

Southside High School

2021-2022

STUDENT AGENDA



Neither this handbook nor any part of it should be construed as a contract itself. This handbook is not intended to be comprehensive. It is to serve as a guide for the students, parents, and faculty of Southside High School. The school reserves the right to make changes or exceptions to statements in this handbook. Final interpretation of all school rules and regulations is left to the principal of the school.

Principal: Dr. Andre M. Dukes
6630 Frontage at White Horse Road
Greenville, S. C. 29605
(864) 355-8700

<http://www.greenville.k12.sc.us/shs/index.asp>

<http://www.greenville.k12.sc.us>

Student: _____

First Period Teacher: _____

Homeroom Teacher: _____

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Southside High School An International Baccalaureate High School

Principal: Dr. Andre M. Dukes

Assistant Principals:

Kenneth Skipper.....9th
Angel Stepp.....10th
Regené Ransome.....11th
Dr. Christopher Emerson.....12th

Vision:

Create world-class educational opportunities that prepare college and career ready graduates.

Commitment:

1. To provide an education that opens doors for college, career and engaged citizenship for all.
2. To accelerate learning opportunities and provide a system of structured support.

Mission:

To stimulate lifelong learning and to promote an understanding of community and curriculum standards by providing opportunities for students to apply acquired skills and by modeling desired behavior and attitudes. We will know students are learning and becoming productive, involved, caring citizens by maintaining data that chart their progress so we can provide various levels of intervention to guide students toward success.

Motto:

Celebrating Diversity. United in Learning.

Our Goals for Students:

1. Contribute to the well-being of the school community by fostering a safe, inclusive and supportive learning environment.
2. Graduate high school in four years, college and/or career ready.

3. Achieve and apply language and mathematical literacy.

2

Alma Mater:

**Hail, Alma Mater,
Southside High School, Hail!
Long may you reign victorious,
Long your Honor shine.**

Refrain

**Hail, Alma Mater,
Laurels carried high;
Southside High School we praise thee
With heart and hand and voice!**

**As we tread our pathway
Striving for our goal,
Let God's guiding hand be
Ever ours to hold.
Loyal to our colors,
Loyal to our creed,
Loyal to our dear Southside,
Ever will we be.**

Southside High School Bell Schedules - 2021-2022

Regular Bell Schedule

| |
|--|
| *1 st Bell (Release from Cafeteria) 8:35 am |
| *Warning Bell 8:40 am |

| |
|--|
| *1 st Block 8:45 – 10:15 a.m. |
| 1 st Period 8:45 - 9:30 a.m. |
| 2 nd Period 9:32 - 10:15 a.m. |
| *Class Exchange 10:15 - 10:20 a.m. |

| |
|---|
| Pledge and Announcements 10:20 - 10:25 a.m. during second block |
| *2 nd Block 10:20 - 11:55 a.m. |
| 3 rd Period 10:25 - 11:10 a.m. |

| |
|---|
| 4 th Period 11:12 - 11:55 a.m. |
| *Class Exchange 11:55 - 12:00 p.m. |

| |
|--|
| *1 st Lunch 12:00 - 12:30 p.m. |
| *3rd Block 12:00 p.m. - 2:10 p.m. |
| 5 th period 12:00 - 12:47 p.m. |
| *2 nd Lunch 12:52 p.m. - 1:22 p.m. |
| <u>6th Period 1:27 - 2:10 p.m.</u> *3 rd Lunch 1:40 - 2:10 p.m. |
| *Class Exchange 2:10 - 2:15 p.m. |
| *4th Block 2:15 - 3:45 p.m. |
| 7 th Period 2:15 - 3:00 p.m. |
| 8 th Period 3:02 - 3:45 p.m. |
| *Dismissal 3:45 p.m. |

Southside High School operates on a 4 period school day. Each student has an opportunity to earn 8 credits per school year. Each class period is 90 minutes long. Lunch is a 30 minute period between block 2 and 3. Some classes operate on an A/B block schedule. Each student will still attend four 90 minute classes per day. However, some courses meet every other day. Full credit courses on an A/B schedule will meet every other day for the entire school year.

Examples

- 1-2 (A-B) : 1st Block
- 3-4 (A-B) : 2nd Block
- 5-6 (A-B) : 3rd Block
- 7-8 (A-B) : 4th Block
- 1-2 A and 1-2 B : presents yearlong A/B schedule (every other day)

Southside High School Bell Schedules - 2021-2022

Structured Learning Time (SLT) Wednesdays ONLY

| |
|---|
| 1 st Bell (Release from Cafeteria) 8:35 am |
| Warning Bell 8:40 am |

| |
|--|
| 1 st Block 8:45 - 10:10 a.m. |
| 1 st Period 8:45 - 9:30 a.m. |
| 2 nd Period 9:32 - 10:10 a.m. |
| Class Exchange 10:10 - 10:15 a.m. |

| |
|---|
| Advisory or Structured Learning Time (SLT) 10:15 - 10:45 a.m. |
| Class Exchange 10:45 - 10:50 a.m. |

| |
|---|
| 2nd Block 10:50 - 12:20 p.m. |
| 3rd Period 10:50 - 11:32 a.m. |
| 4 th Period 11:34 - 12:20 p.m. |
| Class Exchange 12:20 - 12:25 p.m. |

| |
|--|
| 1 st Lunch 12:25 - 12:55 p.m. |
| 3 rd Block 12:25 p.m. - 2:17 p.m. |
| 5 th period 12:25- 12:55 p.m. |
| 2 nd Lunch 1:00 p.m. - 1:30 p.m. |
| 6th Period 1:35 - 2:17 p.m. |
| 3 rd Lunch 1:45 - 2:17 p.m. |
| Class Exchange 2:17 - 2:22 p.m. |
| 4 th Block 2:22 - 3:45 p.m. |
| 7 th Period 2:22 - 3:03 p.m. |
| 8 th Period 3:05 - 3:45 p.m. |
| Dismissal 3:45 p.m. |

Southside High School Bell Schedules - 2021-2022

First Four Days of School

| |
|--|
| *1 st Bell (Release from Cafeteria) 8:35 am |
|--|

| |
|-----------------------|
| *Warning Bell 8:40 am |
|-----------------------|

| |
|-------------------------|
| Homeroom 8:45 - 9:25 am |
|-------------------------|

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|--|
| *1st Block 9:30 - 10:50 am |
|--|

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|--|
| 1 st Period 9:30 - 10:15 a.m. |
|--|

| |
|---|
| 2 nd Period 10:17 - 10:50 a.m. |
|---|

| |
|------------------------------------|
| *Class Exchange 10:50 - 10:55 a.m. |
|------------------------------------|

| |
|---|
| *2nd Block 10:55 - 12:15 p.m. |
|---|

| |
|---|
| 3 rd Period 10:55 - 11:35 p.m. |
|---|

| |
|---|
| 4 th Period 11:37 - 12:15 p.m. |
|---|

*Class Exchange 12:15 - 12:20 p.m.

| |
|---|
| *1 st Lunch 12:20 - 12:50 p.m. |
|---|

| |
|---|
| *3rd Block 12:20 p.m. - 2:10 p.m. |
|---|

| |
|--|
| 5 th period 12:20 - 1:00 p.m. |
|--|

| |
|--|
| *2 nd Lunch 1:05 p.m. - 1:35 p.m. |
|--|

| |
|---|
| <u>6th Period 1:40 - 2:10 p.m.</u> |
|---|

| |
|---|
| *3 rd Lunch 1:40 - 2:10 p.m. |
|---|

| |
|----------------------------------|
| *Class Exchange 2:10 - 2:15 p.m. |
|----------------------------------|

| |
|---|
| *4th Block 2:15 - 3:45 p.m. |
|---|

| |
|---|
| 7 th Period 2:15 - 3:00 p.m. |
|---|

| |
|---|
| 8 th Period 3:02 - 3:45 p.m. |
|---|

| |
|----------------------|
| *Dismissal 3:45 p.m. |
|----------------------|

Greenville County Schools Student Calendar 2021-22

December 2020

| August 2021 | September 2021 | October 2021 | November 2021 | December 2021 | January 2022 |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| S M T W T F S | S M T W T F S | S M T W T F S | S M T W T F S | S M T W T F S | S M T W T F S |
| 1 2 3 4 5 6 7 | 1 2 3 4 5 6 7 | 1 2 3 4 5 6 7 | 1 2 3 4 5 6 7 | 1 2 3 4 5 6 7 | 1 2 3 4 5 6 7 |
| 8 9 10 11 12 13 14 | 8 9 10 11 12 13 14 | 8 9 10 11 12 13 14 | 8 9 10 11 12 13 14 | 8 9 10 11 12 13 14 | 8 9 10 11 12 13 14 |
| 15 16 17 18 19 20 21 | 15 16 17 18 19 20 21 | 15 16 17 18 19 20 21 | 15 16 17 18 19 20 21 | 15 16 17 18 19 20 21 | 15 16 17 18 19 20 21 |
| 22 23 24 25 26 27 28 | 22 23 24 25 26 27 28 | 22 23 24 25 26 27 28 | 22 23 24 25 26 27 28 | 22 23 24 25 26 27 28 | 22 23 24 25 26 27 28 |
| 29 30 31 | 29 30 31 | 29 30 31 | 29 30 31 | 29 30 31 | 29 30 31 |

5K-12 Important Dates

5K-12 School Start/End Dates

| | |
|-----------|-----------|
| First Day | August 17 |
| Last Day | June 2 |

Student Holidays

| | |
|---------------------------|----------------|
| Labor Day | September 6 |
| Teacher Professional Dev. | October 18-19 |
| Thanksgiving Break | November 24-26 |
| Winter Break | December 20-31 |
| Teacher Professional Dev. | January 14 |
| MtL Day | January 17 |
| Student/Teacher Holiday | February 18 |
| Presidents' Day | February 21 |
| Teacher Professional Dev. | March 18 |
| Spring Break | March 21-25 |
| Student/Teacher Holidays | April 15-18 |
| Memorial Day | May 30 |

Student Half-Days

| | |
|----------|-------------|
| Half Day | December 17 |
| Half Day | June 2-3 |

Grading Periods

| | |
|-----------------|------------|
| End 1st Quarter | October 15 |
| End 2nd Quarter | January 13 |
| End 3rd Quarter | March 17 |
| End 4th Quarter | June 3 |

Report Cards

| | |
|-----------------|------------|
| 1st Report Card | October 21 |
| 2nd Report Card | January 20 |
| 3rd Report Card | March 20 |
| 4th Report Card | Mailed |

Other Important Dates

| | |
|---------------------------------------|--------------------|
| 5K & First Grade Registration/2022-23 | Dec 4-18 |
| 4K Application/2022-23 | Jan. 10 - March 11 |
| High School Graduations | May 31, June 1-3 |

Learning Days

As an Allarming District it is necessary to close school on a day if student attendance due to inclement weather drops to the 75% and any subsequent days will be made up through summering. The makeup will occur on the day of closure. (This statement required per State Department of Education recommendation of SC District SP-1-025)

Religious Observances

School officials cooperate with students and employees when they need to be absent to participate in religious observances. Students missing school are given an opportunity to make up work without penalty. Employees may use personal days (in vacation if applicable) to observe religious holidays.

