons. A principal or his or her designee may suspend a student for violation of school rules or any other act of misconduct or insubordination for a period not exceeding ten (10) school days. Oral notice and opportunity to discuss the matter with the administration must be given to the student as soon as practical. A principal or his/her designee may assign a student to in-school suspension for violation of school rules for any other act of misconduct or insubordination. Students, parents and appropriate staff may be informed of the specified number of days a student is assigned to the ISS program. The specified number of days may be altered by the principal or designee in his or her sole discretion as recommended by the ISS teacher based on the student's behavior and performance in the ISS program.

OUT-OF-SCHOOL SUSPENSION

Students who are suspended out-of-school are responsible for securing assignments and completing assignments by the time they return to school. Failure to do so will result in loss of credit for the assignments missed during the out-of-school suspension.

A principal or his or her designee may recommend to the superintendent that a disciplinary hearing panel be convened for consideration of long-term suspension or expulsion.

Any student subject to a disciplinary hearing who withdraws from the Forsyth County School system prior to the hearing must appear before a Disciplinary Hearing tribunal to determine the student's eligibility to return to the Forsyth County School System, in the event the student ever seeks to return to the system. Alternatively, the school district may, in its discretion, proceed with the tribunal in accordance with board policy despite the student's withdrawal from school.

Students will not be permitted to participate in or attend any school sponsored activities and extra-curricular activities including, but not limited to, athletics and marching band, on those days they are assigned to ISS or Out of School suspension.

SCHEDULE CHANGES

Registration for the current school year is completed during the previous spring when the faculty of NFHS invites student and parent participation in the student's course selection process. All student-initiated course request changes must be completed by the end of the spring semester. After this deadline, schedule changes are based on the following criteria ONLY: (a) completion of a scheduled course during summer school; (b) computer/data entry errors and/or (c) administrative changes.

Only those courses for which there is adequate enrollment and/or faculty will be offered in a given school year. Courses, number of sections, and staff assignments are determined on the basis of need. The high school reserves the right to cancel, without prior notification, any course and/or to rearrange any prescribed course sequence, and/or to make schedule changes for the purpose of leveling class sizes.

TRANSCRIPTS

Each senior may have one transcript per semester sent free. There will be a \$1.00 charge for all successive transcripts.

STUDENT RECORDS

"It is the policy of the Forsyth County Board of Education that accurate and complete student academic and discipline records shall be maintained for each student enrolled in the Forsyth County School System.

Confidentiality of student records shall be preserved while access is provided to parents, eligible students (those over eighteen years of age or enrolled in the postsecondary educational institutions), professional educators with legitimate educational interest, and those federal or state officials whose access is authorized in connection with an audit or evaluation of federal or state supported

education programs or for the enforcement or compliance with federal legal requirements related to those programs. The superintendent shall direct the publication or procedures through which parents or eligible students may request the correction of errors in student records.

Student records will be forwarded to schools within or outside the Forsyth County School System upon request of the school where a student is enrolling.”

WITHDRAWAL PROCEDURES

Withdrawals are initiated in the Guidance Office. Students should be accompanied by a parent or guardian.

CONFERENCES

Parent/teacher conferences may be scheduled with any staff member by contacting the appropriate teacher to schedule and appointment or through the counselor’s office. Twenty-four hour advance notice is required. Please use the telephone system or email to contact teachers individually with questions and/or concerns.

HONOR GRADUATES

To be considered an honor graduate, students must have a cumulative grade point average of 3.5 or higher through second semester of the senior year. The scale will be standard 4.0 scale. An extra quality point will be added to student’s grades who are enrolled in advance placement classes and earn 70 or above. The final GPA on the student’s permanent record will be computed through the Spring semester of the senior year.

EXAM POLICY

No exam will be administered prior to the assigned date and time. Students are expected to remain in class the entire period. Early checkout or unexcused tardy will result in a grade of zero for the Exam.

FIELD TRIPS

Field trips and/or school-sponsored activities do not count as an absence or early dismissal from school. Prior approval from the classroom teacher must be obtained before a student will be allowed to participate in field trip activities. Students that have excessive absenteeism, failing grades, discipline issues, etc., may not be approved to participate in field trip activities.

MEDICATIONS

All medications (prescription and nonprescription) must be brought to the school by the parent or guardian. No student will be allowed to bring medications to school. Students may not have medication in their possession, except with a physician’s order for emergency situations only. Medications brought in bags or other unmarked containers will not be accepted or given. Prescription medication

must be in the pharmacy container labeled with the child's name, date, name of medication, name of prescribing physician, time(s) the medication is to be given and name of pharmacy filling the prescription. Please ask your pharmacist to give you two labeled prescription bottles so that you have one bottle at home and one at school. Do not send medication to the school that needs to be given only once daily or two/three times a day unless the physician specifically states a time during the school day for the medication to be given. If medication can be given at home, please do so. Parents and guardian must provide specific instructions (including drugs and related equipment) to the nurse. It will be the responsibility of the parent/guardian to inform the school of any changes in pertinent data. A "Request for Administration of Medication" form must be completed by the parent/guardian. **New medications will not be given unless a new form is completed.** The bottom portion of the form is to be completed by the physician for **ANY** long-term medication (more than two weeks). The form may be brought to the school by the parent or faxed by the parent or physician. Due to the risk of Reye's syndrome in children under the age of 18, the school will require a physician's signature in order to give any aspirin-containing medications including Aspirin, Pepto-Bismol, and Excedrin. All forms of medication(s) must be taken to the nurse's office. Failure to turn medication in to the nurse's office is in violation of school policy and could result in disciplinary action. Any student that has been diagnosed as having epilepsy, diabetes, allergies, or any medical problem that might require emergency first aid services needs to submit the proper documentation to the nurse's office. This information should include the procedures need to be followed, person(s) to contact, and any other necessary information.

Communicable Disease

A child is not to return to school until fever, diarrhea, and/or vomiting has stopped for a full 24 hours without the aid of medication. Prescribed antibiotic medications for communicable diseases are to be given for 24 hours prior to return.

Students taking medication or feeling ill (except during emergency situations) must possess a clinic pass before being admitted for treatment.

Forsyth County Schools has partnered with the Breathe Georgia organization to implement a program for the emergency response to life threatening asthma or systemic allergic reactions (anaphylaxis). More than 20% of children have their first life threatening allergic reaction at school. Designated school staff members are trained to assess the clinical signs, call 911 and administer the medications (the Epipen injection or nebulized bronchiodialator). The student must be transported to the nearest emergency room for evaluation and treatment.

LUNCH PROGRAM

Nutritional lunches are served each day. You may participate in the free or reduced lunch program by making application at any time during the school year.

STUDENTS ARE NOT ALLOWED TO HAVE FASTFOODS BROUGHT IN DURING THE SCHOOL DAY. SNACKS ARE NOT TO BE PURCHASED DURING LUNCH TIME.

