

Beaufort High School

STUDENT HANDBOOK

BEAUFORT HIGH SCHOOL
84 Sea Island Parkway
Beaufort, SC 29907
(843) 322-2000 Fax: (843)322-2160

****Beaufort High School reserves the right to modify/update the policies and procedures listed in this handbook as deemed appropriate by the administrative team****

MESSAGE TO STUDENTS

Welcome to Beaufort High School, HOME OF THE EAGLES! Your student handbook is designed to help you and your parents learn school policies and procedures and the services that are available to our students.

Beaufort High School is your school; therefore, we encourage you to get involved in your school community, respect others, do the right thing, commit to your future and be the best student that you can be during your experience at Beaufort High School. Have a great year!

ADMINISTRATION

Ms. Charity Summers	Principal
Mr. Herbert Glaze	Dean of Students
Mr. Daniel Tooman	Assistant Principal
Mrs. Elandee Thompson	Assistant Principal
Mr. Ryan Walsh	Assistant Principal

GENERAL SCHOOL INFORMATION TELEPHONE NUMBERS

Mrs. Marisel Amely, Main Office Receptionist	322-2000
Mr. Marque Fireall, Attendance Clerk	322-2154
Mrs. Lakeshia Doctor, Guidance Lead	322-2125
Ms. Melissa Lather, BHS Social Worker	322-2113
Mr. Linc Lyles, Athletic Director	322-2140
Mr. Reginald Jones, Office Manager	322-2108
Mrs. Lori Staelens, Nurse	322-2114
Mr. J.J. Walker, Technology	322-2090
Mrs. Leslie Meola, Data Specialist	322-2116
Mrs. Anakarina Warner, Guidance Secretary	322-2129
Beaufort High Fax Number	322-2160

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Vision and Mission Statements

We Believe...

All stakeholders are entitled to a caring, safe atmosphere while at Beaufort High School.

All students are entitled to equal access to a quality education.

A student's education is most effectively accomplished through collaboration between the school, home and community at-large.

School Mission Statement

The mission of Beaufort High School is to provide a safe, challenging and engaging environment in which all stakeholders can develop and practice the critical thinking, decision-making, and leadership skills necessary to become productive and responsible members of a global community.

Beaufort High School Performance Goals

Algebra

By 2023-2024, the Algebra I End of Course Exams student performance will increase by 8 percentage points for students achieving a grade of C or better.

1.1: 2019-2020, the Algebra I EOC Exam student performance with scores of a C or better is currently projected as 46.2% based on EOC taken during the 2015-2016 Academic Year.

1.2: 2020-2021, the Algebra I EOC Exam student performance with scores of a C or better is currently projected as 30.8% based on EOC taken during the 2016-2017 Academic Year.

1.3: 2021-2022, the Algebra I EOC Exam student performance with scores of a C or better is currently projected as 32.03% based on EOC taken during the 2018--2019 Academic Year.

1.4: The interim goal for 2022-2023, the Algebra I EOC Exam student performance with scores of a C or better will be 33.31% or above.

English

By 2023-2024, the English I End of Course Exams student performance will increase by 8 percentage points for students achieving a grade of C or better.

2.1: 2019-2020, the English I EOC Exam student performance with scores of a C or better is currently projected as 54.6% based on EOC taken during the 2015-2016 Academic Year.

2.2: 2020-2021, the English I EOC Exam student performance with scores of a C or better is currently projected as 67.3% based on EOC taken during the 2016-2017 Academic Year.

2.3: 2021-2022, the English I EOC Exam student performance with scores of a C or better is currently projected as 69.7% based on EOC taken during the 2018--2019 Academic Year.

2.4: The interim goal for 2022-2023, the English I EOC Exam student performance with scores of a C or better will be 72.5% or above.

Biology

By 2023-2024, the Biology I End of Course Exams student performance will increase by 8 percentage points for students achieving a grade of C or better.

3.1: 2019-2020, the Biology EOC Exam student performance with scores of a C or better is currently projected as 66.1% based on EOC taken during the 2015-2016 Academic Year.

3.2: 2020-2021, the Biology I EOC Exam student performance with scores of a C or better is currently projected as 49.2% based on EOC taken during the 2016-2017 Academic Year.

3.3: 2021-2022, the Biology I EOC Exam student performance with scores of a C or better is currently projected as 51.1% based on EOC taken during the 2018--2019 Academic Year.

3.4: The interim goal for 2022-2023, the Biology I EOC Exam student performance with scores of a C or better will be 53.2% or above.

US History

By 2023-2024, the US History End of Course Exams student performance will increase by 8 percentage points for students achieving a grade of C or better.

4.1: 2019-2020, the US History EOC Exam student performance with scores of a C or better is currently projected as 39% based on EOC taken during the 2018-2019 Academic Year.

4.2: The interim goal for 2020-2021, the US History EOC Exam student performance with scores of a C or better will be 42% or above.

4.3: The interim goal for 2021-2022, the US History EOC Exam student performance with scores of a C or better will be 45% or above.

4.4: The interim goal for 2022-2023, the US History EOC Exam student performance with scores of a C or better will be 48% or above.