4K Calendar

Link to 4K Calendar
or Visit <https://indd.usdsc.edu/view/542cb218-7a79-403a-b726-89c367a82b5c>

Testing Calendar

Link to Important Testing Dates
or Visit http://gcsd.usdsc.edu/2022
Dates subject to change, check back regularly.



| February 2022 | March 2022 | April 2022 | May 2022 | June 2022 | July 2022 |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| S M T W T F S | S M T W T F S | S M T W T F S | S M T W T F S | S M T W T F S | S M T W T F S |
| 1 2 3 4 5 6 7 | 1 2 3 4 5 6 7 | 1 2 3 4 5 6 7 | 1 2 3 4 5 6 7 | 1 2 3 4 5 6 7 | 1 2 3 4 5 6 7 |
| 8 9 10 11 12 13 14 | 8 9 10 11 12 13 14 | 8 9 10 11 12 13 14 | 8 9 10 11 12 13 14 | 8 9 10 11 12 13 14 | 8 9 10 11 12 13 14 |
| 15 16 17 18 19 20 21 | 15 16 17 18 19 20 21 | 15 16 17 18 19 20 21 | 15 16 17 18 19 20 21 | 15 16 17 18 19 20 21 | 15 16 17 18 19 20 21 |
| 22 23 24 25 26 27 28 | 22 23 24 25 26 27 28 | 22 23 24 25 26 27 28 | 22 23 24 25 26 27 28 | 22 23 24 25 26 27 28 | 22 23 24 25 26 27 28 |
| 29 30 | 29 30 31 | 29 30 31 | 29 30 31 | 29 30 31 | 29 30 31 |

Greenville County Schools | 301 E. Campdown Way, Greenville, SC 29601 | 864-355-3100 | greenville.k12.sc.us

Please note: Special schedules, state testing, and unforeseen events will be published on the daily bulletin on the school website. The SHS monthly calendars are on the school website.

Responsibility and Disclaimer

Student Responsibility for Handbook

Students are responsible for reading this handbook and knowing its contents. All students at Southside High School are

instructed to share this handbook to their parents/guardians. Any parent wishing to obtain a copy of the handbook can access it on the school's website. All students will have access to the handbook.

Disclaimer

Neither this handbook nor any part of it should be construed as a contract itself. This handbook is not intended to be comprehensive. It is to serve as a guide for the students, parents, and faculty of Southside High School. The school reserves the right to make changes or exceptions to the statements in this handbook. Final interpretation of all school rules and regulations is left to the principal of the school. Discipline policies included in this publication are based on information at the time of printing.

Sex & Handicap Discrimination

Title IX of the Educational Amendments of 1972, prohibits discrimination against any student or employee on the basis of sex. Section 504 of the Rehabilitation Act of 1973 forbids discrimination against any student or employee on the basis of handicap. Greenville County Schools does not discriminate in admission or access to, or treatment and employment in, any of its programs or activities on the basis of sex, handicap, or other unlawful criteria such as age, race, religion, or national origin.

Complaints about discrimination on the basis of sex, handicap, or other unlawful criteria should be taken to the local building principal or immediate supervisor with the objective of resolving the matter informally. If a complaint cannot be resolved in this manner, then established grievance procedures should be used. Student grievance procedures are contained in District Rule JCE, and employee grievance procedures are contained in District Rule GAE. Both of these procedures are available in any principal's office. Further information about laws and regulations concerning sex, handicap, and other discrimination or about grievance procedures may be obtained from the district office.

Attendance Regulations

All students are required to attend a public or private school or kindergarten beginning at age five (5) and continuing until their 17th birthday. Students are counted present only when they are actually in school, on homebound instruction, or are present at an activity authorized by the school principal. A student is considered in attendance when present for at least three (3) hours of a school day.

SHS will move to a block schedule for the 2021-2022 school year. With this change, students will move from seven year-long classes to eight courses per year, split between two semesters. In block semester classes, students are allowed five (5) unexcused absences or parent notes for the duration of the course. In quarter classes on block schedule, students are allowed three (3) unexcused absences or parent notes for the duration of the course. Students who miss more than five days without "lawful absences" (ie. medical note, bereavement, court date...) will have to take the course again, regardless of the grade earned in the class. Please remember that parent notes are considered "unlawful" based on the state's compulsory attendance law and will count toward a student's maximum allowable absences.

NOTE: Virtual students are counted present when they are present in a Google Meet for the entire class time and have their cameras on. Any student who misses school must submit a written excuse for absences within two (2) days of the student's absence signed by the parent, legal guardian, or healthcare professional to the following email address: virtualattendancehigh@greenville.k12.sc.us.

- A. Absences caused by a student's illness and whose attendance in school would endanger his or her health or the health of others. These absences must be verified by a physician statement within two (2) days of the student's return to school.
- B. Absences due to an illness or death in the student's immediate family must be verified by a statement from the parent within two (2) days of the student's return to school.
- C. Absences due to a recognized religious holiday of the student's faith when approved in advance. Such requests must be made to the principal in writing.
- D. Absences for students whose parents/guardians are experiencing a military deployment. Specifically absences when the parent or legal guardian of a student is an active duty member of the uniformed services and has been called to duty for, is on leave from, or immediately returned from deployment to a combat zone or combat support posting, shall be excused as long as such absences are reasonable in duration as deemed by the principal so that the student can visit with his or her parent or legal guardian relative to such leave or deployment of the parent or legal guardian.
- E. Absences due to activities that are approved in advance by the principal. This would include absences for extreme hardships. Such approval should be prearranged when possible.

II. Unlawful Absences

- A. Absences of a student without the knowledge of his or her parents.
- B. Absences of a student without acceptable cause with the knowledge of his or her parents.

III. Approval of Excessive Absences on the Block Schedule and Approval Credit

A. Absences

For students in grades K-12, principals shall promptly approve or disapprove any student's absence in excess of five (5) days for a 90-day semester course, whether those absences are lawful, unlawful, or a combination of the two. A student does not exceed the 5 day absence limit until the student has reached his or her 6th unlawful absence for a 90-day semester course..

B. Carnegie Credit

The school year consists of 180 school days. To receive credit, high school or students in middle school taking courses for graduation credit must attend at least 85 days of each 90-day semester course and at least 170 days of each 180- day year course, as well as meet all minimum requirements for each course.

In order to receive one Carnegie unit of credit, a student must be in attendance at least 120 hours, per unit, regardless of the number of days missed, or must demonstrate proficiency as determined by the District. This exception to the 120-hour requirement is to be administered by the District on a case-by-case basis and only for students who have excessive absences that have been approved. General requests for proficiency-based credit must be made through the process described in Regulation 43-234. Students whose absences are approved should be allowed to make up any work missed in order to satisfy the 120-hour requirement. In order to receive high school credit after the 5th unlawful absence for a 90 day course, “**seat time recovery**” is required for every subsequent absence that is unlawful. (*Note: the 10 day absence limit applies to each 180-day course and should be considered 5 days for each 90-day course.*). A student must attend the majority of a class session during a school day to receive credit for that class.

IV. Absences and Participation in Extracurricular Events

Students are not eligible to participate in any extracurricular events unless they are present for at least 2 periods (1/2 of the school day) on that day.

This participation includes but is not limited to athletic events, band or choral performances, club activities, competitions, prom, pageants, etc. **Suspended students are ineligible for participation in or attendance at any school activity during their suspension.**

Early Dismissals

Early dismissals before the end of the regular school day are discouraged. Whenever possible, a student should try to arrange appointments around school hours. All early dismissals will be classified as excused or unexcused by the Attendance Clerk. Unexcused early dismissals will count against a student's attendance record.

The following will be classified as excused dismissals:

1. Medical appointments (must bring a doctor's statement).
2. Illness of student or immediate family.
3. Death in the immediate family.
4. Prearranged absence by parent and administrator.

Early Dismissal Procedure:

1. A written request must be provided stating the reason for dismissal, time of dismissal, a telephone number where the parent can be contacted before 10 a.m., and signed by the parent or guardian. ***Forgery of a written request for early dismissal will result in disciplinary action.***
2. **This note must be brought to the front office before 8:45 A.M. on the day of early dismissal.** The office staff will contact the parent to verify the dismissal. **IF NO VERIFICATION CAN BE MADE, THE STUDENT WILL NOT BE RELEASED.**
3. Students must sign out in the front office when leaving or the absence will be classified as a cut. **4. Parents who do not send a note in advance must come into the school building and sign the student out. No early dismissals will be approved over the phone. Students are not released to anyone whose name is not in POWERSCHOOL and who does not have proper identification.**

Students with permanent early dismissals are expected to leave campus within 5 minutes from the ending of their last class. Students with late arrivals must stay in the cafeteria until the beginning of their class. Students found loitering in the building will face disciplinary action or enrollment in a class course.

Early Dismissals Due to Illness

Any student who becomes ill at school must secure a pass from the teacher and report to the Health Room. If a student is too ill to return to class, the nurse will contact the parents and dismiss the student. Students are to come to the Health Room from a class and have a signed and timed pass from the teacher. Students are not to come to the Health Room between classes. **Students who are ill are not to use a school phone or a cell phone to call a parent about dismissal for sickness; the nurse will call the parents.** Dismissals from the Health Room are considered lawful absences.

No early dismissals granted after 3:00 P.M. or during exams.

Tardiness

Tardiness to school:

Students are expected to report to their first period class by **8:45 A.M.** **Students must be in their classrooms when the tardy bell rings. Any student reporting after 8:45 A.M. must report to the attendance office.** All tardies will be classified as unexcused except for:

- 1) Doctor or dentist appointment (Parent notes will not be accepted, only medical notes.)

- 2) Administrative approval
- 3) Arriving on a late school bus (Those arriving late will receive a color coded bus pass.)
- 4) Any student arriving at school after 9:10 a.m. will be considered absent from their first period.

All others will receive an unexcused tardy slip. Tardiness to school infractions will be recorded, and repeat offenders will be subject to the school's disciplinary guidelines.

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Tardiness to class:

Students are expected to be in the classroom before the tardy bell rings for class. Repeat offenders will be subject to the school's disciplinary guidelines.

Consequences per Semester

1st – 2nd Offense.....Parent Contact
 3rd Offense:.....Referral to Administrator, Warning, Parent Contact
 4th Offense:.....1 hour detention
 5th Offense:.....2 hour detention
 6th Offense:.....OSS

Truancy

The School District recognizes that truancy is primarily an educational issue and that all reasonable, educationally sound, corrective actions should be undertaken by the school district prior to resorting to the juvenile justice system. For purposes of this section (truancy and compulsory attendance), a parent may provide up to **five (5)** parent notes excusing a student illness or an absence related to an immediate family member's illness or death. However, in order for any subsequent absence related to an illness to be lawful it must be supported by a physician statement/medical note. Students leaving campus without permission will be subject to school disciplinary action.

Truant

A child, ages 6 to 17 years, meets the definition of a truant when the child has three (3) consecutive unlawful absences or a total of five (5) unlawful absences.

Habitual Truant

A "habitual" truant is a child, ages 12 to 17 years, who fails to comply with the intervention plan developed by the school, the child, and the parent(s) or guardian(s) and who accumulates two (2) or more additional unlawful absences. This child may need court intervention and an initial truancy petition may be filed. The written intervention plan, and documentation of noncompliance, must be attached to the truancy petition asking for court intervention.

Chronic Truant

A "chronic" truant is a child, ages 12 to 17 years, who has been through the school intervention process, has reached the level of a "habitual" truant, has been referred to Family Court and placed on an order to attend school, and continues to accumulate unlawful absences. Should other community alternatives and referrals fail to remedy the attendance problem, the "chronic" truant may be referred to the Family Court for violation of a previous court order. All school intervention plans existing to this point for this child and family must accompany the Contempt of Court petition as well as a written recommendation from the school to the court on action the court should take.

General Student Information

Academic Information

To be promoted to the next grade level:

- 9th to 10th – 5 credits including 1 English and 1 Math
- 10th to 11th – 11 credits including 2 English, 2 Math and 1 Science
- 11th to 12th – 17 credits including 3 English, 3 Math and 2 Science
- Students earning credits during the school year who have met the requirement will be promoted after 1st semester and only if they are passing all classes at that time.

A total of 24 units of work must be completed in order to earn a South Carolina High School Diploma. 11

The units that must be earned for a South Carolina High School diploma are:

| | | |
|--|---------------------------------|--|
| Language Arts (English) 4 units | Mathematics 4 units | Physical Education or JROTC 1 |
| US History 1 unit | | Electives 7 |
| American Government $\frac{1}{2}$ | Economics $\frac{1}{2}$ | <u>TOTAL CARNEGIE UNITS 24</u> |
| *Other Social Studies 1 | | |
| *Lab Science 3 | | *Units earned beyond the required number will be counted as electives. |
| Computer Science 1 | | |
| World Language or CATE 1 | Grading and Report Cards | |

The School District of Greenville County has established the following numerical ranges representing each letter grade:

A = 90-100

B = 80-89

C = 70-79

D = 60-69

F = 0-59

*** 59 or below is an F; the course must be repeated for credit.**

Students with excessive absences will receive an FA- (failure due to absences).