STUDENTS ARE NOT ALLOWED TO CHECK OUT OF SCHOOL FOR LUNCH. Students leaving school to go out to lunch will lose their parking privileges and receive after-school detention, ISS, OSS, Saturday School and/or other appropriate disciplinary consequences.

All students must stay in the lunchroom during the lunch period. Carbonated drinks are not allowed in the cafeteria. Students may not charge school meals.

Returned Check Policy: The Food and Nutrition Services Program will accept checks for exact payment of meals or prepayments to your child's debit account. The program will not cash personal checks or give change back when a check is received in payment. After the Board of Education, or any entity thereof, has received two (2) checks returned by a financial institution due to insufficient funds or closed accounts, all financial transactions thereafter will be on a cash only basis. Parents/guardians and the school will be given written notification when affected by this policy. The recipient school/department will make every attempt to collect on the returned check. If a household fails to comply a certified letter will be mailed to the household and a service charge of \$30 will be assessed to the author of the check. If the check is not cleared within ten (10) days of written notification, the matter will be turned over to the magistrate court of legal action.

Your Child's Automated Meal Account: For your convenience, each school has an automated system able to track the payment and purchasing activity of each individual's account. Meals may be pre-paid for the week, month, or even the year. Prepayment is encouraged because it eliminates the daily handling of money for the child, and reduces the time the student must stand in line waiting, providing them more time to eat. Students may purchase meals and extra foods sold through the School Nutrition Program with funds debited from their meal account. **If you wish to limit the use of your child's account to meals only, you must send a written note to the school's program manager stating that your child will not be allowed to purchase extra items off their meal account. Then if they select extra items on the line, they will be required to pay cash at the point of sale.**

FOOD AND DRINKS

Food and drinks are **NOT** allowed in the classroom during the school day. Chewing gum is **NOT** allowed.

Parties will not be permitted at any time during the school day unless approved by the principal.

No delivery items will be distributed before, during or after school to students (flowers, birthday presents, etc.).

LOST AND FOUND

Students who find lost or misplaced articles are asked to take them to the office where they can be claimed by the owner.

RESTROOMS

Students are expected to help keep the restrooms clean and should not write on the walls, stalls, or damage the facilities in any way. Restrooms are not for loitering. Smoking is not permitted any place on school property. Restrooms are monitored by the administration and staff.

A student who becomes ill should not remain in a restroom or leave campus. Sick students should report to the nurse's office immediately.

TELEPHONE

Students are not allowed to use the office telephones for personal calls. Emergency situations will be handled separately. In the event that a student receives a call, he/she will be called out of class only in the case of an emergency which will be handled and screened by administration.

Students are not permitted to use the telephone during class time. Telephone calls should be made before school or after school. If you become ill, your teacher should direct you to the attendance office or nurse's office for assistance.

Students making a telephone call during school hours must receive prior approval from administration. *Use of a personal cell phone is not permitted during the school day.**

SCHOOL VISITORS

Any visitor to the school must come to the office for a pass. Parents and members of the community are always welcome. Students **are not** permitted to bring visitors to school.

PERSONAL PROPERTY

Personal electronic devices, jewelry, or large sums of money **should not** be brought to school. **The school will not assume the responsibility for any stolen item(s).**

SCHOOL JURISDICTION

You are under school jurisdiction and authority at all school sponsored events and activities. You will be expected to follow all policies governing sponsored activity, or a school extra-curricular activity.

The school **will not** be held responsible for lost and/or stolen items. It is the student's responsibility to lock valuable items in a safe environment. Students are responsible for any books or items which are the property of the school that are assigned to them. Students must pay for lost, stolen or damaged textbooks or other school property.

INSURANCE

Student insurance will be offered each year. School day coverage and twenty-four hour coverage will be offered. Students participating in intramural, band, and extracurricular activities must have school insurance or a signed family waiver indicating personal insurance coverage.

TRANSPORTATION

Transportation is furnished to all Forsyth County students who are attending their base schools. Bus stops will be within .3 mile of the intersection of the parent's property and the first county maintained road. Excellent behavior on the bus is imperative in order for the bus driver to safely transport students to and from school and school activities. The school administration is responsible for assigning appropriate, effective consequences for inappropriate behavior.

SCHOOL BUS RULES

Misbehavior on the bus may result in disciplinary action including suspension from the bus (see code of conduct). The Forsyth County Schools Transportation Department provides basic transportation service for students to their assigned stops in the morning and afternoon. Due to the number of assigned riders on each bus, and because consistency is important to the development of safe riding behaviors and routines for students and bus drivers, high school administrators and transportation staff have determined that changes in bus transportation will not be permitted in Forsyth County High Schools. Students who board a bus other than their assigned bus or request to get off the bus at other than their assigned stop will be returned to the school where the parent may pick them up. Any exceptions will be made by the designee in the school office and only in the case of emergency.

SCHOOL NEWSPAPER

NFHS has a newspaper published by the Journalism class. All articles must be approved by the administration before publication and distribution. Students will be held accountable for the information printed in the school newspaper.

YEARBOOKS

Orders for the yearbook are done directly through the publishing company during the months of October, November, & December. Mailings are sent home in September with ordering directions and prices. Due to the impractical expense of ordering extra copies this is not a common practice. **Students are responsible for keeping up with picture dates to insure their picture is included. Only school pictures taken by school approved photographers will be used within the yearbook. If a yearbook has to be mailed to a student or former student, it will be at the expense of the student and not NFHS.**

CLASS RINGS

Class rings are ordered in the fall/spring of the sophomore year. Only students who have tenth grade status at the time may order rings.

NATIONAL HONOR SOCIETY

Only juniors and seniors will be considered as eligible for membership into the National Honor Society. Candidates must have a cumulative scholastic average of at least 95.0 or 3.8 on a 4.0 scale. Candidates shall then be evaluated on the principles of service, leadership, and character. Candidates are required to give evidence of service in three areas in school or community. They are also required to give evidence of leadership in at least two areas in school or community. Finally, candidates will be evaluated by the entire NFHS faculty as to their character. Character is measured in terms of integrity, **behavior**, ethics, and cooperation with both students and faculty. Respect, responsibility, and leadership in class will also be included as criteria for good character.

The final decision as to membership in NHS will be made by the NHS Faculty Council, which consists of five faculty members appointed annually by the principal. In order to be considered for selection in NHS, students meeting the grade point requirement will be given an activity form to complete. This activity form is not an application, but a documented summary of their service and leadership activities. Activity forms which are submitted past the announced deadline will not be accepted by the Council. The activity forms, along with the results of the character survey, will be given to the Faculty Council for its consideration of each student. The Faculty Council proceedings are confidential, according to the National guidelines established by NASSP. The Faculty Council is the final decision maker and reserves the right to deny membership to a student, even if he or she meets all the designated criteria. The advisors of the NHS are not voting members of the Faculty Council; they are considered ex officio members only.