Graduation Rate

By 2023-2024, the percent of students who graduate in 4 years will increase by 10

percentage points

5.1: The interim goal for 2019-2020, the percent of students who graduate in 4 years will increase to 84%.

5.2: The interim goal for 2020-2021, the percent of students who graduate in 4 years will increase to 87%.

5.3: The interim goal for 2021-2022, the percent of students who graduate in 4 years will increase to 89%.

5.4: The interim goal for 2022-2023, the percent of students who graduate in 4 years will increase to 92%.

School Climate

School Report Card Stakeholder Engagement Surveys will increase from 25% of students completing surveys to 85% of students completing surveys by 2023-2024.

6.1: School Report Card Stakeholder Engagement Surveys will increase to 45% of students completing surveys by 2019-2020.

6.2: School Report Card Stakeholder Engagement Surveys will increase to 65% of students completing surveys by 2020-2021.

6.3: School Report Card Stakeholder Engagement Surveys will increase to 75% of students completing surveys by 2021-2022.

6.4: School Report Card Stakeholder Engagement Surveys will increase to 85% of students completing surveys by 2022-2023.

ALMA MATER

From the halls and fields of victory, hear our loud acclaim, Beaufort High, our Alma Mater Truth and Pride we claim. Though the times may change about us And our memories fill, when the shout becomes an echo, WE'LL REMEMBER STILL!

EAGLE PRIDE

P - PARTICIPATION: Get involved in your school and community.

R - RESPECT: Treat everyone with courtesy whether you agree with them or not.

I - INTEGRITY: Do the right thing even when no one is looking.

D - DEDICATION: Commit to your future and never stray from your path.

E - EXCELLENCE: Doing good is not good enough, do your best and no one can ask for anything more.

GUIDANCE DEPARTMENT

The goal of the Beaufort High School Guidance Department is to assist all students through a systemically delivered comprehensive counseling program to make effective educational and career decisions, deal with personal and social challenges and overcome problems that may impede learning.

The services provided include:

- Individual counseling to help students deal with social and emotional concerns.
- Group guidance to discuss post-secondary opportunities
- Group counseling to include conflict resolution, relationship building, study skills, and goal setting.
- Coordination of the homebound program for students who are unable to attend school.

Students are encouraged to visit with the counselors for personal guidance and for information on grades, study skills, and testing programs. Beaufort High School counselors are available to discuss any home, school, or social concerns.

Director of School Counseling:

Lakeshia Doctor

322-2125

School Counselors:

Saige Dunlop

322-2110

Sherrie Garvin

322-2112

Giovanni Glover

322-2126

Nicoleta Langley

322-2172

ACADEMICS

COLLEGE PREPARATORY (CP)

College Prep is a rigorous academic program designed to prepare students for post-secondary studies in traditional academic programs. Courses offered on the College Prep level focus on theory, reading, research, problem solving and writing skills.

HONORS COURSES

Honors courses are designed for students that exhibit superior abilities in the course content area. Students enrolled in the Honors curriculum will build on the knowledge and skills of the college preparatory level with emphasis on critical and analytical thinking, decision making and reasoning beyond that expected at the college preparatory level. Honors level courses carry a .5 quality point higher than college preparatory courses. Students who successfully complete Honors level courses are strongly encouraged to enroll in Advanced Placement (AP) courses.

ADVANCED PLACEMENT (AP)

Advanced Placement (AP) courses enable students to earn college credit while still enrolled at Beaufort High School. A GPA of 3.0 or better is a prerequisite for enrollment. The content of the course is determined by the College Board.

During the month of May, the College Board administers national exams in all AP courses. Students who score well on the exams are awarded college credit in most of the nation's colleges and universities. Students must take the College Board Exam to receive the AP weighting for the course. Advanced Placement courses are weighted 1.0 quality point above college preparatory courses per one unit of credit.

DUAL ENROLLMENT - EARLY COLLEGE CREDIT OPPORTUNITY

Dual Enrollment - Early College Credit Opportunity (ECCO) Program is a college-credit, dual enrollment program that empowers students to earn both Carnegie units and college credits for particular courses during high school.

The Technical College of the Lowcountry (TCL), and University of South Carolina Beaufort (USCB Beaufort Campus) provides this opportunity for Beaufort County high school juniors and seniors who are successfully involved in a college preparatory program of study. Students who want to take college courses and who meet the Technical College of the Lowcountry placement examination requirements are qualified to participate. For more information, interested rising juniors and seniors should consult with their guidance counselor.

Students participating in Dual Credit Courses will be required to sign out in attendance daily and exit the building through the front entrance of the school. Students returning from Dual Credit Courses will be expected to enter through the front entrance of the building and sign in with attendance.

Students will be required to report to Beaufort High School during the times and dates that TCL and USCB do not meet. Parents may complete a waiver for 2019-20 to excuse students from this requirement. Waivers may be picked up in the main office and will be available on our school website.

Note: Three college credits are equivalent to 1 high school credit (unit). All dual enrollment college credit courses are weighted the same as Advanced Placement (AP) courses.

SOUTH CAROLINA ASSESSMENTS

End-of-Course Examination Program

State End-of-Course examinations will be given when the student completes one of the following courses:

- Algebra I
- English II
- Biology I
- US History

The End-of-Course Exam will count as 20% of the student's final grade in the course.