Students will receive four report cards during the year, one for each nine – weeks grading period. The S. C. The State Department of Education mandates that an EOC exam counts as 20% of the final yearly grade. Courses with End-of-Course exams are English II, Biology I, U. S. History and Algebra I.

Honor Roll

Criteria for the Honor Roll: 3.00 GPA with no D's or F's

Criteria for the Principal's Honor Roll: 4.00 GPA with no D's or F's

In an effort to recognize the excellent academic achievements of all Southside High School students, the Guidance Department will list the names of students qualifying for either the Principal's Honor Roll or the Honor Roll at the end of each grading period. These lists will be posted in designated areas throughout the building.

Acceptable Use Policy Agreement

Users of GCS's network are required to adhere to state and federal law as well as board policy. Any attempt to break those laws or policies through the use of GCS networks may result in discipline or litigation against the offender(s) by the proper authority. GCS will provide any information necessary in order to fully cooperate with the appropriate authorities in the civil and/or criminal process.

GCS provides computer, network, e-mail, and Internet access to individuals as part of the learning environment. The use of these resources is a privilege and not a right. While these systems have the power to deliver a vast number of resources to classrooms and enhance education, their effectiveness depends on the responsible and ethical use by every individual. Violation of this administrative rule will result in the loss of this privilege and may result in discipline or litigation in accordance with board policy and state and federal law.

Student Acceptable Use

This section is dedicated to provide GCS students with guidance of acceptable use of the district's information technology resources, including but not limited to:

1. The internet, intranet, e-mail, portal;
2. District assigned computing devices such as personal electronic devices, laptops, desktops and portable storage;
and

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3. The District's network and supporting systems and data transmitted by and stored on these systems.

A. Compliance with Copyright Laws

Students are to follow copyright laws at all times. Students should refer all questions regarding copyright concerns to administrators at their school.

B. Filtering and Monitoring Computer Resources

The District takes reasonable precautions by using filtering software to keep inappropriate Internet sites and e-mail out of the classroom. The District strongly adheres to the guidelines set forth by COPPA and CIPA when installing filtering/monitoring software devices on District equipment. The District does not supervise individual e-mail accounts.

1. The District reserves the right to review any e-mail sent or received using District equipment and e-mail accounts.
2. Students must adhere to the behavior expectations while using technology and e-mail, including but not limited to those expectations contained in board policy. The District's Behavior Code is Board Policy JCDA.
3. Technology is constantly changing and evolving. Due to the nature of the Internet, online communications, and evolving technology, the District cannot ensure or guarantee the absolute safety of students during the use of technology, including email and the Internet. Parents and students should contact the school immediately with any concerns related to the use of technology.

C. Prohibited Uses of GCS Resources

The following uses of GCS computer resources by students are prohibited from:

1. The use of school computers for commercial purposes.
2. The use of obscene, bullying, profane, lewd, threatening, disrespectful, or gang related language or symbols.
3. The bypass or attempt to bypass any of the District's security or content filtering safeguards.
4. Allowing another person to use the computer under your District login.
5. Adding, modifying, repairing, reconfiguring or otherwise tampering with any device on the network infrastructure including, but not limited to: wireless network devices, computers, printers, servers, cabling, switches/hubs, routers, etc.
6. Unauthorized access, overloading, more commonly known as Distributed Denial of Service or Denial of Service, or use, or attempted unauthorized access or use of District information systems.
7. Destroying or tampering with any computer equipment or software.
8. The use of any "hacking tools" that can be used for "computer hacking", as defined in the South Carolina Computer Crime Act, may not be possessed on school property, on any District premise, or run or loaded on any District system.

9. The use of school computers for illegal activities including but not limited to planting viruses, hacking, or attempted unauthorized access to any system.
10. Violating any state or federal law or regulation, board policy or administrative rule.

Students, parents and guardians agree that GCS computer equipment must be handled with care and respect.

D. Consequences

Students who violate this administrative rule may be subject to disciplinary action including expulsion in accordance with board policy and state/federal law. Suspected criminal activity must be immediately reported to law enforcement.

GCS Internet Safety and Other Terms of Use

A. General Access

In compliance with the Children's Internet Protection Act ("CIPA"), U.S.C. §254 (h), the District uses technological devices designed to filter and block the use of any of the District's computers with Internet access

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to retrieve or transmit any visual depictions that are categorized as obscene, child pornography, or "harmful to minors" as defined in the CIPA.

1. Though the District makes reasonable efforts to filter such Internet content, the District cannot warrant the effectiveness of its Internet filtering due to the dynamic nature of the Internet.
2. Users of a District computer with Internet access may request that the "technology protection measures" be temporarily disabled to conduct bona fide research for other lawful purposes. These requests should be made to ETS with the knowledge of that employee's supervisor.

B. Personal Safety

The following list is considered precautions taken by GCS to ensure the safety of students, staff and the public.

1. Students will not post or email personal contact information about themselves or other people unless it is in conjunction with a specific teacher-approved assignment or approved college/career communication.
2. Students will not agree to meet with someone they have met online without their parent/guardian's approval.
3. Students will promptly disclose to an administrator, teacher, or other school employee any message they receive that is inappropriate or makes them feel uncomfortable.

C. Expectation of Privacy

Individuals should not have an expectation of privacy in the use of the District's email, systems, or equipment.

The District may, for a legitimate reason, perform the following:

1. Obtain emails sent or received on District email.
2. Monitor an individual's use on the District's systems.
3. Confiscate and/or search District-owned software or equipment.

The District may confiscate and search personal electronic devices in accordance with *New Jersey v. T.L.O.* and applicable law.

Bus Riders

In order to ensure the safety of all students riding buses in Greenville County Schools, appropriate behavior is required for all students. Transportation to and from school is an extension of the classroom and should be considered part of the school day. The issue of safety requires students to be on their best behavior while on school buses or vehicles.

Violations of school bus rules will be addressed in the manner listed below, with the exception of violations relating to

the tagging program used in elementary schools. The guidelines for that function are listed separately at the end of this document.

The School District Behavior Code is in effect for all students at all times when being transported on school buses to and from school or school activities. Thus, while students may lose the privilege to ride the bus due to their misconduct, the student may also be disciplined according to the District's Behavior Code, up to and including suspension, recommendation for expulsion and notification to law enforcement.

Level I Offenses - Disorderly Conduct

- Refusing to follow driver directions
- Getting on or off the bus at an unauthorized stop without permission
- Standing or sitting improperly while the bus is moving
- Riding the wrong bus without permission from the principal
- General horseplay
- Making loud noises
- Profanity/Obscene Gestures
- Littering
- Possession of tobacco products, e-cigarettes or vaping devices
- Delaying bus services by tardiness, loitering, etc.

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***The school administration may classify a Level I offense as a Level II offense if the infraction seriously jeopardizes the health and/or safety of others.**

Level I Consequences

- 1st Referral -- Warning and parent contact
- 2nd Referral -- In school punishment, parent contact and/or one (1) day bus suspension
- 3rd Referral -- Suspended from bus three (3) days and parent conference
- 4th Referral -- Suspended from bus up to five (5) days and parent conference
- Additional Level 1 referrals will result in administrative review and may be accelerated to a Level II Offense

Level II Offenses

- Use of tobacco products, e- cigarettes, or vaping devices
- Throwing objects out of bus
- Profanity directed at staff
- Rude, discourteous behavior directed at staff
- Vandalism [restitution may be required]
- Harassing, threatening or Intimidating another student
- Fighting
- Stealing
- Inappropriate verbal or physical conduct of a sexual nature
- Other safety violations that may interfere with the safe operation of the school bus

***The school administration may classify a Level II offense as a Level III offense if the infraction seriously jeopardizes the health and/or safety of others.**

Level II Consequences

- 1st Referral -- Suspension from bus up to ten (10) days and parent conference
- 2nd Referral -- Suspension from bus ten (10) days and parent conference
- 3rd Referral -- Suspension from bus thirty (30) days, possible removal and parent conference

Level III Offenses

- Possession, use or transfer of weapons
- Sexual offenses (which include sexual acts that do not result in criminal offense)
- Arson
- Impeding the operation of a school bus
- Distribution, sale, purchase, use or being under the influence of alcohol or controlled substance
- Threatening to take the life of or inflict bodily harm to a school employee
- Ganging
- Bomb threat

Level III Consequences

- Any referral - Minimum thirty (30) days suspension from bus and possible removal from bus for remainder of school year and parent conference.

Campus Safety

Southside High School is a closed campus. Students are not allowed to leave campus during normal school hours. Persons entering campus without legitimate business could be subject to arrest and prosecuted for trespassing. **Students can only go to the parking lot during the school day with administrative approval. Students in the parking lot without administrative approval will receive detention.**

All visitors must sign in. Parents are allowed to visit with appointments with administration and guidance. Commercial foods and gifts are not allowed to be delivered to the school.

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Car Riders and Walkers

These riders and walkers are expected to leave the building when called for dismissal. Once students are outside, students may not come back into the building. All riders are expected to be outside by **3:45 P.M.** If a rider refuses to exit the building or causes a disturbance either inside or outside, disciplinary action will be taken. **ONLY BUS RIDERS SHOULD COME TO THE BUS LOADING AREA.**

Career Centers and Fine Arts Center

Students may choose to attend the Career Centers or the Fine Arts Center. These students must adhere to school rules and school district policy when in route to and from school or when in attendance at the Centers.

Transportation is provided based on need and demand. Bus riders are to board in the bus parking lot at **8:40 A.M. or 1:00 P.M.** FAC/ DCC/GSCC students who return before class change are to report to the cafeteria until the period ends. Students who return in the afternoon are not to enter the building until after **3:45 P.M.**

Students may apply for permission to drive or ride to the Fine Arts and Career Centers at the respective centers. Drivers may receive permission to report directly to the Career Center or Fine Arts Center. Principals at both schools must grant this permission. Students who drive to a center in the afternoon may leave at **1:00 P.M.** Students who drive are expected to report directly to the center or the school. **Career Center and FAC students will not attend all assemblies and pep rallies. Attendance at assemblies will be left to the discretion of the administration at the Career Center, the Fine Arts Center, and Southside High School.**

Class Dues

Class dues are as follows:

9th Grade-\$10.00 10th Grade-\$10.00

11th Grade-\$15.00 12th Grade-\$35.00

Dues cover postage, class expenses, and commencement costs.

Counseling Department

The School Counseling Department provides every student with the opportunity for individual and group counseling throughout the school year. Students applying to post-high school educational institutions should see their counselor for transcripts. Any transferring student must return all textbooks and Chromebook upon completing the withdrawal form.