Those students chosen for membership by the Faculty Council will be notified by mail following the council's decision.

Dues: Each member shall be assessed \$10.00 dues per year, payable prior to induction. Seniors will pay an additional cost for NHS stoles for graduation.

Service: Charter members shall participate in one chapter service project per semester, either physically, monetarily, or by providing a necessary ingredient for the project. Chapter members are welcomed and encouraged to suggest service project ideas to the advisors.

Dismissal: Attendance at all meetings or activities is required; students must see one of the advisors prior to the meeting or activity in order to be excused. Failure to participate in two NHS projects and in the induction ceremony is grounds for dismissal. The minimum GPA of 3.7 on a 4.0 scale must be maintained for continued membership in good standing. If GPA drops below 3.7, a one semester grace period is allowed to bring it back to the required level. Advisors will check GPA's at the end of each semester to monitor student's adherence to this policy. Only one reinstatement is permitted over the course of membership in the society. If at any time the member commits an offense serious enough to warrant Out of School Suspension, or intervention by officers of the law, or behaves in such a

manner as to bring dishonor upon the school and this organization, that member's name will be expunged from the membership record, and that member will not be eligible for reinstatement.

Graduation Stoles: In order to receive an NHS stole for graduation, seniors must maintain a minimum 3.7 GPA. Seniors must also adhere to the additional three principles of NHS through the end of the school year. Eligible NHS members will pick up stoles on the morning of graduation practice. This is the student's responsibility.

JUNIOR-SENIOR PROM

Only those students who are in the eleventh or twelfth grades at NFHS (and their dates) are permitted to attend the prom. A student must be a junior at the beginning of the year, not at the end of the first semester. Students are not allowed to purchase another student's prom ticket. Only students who are currently attending the high school have permission to attend the prom without an escort. A senior must walk with his/her escort during senior walk. Students in grades 9 and 10 must be escorted by a student in grades 11 or 12. Any junior or senior who did not earn his/her prom ticket must pay the ticket price or graduated price according to records kept by the sponsor. Juniors or Seniors with out-of-school date will pay a nominal fee for a ticket. Out of school dates must be approved by the school administration. The NFHS administration reserves the right to reject/deny out of school dates or persons not enrolled in NFHS.

There will be no refunds for prom tickets. Once you pay for a ticket the money is non-refundable. Students are not allowed to return to their car, parking lot, etc., once they have arrived, until they are ready to leave the grounds. Students and/or escorts may be subject to search and/or a breathalyzer if in question. Any money earned for a prom ticket must be returned according to the time frame indicated during the promotional. **Money not returned at the designated time will result in no credit being given toward a ticket.**

The Administration is not responsible for any activities that might arise in conflict with the prom date mandated by the state extracurricular calendar.

The Administration reserves the right to approve or disapprove any student wishing to attend the prom.

GRADUATION, INVITATIONS FOR GRADUATION, CAPS, GOWNS, DIPLOMAS

Orders for graduation-related items are placed through the senior sponsor(s). The student will pay for these items when the order is placed. Students who graduate early are responsible for getting their orders in and picking up their materials. The school cannot be responsible for calling all early graduates each time for ordering and picking up; however, there will be articles in the local paper announcing dates and times. Any problems encountered with orders must be

addressed by the student/parent directly to the company. No **refunds for senior fee(s) and/or activities.**

*****Seniors must follow school rules and attend graduation practice in order to participate in commencement ceremonies.**

GRIEVANCE PROCEDURE

Most concerns of students and parents can and should be resolved by honest and open communication between the teacher, administrators, students and parents. You and your parents have the right to appeal any decision made by the school in regard to your education or to any discipline measures that are taken. You should first discuss the problem with your teacher or your counselor. If this person cannot help you resolve the problem, then you may talk with either an assistant principal or the principal. All matters not settled at the school level may be referred to the central office.

If the need arises for a formal complaint from parents, we will follow these procedures:

- 1) A copy of the “Public Complaints Form” must be completed and signed by the person initiating the complaint. This form is available from the school principal.
- 2) Complaints should be returned to the school principal.
- 3) Parents should keep a copy of the form for their records.
- 4) The school principal or appropriate supervisor will investigate the situation, attempt to resolve the problem, and communicate with the parents. A copy of the complaint and action taken will be filed with the appropriate administrator in the central office.
- 5) Issues not resolved at the principal or supervisory level may be appealed to the appropriate administrator in the central office.
- 6) Issues not resolved at the administrative level may be appealed to the Superintendent.

PARKING

Parking is a privilege, **not a right** that is offered to the students at North Forsyth High School. *****Permits will be sold, for a fee, at dates and times to be determined by the administration. Failure to comply with parking rules and regulations will result in disciplinary action of some kind possibly including loss of the parking privilege for the remainder of the academic school year. Money will not be refunded in the event a parking pass is revoked.**

In order to qualify for a permit, one must have a minimum of a 2.00 GPA (overall), a “regular” valid driver license, be fully registered with the State of Georgia and have proof of insurance. Parking permits will be issued via a procedure and order determined by the administration. Rules and regulations will be listed on the parking pass application.

THE TEEN-AGE AND ADULT DRIVER RESPONSIBILITY ACT

This law mandates the school system to report non-compliant students **14-17 years old** for the purpose of denying or suspending the driver's license. A non-compliant student is defined as one who has:

- 1) Dropped out of school without graduating and has remained out of school for ten consecutive days;
- 2) Ten or more school days of unexcused absences in the current or previous academic year; or
- 3) Been found in violation by a hearing officer, panel or tribunal of one of the following offenses, has received a change in placement for committing one of the following offenses, or has waived his or her right to a hearing and pleaded guilty to one of the following offenses:
 - a. Threatening, striking, or causing bodily harm to a teacher or other school personnel;
 - b. Possession (internal or external) or sale of drugs or alcohol on school property; or
 - c. Possession or use of a weapon on school property (For the purpose of reporting non-compliance under this Act only, the term "weapon" shall be defined in accordance with O.C.G.A. §16-11-127.1 but shall not include any part of an archeological or cultural exhibit brought to school in connection with a school project),
 - d. Any sexual offense (including sexual touching) prohibited under O.C.G.A. Chapter 6 of Title 16; or
 - e. Causing substantial physical or visible bodily harm to or seriously disfiguring another person, including another student.

Due to a number of fatal car accidents involving teenagers, the Georgia State Legislature has adopted policies which regulate driving privileges for people under 18. Learner's permits for Class C licenses are still issued at age 15 after a successful written exam and are valid for two years. Anyone between the ages of 16 and 18 can apply for the new Class D license if he/she has a learner's permit which has not been suspended in 12 months and passes a road driving test.