SPECIAL EDUCATION SERVICES

Beaufort High School provides all students with disabilities a free and appropriate public education (FAPE). The students' parents serve as team members with the public school in determining eligibility for special education. Once a student qualifies for special education and/or related services, an Individualized Education Program (IEP) is developed to determine the extent of these services. It is the responsibility of the multidisciplinary team to determine the most appropriate educational placement in the least restrictive environment.

Special education policies, procedures, rules and regulations, and information on free or low-cost legal services are available upon request from the Director of Special Education. The Beaufort County School District does not discriminate on the basis of race, color, national origin, sex, age, or handicap in admissions to, access to, treatment in, or employment in its programs and activities. Contact the Student Services Department with questions or concerns at (843) 322-5417.

STUDENTS IN A 1:1 TABLET COMPUTER LEARNING ENVIRONMENT

Mobile devices are powerful tools which can transform the learning environment and maximize learner outcomes. However, they can represent potential obstacles for students/teachers, creating sources of disciplinary problems in the classroom. In all cases, we believe the key to successful student learning is consistent and effective use of technology in line with school/teacher classroom policies. This policy has been developed to better prepare students/teachers for managing and teaching in a 1:1 classroom.

Students are responsible for adhering to classroom procedures and protocols. However, in a situation where an incident of serious nature may occur, our school administration will act in accordance with school and district policies. Additionally, repeated classroom-managed offenses should be considered acts of defiance and can also be handled with a referral to administration.

School-managed incidents include (but are not limited to):

- Sexually explicit content, searches and/or photos
- Weapons, gang, and/or drug related content or searches
- Network security violations, including attempts to bypass, interrupt, or disable district security, filtering, or data-protection measures; hacking.
- Intentionally causing damage to technology equipment or infrastructure.
- Cyberbullying or using a device to record a bullying incident, online harassment, cyber baiting, catfishing, etc.
- Accessing games, sports, music videos, etc.

Students in violation of this policy are subject to having the item confiscated in accordance with S.C. Statute (Section 59-63-280) and District Policy. Students who are determined to be in use of these items will also be subject to disciplinary actions as defined by the Student Code of Conduct.

UNIFORM GRADING SCALE

The Uniformed Grading Scale (UGS) and policy approved by the South Carolina State Board of Education governs courses that students take to earn high school diplomas in South Carolina. The UGS requires that grades be recorded numerically and outlines the calculation to be used to ascertain a student's grade point ratio. The numerical scales for each corresponding letter grade are as follows:

A = 90 - 100

B = 80 - 89

C = 70 - 79

D = 60 - 69
F = 59 and Below

GRADE REPORTING

Grades will be reported to parents within established guidelines set forth by the Beaufort County School District.

Progress reports will be submitted to the BHS data specialist on the following dates- September 6th, September 27th, November 8th, December 6th, January 31st, February 21st, April 9th, and May 8th.

Quarterly grade reports will be sent home on the following dates: October 18th, January 10th, March 20th, and June 5th

Quarter Grade Calculation (60/40):

The calculation of quarter grades will consist of both Summative and Formative assessments.

- Summative assessments are weighted at 60% and will consist of: Tests, Quizzes, Projects
- Formative assessments are weighted at 40% and will consist of: Practice assessments, In-class assignments, and Homework assignments

Final Grade Calculation (to include EOC courses):

Non-EOC Course - Q1 = 50%, Q2 = 50% Q1+Q2=100%

EOC Course - Q1 = 40%, Q2 = 40%, EOC = 20% Q1+Q2+EOC=100%

Grades of a "0" will be entered for all assignments that have not been turned in or from being absent from class.

ACADEMIC AWARDS

Our 1st Semester Academic Awards and Character Recognition will take place in February. We will recognize the following categories:

1. Spirit of the Eagle Students for each grade level 1st Semester (see description on last page)
 1. Freshman: Nestling Leadership Award
 2. Sophomore: Taking Flight Leadership Award

3. Junior: Soaring Leadership Award
 4. **Seniors ONLY:** BHS Spirit of the Eagle Leadership Award is given to one Male and Female Senior.
2. Academic Letters - *10th-12 grade with a SC UGP GPA of 3.7 or above would receive an Academic Letter after 1st Semester and an opportunity to receive an Academic Pin each subsequent semester. Freshmen can academic letter at the end of 2nd Semester and an opportunity to receive an Academic Pin each subsequent semester. Student who Academic Letter will also receive a Academic Certificate of Achievement.*
 3. 9th Grade students with a SC UGP GPA of 3.7 or above would receive a Academic Performance Certificate.
 4. Other Recognitions and Awards

Our 2nd Semester Academic Awards and Character Recognition will take place in late May. The Senior recognitions will take place on Class Night. We will conduct a separate program for the other grade level. We will recognize the following categories:

1. Students with the 1st and 2nd Highest GPA's for each grade level will receive an Academic Achievement Certificate. Seniors we will recognize the Top 10 Graduates.
2. Spirit of the Eagle Character Award Students for each grade level 2nd Semester (see description on last page.)
 1. Freshman: Nestling Leadership Award
 2. Sophomore: Taking Flight Leadership Award
 3. Junior: Soaring Leadership Award
3. **Seniors ONLY:** BHS Spirit of the Eagle Leadership Award is an Annual Award given to one Male and Female Senior. Student receives a BHS Spirit of the Eagle Leadership Trophy and Incentive Gift (The bestowing of this award has the same criteria for Spirit of the Eagle but the process is more selective as this is an annual award only offered to a male and female Senior.)
4. Academic Letters and Pins: All Grade Levels.