Mrs. Shanna Dendy.....Students' Last Name A-Ga
Mrs. Lisa Mercurio.....Students' Last Name Ge-Mi
Mr. Ryan Leger.....Students' Last Name Mo-Z
Dr. Sonia Cunningham Leverette.....Freshman AcademyCoordinator & Test Coordinator
Mrs. Theresa Dahlstrom.....Clerk/Registrar
Mrs. Jennifer Jones.....Greenville Mental Health Counselor

Examinations

All students are mandated by the District to take exams during the exam period. Final exams can't be given in advance of the regularly scheduled exam dates. Exams will be limited to two (2) per day and will be two hours in length. It is the student's responsibility to obtain **prior** permission from the principal to take a make-up exam for any absence or to bring a doctor's note for an unplanned illness. Do not schedule a medical appointment during an exam period. Students who miss exams will receive a zero. **Exams may be made up only with a medical note.**

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End of Course Testing

All students who are enrolled in English II, Biology, Algebra I, and U. S. History **must take a state exam at the end of the course** in May that determines the students' mastery of state standards in those subject areas. **The exam grade is averaged as 20% of a student's yearly grade in the course. The EOC requires year long preparation; therefore, parents must work closely with teachers to help students attend classes regularly.**

IB and AP Exams

IB and AP examinations are an integral part of both the IB and AP Programs. Students enrolled in IB and/or AP courses are expected to sit for all respective exams during the year in which the course(s) are taken. IB/AP exams are considered final exams in IB and AP courses. Students who fail to take one or more IB and/or AP exams and do not have a valid excuse as determined by the IB and AP organizations will not be eligible for make-up exams. Students will also be required to reimburse the school district for the cost of each exam not taken. Additionally, students will be required to take the final exam(s) in the IB/AP course(s) in which they were enrolled before credit for the course(s) will be awarded. **All students enrolled in an AP course are required to take the AP exam. NO EARLY DISMISSALS WILL BE GRANTED DURING EXAMS.**

Graduation

Participation in the Graduation Exercise is a privilege and certain guidelines must be followed:

- Students must have caps, gowns and diploma cover to participate. **Cap and gown must be purchased from the school's vendor during the current school year. No other graduation paraphernalia is acceptable. Honor cords/stoles must be approved by the principal or designee.**

- Only those seniors receiving state or district diplomas or certificates are eligible to participate. ● All practices are mandatory. If students do not attend practices, they cannot participate unless approved by the principal. Students must be on time for rehearsals.
- All school rules and district discipline procedures are in effect at all practices and at graduation exercises. ● Graduation is a dignified ceremony and dignified behavior is expected from students and guests. Detailed information will be given to seniors in the spring outlining appropriate dress and behavior.
- Students qualify as High Honor graduates if they obtain a cumulative 4.00 GPA, and those obtaining a cumulative GPA between 3.75 and 3.99 will qualify as Honor graduates.
- **All debts must be cleared before a student can participate in graduation.**

Hall Passes

Students are not permitted in the halls during class periods unless they have a pass from the teacher. The student's name, date, time, destination, and teacher signature must be present and legible. The pass gives the student permission to go straight to the destination without stopping at points along the way. Repeat offenders will be placed on the "no hall pass" list. **Teachers are not allowed to issue hall passes for the first 15 minutes of class or the last 15 minutes of class.**

Restricted Areas

Any student in an off-limits area without written permission will be referred to the administration. Restricted areas include:

1. **All parking lots to include bus, student and teacher (Students in the parking lot without administrative approval will receive a detention.)**
2. All classroom wings/halls during lunch periods or gym areas for a class unless scheduled (Food may be consumed only in the cafeteria.)
3. The area behind the counter in the main office, guidance office, as well as all administrative offices and hall.
4. All areas outside of the school.

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5. The second floor rail (**students are to move directly to class and not loiter at the rail.**)
6. Restrooms are restricted (except for the Cafeteria) before **8:30 A.M.**
7. **Faculty workrooms are off limits at all times.**
8. **The bus loading area is limited to bus riders only.**

Fire exit doors/vacant space under stair wells.

Health Room

The purpose of the Health Room is to provide short-term care in the event a student becomes ill/injured while at school. It is not intended to replace a physician's office. Every effort is made to keep a student at school if at all possible. If it is determined that your student is too ill to stay in school, please make arrangements to pick him/her up as soon as possible. **If a student needs to visit the health room, the students' teacher must contact the Health Room first.**

Health Room Guidelines

Student Emergency Forms

1. Complete form, date, sign, and return immediately. These forms are available for downloading/printing on the school website.
2. Update (by sending a note or calling the school office) when changes occur.
3. Indicate who your emergency people listed are (friend, grandparent, etc.).

4. It is important to tell your child who has been listed on the emergency form to pick him/her up in your absence.

Medications

1. All prescription drugs must be given to the school nurse or office staff to be administered to the student. **Permission forms will need to be signed.**
2. If your child must take medication at school, please obtain a Parent or Physician's Authorization Form. These forms must be submitted prior to cataloguing the drugs. **In order to catalog all prescription drugs, a doctor's note must accompany the request and the drugs when submitted to the nurse. Forms are available** in the Health Room and on the school website.
 - * **Long-Term Medicines** (to be given at school for 2 weeks or longer) must have a Parent's Authorization Form completed and signed by the parent or legal guardian. A Physician's Authorization Form must be completed and signed by the doctor who has prescribed this medicine for your child.
 - * **Short-Term Medicines** (to be given at school with less than a two-week duration) must have a Parent's Authorization Form completely filled out and signed by the parent/guardian or a written note provided with the medicine stating: the name of the medicine, the amount to be taken, and the time to be given. Also include the student's name. **NO MEDICATION WILL BE GIVEN WITHOUT THIS WRITTEN PERMISSION!**
3. **STUDENTS ARE NOT TO GIVE THEMSELVES ANY MEDICINE AT SCHOOL. ALL medicines must be given through the Health Room.** This policy is for the safety of the students.
 - Inhalers or epi-pens may be kept by students if written permission has been provided by a parent and the physician indicating that it is necessary for the students to have the medication with them at all times. ● An additional inhaler/epi-pen should be kept in the Health Room.
 - **Due to School District policy, medications containing aspirin (Pepto-Bismol, many menstrual cramp medications) and medications containing PPA (Dimetapp, Contac, Triaminic, etc.) will not be given.**
4. All medications must be in the original container with a label. This includes prescription and over-the-counter drugs as well. **Medications that cannot be identified by the container will not be given and will be discarded immediately.**

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5. The school will not administer medication that is reportedly missed at home. We will only administer those doses that are scheduled during school hours. A parent may bring a missed dose of medication to school and may administer it to the student.
6. If your child experiences frequent headaches, upset stomach, or menstrual pain, you may provide the Health Room with the appropriate over-the-counter medications so that your child can remain in class.
7. Medications that are past their expiration date will not be given.

Guidelines for Medication Administration

When a student is required to take medication during the school day, the following guidelines will be followed:

1. Written permission from the parent/legal guardian for each medication in addition to doctor's verification will be required and maintained in the Health Room.
2. The medication will be stored in a locked container and administered by the school nurse or staff designated by the principal who will record this information on the student's medication record. A list of staff designated by the principal to assist with medications in the absence of the nurse will be posted in the health room. Schedules

should be arranged so that the school nurse administers all medications if possible. The nurse will verify medication and signature of the parent if the parent does not come in.

3. Any errors or incidents involving medication will be reported on form Med-4 with copies provided to the principal and nurse supervisor.

When a student leaves the school for a field trip, his/her medication will be secured in a container labeled with the student's name, date, medication, dosage, strength and time for administration. The school nurse shall provide the staff accompanying students on the trips with the information needed regarding the medication, its purpose, and side effects that may occur. **It is the parent's responsibility to notify the school nurse when a field trip occurs.**

Emergency Medication

Students who are known reactors and require emergency treatment for an allergic response should have medication, written parental permission and physician's instructions for administering the medication. If the student has emergency medication in the Health Room, **this medication does not follow him/her to the career centers. When this occurs, the student will need permission to carry the medication with him/her. It is required that an Emergency Health Care Plan be completed on these students. These forms can be obtained from the Health Room or from the SHS website.**

Note: Injured students requiring use of the elevator must bring medical documentation to their administrator.

Late Work Policy

To better serve our students' educational needs and provide consistency across the school, Southside High School will adhere to the following late work policy. Late work is defined as:

- Student attended class and failed to submit a required assignment
- Student has an unexcused absence as coded in Powerschool

Additionally,

- Teachers define/classify assignments as "Major" & "Minor"

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- Per teacher's discretion, and due to the nature of some assignments, the assignment may not be eligible for make-up (i.e. discussions, labs, etc.) these assignments may be exempted OR replaced with an alternative assignment.
- Special consideration will be given for quarter/9 week classes (Gov't/Econ, LawEd, History of Minorities, Psychology, and Sociology).
- Assignments will be counted as **late** if they are submitted after 12:00 a.m. (midnight) on the due date.

| | | | |
|--|--|--|--|
| | Majors - Assignments in this category as defined by teacher (does not include tests) | Minors - Assignments in this category as defined by teacher (does not include tests) | Tests- Missed through excused OR unexcused absences |
|--|--|--|--|

| | | |
|---|---|--|
| Honors/CP Courses (Courses do not earn college credit) | <p>Late work in the major category will be accepted within 5 school days of the due date, and the grade will be deducted by 10 points per day. After the 5 school days have passed, the grade becomes a zero.</p> <p>Late work in the minor category will be accepted until the major/summative assessment at the end of the unit, and are subject to a penalty of 10% (flat percentage TBD)</p> | Tests can be made up for full credit if made up within five days of return to school. Students must arrange a make-up test with the teacher. After the 5 school days have passed, make up tests should still be available within the quarter, but are subject to a penalty of 10% (flat percentage TBD) |
| IB / AP Courses (Courses eligible for college credit) | <p>Late work in the major category will be accepted within 3 school days of the due date, and the grade will be deducted by 15 points per day. After the 3 school days have passed, the grade becomes a zero.</p> <p>Late work in the minor category will be accepted until the major/summative assessment at the end of the unit, and are subject to a penalty of 15% (flat percentage TBD- greater deduction than CP/Honors)</p> | |
| Dual Credit Courses (Courses eligible for college credit) | Follows the late work policy from Greenville Technical College. | |

Makeup Work (per GCSD Board Policy)

- Students have an **excused** absence as coded in Powerschool (i.e. medically documented illness or appointment, bereavement, or court date).
- Students have five (5) school days from the date of their return to complete assignments for full credit.

Meal Program

Breakfast: No Charge for Students

Lunch: Paid Students - \$2.50; Reduced Students - \$.40

Extra Milk - \$0.65

Media Center

The Media Center is open from 8:00 A.M. to 4:15 P.M. and provides a large collection of print and non-print materials for use in doing research for your classes as well as for your enjoyment. Passes are required at all times. For students'

convenience there is a photocopier in the Media Center. Students may make Black and White copies for 15 cents each. A Color printer is available with copies costing 50 cents a page.

Upon arrival in the Media Center, file the pass and sign the attendance register. Students may not leave the Media Center without permission after having signed in. Students will not be allowed to go to the bathroom, water fountain, telephone, or to the nurse except in an emergency. Bring all necessary materials and be prepared to work.

Food and drinks are not allowed in the Media Center. Students who talk excessively or disturb others will be sent back to class. Usage privileges may be suspended or other disciplinary actions may be taken for misbehavior or failure to follow Media Center rules.

School Closing

In the case of inclement weather or other emergencies, students/parents are asked not to call the school but to tune in to local radio or television stations for an official announcement from the District Office.

Student Parking

Any student driving to Southside High School (SHS) must have a current SHS parking decal. Parking decals cost \$20 and will be sold during early registration/orientation and throughout the school year. The cost for the decal will be prorated so that if a student purchases one after the end of the first quarter the cost will be \$15, after the end of the second quarter \$10, or after the end of the third quarter \$5. In order to purchase a parking decal, the student must present his/her driver's license and proof of insurance for the vehicle that will be driven to SHS.

Parking decals are to be placed on the inside of the windshield in the left corner near the driver's side windshield wiper. After the parking decal has been issued, the student has permission to park in the area lot designated for students. Any deviation from this assigned area will result in disciplinary action, and/or a fine, and/or the possibility of the vehicle being towed. In addition the student may lose driving privileges. Also, any student driving to school without a valid parking decal will be subject to disciplinary action, the possibility of the vehicle being towed, a fine, and/or the loss of driving privileges altogether.

Special Considerations:

1. If a student has a SHS parking decal on a vehicle and that vehicle goes out of service (sold, traded, wrecked, etc.), then the student can purchase a replacement decal for another vehicle for **\$5.00**. The student must show proof of insurance for the second vehicle.
2. If a vehicle with a decal is out of service temporarily (repairs, being used by another family member, etc.), then a temporary parking pass will be issued at no charge until the vehicle with the decal comes back into service. However, if the situation extends past one week, the student must purchase a new parking decal for the other vehicle for \$5.00.
3. If early dismissal students aid other students to skip school for any reason, the student will jeopardize their parking privileges.

Additionally, no one is permitted to drive into the student parking lot to pick up or let out a student. Students are not to park in designated faculty/staff parking or behind the school. No vehicles are to enter the bus driveway from Jacobs Road. Athletes may not park in the bus loading area until after 5:00 pm.

Consequences for parking and driving violations are as follows.