Class D license holders must adhere to the following restrictions placed on their driving:

- 1) No violation of DUI laws and other traffic offenses such as reckless driving, racing, hit and run, and leaving the scene of an accident is permitted. (Georgia has a zero tolerance policy for underage DUI offenders resulting in an automatic conviction if the blood alcohol content is 0.02 grams or more).
- 2) No driving is permitted between 12:00 midnight and 6:00 a.m. unless traveling to or from activities involving school, religion, work, or in the case of a medical emergency.
- 3) No driving is permitted with more than three passengers under the age of 21, excluding family members.

These limitations do apply to out-of-state licensed drivers under the age of 18 when they are driving in Georgia. Driver's licenses for persons under 18 can be suspended for school attendance problems and behavior problems resulting in school suspension. For more information, call 404-657-9300 or 404-656-6996.

Georgia law (O.C.G.A. #40-5-24) prohibits certain licensed drivers from driving on public roads, streets or highways between the hours of **12:00 Midnight and 6:00 a.m.** It is the responsibility of individual students, to be informed as to the terms and conditions which currently exist or may be imposed upon driver's licenses issued by the State of Georgia, and to comply with such terms and conditions. It is **not** the responsibility of the Forsyth County Board of Education, its board members, employees or agents to either inform students of such terms or conditions, or insure compliance with the laws of this State.

Teenage Driver Curfew: Georgia law (O.C.G.A. # 40-5-24) prohibits Class D licensed drivers from driving on public roads, streets or highways between the hours of 12:00 Midnight and 6:00 a.m. It is the responsibility of individual students, to be informed as to the terms and conditions which currently exist or may be imposed upon driver's licenses issued by the State of Georgia, and to comply with such terms and conditions. It is not the responsibility of the Forsyth County Board of Education, its board members, employees or agents to either inform students of such terms or conditions, or insure compliance with the laws of this State.

GEORGIA LAW MANDATES

Possession of deadly weapons on school property is punishable by the law ".....it shall be unlawful for any person to carry to or to possess or have under such person's control while within a school safety zone or at a school building, school function, or school property, or on a bus or other transportation furnished by the school any weapon or explosive compound. . . Any person who violates this subsection shall be guilty of a felony and, upon conviction thereof, be punished by a fine of not more than \$10,000, by imprisonment for not less than two nor more than ten years, or both. . . As used in this code section, 'Weapon' means and includes any pistol, revolver, or any weapon designed or intended to propel a Missile of any kind, or any dirk, bowie knife, switchblade knife, ballistic knife, or other knife having a blade of three or more inches, straight-edge razor, spring stick, metal knocks, blackjack, or any flailing instrument consisting of two or more rigid parts connected in such a manner as to allow them to swing freely, which may be known as a nun chukka, nun chuck nunchuku, shuriken, or fighting chain, or any disc, of whatever configuration, having at least two points or pointed blades which is designed to be thrown or propelled and which may be known as a throwing star or oriental dart, or any weapon of any kind, and any stun gun or taser...

Georgia Code 16-11-127.1

Drug use is prohibited "It shall be unlawful for any person to manufacture, distribute, dispense, or possess with intent to distribute a controlled substance or marijuana in, on, or within 1,000 feet of any real property owned by or leased to

any public or private elementary school, secondary school, or school board used for elementary or secondary education. Any person who violates or conspires to violate...this Code section shall be guilty of a felony....”

Georgia Criminal Code 16-13-32.4

Street gang terrorism is punishable with prison The “Georgia Street Gang Terrorism Act” . . .provides that any person who actively participates in a criminal street gang with knowledge that its members engage in or have engaged in a pattern of criminal activity and who willfully promotes, furthers, or assists in any felonious criminal activity by Gang Members is guilty of a Misdemeanor. Any person convicted of a felony for the benefit of, at the direction of, or in association with any Criminal Street gang with the specific intention of promoting, furthering, or assisting criminal conduct by gang members shall be punished by an additional term or one, two or three years at the Court’s discretion.

Georgia Code 16-15-4

Staff to report violators “Any teacher or other person employed, at any public or private elementary or secondary school who has a reasonable cause to believe that a student at that school has committed any act upon school property or at any school function, which act is prohibited by any of the following . . . aggravated battery, sexual offenses, carrying deadly weapons at public gatherings, or possession and other activities regarding marijuana and controlled substances, may have a written report of that act and the name of the student to the principal of that school or the principal’s designee. . . Any principal who receives a report or has knowledge of any acts prohibited by these laws and has reasonable cause to believe the validity of the act(s) should notify the appropriate policy agency....”

Georgia Code 20-2-1184

SEXUAL HARASSMENT

Sexual harassment situations will warrant school disciplinary actions in accordance with severity of the circumstances. Likewise, stalking will be addressed in the same manner. Sexual harassment could be subject to the fullest extent of the federal and state law(s).

*****No Public Displays of Affection (PDA) of any kind.**

AREAS OF THE CAMPUS THAT ARE OFF LIMITS

- 1) Teacher’s workroom, lounge, equipment rooms, etc.
- 2) Parking lots, during school hours – students must enter the building in the morning immediately upon arrival.
- 3) Students assigned a class in the gymnasium, auditorium, field house, or stadium should attend these areas only at designated time frames; and should enter and/or exit only at the teacher’s request. Students found in these areas other than assigned times, will receive punishment for skipping class. Also, any student found in any unsupervised area during class time will be considered to be skipping class and/or in an unauthorized area.

Students arriving on campus before the first bell must report to the appropriate designated area. No student will be allowed in the building without proper supervision. Students are not allowed to wait in their vehicle(s) at any time during the day. Upon entering their vehicle after school, students must leave campus immediately.

Before and after NFHS normal operating hours, school personnel do not at various times supervise the school building or students.

ARTICLES PROHIBITED IN SCHOOL

You may not bring the following items to school:

- 1) Knives, guns or weapons of any type.
- 2) Tobacco, Lighters, Matches, Rolling Papers, Pipes, Cigars, and Cigarettes.
- 3) Radios, Tape Players, CD Players, IPODS, Hand Held Video Games.
- 4) Controlled substances (alcohol, drugs, etc.). Also, any prescription medications and/or over the counter medications not checked in with the school nurse.
- 5) Pagers/beepers, cell phones, or any communication devices that could disrupt the educational process.
- 6) Any item(s) that can disrupt the educational process (i.e. skateboards, rubber bands, water guns, water bottles).
- 7) Any item(s) that could be potentially dangerous such as spiked wristbands, spiked shin guards, spiked dog collars, chains, and/or any other object(s) that might contain spikes or be used as a weapon.
- 8) Laser pointers.
- 9) Gang related items.
- 10) Balloons, flowers, and other party paraphernalia.