Spirit of the Eagle Awards 1st Semester and 2nd Semester for Freshmen-Juniors: The Spirit of the Eagle Awards are given to one male and one female student in each grade level each semester. Only a faculty member (including a Coach, Media Specialist, School Counselor Social Worker and Teacher) can nominate a student for this award and the grade level administrator must approve and select the student most deserving. This would be

students who epitomize excellence in character, commitment to academic achievement by passing all classes and a strong commitment to engage in community service opportunities.

1. Freshman: Nestling Leadership Award
2. Sophomore: Taking Flight Leadership Award
3. Junior: Soaring Leadership Award
4. 1st Semester Only Seniors: Eagle Leadership Award

Seniors ONLY and 2nd Semester ONLY: BHS Spirit of the Eagle Leadership Award is an Annual Award given to one Male and Female Senior. Student receives a BHS Spirit of the Eagle Leadership Trophy and Incentive Gift (The bestowing of this award has the same criteria for Spirit of the Eagle but the process is more selective as this is an annual award only offered to a Senior.)

Only a faculty member (including a Coach, Media Specialist, School Counselor Social Worker and Teacher) can nominate a student for this award and the grade level administrator must approve and select the student most deserving. This would be students who epitomize excellence in Character, Commitment to Academic Achievement and Service. This award is given based on the symbolic representation of the Eagle. The Eagle represents freedom and courage to look ahead. The eagle is symbolic of the importance of honesty and truthful principles. The Eagle is an inspiring messenger. The Eagle can soar to heights other merely dream of. The Eagle is resilient and not afraid of the unknown. The Eagle accepts life's challenges with unshakable courage, determination and confidence.

The students deserving nomination for the Spirit of the Eagle Award must:

- Maintains satisfactory grades.
- Participates in major school/community related activities.
- Positively contribute to the improvement of his/her internal and external school community.
- Involve in on- and/or off-campus activities that brings positive recognition to Beaufort High School
- May encounter special challenges in their academic pursuits.

ATTENDANCE REQUIREMENTS

In conjunction with R.43-274 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 local school district. **Beaufort County School District has not been approved to use proficiency in lieu of the seat time requirements for attendance. Therefore, the proficiency option does not apply to Beaufort County students.**

We provide all students with the opportunity to make up seat time prior to the end

of the semester. **NEST time will not be counted toward seat time.** If students do not have a total of 120 Seat Hours by the last day of enrollment in the class, the student receives a grade of FA (Failure Due to Absence) in the class. When students receive a grade of FA, if the absences are excused because of medical, bereavement or a verifiable family crisis, students can make up seat time at no cost. If the absences are otherwise excused or unexcused students must pay a fee to recoup seat time. Students are always encouraged to make up seat time prior to the end of the semester. Students that receive a (FA) Failure due to absences must make up required seat time hours/assignments within 30 days. Extensions may be permitted on a case by case basis, however all requirements must be completed prior to the beginning of the next school year. Students who opt to not make up seat time will receive a grade of FA. A grade of FA becomes a failing grade.

CARNEGIE UNIT/CREDIT RECOVERY

In order for students to earn a Carnegie unit for credit recovery students must adhere to the following school guidelines for credit recovery. Students that have a failing grade between 50-59 can qualify for Credit Recovery. Beaufort County allows Principal approval for special circumstances for students. Beaufort High School will give consideration for approval to students with grades between 45-49. Students that score below a 45 will have to retake the course. Credit Recovery at BHS is a mastery-based model.

1. An Edgenuity course matching the course of failure will be prescribed.
2. If the course is not offered in Edgenuity the student will have to retake that course.
3. All Edgenuity coursework must be completed in a supervised setting within the school building.
4. All coursework must be completed in its entirety.
5. Students will complete the diagnostic exam prior to beginning the prescribed course.
6. Credit Recovery may only be completed during Beaufort High's NEST and EAST programs before and after school.
7. Failure to complete coursework within the current academic school year will result in nullification of all work.
8. Successful completion of credit recovery will result in 1 unit recovered but NO grade change in PowerSchool. The original grade stands and only credits toward graduation will be earned.

HOMEWORK STATEMENT OF PURPOSE AND SCHOOL USE

The purpose of homework shall be to serve as a means to reinforce and extend classroom learning. Additionally, it should serve as a tool to assess understanding of classroom instruction mastery. Homework assists in motivating students to develop good work habits stimulate creativity and critical thinking. Students are accountable for successful homework completion. If homework is assigned to students, course grading should reflect acknowledgement of work completed.

Students are expected to:

- Do your best work.
- Pay attention to details for homework direction and completion.
- Understand assignment prior to leaving the classroom.
- Ask appropriate questions to deepen learning.
- Hand in assignments on time.
- Ask parents, peers, teachers for help when needed.
- Complete any missed assignments.