- Level 1 - Warning sticker/disciplinary consequence if warranted
- Level 2 - Fine (\$10.00)/disciplinary consequence if warranted
- Level 3 - Parking privileges revoked for 2 months/disciplinary consequences if warranted
- Level 4 - Parking privileges revoked for remainder of year/disciplinary consequence if warranted

NOTE: The administration reserves the right to remain at a given level for more than one offense if extenuating circumstances exist. The administration also reserves the right to progress to a level higher than Level 1 for the first situation if that situation is severe.

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It is the student's responsibility to arrive at school on time. Students are expected to leave their cars as soon as they arrive on campus. No student is to remain in his/her vehicle or to stand around vehicles after arriving at school. Students are not to loiter in the parking lot after dismissal as well. STUDENTS ARE NOT TO RETURN TO THEIR VEHICLES DURING THE SCHOOL DAY. Going into the student parking lot during the school day without administrative approval will result in a disciplinary consequence. SHS is not responsible for theft or vandalism. No money, valuables, etc., should be left visible.

Student Speakers at School-Sponsored Activities

The School District of Greenville County is committed to maintaining an educational environment in which students of all backgrounds, beliefs and religions are welcome and treated with equal dignity and respect. The District will neither advance nor inhibit religion. In accord with the United States Constitution, the District protects private expression, including religious expression, by individual students as long as that expression does not create a disruption to or interfere with the educational environment.

Student speakers at school-sponsored activities, including graduations, may not be selected on a basis that either favors or disfavors religious speech. Where student speakers are selected on the basis of genuinely neutral, evenhanded criteria and retain primary control over the content of their expression, that expression is not attributable to the school and therefore may not be restricted because of its religious or secular content. In contrast, where school officials determine or substantially control the content of what is expressed, such speech is attributable to the school and may not include prayer or religious content. A school, however, may prevent or remove a speaker if the content of their speech is obscene, contrary to the District's behavior code or substantially disruptive to the school environment.

For a comprehensive overview of student's rights, please review the U.S. Department of Education's guidelines on religious expression in public schools at: <https://ed.gov/policy/gen/guid/religionandschools/index.html>

Textbooks

Each student is charged with the responsibility for their books. If a book is lost, stolen, or damaged, the student is held responsible and must pay for the book before another one can be issued. Payment for the lost books should be made to the AP in charge of textbooks.

School Rules/Standards of Conduct

Academic Honesty Policy

Background and Philosophy:

In accordance with the District's behavior code (JCDA), the Southside High School community embodies a spirit of mutual trust and intellectual honesty that is central to the very nature of the school and represents the highest expression of shared values among the members of the school community. Southside students are expected to uphold the Academic Honesty Policy that instills a sense of integrity and personal achievement that will last beyond the student's high school years. In our efforts to promote academic honesty, Southside High School's faculty expects students to uphold the IB Learner Profile which includes being:

- Inquirers – who acquire the skills necessary to conduct inquiry and research
- Knowledgeable – who explore concepts, ideas and issues
- Principled – who act with integrity and honesty and take responsibility for their own actions

- Open-minded – who are accustomed to seeking and evaluating a range of points of view ●
- Thinkers – who make ethical decisions

Definitions:

- **Cheating** is defined as using dishonest methods to gain an advantage. This includes utilizing any kind of secretive means of gaining information for use on quizzes, tests, or homework.

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- **Plagiarism** is defined as stealing and passing off the ideas and words of another as one's own and/or using a created production without crediting the source.
 - **Falsification/Lying** is defined as making an untrue statement verbally or in writing with the intent to deceive academically.
- Cheating, plagiarism and falsification/lying are serious offences and do not reflect the high standards of character, citizenship, and integrity so highly valued at Southside High School and reflected in our school's mission statement. Academic misconduct of any kind undermines the learning environment and will not be tolerated at Southside High School.

Please be aware that the student “is ultimately responsible for ensuring that all work submitted for assessment is authentic, with the work or ideas of others fully and correctly acknowledged.” (IBO Academic Honesty, 2007)

Southside's expectations and best practices are set out below.

The academically honest student DOES:

- Document source material in a formal and appropriate manner
- Use direct quotations appropriately
- Paraphrase and cite others' ideas appropriately
- Understand the concept of plagiarism
- Understand the concept and consequences of cheating, plagiarism, falsification/lying regarding both school-based work and external assignments
- Acknowledge explicitly and appropriately the help provided by another person
- Follow all exam rules

The academically honest student DOES NOT:

- Copy from any source without adhering to rules that govern intellectual property
- Copy the internal assessment work of other students
- Give another student his/her work to copy
- Use notes during a test unless allowed by the teacher or permitted by the examination rules
- Do homework for another student
- Present material written by another student as his/her own
- Purchase and submit pieces written by someone else
- Write essays for other students
- Present artistic or creative work in any medium that has literally been reproduced except in a manner allowed by the teacher or permitted by the examination rules

Violation Consequences:

Violations will be dealt with by the teacher and administrator. Academic honesty violations by IB students will be reported to the IB Coordinator as deemed necessary. Students who are caught violating the Academic Honesty Policy will receive a zero for the assignment. Parents will be contacted in these situations.

Violations include, but are not limited to:

- Copying homework/classwork or allowing someone to copy homework/classwork
- Looking on another's test or quiz

- Letting another student look on a test or a quiz
- Using other secretive methods of receiving or giving answers by words, signs, gestures etc.
- Failing to use proper documentation and or draft a bibliography
- Working with others on an assignment that was meant to be done individually
- Using unauthorized notes, aids or written material in any form during an assessment unless approved by the teacher
- Unauthorized use of technological devices (cell phone, cameras, ipods, games etc) when taking an assessment unless approved by the teacher
- Making an untrue statement verbally or in writing with the intent to deceive academically
- Creating false or misleading impressions
- Forgery of official signatures

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- Presenting someone else's work as your own including the copying of language, structure, programming, computer code ideas, and/or other thoughts of another without proper citation or acknowledgment
- Taking any part of a test to use or give to others by the use of any methods
- Stealing or receiving stolen material by any methods
- Altering grades on a computer database

Some violations can be considered theft; therefore, further consequences may include suspension from the class or suspension from the IB Diploma Programme. Students may also be removed from the National Honor Society, Academic Team, Tiger Ambassadors and Student Council. Repeat offenders may be deemed ineligible to represent the school in extracurricular activities.

Academic dishonesty on State or Federal administered exams will be turned over to District Officials, State Law Enforcement Division (SLED) or the appropriate Federal agency.

Note:

Parts of this document itself are a modification of policies currently used at Southside High School as well as in IB Schools around the world. Principle outside sources include East Hartford High School, Carson Graham High School, South Lake Carroll High School and Beijing City International School.

After School Activities and Athletic Events

1. All Southside fans are expected to treat visiting teams and officials as guests and to extend to them our every courtesy. Students are expected to behave according to school rules any time they are attending a school-sponsored activity.
2. The Southside staff and administration strive to ensure the safety and security of all students. The school asks therefore that students be picked up promptly after the evening activities. Football games are generally over by 10:00 P.M. All students are expected to be off campus by 10:15 P.M. Basketball games are generally over by 9:45 P.M. **All students are expected off campus by 10:00 P.M.**
3. **Any student that is suspended cannot attend sporting events and or extracurricular activities**

Please speak to sponsors of any after-school or evening activity to get information on beginning and ending times for activities or field trips. **We expect all students to be picked up within 15 minutes of the ending time of any activity or field trip. Students who fail to leave the activity within 15 minutes of the event's closing will be banned from future events.**

Before and After School Policy

Students will not be allowed to enter the building before **7:45 A.M.** Students are to remain in the Cafeteria until the **8:35 A.M.** bell rings. Once the school day has ended, students are to be **out of the building by 4:00 P.M.**; the only exceptions are tutoring or after school activities; i.e, sports, clubs, and band. Students must be with their activity sponsor by **4:00 P.M.** If students are found wandering the building or loitering in the cafeteria, they will be asked to leave and if it continues to be a problem, disciplinary action will be taken. **Students are not allowed in the building after school**

unless supervised by a teacher due to teacher meetings.

Breakfast/Lunch Procedures

Students are reminded that we have a closed-campus policy and students are not allowed to leave campus for lunch. Any outside lunch items delivered by the parents will be consumed in the school office area. During breakfast and lunch, students are expected to remain in the lunchroom area. Students may eat only in the lunchroom. **NO FOOD, DRINKS, OR ICE CUPS MAY BE TAKEN INTO THE HALLWAY OR INTO CLASSROOMS.** Students are expected to be considerate of fellow students waiting in line for their lunches. Line breaking or saving places in line is not allowed. Always be courteous and place your trash in the proper place.

NOTE: Neither balloons, flowers or other celebratory paraphernalia may NOT be delivered to students during school hours.

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Chromebooks

Students are responsible for the general care of the Chromebook issued to them by the District. Students will receive a Chromebook and charger that is checked out to individual students in the media center. (Bar codes are scanned into their account similar to a textbook.) We encourage students to charge their Chromebooks at home to prevent the theft of their charger. The replacement cost of a Chromebook charger is \$30.

Chromebooks that are broken or fail to work properly must be turned into the library to the library clerk. If it is during class time, students must have a pass from the teacher. Failure to report damages or lost Chromebooks by the next school day will result in an increased Technology Fee.

Procedure for Accidental Damage:

- 1st Offense of Accidental Damage: Parent Contact, Warning, Repair at no cost.
- 2nd Offense of Accidental Damage: Parent Conference, Warning, Repair for increased Technology Fee.

Note: SHS reserves the right to revoke use of Chromebook for students at any time. Students who deliberately damage a Chromebook (or have their Chromebook deliberately damaged by a family member or peer) will not fall under the accidental damage procedure listed above.

Procedure for Deliberate Damage:

- 1st Offense of Deliberate Damage: **Disciplinary Referral, Parent Conference, Pay Additional Technology Fee to repair or replace**
- 2nd Offense of Deliberate Damage: **Disciplinary Referral, Parent Conference, Repair/Replace Device, Revoke Student Chromebook Rights.**

Lost/Stolen Chromebooks

- Please note that students who leave Chromebooks unattended are being negligent. It is the student's responsibility to ensure the safety of the device at all times, much as they would with

their wallet/purse or other valuable items.

The Technology Fee covers Chromebook repairs but does not include the cost for replacement of a lost or missing Chromebook. Students should report missing Chromebooks to an Administrator within 24 hours of disappearance.

Students who are unable to locate their missing Chromebooks are required to complete a [missing Chromebook form](#) which includes checking with each of the student's teachers, obtaining teachers' signatures, and a parent or guardian signature verifying steps have been taken to locate or retrieve the device.

Once the missing Chromebook form is completed and submitted, students will need to have a parent conference with an Administrator. Students are encouraged to file a police report with the Southside High

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School SRO in an attempt to recover the Chromebook. Students whose Chromebook is not recovered will need to pay a replacement fee of \$292.00

Students will not be provided with a replacement until the conference is completed and fees are paid.

Chromebook Offenses and Consequences

Examples of Level I Offenses

- Sharing passwords
- Plagiarism
- Defacing computers (e.g., stickers, markers, destruction of serial number)
- Removing district labels or tags
- Failure to charge battery daily
- Clearing web browser history
- Creating, accessing, downloading, or distributing non-educational materials (e.g., games, music) without permission and/or during class time
- Accessing chat rooms, bulletin boards, or non-educational blogs without teacher/administration permission
- Failure to follow teacher directives
- Failure to be polite and courteous digital citizens
- Repeated failure to bring device to class
- Horseplay with the device (e.g., running, throwing, mishandling, etc.)