Administration will determine when and if an item(s) will be returned. Administration is not responsible for items taken up.

CHEATING

Any student caught cheating on any assignment or examination will be given a zero for the assignment or examination and parents will be contacted by the teacher. Additional consequences may be a substitute assignment, detention, parent conference, Saturday School, In School Suspension, Out of School Suspension or Tribunal.

False Public Alarms: Bomb and other terroristic threats, fire alarms and prank 911 calls will not be tolerated. Consequences will include a parent conference, immediate suspension, referral to law enforcement and referral to a disciplinary tribunal hearing. If found guilty by a tribunal, the student is also subject to expulsion, long term suspension and restitution. The tribunal will impose restitution for all expenses incurred for lost instructional time and the restoration of the instructional process. Restitution may include but will not be limited to costs for: salaries, transportation, food and water, care for the handicapped, phone and

other communication, laboratory work and any other legitimate expense incurred in the restoration of the normal educational operation of the school and the school system.

Student Searches: Student cars brought on campus, student book bags, and school lockers, desks and other school property shall be subject to inspection and search by school authorities at all times without further notice to students or parents. The Forsyth County School System reserves the right to use “walk-through” and “hand-held” metal detectors and “drug or weapon sniffing” dogs at school and during any school function, including activities which occur outside normal school hours or off the school campus. Students are notified that these metal detectors will be used at the discretion of administrators.

Gang Related Activity: Gang related activity will not be tolerated in Forsyth County Schools. Students engaging in gang related activities will be subject to disciplinary action as defined in the Forsyth County Board of Education Code of Conduct and Discipline Procedures. See the definitions of Gang Member and Gang Related Activity below. In addition to those definitions, from time to time new types of gang communication methods or activities may be invented. In that event, the principal is authorized to further define and prohibit those newly developed activities. Gang member is defined as: A person who is part of an association of three or more people who form an allegiance for a common purpose and engage, individually or collectively in illegal behavior. Gang related activity is defined as: Any act of exhibition, individual or collective, which (1) communicates gang allegiance or affiliation; and/or (2) would be a criminal act if committed by an adult; and (3) is deemed to be gang related by the principal. Gang related activity includes but is not limited to: communication of gang affiliation through hand sign flashing, wearing of clothing, articles in a certain way or color scheme, jewelry, tattoos, gang symbols or graffiti on personal items, vandalism of public or private property, and acts of intimidation, threat, fighting and other forms of violence.

Gun Free Schools Act: Forsyth County Schools comply with the Gun Free Schools Act of 1994. A student who is determined to have brought a firearm to school will be expelled for a minimum of one year, subject to modification as controlled by federal law.

School Safety Hotline: Students are encouraged to report information about weapons, drugs, threats of violence or other dangerous or harmful situations to the principal or an assistant principal. Anonymous reports can be made by calling the School Safety Hotline Number, 1-877-SAY-STOP. Callers will not be asked to reveal their identity.

Piedmont Learning Center: Piedmont Learning Center (PLC) provides a structured alternative learning environment for Forsyth County students in grades 6-12. The purpose of Piedmont Learning Center is to service chronically or seriously disruptive students in an alternative setting by focusing on remediation of behavioral issues that frequently interfere with the learning process. The PLC goal is to prepare each student for a successful return to the base school and ultimately,

to graduate. Emphasis is placed on assisting and enabling the student to make appropriate life choices that are likely to ensure a successful return to the base school. Piedmont Learning Center students will receive basic academic instruction while the negative behaviors are being confronted and addressed. Because of the time lost away from the regular academic track at the base school, parents and students need to realize that the student may not be able to graduate on time. Therefore, a timely and successful return to the base school is advantageous to all concerned. Students are referred to PLC through a tribunal process, but must be accepted by the Piedmont administration following a parent, student, principal conference. There are very rigorous expectations of all Piedmont students that include wearing school uniforms, following a strict-code of behavior and submitting to periodic, random drug screening. There is no bus transportation provided to Piedmont except that which is required through an Individual Educational Plan for disabled students.

Emergency Notification to Parents: Parents are requested to make arrangements in advance for taking care of their children when schools are closed for emergency reasons. The plans should include arrangements for school closings; delayed openings and early dismissals. During any emergency situation, notification to parents will be via the school system website (<http://www.forsyth.k12.ga.us/>) and the broadcast media.

School Closing Information: School closings will be announced as described above at or before 6:00 a.m.

Delayed Opening Information: Delayed openings will be announced as described above at or before 6:00 a.m.

Early Dismissal Information: Early dismissals will be announced as described above. In the event of inclement weather, notification will be as soon as the decision is made. In the event of a school crisis, parents will be notified after the safety and security of students is assured.

Emergency Evacuation of Campus: In the event of a crisis situation that requires the evacuation of the school campus, students and staff will be transported to a safe, secured site. As soon as the safety and security of students is assured, traffic control is established and checkout preparations are made, parents will be notified as described above about family reunification procedures.

EDUCATIONAL OPPORTUNITIES

It is the policy of the Forsyth County Board of Education not to discriminate on the basis of sex, race, religion, or national origin in its educational programs, activities or employment policies as required by Title IX of the 1972 Education Amendments.

*****The Forsyth County Board of Education is an Equal Opportunity Employer**

DISCRIMINATION/HARASSMENT REPORTING

The Forsyth County School District does not discriminate on the basis of race, color, religion, national origin, age, disability or gender in employment decisions or educational programs and activities, including its athletic programs. Any student, employee, applicant for employment, parent or other individual who believes he or she has been subjected to harassment or discrimination by other students or employees of the school district based upon any of the factors listed above should promptly report the same to the principal of the school or the appropriate coordinator as listed below, who will implement the board's discriminatory complaints or harassment or discrimination to their school counselor. Equity coordinators for the school system are:

Title VI – Sharon Purdie (Students); Dr. Candace Norton (Personnel)

Title IX – Bruce Wagar (Students); Dr. Candace Norton (Personnel)

ADA and 504 – Sharon Purdie (Students); Dr. Candace Norton (Personnel)

Sports Equity – Dr. Candace Norton

Community Based Work Programs – Genise Tworek

Equity coordinators may be contacted at the Forsyth County Board of Education and Professional Development Center, 1120 Dahlenega Highway, Cumming, GA 30040. The phone number is 770-887-2461. Students and employees will not be subjected to retaliation for reporting such harassment or discrimination. A copy of the discriminatory complaints procedure under Forsyth County School District Policy GAAA/JAA (Equal Opportunity/Discriminatory Complaints) or under Policy IDFA (Gender Equity in Sports) is located in the school district policy manual that is available in either the school office or the central office.