Teachers are expected to:

- Ensure all students clearly understand homework assignments.
- Ensure homework addresses classroom learning goals, objectives and standards.
- Provide timely and quality feedback.
- Assign no more than 30 minutes of homework per night (per class).
- Communicate with parents regularly when students fall behind on assignments.
- Collaborate with other teachers to ensure that homework workloads are balanced.

Parents are expected to:

- Monitor and ensure that students have appropriate resources to complete homework.
- Encourage your students to keep good lines of communication with teachers.

MAKE-UP WORK FOR LAWFUL ABSENCES

Students who have excused absences from class as defined by state and BCSD Administrative Regulation will be given the opportunity to make up work and be assigned a grade based upon the quality of that work. For excused (lawful) absences, students will be granted the opportunity to make-up any missed assignments and /or work due to the absence(s). This will include quizzes, test, writing assignments, etc. The period for making up the work will be a minimum of one (1) class day for each class day missed to a maximum of one (1) week. For example, if a student misses two

(2) days of school (Monday and Tuesday) and returns on Wednesday, Thursday and Friday will be granted as make-up days for missing Monday and Tuesday (one (1) day for each day missed). In this example, all missed assignments or work (test, quiz etc.) would not be due until Monday.

GRADE POINT AVERAGE (GPA)

The South Carolina Uniform Grading Scale is used to calculate the GPA and class rank for high school students. A student's rank in class is a measure of his/her academic achievement relative to the achievement of others in the same class. GPA is frequently used by colleges, technical schools, and employers in making admissions or employment decisions. The following formula is used to calculate each student's GPA:

$$\text{GPA} = \frac{\text{Sum (quality points x units)}}{\text{Sum of units attempted}}$$

Example for a hypothetical student:

<u>Course</u>	<u>Grade</u>	<u>Weighted GPA</u>	<u>Unit</u>
CP English 1	91	4.10	1
CP Algebra 1	87	3.70	1
CP Phy Sci	94	4.40	1
H World History	83	3.80	1
PE	92	4.20	1
CP French 1	84	3.40	1

Computation

4.10 x 1 =	4.10
3.70 x 1 =	3.70
4.40 x 1 =	4.40
3.80 x 1 =	3.80
4.20 x 1 =	4.20
3.40 x 1 =	<u>3.40</u>
Sum of quality points =	23.60
Total units attempted =	6

Sum of quality points divided by sum of units attempted: 23.60 divided by 6 = 3.933 GPA.

GRADE POINT CONVERSION CHART

South Carolina Uniform Grading Scale Conversions

Numerical Average	Letter Grade	College Prep	Honors	AP/Dual Credit
100	A	5.000	5.500	6.000
99	A	4.900	5.400	5.900
98	A	4.800	5.300	5.800
97	A	4.700	5.200	5.700
96	A	4.600	5.100	5.600
95	A	4.500	5.000	5.500
94	A	4.400	4.900	5.400
93	A	4.300	4.800	5.300
92	A	4.200	4.700	5.200
91	A	4.100	4.600	5.100
90	A	4.000	4.500	5.000
89	B	3.900	4.400	4.900
88	B	3.800	4.300	4.800
87	B	3.700	4.200	4.700
86	B	3.600	4.100	4.600
85	B	3.500	4.000	4.500
84	B	3.400	3.900	4.400
83	B	3.300	3.800	4.300
82	B	3.200	3.700	4.200
81	B	3.100	3.600	4.100
80	B	3.000	3.500	4.000
79	C	2.900	3.400	3.900
78	C	2.800	3.300	3.800
77	C	2.700	3.200	3.700
76	C	2.600	3.100	3.600
75	C	2.500	3.000	3.500
74	C	2.400	2.900	3.400
73	C	2.300	2.800	3.300
72	C	2.200	2.700	3.200
71	C	2.100	2.600	3.100
70	C	2.000	2.500	3.000
69	D	1.900	2.400	2.900
68	D	1.800	2.300	2.800
67	D	1.700	2.200	2.700
66	D	1.600	2.100	2.600
65	D	1.500	2.000	2.500
64	D	1.400	1.900	2.400
63	D	1.300	1.800	2.300
62	D	1.200	1.700	2.200
61	D	1.100	1.600	2.100

60	D	1.000	1.500	2.000
59	F	0.900	1.400	1.900
58	F	0.800	1.300	1.800
57	F	0.700	1.200	1.700
56	F	0.600	1.100	1.600
55	F	0.500	0.900	1.500
54	F	0.400	0.800	1.400
53	F	0.300	0.700	1.300
52	F	0.200	0.600	1.200
51	F	0.100	0.500	1.100

ATHLETICS

The Athletic Department is an integral part of the total education offerings at Beaufort High School. Beaufort High School is a member of the South Carolina High School League and competes as a Region 8-AAAA school. When possible, both varsity and junior varsity teams are represented. All student athletes are required to follow all school, athletic department, and individual team sport policies at all times.

ELIGIBILITY

The South Carolina High School League and state law established the following requirements. Therefore, there are no exceptions or appeals for violation of these requirements.

For participation in sports for the first semester, the student must have:

1. Passed a minimum of four Carnegie units the previous year.
2. Must have a 2.0 grade point average the previous semester.