Examples of Level II Offenses

- Accessing, downloading, posting, or distributing materials that:
 - o Are harmful or prejudicial to others (e.g., defamatory, libelous)
 - o Are pornographic, obscene, sexually explicit, or profane (including photos and music)
 - o Are illegal (e.g., copyrighted materials)
 - o Refer to weapons, alcohol, drugs, guns, or gangs
 - o Constitute gambling
 - o Are restricted
- Engaging in online activity that threatens, intimidates, bullies, harasses, discriminates, or defames
- Intentionally destroying hardware or software (including attempting to disassemble any part of the device)
- Engaging in theft
- Engaging in any illegal activity
- Harming or destroying another user's data
- Creating or sharing a computer virus
- Disrupting the network or the educational process
- Hacking of any kind

Violations of these policies may result in one of the following, but are not limited to, these disciplinary actions:

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|--|---|
| <ul style="list-style-type: none"> · Student/parent conference or call (1st) · Restitution · Removal of unauthorized files and folders · Restriction of Internet privileges* · Restriction of district-issued Chromebook use privileges** · Suspension · ISS/OSS · Persistent violations will result in the loss of the Chromebook for the school year | <ul style="list-style-type: none"> · Student/parent conference/call (1st) · Restitution · Removal of unauthorized files and folders · Restriction of Internet privileges* · Restriction of district-issued Chromebook use privileges** · Suspension · Court referral/criminal charges · Alternative school placement/ISS · Expulsion |
| <p>Three Level I offenses may result in restriction of Internet privileges and/or restriction of device privileges or loss of the Chromebook.</p> | |

COVID-19 Protocols

Face Masks for Students: (DUE TO COVID-19)

- Masks can be worn to create a safe environment for students and staff. Students have the option to wear a face covering/mask in school.
- Students can provide their own mask. A student with an economic hardship should share their need for a mask with a school administrator.
- Self-provided face masks **shall not be a distraction to the environment (images, styles, etc.) and must conform to the wearing guidelines.**
- Where possible, we will maintain **three feet** of distancing between students in compliance with DHEC's latest definition of close contact for students.

Discipline Policies: Greenville County Discipline Code Philosophy

The District is unequivocally committed to the principle that disorderly and disruptive behavior shall not be permitted to interfere with the right of other students to pursue an education, nor will improper conduct be tolerated. The District will make every reasonable effort to keep students within the school's sphere of influence and suspension and/or expulsion will be used only as a last resort. Nevertheless, any student conduct that disrupts class work, brings disorder to the school, or infringes upon the rights or safety of others is a basis for suspension and/or expulsion of the student.

Responsibilities

Principals and teachers are authorized by the Board of Trustees to maintain and preserve order and discipline in schools and classrooms. Parents of students enrolled in the schools of Greenville County are urged to read the Discipline Code and discuss its contents with their children. If students or parents have questions regarding the Discipline Code, please contact the school principal.

Misconduct for Which Disciplinary Action is Applicable:

- Commission of crimes

- Gross misbehavior
- Possession on school property of any alcoholic beverage, illegal drugs or narcotic, or toxic or controlled substance
- Violation of any written rules or regulations
- Threatening to inflict or inflicting any bodily harm on any district staff member
- Gross immorality
- Fighting
- "Ganging" or participation as a member of a gang in inflicting harm or threatening to inflict harm on another person
- Arrival on school property after using any alcoholic beverage, illegal drug or narcotic, or toxic substance

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- Conduct away from school that is detrimental to the best interest of the school

Students may be subject to suspension and/or expulsion when they are guilty of repeating offenses that would not result in such sanction for the first offense.

Specific Disciplinary Sanctions for Serious Misconduct

Breaches of conduct, if they occur on school grounds, school buses, or school property or at any school-related function at any time, will result in the principal's recommendation for expulsion of middle and high school students: ● Possession of any kind of weapon. "Weapon" includes, but is not limited to, guns, blackjacks, brass knuckles, razors,

box openers, knives, with a blade over two inches long, or any other device or object that is possessed or used with the intention of inflicting bodily injury or death

- Possession, sale, or distribution of an alcoholic beverage, illegal drug or narcotics, toxic substance, or drug paraphernalia.
- Unauthorized possession, use, or distribution of a controlled substance or medication.
- "Ganging" or participating as a member of a gang in threats to inflict or the infliction of bodily harm, however slight, upon another person. A "gang" shall consist of two or more persons acting together. "Participation" may include any act that interferes with or hinders a staff member from stopping threats or the infliction of bodily injury that was taking place.

In addition, principals may recommend high school and middle school students for expulsion for the following misconduct:

- Threatening to or inflicting bodily harm, however slight, upon another person
- Fighting
- Other offenses that disrupt the educational process and operation of a school, such as stealing, obscene language or gestures, disobedience, unauthorized walkouts, blackmail, destruction of property, repeated offenses of any degree and other similar offenses.

Discipline of Disabled Students:

Students with disabilities will be disciplined in accordance with federal state law including the Individuals with Disabilities Education Act and Section 504 of the Rehabilitation Act, as set forth in the procedures developed by the administration.

Due Process

Students facing disciplinary action are entitled to fair procedures to determine if they are at fault. This process includes, at a minimum, the right to know what they are accused of and the right to respond with their side of the situation. Students have the right to appeal decisions resulting in major disciplinary action such as suspension from school or transportation, expulsion, or transfer to an alternative program.

A complete copy of the District's Policy, Administrative Rule, and report form referenced above can be located at <http://www.boarddocs.com/sc/greenville/Board.nsf/Public#>. You may also receive a copy of Policy JCDAAG, Administrative Rule JCDAAG, or the report form from your school upon request.

Reporting Bullying, Discrimination, Harassment, Intimidation and Misconduct

The District is committed to fostering an environment that both promotes learning and prevents disruptions to the educational process. Accordingly, the District prohibits all forms of bullying, discrimination, harassment, or intimidation. As provided in Board Policy and Administrative Rule JCDAAG, students and parents may file a report of bullying, discrimination, harassment, intimidation, or misconduct by other students, employees of the District, or third parties involved in the school setting.

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All reports should be filed with the principal or his or her designee. Reports may also be filed by a student's parent. If the allegation is against the school's administration, the student or parent should file a report directly with the District's Parent Resource Representative. (See Policy JA for contact information). Anonymous reports may be made, but those reports must provide the District with adequate information in order to begin an investigation.

Additionally, students and parents should immediately report any concerns related to employee interactions with students that are inconsistent with the requirements and expectations contained in Board Policy GBV. Concerns that should be immediately reported to a school's administration include potential mistreatment of students and other conduct by employees that could constitute inappropriate interaction or communication, including those sexual in nature.

Investigations and Consequences

Reports will be investigated promptly, thoroughly, and confidentially. The investigation shall include appropriate steps to determine what occurred and to take actions designed to end the harassment, intimidation, or bullying, and prevent such misconduct from reoccurring. The student and his/her parents shall be informed of the results of the investigation and shall be advised how to report any subsequent issues. Any discipline of students or staff shall remain confidential.

If the investigation determines that inappropriate conduct has occurred, the administration shall take reasonable, timely, age-appropriate, and effective corrective action. Examples of corrective action include, but are not limited to, disciplinary action against the aggressor, up to and including termination of an employee or expulsion of a student.

The District prohibits retaliation or reprisal in any form against a student or employee who has filed a report. The District also prohibits any person from falsely accusing another person.

Appeals

Notification of the outcome of the investigation will be issued in writing to the complainant and the complainant will be informed of the right to appeal. An appeal related to disability discrimination or harassment should be made to the District's 504 Coordinator. An appeal regarding color, race, or national origin should be made to the District's Title VI Coordinator. An appeal regarding sexual harassment, sexual misconduct, or gender discrimination should be made to the District's Title IX Coordinator. (See Policy JA for contact information). A complainant may then appeal the decision of the coordinator to the Superintendent or his or her designee.

Removal of Students from School

Disruptive or disorderly student conduct may result in removal from school

A. Suspension

SUSPENSION IS THE TEMPORARY REMOVAL OF A STUDENT FROM SCHOOL OR CLASS to correct

unacceptable behavior. No student may be suspended in excess of ten days for any one offense unless expulsion is recommended.

In order to suspend a student, the appropriate administrator shall inform the student of the specific charge against him and notify him of the evidence in support of this charge. The student must be given an opportunity to refute the charge. If the student challenges the charge and the administrator feels that further investigation is warranted, he should make such investigation. If the administrator determines the student has committed an offense for which suspension is appropriate, the administrator shall suspend the student from school and notify the student's parents or legal guardian in writing for the reason of the suspension and its length and of a time and place when the administrator will be available for a conference.

The conference shall be set within two school days of the start of the suspension. Requests for review of suspensions may be made to the principal, then to the superintendent (or designee), and then to the Board.

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****SUSPENSIONS WILL BEGIN AT 3:45 PM ON THE DAY THE ADMINISTRATOR NOTIFIES THE STUDENT.****

NO STUDENT MAY RETURN TO SCHOOL AFTER A SUSPENSION UNLESS A RE-ENTRANCE CONFERENCE IS HELD. RE-ENTERING SCHOOL WITHOUT A PARENT CONFERENCE WILL RESULT IN THE STUDENT BEING PLACED IN ISS AND SUSPENDED EACH DAY THEREAFTER UNTIL THE PARENT CONFERENCE IS HELD.

B. Expulsion

In accordance with its discipline code set forth in Policy JD, the Board authorizes the administration to initiate expulsion proceedings against any student. In most cases expulsion means the removal of a student from school. The superintendent shall contract with retired superintendent or school-level administrators who shall rotate in serving as the hearing officer to conduct on behalf of the board any hearing requested on a recommendation for expulsion. Except for the special circumstances set forth in the next paragraph, expulsion means the removal of a student from school and the cessation of educational services for the remainder of the school year or the remainder of summer school, after which point the student may petition for readmission as provided below. Unless the board or its authorized hearing officer makes a specific exception, expulsion shall also prohibit a student from coming onto school property, entering school busses, or attending any school event except for prearranged conferences with an administrator.

Any student determined to have brought a firearm to school shall be expelled for a period of not less than one year, except that for disabled students and elementary school students, the superintendent may modify this requirement on a case-by-case basis. The board may permanently expel any incorrigible student. The board will only consider the permanent expulsion of those students so recommended by its hearing officer.

Criminal Prosecution

Any student committing a breach of the Disciplinary Code that may also constitute a crime will, in addition to District disciplinary action, also be referred to appropriate law enforcement officials for possible criminal prosecution. No plea bargain or other type of agreement arising from such a referral, regardless of the assent of any District employee, will be binding on the Board.

Non-Students on School Grounds

The building principal is authorized to take appropriate action against unassigned or unauthorized students as well as non-students who come into the buildings or onto the school grounds or other school property without permission. Students who are suspended or expelled shall not be allowed to come onto school grounds or school buses, to interfere with students or district staff, or to disturb school in any way. **ANY PERSON COMING ON SCHOOL GROUNDS IS SUBJECT TO BEING SEARCHED.**

Non-aggravated Assault

State law requires that student handbooks contain this notice.

Any student who commits a non aggravated assault and battery on school grounds or at a school-sponsored event against any person affiliated with the school in an official capacity is guilty of the misdemeanor of assault and battery against school personnel and may be fined not more that \$1000.00, imprisoned for not more that one year, or both.

Judicial, law enforcement, or corrections officials must notify the principal of any conviction of this crime, of the crime of assault and battery of a high and aggravated nature against a school official, and of other “violent crimes.” Information concerning convictions of these crimes will be included in the student’s permanent record. The student’s teachers will be notified annually of conviction of these crimes. Any school official who reports a school-related crime in good faith is immune from criminal and civil liability arising from the report.

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Discipline Policies: Southside High School Rules and Expectations

An atmosphere of mutual respect between students and teachers is expected. The general responsibility of discipline rests with the faculty. Each teacher has the authority to enforce discipline. Student cooperation and self-discipline are expected. Teachers will discuss with their students the conduct policies as outlined in the Code of Discipline adopted by the School District of Greenville County, a copy of which is included in this handbook and on the District website.

Persistent or uncontrollable misconduct will be referred to an assistant principal for disciplinary action. Strong and consistent measures will be taken to eliminate undesirable conduct. A discipline referral indicates serious misbehavior. **Students being removed from a classroom for major disruptions will face disciplinary action.**

UPON ENTERING THE BUILDING AT 7:45 A.M. STUDENTS WILL BE EXPECTED TO ADHERE TO ALL RULES AND POLICIES SET FORTH BY GREENVILLE COUNTY SCHOOL DISTRICT AND SOUTHSIDE HIGH SCHOOLADMINISTRATION.