NOTICE TO PARENTS/GUARDIANS AND ELIGIBLE STUDENT OF RIGHTS UNDER THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

Under the Family Educational Rights and Privacy Act (20 U.S.C. 1232g) (the "Act"), you have a right to:

- 1) Inspect and review, within 45 days of a request, the education records of a student who is your child, or in the case of a student who is (18) years of age or older, or those who are emancipated, your own education records. Parents or eligible students should submit to Mrs. Giddish a written request identifying the record(s) they wish to inspect. Mrs. Giddish will make arrangements for access and provide notice of such arrangements.
- 2) Request the amendment of the student's education records to ensure that they are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights. To request the school district to amend a record, parents or eligible students should write the school principal, specify the part of the record they want changed, and specify why it is inaccurate,

misleading, or otherwise in violation of the student's privacy or other rights. If the district decides not to amend the record, it will notify the parents or eligible students of the decision and inform them of their right to a hearing. Additional information regarding the hearing procedure will be provided with the notification of the right to a hearing.

- 3) Consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that the Act and the regulations promulgated pursuant to the Act authorize disclosure without consent. One exception which permits disclosure without consent is to school officials with legitimate educational interest. A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member; a member of the school board; a person with whom the district has contracted to perform a specific task (such as attorney, auditor, or therapist); or a parent or student serving on an official committee (such as a disciplinary or grievance committee). A school official has a legitimate educational interest if the official needs to review an educational record in order to fulfill his/her professional responsibility. Upon request, the school district forwards educational records without prior consent to another school in which the student seeks or intends to enroll.
- 4) File with the United States Department of Education a complaint under 20 S.F.R 99.64 concerning the alleged failures by the Forsyth County Board of Education to comply with the requirements of the Act or the regulations promulgated there under. The name and address of the office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, D.C. 20202-4605.

FERPA DIRECTORY INFORMATION NOTICE

The Forsyth County School District has designated the following as directory information.

- 1) Student's name, address, and telephone number
- 2) Student's date and place of birth
- 3) Student's participation in official school clubs and sports
- 4) Weight and height of student if he/she is a member of an athletic team
- 5) Dates of attendance at the Forsyth County School System schools and
- 6) Awards received during the time enrolled in Forsyth County School System

Unless you, as a parent/guardian or eligible student, request otherwise, this information may be disclosed to the public upon request. You have the right to refuse to allow all or any part of the above information to be designated as directory information and to be disclosed to the public upon request. If you wish to exercise this right, you must notify **the principal** in *writing within 10 days after enrolling or the start of school.*

You are also notified that from time to time students may be photographed, video taped, or interviewed by the news media at school or some school activity or

event; unless you, as a parent/guardian object in writing to your student being photographed video taped or interviewed, to the principal of the school where your student is enrolled. You must notify the principal of your objection by the date specified above. The principal will take reasonable steps to control the media's access to students. However, your submission of a written objection does not constitute a guarantee that your student will not be interviewed in circumstances which are not within the knowledge or control of the principal.

Equity: The school district does not discriminate on the basis of race, color, religion, national origin, age, disability, or sex in any of its employment practices, educational programs, child feeding program or any other service or activity. It is the policy of the Forsyth County Board of Education to comply fully with the requirements of Title VI, Title VII, Title IX, and Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act and all accompanying regulations. Any student, employee, applicant for employment for other person alleging a violation shall promptly notify the principal or the designated school system coordinator.

Harassment: The school district forbids sexual, racial and other harassment of all employees and students while at school, in the work place or at any school even or activity. Any student, employee, applicant for employment or other person alleging a violation shall promptly notify the principal or the designated coordinator for the school system.

NCLB PARENT NOTICE OF TEACHER QUALIFICATIONS

In compliance with the requirements of the *No Child Left Behind* statute, the Forsyth County School District informs parents that you may request information about the professional qualifications of your student's teacher(s). The following information may be requested:

- 1) Whether the teacher has met the Georgia Professional Standards Commission requirements for certification for the grade level and subject areas in which the teacher provides instruction;
- 2) Whether the teacher is teaching under an emergency or other provisional status through which Georgia qualifications or certification criteria have been waived;
- 3) The college major and any graduate certification or degree held by the teacher;
- 4) Whether the student is provided services by paraprofessionals, and if so, their qualifications.

If you wish to request information concerning your child's teacher's qualifications, please contact the Human Resources Department: 770-887-2461.

ACTIVITIES

Written permission is required from parents for students to participate in school sponsored clubs or organizations. (This does not include competitive interscholastic activities or events) Permission forms will be provided by the school or club sponsor and must be on file prior to the students' participation. Any extra-curricular activity is a school sponsored activity and therefore adheres to all school rules and regulations. **A student must be in attendance the entire day or if absent, the absence must be *excused* in order for the student to practice or participate in any extra-curricular activities.**

Any school performance (chorus, music, dramatic) has to be approved by sponsor or teacher.

GHSA SPORTSMANSHIP STATEMENT

The GHSA and its member schools have made a commitment to promote good sportsmanship by student/athletes, coaches, and spectators at all GHSA sanctioned events. Profanity, degrading remarks, and intimidating actions directed at officials or competitors will not be tolerated, and are grounds for removal from the event site. Spectators are not allowed to enter the competition area during warm-ups or while the contest is being conducted. Thank you for your cooperation in the promotion of good sportsmanship.

NFHS INTERSCHOLASTIC ACTIVITIES CODE

1) General Regulations

Georgia High School Association rules must be followed in all cases of eligibility, transfer, physical examinations, insurance coverage's, starting dates, use of school equipment, etc. Each coach or director has the responsibility to be knowledgeable of and to inform team members and parents and to enforce school and GHSA regulations in these matters. It is the responsibility of the athletic director to make needed information available to the coaches and directors and to assist them in the enforcement of school and GHSA regulations.

Any civil law, criminal law, or student handbook violation by a student athlete or student participant in interscholastic activities that is determined by the head coach/director and school administration to be detrimental to the athletic program, school, or community will result in counseling the student by the (a) head coach/director and athletic director, or (b) head coach, athletic director, and school administration, with possible suspension from extra-curricular activities.

An athlete or participant may not quit one sport or activity or tryout for another sport or activity following the first five days of the season. If, however, a student is not chosen for a sport or activity he/she will be permitted a total of five school days in which to tryout for another sport or activity. Failure to do so within the allotted five days will disqualify

the student from participation during that season in any other interscholastic sport or activity. The season will begin on the first official day of practice as established by the GHSA. If however, a student is permitted by the coach/director to tryout following the first official day, the five-day period will begin on his/her first day of practice.