For participation in sports the second semester, the student must have:

1. Must have a 2.0 grade point average the previous semester.

NCAA ELIGIBILITY REQUIREMENTS

The National Collegiate Athletic Association (NCAA) has policies regarding athletic eligibility for Division I and Division II schools. To be eligible for financial aid, practice, and competition during the freshman year, students must:

1. Graduate from high school.
2. Present a minimum combined test score on the SAT or a minimum combined test score on the ACT.
3. Present a minimum GPA in at least 13 core courses in subject areas as defined by the NCAA.
4. Students entering college must complete 14 core courses including:
 - Four years of English.
 - Two years of mathematics (Algebra I or higher).

- Two years of natural/physical science
- (1 year of lab if offered by high school).
- One year of additional English, math or natural physical science. Two years of social science. Three years of additional courses.

Students planning to participate in athletics at Division I or Division II Colleges and Universities must be certified by the NCAA Initial-Eligibility Clearinghouse. Students should apply for certification early in their senior year. Student Release Forms needed for this process are available in the athletic office, guidance office, and the clearinghouse web site. You may find additional information on the internet at www.ncaaclearinghouse.net or www.ncaa.org

ATTENDANCE

South Carolina Law requires that a student attend each class a minimum number of instructional hours to receive credit. In conjunction with R.43-274 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 local school district. **Beaufort County School District has not been approved to use proficiency in lieu of the seat time requirements for attendance. Therefore, the proficiency option does not apply to Beaufort County students.**

First and foremost, the expectation for Beaufort High School is that all students attend school every day. We believe that daily school attendance is paramount to the academic success of all students. When students miss school days, we expect students to make up their assigned learning tasks. These are the expectations whether the absences are lawful, medical, excused or unexcused.

EXCUSED ABSENCES

A student may be excused for the following reasons:

- Serious illness or death in their family.
- Recognized religious holidays of their faith.
- School sponsored or school approved activity.
- Legal, medical, dental, mental health or other health services that must be scheduled during school hours.
- Participation in a local, state, or national activity which is directly related to the school curriculum.
- Each student is required to bring a written excuse from a parent/guardian to the attendance office upon return to school or within one week of the absence.

**Although the above absences are considered to be excused, students are still

responsible for making up the required hours to meet the 120 hour minimum. Students with excused absences may not be required to pay a fee for attendance recovery.

ATTENDANCE RECOVERY POLICY

Students with excessive absences are encouraged to attend our attendance recovery program. If required seat time is not recovered, the student will receive a failing grade due to absences (FA).

TARDY POLICY

A student is considered tardy if they have not reported to their scheduled class by the time the tardy bell rings.

Tardy Sweeps/Guidelines

Students that are not in class when the tardy bell rings may be “Swept” to the auditorium prior to being admitted to class. Students will be advised of the school expectation to be to class on time, documented for the offense as a warning, and issued a pass to return to class. Students that are swept two (2) or more times in a semester will be issued a full day of In-School Suspension for the infraction of Excessive Tardiness. Students that have been swept six (6) or more times in a semester will incur an Out-of School suspension for Refusal to Obey. In addition a parent conference will be held.

ACCIDENTS

Each accident and/or injury occurring in the school building, on school grounds, at practice sessions, or at any event sponsored by the school must be reported immediately to the person in charge, the principal or designee, and nurse's offices.

AFTER SCHOOL ACTIVITIES

Students remaining after school or returning to school after the last period must be involved in a supervised activity. All other students must leave the building and grounds by 4 PM. No loitering is allowed.

ANNOUNCEMENTS

Announcements will be made at the beginning of the first period and at the end of fourth period. All announcements must be signed by a teacher and approved by an administrator.

BELL SCHEDULES

First Week Bell Schedule 2019-20

NEST **8:15 – 8:40**

Advisory **8:45 – 9:05**

1st Block **9:10 – 10:40**

- 1st Period 9:10 – 9:53
- Passing 9:53 – 9:57
- 2nd Period 9:57 – 10:40

2nd Block **10:45 – 12:10**

3rd Block **12:15 – 2:10**

A Lunch **12:15 – 12:40**

B Lunch **12:45 – 1:10**

C Lunch **1:15 – 1:40**

D Lunch **1:45 – 2:10**

4th Block **2:15 – 3:45 (Senior dismissal 3:42)**

Bell Schedule
2019-2020

NEST **8:15 – 8:40**

1st Block **8:45 – 10:15**

- 1st Period 8:45 – 9:28
- Passing 9:28 – 9:32
- 2nd Period 9:32 – 10:15

2nd Block **10:20 – 11:50**

3rd Block **11:55 – 2:10**

A Lunch **11:55 – 12:25**

B Lunch **12:30 – 1:00**

C Lunch **1:05 – 1:35**

D Lunch **1:40 – 2:10**

4th Block **2:15 – 3:45 (Senior dismissal 3:42)**

PEP RALLY SCHEDULE 2019-20

NEST 8:15 – 8:40

1st Block 8:45 – 10:05

- 1st Period 8:45 – 9:23
- Passing 9:23 – 9:27
- 2nd Period 9:27 – 10:05

2nd Block 10:10 – 11:30

3rd Block 11:35 – 1:30

A Lunch 11:35 – 12:00

B Lunch 12:05 – 12:30

C Lunch 12:35 – 1:00

D Lunch 1:05 – 1:30

4th Block 1:35 – 3:00

(Dismissal of students will begin at 2:50 by zone)