1. All students are to remain in their seats unless otherwise instructed by the teacher. The teacher, not the bell, will dismiss class.
2. Students will not deface and/or destroy any property at school and will be held accountable for damage payment.
3. Students will not be allowed to leave class except for the following:
 - a. Health Room Visits
 - b. Restroom
 - c. Called by Guidance or Administration
4. Students are expected to be quiet during announcements, the moment of silence, and attendance. 5. Refusal to relinquish contraband items will result in an automatic suspension. (i.e. cards, dice, etc.)

Southside High School Disciplinary Rubric 2021-2022

| Offense | Description | Consequence |
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| Alcohol Consumption, Possession, Under Influence/ Illegal Drugs, Controlled Substances, Distribution, Medications, Intoxicating Inhalants, and Drug Paraphernalia | <p>The following are prohibited:</p> <ul style="list-style-type: none"> • Possession, sale, or distribution of alcoholic beverages, illegal drugs and narcotics, toxic substances, and drug paraphernalia. • Unauthorized possession, use, or distribution of a controlled substance or medication (prescription and over the counter) and intoxicating inhalant. • Coming onto school property at any time after use of any alcoholic beverage, illegal drug, controlled substance, or intoxicating inhalant as evidenced by scent, actions, or admission. | Students will be recommended for expulsion. |
| Assault / Fighting or Inciting a Fight | Any hostile verbal or physical conflict between individuals or inciting a fight is forbidden on school property. | <ul style="list-style-type: none"> • 1st offense: Suspension/Involve SRO/Probation/ Possible Recommendation for expulsion • 2nd offense: Recommendation for expulsion |
| Cell Phone / Earbuds | <p>Students are not allowed to have their cell phones out during any instructional time without the permission of the teacher.</p> <p>Students are allowed to wear one earbud or any other type of earphone at school, allowing the student to</p> | <ul style="list-style-type: none"> • 1st - Teacher warning / Parent Contact • 2nd - 2 hour detention • 3rd - OSS |

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| | receive announcements or warnings while traveling the hallways. | |
| Cell Phone / Earbuds - Refusal to Obey | Student does not comply with putting cell phone or earbuds away upon request from any adult in the building. | <ul style="list-style-type: none"> • 1st - ISS • 2nd & subsequent - OSS |
| Cheating or Plagiarism | The School District of Greenville County expects students to maintain integrity in all school work and to refrain from any action that would bring dishonor to them or their schools. Copying the work of others and submitting it as one's own or securing or providing answers in a dishonest way is forbidden. Plagiarism from the Internet is included in this offense. | Zero on the assignment/Parent contact. |
| Chromebook Damage and Misuse | Read Chromebook Offenses and Consequences- Level 1, Level 2 | Disciplinary actions will be administered |
| Consensual Participation in Sexual Misconduct | Consensual participation in any sex act involving physical contact. | Students will be recommended for expulsion. |
| Cutting Class or Leaving Class | Students are required to attend all classes. | <ul style="list-style-type: none"> • 1st - ISS - 1 day • 2nd -ISS - 2 days • 3rd- OSS |

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| Display of Affection | Students will refrain from excessive displays of affection while on school property. Failure to comply will result in disciplinary action and communication with parents. | <ul style="list-style-type: none"> ● 1st- Warning ● 2nd- Detention ● 3rd- ISS |
| Disrespect Disrupting Class Distribution of Unauthorized Materials | <ul style="list-style-type: none"> ● Students are required to obey school rules and to respect the authority of teachers and other school personnel. Failure to do so constitutes a disciplinary offense. ● Disrupting class could be, but not limited to, <u>excessive talking, horseplay, or making noises.</u> The distribution of unauthorized material on school property or the distribution of material in violation of school distribution rules is prohibited. Distribution of explicit material will result in an automatic suspension. | <ul style="list-style-type: none"> ● 1st - 2 hour detention/Parent contact ● 2nd - ISS ● 3rd - OSS ● 1st- Warning ● 2nd- OSS |
| Dress Code | <ul style="list-style-type: none"> ● Students in violation of the dress code will be sent to ISS and parents may bring a change of clothes. Students will remain in ISS until a parent delivers the clothing and the student will receive a referral. ● <u>Dress code rules do apply when a student is assigned ISS. Failure to comply could result in suspension.</u> | <ul style="list-style-type: none"> ● 1st - Referral to Administrator, Warning, Parent Contact ● 2nd - 1 hour detention / parent contacted for change of clothes ● 3rd - ISS / parent contacted for change of clothes ● 4th - OSS |
| Forgery | Using an individual's name without their consent is not allowed. | <ul style="list-style-type: none"> ● 1st - ISS ● 2nd - OSS |
| Gambling | Any participation in games of chance for money or other items of value is forbidden on school property. | <ul style="list-style-type: none"> ● 1st- Warning ● 2nd- Detention ● 3rd- OSS |
| Ganging/Lynching | “Ganging” or participating as a member of a gang to inflict a violent act of bodily harm, however slight, upon another person will not be tolerated. A “gang” shall consist of two or more persons acting together for and with the purpose of committing an act of violence against another person. “Participation” also includes any act that interferes with or hinders a staff member from stopping | Students will be recommended for expulsion. |

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| | the infliction of bodily injury that is the objective of the gang. | |
| ID | <p>Students must display their current ID badge on a lanyard around their neck at all times during the school day.</p> <p>**Students may charge ONE ID per calendar year. The cost is \$5 and must be purchased before 8:45am.** Temporary IDs are available for purchase for \$.50 (limit 3).</p> | <ul style="list-style-type: none"> ● 1st - Warning during 1st period ● 2nd - ISS / Student referral / parent call ● 3rd - Referral / OSS |

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| Lying | Students should be truthful at all times when questioned by adults in the building. | ISS/OSS depending on the level of the offense as deemed by the administrator. |
| Misuse of District Technology Resources | District Technology Resources in Greenville County schools include equipment, networks, and access to the Internet. Student access to Technology Resources is a privilege and not a right. Students violating the Acceptable Use Policy or other District regulations are subject to disciplinary action. | Restriction or loss of privileges and other disciplinary action which may include parent notification, counseling, suspension, or recommendation for expulsion are possible consequences. |
| Use or Possession of Unauthorized Materials Off Limits Area Off Limits Area - Altercation / Confrontation | Fireworks, smoke bombs, pepper-style sprays and other similar devices or materials are inappropriate for school <u>and can cause severe injury</u> . Students are not allowed to be in off limits areas Students are not allowed to be in off limits areas | Suspension/Recommendation for expulsion are possible consequences. <ul style="list-style-type: none"> • 1st - administrator warning • 2nd - ISS • 3rd - OSS • 1st offense: Suspension/Involve SRO/Probation/ Possible Recommendation for expulsion • 2nd offense: Recommendation for expulsion |
| Refusal to Obey | Students are required to comply with the directives of teachers and adults in the building. Failure to do so will result in a disciplinary referral. Refusal to report to ISS will result in suspension. This includes students bringing their chromebook to school daily. | <ul style="list-style-type: none"> • 1st - 1 hour detention • 2nd - 2 hour detention/Parent contact • 3rd - ISS • 4th - OSS |
| Sexual Harassment/Misconduct of a Sexual Nature | Comments, threats, conversations, coercion, actions, jokes, teasing, or intimidation when they are of a sexual nature and are unwelcome by those exposed to them, whether they are staff members, visitors, or other students, are forbidden. Any student (or the parent/legal guardian of a student) who believes he or she has been subjected to such behavior should immediately contact the school principal, guidance counselor, or a teacher to report the behavior. | Student counseling, parent notification, detention, restriction from participation in extracurricular activities, in-school suspension, suspension, referral to SRO, and recommendation for expulsion are possible consequences. |
| Smoking, Tobacco Products, Lighters, Vapors | Smoking and possession or use of tobacco products and smoking paraphernalia on school property is prohibited. Students under the age of 18 may be subject to fines as outlined by the Greenville County Sheriff's Department. | OSS |
| Tardiness | A student who arrives late to school or to class is tardy. Excessive tardiness will result in disciplinary action. Tardies are recorded by the classroom teacher. | <ul style="list-style-type: none"> • 1st – 2nd Offense ..Parent Contact |

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| | | <ul style="list-style-type: none"> • 3rd Offense ... Referral to Administrator, Warning, Parent Contact • 4th Offense:.....1 hour detention • 5th Offense:.....2 hour detention • 6th Offense:.....OSS |
| Theft | Taking the property of another without permission is forbidden. This statement applies whether the property belongs to another student, a staff member or the school district. | <ul style="list-style-type: none"> • 1st- OSS – 1 day • 2nd- OSS – 3 days • 3rd- OSS – 5 days |
| Threats, Bullying, Harassment, Hazing, Intimidation or Blackmail | Threats of force, threats of injury, bullying, harassment, intimidation, blackmail, and hazing are forbidden and may violate state law. Hazing is any activity that humiliates, degrades, abuses or endangers another person, regardless of the person's willingness to participate. | <ul style="list-style-type: none"> • 1st- ISS • 2nd- OSS/Probation • 3rd- Recommendations for expulsion are possible consequences. |
| Threats and Assaults Against School Personnel | Threatening to inflict or inflicting any bodily harm, however slight, upon any school employee is prohibited. | Students will be recommended for expulsion. |

Tuancy, Leaving School, Unauthorized Walk-Out

day without a lawful excuse is prohibited. During regular school hours, students are not allowed to leave classrooms, the school building, or campus without school permission.

intention of inflicting bodily injury or death.

- 1st - OSS - 1 day
- 2nd -OSS- 2 days
- 3rd- OSS - 3 days

Weapons on School or District Property

Possession of any kind of weapon is not permitted on school or district property. "Weapon" includes, but is not limited to guns, blackjacks, dirks, brass or other metal knuckles, razors, bludgeons, box openers, slingshots, knives with a blade over 2" long, or any other device or object that is possessed or used with the

Student will be recommended for expulsion

Teacher Detention

Failure to attend school all or part of the

Teachers will assign detention for infractions in accordance with school policy.

Dress Code (POLICY JCDAF)

Greenville County School District students are expected to dress and be groomed in such a way as to not distract or cause disruption in the educational program or orderly operation of the school. Personal appearance of students should promote health and safety, contribute to a climate conducive to teaching and learning, and project a positive image of the District to the community. Students should dress for the educational setting, not the recreational. The principal may create further guidelines regarding student

dress, which are consistent with this policy.

Clothing and/or accessories that advertise drugs, alcohol, weapons, anything suggestively profane, obscene, racial, and illegal or gang/neighborhood related --may not be worn or brought to school. Items that violate the dress code policy may be confiscated.

- Clothing and/or hair should not be so extreme or inappropriate to the school setting as to disrupt the educational process. Therefore, clothing deemed distracting, revealing, overly suggestive or otherwise disruptive will not be permitted.
- Wearing accessories or clothing that could pose a safety threat to oneself or others is not allowed.
- Hats, hoods, head coverings and sunglasses may not be worn in the building, except for religious purposes.
- Proper shoes must be worn at all times. Proper shoes are defined as shoes with a rubber or hard sole.
- Attire must not be immodest, obscene, profane, lewd, vulgar, indecent or offensive.
- Clothing that inappropriately exposes body parts is not permitted. Students shall not expose

undergarments. 34

- Pants must be worn at the natural waistline and undergarments are not to be visible. Pants and slacks must not bag, sag, or drag. The length of properly worn shorts, skirts, dresses and skorts must meet the length of the student's ID above the knee when sitting and standing. Pants must not have holes above the knee.
- **Leggings, jeggings, exercise pants, tights, leotards, see-through pants, or tight fitting spandex type-pants will not be worn.**
- Shoulder straps must meet the width of the ID.
- No clothing, jewelry, or tattoos are permitted that display profanity, suggestive phrases, or advertisements for, or messages or pictures depicting or suggesting alcohol, tobacco, drugs, or sex.