Should an athlete or participant quit a team after the five day trial period he/she will not be permitted to participate in another sport or activity until completion of the season. The season will be considered completed following the final regular season game or completion or when that team or individual is eliminated from post season competition. Students must travel to and from competitions and/or **school sponsored activities** away from North Forsyth High School in transportation provided by the Forsyth County Schools. The only exceptions to this policy are as follows: Injury to a participant which may require alternate transportation, prior arrangement between the participant's parent/guardian and the coach/director for that activity. Such arrangement must include transportation with the parent/guardian and must be made a full 48 hours in advance of the team's departure time. This request must be done in writing and a copy must be provided to the athletic director.

Any display of unsportsmanlike conduct or illegal behavior while representing North Forsyth High School in an activity or sport will result in possible disciplinary action and counseling by the coach/director with suspension from competition a possible result.

Unexcused absence from established scheduled practice will result in disciplinary action by the coach/director in each activity with suspension from competition a possible result.

Violations requiring administrative action as established in the "Student Handbook" will result in suspension from extra-curricular activities for the duration of the student's suspension from school.

Completion of the season in a sport or activity is required in order for the student to be eligible for a varsity letter or additional team or individual awards. An exception would be an injury to a student which prevents further participation in the activity or sport.

2) Individual Coaches Rules

- a) Each coach/director may develop his/her own rules for their own team or squad.
- b) All team rules will be provided to the participants during the first week of practice.
- c) It will be the responsibility of the student to follow rules established by the coach/director of the particular sport or activity.

3) Substance Abuse

Any athlete or participant in a sport or activity known to be using or in the possession of any illegal substance(s), alcohol, and/or drugs will receive severe disciplinary action and will be subject to expulsion from the team.

4) Equipment

Each athlete or participant shall be responsible for all equipment and uniforms which are issued to them. Should the athlete or participant lose, damage, or destroy equipment or uniforms he/she will be required to make restitution.

5) Dual Sports

A student may participate in only one sport or activity per season. However, should both coaches/directors agree to a practice and game schedule arrangement, the student may then participate in more than one activity or sport for that season. Such an arrangement must be made in writing and provided to the athletic director.

6) Jewelry At no time will jewelry be permitted to be worn by an athlete during practices and games. This will include rings on fingers and in ears. The GHSA has determined such adornments to be potential safety hazards.

7) Hats and Headwear

Unless the item is a part of the uniform dress code for that team, no participant in a sport or activity will be permitted to wear hats and headwear while on campus or when representing North Forsyth High School at other locations. Should it be necessary for an athlete or participant in a sport or activity to wear a hat or headwear that is not part of the team uniform, he/she must present his/her request in writing to the athletic director.

8) Off Season Condition Program

Conditioning will be provided year round for students who are not part of a sports team for that season. Such programs shall not be deemed mandatory to be selected for a particular team. However, conditioning programs will supplement all sports programs while providing the benefit of injury prevention.

FAN BEHAVIOR/CONDUCT CODE

Enjoying the competition, enthusiastically celebrating, yelling and cheering for a team is welcomed and encouraged. Actively cheering against any team or individual is NOT allowed at any time. Examples of unacceptable behavior include, but are not limited to:

- obscene words or gestures
- profanity,
- racial, ethnic, sexually oriented, or religious comments or dress
- harassing participants-i.e. yelling, booing, or jeering at individuals

Unacceptable behavior can result in removal from the venue and possible disciplinary action.

Be positive. Cheer for your team rather than against the opposition!

Insurance

Each student participating in interscholastic athletics must provide proof of insurance. Failure to provide proof of insurance will prevent the student from participating until such proof is provided. Insurance for extra-curricular activities will be available for purchase at North Forsyth High School through a private vendor. The school is not responsible for any insurance expenses incurred by the student due to extra-curricular activities.

Acceptable Use of Forsyth County Schools Computers and Network Resources

It is the belief of the Forsyth County Board of Education that the use of technology for the purpose of information acquisition, retrieval, manipulation, distribution and storage is an important part of preparing children to live in the 21st century. The Board further believes that a “technology rich” classroom can significantly enhance both the teaching and learning process. This technology includes computer hardware, software, local and wide area networks and access to the Internet. Due to the complex nature of these systems and the magnitude of information available via the Internet, the Forsyth County Board of Education believes guidelines regarding acceptable use are warranted in order to serve the educational needs of students.

It shall be the policy of the Forsyth County Board of Education that the school system shall have in continuous operation, with respect to any computers belonging to the school having access to the Internet:

- 1) A qualifying “technology protection measure,” as that term is defined in Section 1703(b)(1) of the Children’s Internet Protection Act of 2000; and
- 2) Procedures or guidelines developed by the superintendent, administrators and/or other appropriate personnel which provide for monitoring the online activities of users and the use of the chosen technology protection measure to protect against access through such computers to visual depictions that are (i) obscene, (ii) child pornography, or (iii) harmful to minors, as those terms are defined in Section 1703(b)(1) and (2) of the Children’s Internet Protection Act of 2000. Such procedures or guidelines shall be designed to:
 - a) Provide for monitoring the online activities of users to prevent, to the extent practicable, access by minors to inappropriate matter on the Internet and the World Wide Web;
 - b) Promote the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications;

- c) Prevent unauthorized access, including so-called “hacking,” and other unauthorized activities by minors online;
- d) Prevent the unauthorized disclosure, use and dissemination of personal identification information regarding minors; and
- e) Restrict minors’ access to materials “harmful to minors,” as that term is defined in Section 1703(b)(2) of the Children’s Internet Protection Act of 2000.

The district’s technology resources are provided for educational purposes that promote and are consistent with the instructional goals of the Forsyth County School System. Use of computers and network resources outside the scope of this educational purpose is strictly prohibited. Students and employees accessing network services or any school computer shall comply with the district’s acceptable use guidelines. The district reserves the right to monitor, access, and disclose the contents of any user’s files, activities, or communications.

It must also be understood that the Internet is a global, fluid community, which remains largely unregulated. While it is an extremely valuable tool for educational research, there are sections that are not commensurate with community, school, or family standards. It is the belief of the Board that the Internet’s advantages far outweigh its disadvantages. The Forsyth County Board of Education will, through its administrative staff, provide an Internet screening system which blocks access to a large percentage of inappropriate sites. It should not be assumed, however, that users are completely prevented from accessing inappropriate materials or from sending or receiving objectionable communications.

Additionally, access to the Internet and computer resources is a privilege, not a right. Therefore, users violating the Forsyth County Board of Education’s acceptable use policy shall be subject to revocation of these privileges and potential disciplinary action.

**Forsyth County Schools Computers and Network Resources
Student Acceptable Use Guidelines**

Please read the following carefully. Violations of the Acceptable Use Guidelines may cause a student’s access privileges to be revoked, disciplinary action and/or appropriate legal action may be taken.

Any student who utilizes the computer lab(s) or any computer equipment at the school must be aware of certain policies for use of the equipment and/or facilities. Procedures are in place for the protection of students and equipment. Students will be held accountable for any violation of the following policies (as would be the case for any classroom disciplinary matter). A student and his/her parents will be responsible for damages and will be liable for costs incurred for service or repair.