Pep Rally 3:05 – 3:45

Extended 1st Block Special Events Schedule

1 Block 8:45 – 10:40

(Program: 9:00-9:45)

1st Period 8:45 - 10:05

Passing 10:05 - 10:10

2nd Period 10:10 - 10:40

2 Block 10:45 – 12:05

3 Block 12:10 – 2:15

A-Lunch 12:05 – 12:35

B-Lunch 12:40 – 1:10

C-Lunch 1:15– 1:45

D-Lunch 1:45 – 2:15

4 Block 2:20– 3:45

(Seniors Dismissed at 3:42)

BOOKKEEPING

Fees may be paid before school or during lunch. No money will be accepted during any class period. Students should keep all receipts. It is the student's responsibility to see that the appropriate person gets the receipt.

CARD PLAYING/GAMBLING

Card playing or any form of gambling is not permitted on campus.

CAFETERIA

- Breakfast and lunch must be eaten in the cafeteria or the courtyard.
- No food or drinks are permitted in the hallways.
- Only water in clear water bottles is allowed in classrooms.
- School ID numbers are required to purchase school lunches.
- Students are expected to carry all trays and trash to the proper disposal area.
- Food or drink dropped off after the school day begins will not be permitted.
- ALL STUDENTS MUST REMAIN ON CAMPUS FOR LUNCH.

CLOSED CAMPUS

Beaufort High School is a closed campus. Students are expected to remain on campus the entire day once they arrive. Leaving campus without permission will result in disciplinary action and loss of driving privileges.

DISMISSAL

- Students are permitted to leave school before the end of the school day **ONLY** at the request of a parent/guardian.
- Eighteen-year-olds will not be allowed to excuse themselves, unless they are emancipated.
- No student will be permitted to be signed out after 3:00 PM due to the significant disruption this causes in classrooms and halls.
- Written correspondence to sign out a student will only be received **24 hours** in advance with a confirming phone number that matches the student's records.
- After receiving approval, students may sign out at the attendance office at the designated time.
- Students returning to school must sign in at the attendance office.
- Leaving school without administrative or parental permission will result in disciplinary action.
- Email requests for student sign out will not be accepted.

DISTRIBUTION OF LITERATURE

All pamphlets, posters, or literature must be approved by the administration prior to the posting and/or distribution.

CLUBS

All students must select and participate in one of the clubs offered at BHS and will meet on the 2nd and 4th Wednesday of every month. Clubs will be chosen during the first week of school during advisory.

FIELD TRIPS

When students are on faculty supervised field trips or other school business, all school rules apply. Students are responsible for making up work missed during field trips.

FUNDRAISING

Fundraising without the approval of the administration is not permitted. Students are not allowed to bring and/or sell any outside fundraising items on campus.

EARBUDS/HEADPHONES

Earbuds and headphones to include bluetooth devices and airpods are not permitted from 8:35 - 3:45. Teachers may utilize school issued headsets for class activities. Earbuds and headphones will be confiscated and returned at the completion of the school day.

ELECTRONIC DEVICES

By the SC State Code (section 59-63-280), a paging device is defined as a telecommunications device, to include mobile telephones, devices that emits an audible signal, vibrates, displays a message, or otherwise summons or delivers a communication to the possessor. Cell phones are considered to be paging devices. Student use of electronic communication devices while on school property (including school buses), attending school-sponsored activities, or using the District technology system may only be done in accordance with school policy.

What this means to you –

It is Beaufort High School policy that students may have electronic devices such as, but not limited to, cell phones, Ipods, e-readers, MP3 players, in your possession at Beaufort High and on school buses as long as the student is willing to adhere to the following:

- Students may openly display and use these devices during travel to and from school while riding a bus.
- Students are to store cell phones **turned off and out of sight** in pockets, bags, purses, etc... during instructional time/classroom.

- Students may openly display and use electronic devices during transition from class to class.
- Students may openly display and use electronic devices during their assigned lunch provided:
 - Electronic device is used ONLY while in the cafeteria and/or patio.
 - Students will refrain from making phone calls and talking on the phone.
 - Phone does not cause a distraction or disturbance to others around.

Additionally, a student in possession of an electronic communication device in conflict with this policy may have the device confiscated and is subject to discipline as provided under the Student Discipline Code of Conduct. The school or school District assumes no responsibility for electronic devices brought to school or on the bus. Cf. SS-18

First Offense: After a conference with an administrator, the item will be returned at the completion of the school day.

Second Offense: After a conference with the parent/legal guardian, the item will be returned at the completion of the school day.

Third Offense: After a conference with the parent/legal guardian, the item will be returned at the end of the school day. Student will be assigned an appropriate consequence for multiple offenses such as after school detention but not limited to In-School suspension.

There is nothing in this policy which prohibits any administrator from imposing more severe penalties after consideration of the incident.

FIGHTING

Violence will not be tolerated at Beaufort High School and will result in out of school suspension.