ITEMS NOT ALLOWED IN THE BUILDING:

Hats, beanies, caps, skullies, bandanas, hoods, head wraps, sweat bands, wave caps, bonnets, do-rags, hair curlers, sunglasses, flip flops/shower shoes (thong shoes without strap), furry slippers (w/o hard bottom), bedroom slippers, holes above knee, crop tops (midriffs), pajamas, biker shorts, sagging pants, blankets, playing cards and outside food.

Dress Code Consequences

- Students in violation of the dress code will be sent to ISS and parents may bring a change of clothes. Students will remain in ISS until a parent delivers the clothing and the student will receive a referral.

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|-------------|---|-----------------------------|---|
| Offense | Teacher Procedure | 3rd offense | Discipline referral with parent contact |
| 1st offense | Warning with parent contact | 4th and subsequent offenses | Discipline referral with parent contact |
| 2nd offense | Discipline referral with parent contact | | |

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|------------------------------------|--------------------------------------|
| Not applicable | Detention - 2 hours |
| After School Detention - 1 hour | 1 day OSS (out of school suspension) |
| After School | |

The administration will make the final judgment on the appropriateness of clothing and/or appearance and reserves the right to prohibit students from wearing any articles of clothing or other items which lead to or may foreseeably result in the disruption of or interference with the school environment. In the event the administration determines a student's dress is inappropriate for school in accordance with this policy, the administration will either require the student to change, request that the student be placed in ISS until a change of clothing is available or for the remainder of the school day. Students will also be informed not to wear the garment to school again. Repeated violations of the Dress Code will be treated as disruptive behavior and in violation of the District's Behavior Code. Defiance or refusal to change clothing and repeated offenses may result in out of school suspension.

ID Badge Policy

If a student does not have a regular ID, you will not be allowed to attend extracurricular activities such as pep rallies, buy-outs , etc. For safety and identification, all faculty, staff and students must wear school-issued picture ID badges and school issued lanyards around the neck.

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- A. Each student will be issued an ID badge and a lanyard at the beginning of the **2021-2022** school year. These badges are loaned to the students. **Students must display their Southside ID badge around the neck at all times and be visible while on campus** (unless involved in an extracurricular activity that requires a particular dress). **Old ID badges from previous years will not be acceptable.**
- B. In order to attend class, students must wear an ID badge. Those students who arrive at school without an ID badge will report to ISS.
- C. **Students are not to cover their ID with stickers of any kind.**
- D. **Any student who uses another student's ID will be sent to ISS.**
- E. Students must pay \$5.00 to replace lost or defaced/damaged ID badges. An additional ID may be purchased to serve as a "back-up" in case the student forgets/misplaces his/her ID.
- F. A student may purchase up to three (3) temporary IDs for \$.50 from the Media Center per semester. G. A student must surrender their ID badge if a faculty or staff member makes a request for the ID. **H. Students who have an ID, but are not wearing it around the neck, will be provided consequences as determined by the administrative team.**

Personal Electronic Devices

A PED is any personal electronic device. This can include, but is not limited to laptops, tablets, and smartphones.

Southside High School's Personal Electronic Device Policy

To use your personal electronic device (PED*) during the school day, you agree to abide by the following requirements. A violation of this agreement may result in suspension of this privilege and/or disciplinary action. **The school day begins when you enter the building and ends when you leave the building.**

1. During Instructional Time: You may use your PED for educational purposes during class time with the express

- permission of the classroom teacher. You understand that the teacher may ask to inspect your work on the device at any time.
- 2.You may not use the camera feature of your PED to capture, record, or transmit audio, video, or still photos of other students, faculty or staff without explicit permission given by the teacher and subject of the photo or video. 3.You will be given access to the School District’s online resources via the school’s wireless network. The PED will not be connected to any printer, directly or indirectly.
- 4.The Greenville County School District will NOT service, repair or maintain PEDs at any time. 5.You acknowledge that you know, understand, and agree to abide by GCSD Acceptable Use Policy while connected to the school’s network.
- 6.All PED’s are brought to school at the owner’s risk. The GCSD or Southside High School is not responsible for theft or damage to the PED. All thefts should be reported to law enforcement.
- 7.Students are allowed to charge their devices at designated charging stations **either before school or during lunch.** 8. **Airpods, earbuds and headphones can only be worn in one ear while traveling in the hallway. This allows the student to hear announcements, warnings, and other messages adults must share with them.**

Personal Electronic Device Consequences

| Offense | Teacher Procedure Consequence |
|-------------|---|
| 1st offense | Teacher warning with parent contact |
| 2nd offense | Discipline referral with parent contact Not applicable After School Detention 2 hours |

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|-----------------------------|--|
| 3rd and subsequent offenses | 1 day OSS Discipline referral with parent contact |
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For every offense, the student will be expected to put their Personal Electronic Device away. Note #1: If a student is caught using a device at an inappropriate time and the teacher gives a consequence based on the above matrix, and the students put the phone away as directed, but then gets the phone out later in the class and is caught using it again: **The teacher will treat the infraction as a 2nd offense and write a discipline referral to their administrator.**

Note #2: If a student is caught using a device at an inappropriate time and the teacher gives a consequence based on the above matrix and the student refuses to put the phone away and continues to use it directly in front of the teacher: Student will be removed from the class, a referral for refusal to obey will be written with the consequences up to suspension from school.

Student Activities

Student participation in extracurricular activities is a privilege (not a right) that a student earns through proper conduct and academic achievement. A student may be denied the privilege of participating in an extracurricular activity and/or an event when the student's conduct is not consistent with District Policy; the District's Behavior Code and/or academic standards; the conduct expectations and/or academic standards of Southside High School; and/or the conduct expectations and/or academic standards of the particular activity. Extracurricular activities include, but are not limited to, athletic teams, academic clubs/teams, prom, graduation exercises, student council, and attendance at any school function outside of the normal school day.

Athletics

The athletic program is a vital part of our school. It provides physical and mental training for participants, and recreational and social outlets for students, parents, and visitors. The program is supported entirely by gate receipts, making it important for everyone to assist in making our athletic contests desirable events to attend for both students and visitors.

Students interested in going out for athletic teams should check with coaches about six weeks before a particular sports season in order to begin practice on time and to establish eligibility. In general, a student must have a physical, a birth certificate, meet eligibility requirements, have insurance, and must not play on any team except the school team during the season of the sport for which he/she has been certified. **Auditing a class does not establish eligibility.** Students cannot quit one sport to join another sport before the season ends for the first sport. Also, if students are dismissed from one sport for disciplinary reasons, they may not join another sport before the season ends for the first sport. A complete list of requirements for eligibility is available from the Athletic Director.

The following sports may be provided (if funded):

- Cross Country (Boys & Girls)..... middle & high school
- Golf (Boys & Girls).....9, 10, 11, 12
- Soccer (Boys & Girls).....middle & high school
- Swimming.....9,10,11,12
- JV Cheerleading.....9,10,11,12
- Varsity Cheerleading.....middle & high school
- JV Football..... 9, 10, 11, 12
- Varsity Football.....8, 9, 10,11,12
- JV Basketball (Boys & Girls).....middle & high school
- Varsity Basketball (Boys & Girls).....8, 9, 10, 11, 12
- Varsity Baseball.....9, 10, 11, 12
- Varsity Tennis (Boys & Girls).....middle & high school

- Varsity Track (Boys & Girls).....middle & high school
- Volleyball (Girls).....middle & high school
- Varsity Softball (Girls).....middle & high school

Band

The Southside High School band program consists of the marching band, concert band, and color guard. All students are required to audition for placement in each ensemble. In addition, each student is expected to provide his or her own instrument. All band members are required to be enrolled in a band class that meets during the school day in addition to attending required after-school rehearsals. Band is a co-curricular activity which means after school rehearsals and performances, which meet outside of the normal school day, are an extension of the classroom. Membership in the band program is comprehensive. Students are required to participate in both marching and concert band. All questions should be directed to Mr. Bruce (864) 355-8780.

Chorus

Southside High School Choral students are required to purchase a chorus uniform. Please see Chorus instructor.

Girls: White blouse, black skirt or pants, black hose and shoes.

Guys: White collared shirt, black pants, black shoes and socks.

All choral members are required to be enrolled in a choral class that meets during the school day in addition to attending required after-school rehearsals and performances. These rehearsals and performances are an extension of the classroom.

Clubs and Organizations

The following clubs and organizations may be available for students who wish to become involved and who meet the non-athletic eligibility requirements when necessary:

Academic Team, Band, Bowling Club, Drama Club, Foreign Language Honor Societies, Gardening Club, IB Mentoring Club, Interact, Kitty Hawk Honor Society, JROTC Explorers, Model Rocketry/Airplane Club, Mu Alpha Theta (Math), National Art Honor Society, BETA Club, National Forensics League (NFL), National Honor Society (NHS), Poetry Club, STEAM TEAM, Spirit Club, STEP Team, Youth in Government, and Tiger Ambassadors. Others may be offered with teacher sponsorship. Please check the SHS website for more information.

Field Trips

Student Access to Field Trips: Students will be denied participation in field trips for the following reasons:

- 1) **Academics:** If a student is failing a class, he/she is not eligible to attend the field trip.
- 2) **Behavior:** (a) If assigned OSS on the date of the field trip, (b) if the person heading the field trip, with approval of the principal, determines eligibility should be denied based on a pattern of misconduct, and (c) if the student fails to turn in all required documentation by the deadlines.
- 3) **Attendance: Students who have more than five (5) unverified absences in a semester class are not eligible to participate in a field trip. Students who have more than ten (10) unverified absences in a year long class are not eligible to participate in a field trip.**
- 4) Students unable to attend a field trip will be given an alternative assignment to replace the field trip grade. 5) Students who are driving to an off-campus school sponsored event must have a parent permission form on file prior to the event.

Competitions are considered field trips so only students competing should attend. Students are encouraged to maintain their academic performance in classes. A limited number of courses have district and state mandated field trips as part of the defined curriculum. These must be submitted to the appropriate administrator in writing at the beginning of the school year for verification. If approved, they will not be included in the semester class absences count. This also applies to programs such as college fairs, the sophomore trip to Donaldson, etc.

Fraternities, Sororities and Secret Organizations

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Fraternities, sororities and secret organizations and their activities are strictly forbidden in high school. Any attire associated with such groups is forbidden when it causes a disruption to the school.

National Honor Society

1. National Honor Society (NHS) is an honorary organization dedicated to the achievement of the highest levels of scholarship, service, character, and leadership.
2. Members are chosen on the basis of scholarship, service, character, and leadership. Procedures for choosing NHS member:
 - a) During the summer of each year, the advisor will examine the permanent record cards of all juniors to determine eligibility. Those juniors with a 3.5 GPA or better (not rounded off) in academic subjects only will be considered. (Academic subjects include English, math, science, social studies, and foreign language. No electives such as journalism, art, music, business, or home economics will be counted.) Students must be enrolled in regular, advanced, or honors level classes.
 - b) The student's disciplinary record will be reviewed for approval. A student must have had no suspensions (in or out of school) or documented disciplinary problems that would reflect on his/her character (e.g. cheating or theft).
 - c) Those eligible students will then be invited to fill out an application giving their leadership and service background, which will be evaluated by the advisor according to a point system.
 - d) The list of eligible students will be submitted to a faculty council for approval. The five-member faculty council is appointed by the principal and may not include an administrator or advisor. (The advisor is a nonvoting member.) A student who receives four votes will be invited to join See the webpage and/or sponsor for details.

Prom

The date and time of the Southside High School Prom for 2022 is TBA. Formal or semi-formal attire is required. Juniors and seniors may purchase a ticket for themselves and a ticket for **one** guest. Any person who attends the prom must have a ticket. **There will be no refunds if a person later decides not to attend.** The tickets to the prom will be distributed upon purchase. Announcements will be made about the deadline for purchasing tickets. After the deadline passes, no ticket will be sold. Tickets must be presented at the door in order to enter the prom. The ticket is valid for the prom only. Junior class officers will assist the sponsor(s) in making decisions about the prom. Junior and Senior students will vote on the theme and the colors for prom. **No student with outstanding debt will be allowed to purchase tickets or attend the prom. No Bar access is allowed.**