Students are only allowed to utilize the computers and network to retrieve information and run specific software applications as directed by their teacher. Students are not permitted to explore the configuration of the computer, operating

system or network, run programs not on the menu, or attempt to do anything they are not specifically authorized to do.

Students are responsible for ensuring that any diskettes, CDs, memory sticks, USB flash drives, or other forms of storage media that they bring in from outside the school are virus free and do not contain any unauthorized or inappropriate files. Students may not bring personal computers or hand-held computing devices and connect them to the school network or Internet connection (including connecting to wireless access points).

Safety Issues:

1. Any on-line communication should always be at the direction and with the supervision of a teacher.
2. Never provide last name, address, telephone number, or school name online.
3. Never respond to, and always report to the teacher or parent, any messages that make you feel uncomfortable or that are from an unknown origin.
4. Never send a photo of yourself or anyone else.
5. Never arrange a face-to-face meeting with someone you met on-line.
6. Never open attachments or files from unknown senders.
7. Always report to a teacher any inappropriate sites that you observe being accessed by another user or that you browse to accidentally.

Examples of prohibited conduct include but are not limited to the following:

- A. Accessing, sending, creating or posting materials or communications that are:
- B. Damaging to another person's reputation,
- C. Abusive,
- D. Obscene,
- E. Sexually oriented,
- F. Threatening or demeaning to another person,
- G. Contrary to the school's policy on harassment,
- H. Harassing, or
- I. Illegal
- J. Using the network for financial gain or advertising.
- K. Posting or plagiarizing work created by another person without their consent.
- L. Posting anonymous or forging electronic mail messages.
- M. Attempting to read, alter, delete, or copy the electronic mail messages of other system users.
- N. Giving out personal information such as phone numbers, addresses, driver's license or social security numbers, bankcard or checking account information.

- O. Using the school's computer hardware or network for any illegal activity such as copying or downloading copyrighted software, music or images, or violation of copyright laws.
- P. Downloading, installing, or using games, music files, public domain, shareware or any other unauthorized program on any school's computer or computer system.
- Q. Purposely bringing on premises or infecting any school computer or network with a Virus, Trojan, or program designed to damage, alter, destroy or provide access to unauthorized data or information.
- R. Gaining access or attempting to access unauthorized or restricted network resources or the data and documents of another person.
- S. Using or attempting to use the password or account of another person or utilizing a computer while logged on under another user's account.
- T. Using the school's computers or network while access privileges have been suspended.
- U. Using the school's computer hardware, network, or Internet link in a manner that is inconsistent with a teacher's directions and generally accepted network etiquette.
- V. Altering or attempting to alter the configuration of a computer, network electronics, the operating system, or any of the software.
- W. Attempting to vandalize, disconnect or disassemble any network or computer component.
- X. Utilizing the computers and network to retrieve information or run software applications not assigned by their teacher or inconsistent with school policy.
- Y. Providing another student with user account information or passwords.
- Z. Connecting to or installing any computer hardware, components, or software which are not school system property to or in the district's technology resources without prior approval of the district technology supervisory personnel.
- AA. Bringing on premises any disk or storage device that contains a software application or utility that could be used to alter the configuration of the operating system or network equipment, scan or probe the network, or provide access to unauthorized areas or data.
- BB. Downloading or accessing via e-mail or file sharing, any software or programs not specifically authorized by Technology personnel.
- CC. Bypassing or attempting to circumvent network security, virus protection, network filtering, or policies.
- DD. Possessing or accessing information on school property related to "Hacking", or altering, or bypassing network security or policies.
- EE. Participating on message boards without teacher direction, or in live chat using but not limited to AIM, Yahoo, or MSN Messenger.

FF. Students should follow the guidelines below when performing Internet searches.

- a. High School:
- b. If students in grades 9-12 use any search engines other than a child-friendly search engine, they must use the advanced search page of internet search engines in order to develop more reliable, useful, and relevant search results
(see <http://www.forsyth.k12.ga.us/studentportal> for examples).

Forsyth County Schools Computers and Network Resources Web Site Posting Guidelines:

I. Student Information, Work, and Pictures:

1. Web pages hosted from Forsyth County School District's web server may contain a reference to a student. This includes references to students in photographs or in text.
2. The following student information is acceptable to include in conjunction with text or photograph, unless parent(s) request that no information on their child be posted on the school's web page*.
 - A student's photograph or exemplary classroom projects may be posted, but the school system is careful not to associate a student's full name in such a way that it can be identified with a photograph of a student.

II. On Copyright

1. Unauthorized use of copyrighted material is prohibited. All copyrighted material must be properly cited using standard citation information. Giving credit (web address or active link) to a company or individual (celebrity, for instance) that has created text, a graphic, etc. for a school page may be allowed, assuming the site is not blocked by the district filter.

III. Prohibited Content/Items

1. Personal communications information about staff and parent volunteers: non-district email addresses, non-district mailing address, and non-district phone numbers except as approved by the building principal and the parent volunteer whose information is to be released.
Example: PTSO/PTA/Booster Organization officer/contact requests to have their personal email address listed in the appropriate area on the school's page(s) and principal approves the request.
2. Student personal contact information of any kind
3. Links to staff, volunteers or student's "personal" home pages that are on remote, non-district web servers (not hosted on Forsyth County School's equipment)
4. Links to "non-official" Forsyth County Schools related sites that are hosted on remote, non-district web servers - Examples: athletic booster pages, PTA

pages, etc. This prohibition includes teacher-created classroom pages or online services that may inform parents and visitors of the school district's site or classroom activities.

The school system will provide hosting services for school-related web postings of booster club organizations, PTA groups, teachers, etc. following the same protocol and guidelines presented in this document.

5. Counters: If a school wants a Web page counter on its site, it must be an "invisible" counter. Tracking information on the use of a school's web site and individual sections can be obtained from the Central Office through a tracking utility called "WebTrends."

*****All rules and regulations in this handbook are subject to change and/or revision by the administration without prior written notification. All rules and regulations can not be covered in the space of this handbook. However, students can be held accountable for any unwritten rule or regulation that might impede the educational process of the school.**

North Forsyth High School Alma Mater

From the paths in deepest valleys,
Reaching to the mountain tops,
Paving roads for those to follow since our birth.

Sing the song of hope and struggle,
Never pause to look behind,
We shall forge ahead to make our marks on earth.

As the road before us broadens,
And we strive to meet our dreams,
Seeking favor as our lives are put to test.

Making time for today in earnest to preserve our future's light,
Never lost or forgotten but the best!

NOTE: Students are responsible for all information, rules and regulations as outlined in this book. Also, the information in this book serves as the warning of any misbehavior.