GANGS AND GANG RELATED ACTIVITY

The Board of Education and Beaufort High School believe that the presence of secret societies and/or gangs creates a threat of substantial disruption or interference with school and school activities and is harmful to the educational process. Therefore, it is the policy of this school that student membership in such secret societies and/or gangs in the school environment are prohibited.

For the purpose of this policy, a "gang" is defined as a group of people who interact

among themselves to the exclusion of others, who have adopted symbols indicating membership, and who violate or promote the violation of the law, or initiate, advocate or promote activities which threaten the safety or well-being of persons or property.

Students on school property or at any school activity shall not be permitted to:

- Wear, possess, use, distribute, display, or sell any clothing, jewelry, emblem, badge symbol, sign, or any other thing which is evidence of membership or affiliation in any gang.
- Commit any act or use verbal or non-verbal speech, including gestures, handshakes, or other such signs, showing membership or affiliation in a gang.
- Use any speech or commit any act in furtherance of the interests of any gang or gang activity including, but not limited to:
 - Soliciting others for membership in a gang.
 - Requesting any person to pay for protection or otherwise intimidating, threatening or harassing a person.
 - Committing any illegal act or other violation of school rules or district policy.
 - Inciting others to act with physical violence or other forms of harassment against any other person.

HOMEBOUND

Students who are not able to attend school due to a physical or emotional disability may be assigned teachers who will instruct them at home or in the hospital with the idea that the students will be prepared to return to school without having fallen behind. The homebound program is a continuation of the regular school curriculum provided to students while they are recovering at home. Application for this service is available through the Guidance Department and must be approved by the Director of Student Services. A physician must certify that the student is unable to attend school but may profit from instruction given in the home or in the hospital.

BEAUFORT HIGH SCHOOL STUDENT ID POLICY 2019-2020

All students at Beaufort High will be issued an Identification card (ID). A list of the expectations for wearing ID's are listed below: Students will be required to wear THEIR ID around their neck. There will be no exceptions.

Students that have misplaced/lost ID's will:

- Report to Attendance Station next to Main Office during 1st block to receive a temporary ID
- A temporary ID will be issued at the cost of \$2.00
- A permanent ID will be requested at the cost of \$10.00
- Damaged/Defaced ID's will be replaced at the cost of \$10.00

- Students that “lose” their ID between blocks 2 – 4 will be required to sign an ID request form in their teacher’s class.

ID Usages:

- ID’s will be utilized to purchase breakfast and lunch in the café
- ID’s will be utilized to check out books in the Media Center and for the issuance of Textbooks.
- ID’s will be required to gain admittance to BHS sponsored Student Activities and Events to include Pep Rallies, PBIS Events, etc.
- ID’s will be required to go on Field Trips
- ID’s will be required to purchase items from BHS School Store

Students are only allowed to be in possession of their ID. Students in possession of an ID not issued to them will receive a disciplinary consequence to include but not limited to an assignment to ISS.

IMMUNIZATION

All students must have a SC Certification of Immunization on file with the school prior to admittance to class. New or transfer students have thirty days to comply with the state law. Failure to provide a SC Certificate of Immunization will result in the student's removal from school.

LOCKERS

School lockers are the property of the school district. At no time does the school district relinquish its exclusive control of lockers provided for the convenience of students. School authorities for any reason may conduct an inspection of the interior of lockers at any time, without notice, without student consent, and without a search warrant.

LOST, FOUND, STOLEN

All lost or found items are turned into the main office. Students need to report stolen items immediately to the School Resource Officer. The school is not responsible for items stolen from lockers on the premises of BHS.

MEDIA AND TECHNOLOGY SERVICES

The mission of the Beaufort High School Media Center is to ensure that students and staff effectively use ideas and information. This mission can be accomplished by providing access to materials in all formats. Additionally, goals are achieved by providing instruction to foster competencies and stimulate interest in reading, viewing and using information and ideas. The collection is composed of print materials, non-print materials, audiovisual equipment, and computer needs of

students and faculty.

NETWORK/INTERNET ACCESS

Network access, including the Internet, is available to BHS students and staff. The goal of these services is to promote educational excellence by facilitating resource sharing, innovation, and communication.

USER ACCESS

User access includes the following services:

- Locally networked references and research sources.
- Worldwide and local electronic mail services.
- Global information and news.
- Public domain and shareware computer software of all types.
- Local, regional, public, state and national library catalogues.

Certain materials available on the Internet are inherently inappropriate for student use. Examples include sexually explicit materials or material that advocates violence against women, minorities, ethnic groups, religions, government, etc.; humor of an offensive or sexually explicit nature; pirated commercial software; pin-up pictures, etc. Students must avoid accessing inappropriate material. Those who do access inappropriate material will lose the right to internet access.

NURSE

The school nurse's office is located in the administration area. The school nurse is available each day from 9:00 AM to 3:00 PM. In case of an emergency, the parents/guardians will be contacted.

Any medication that a student must take under a doctor's direction during school hours must be brought to school in a container appropriately labeled by the pharmacy or physician and given to the nurse. Parents must also fill out a request form that will permit the nurse to administer medicine to students at school. All students must have a health card signed by the parent/guardian on file in the nurse's office. The nurse's office has only the basic first aid needs, not items found in the drug store or pharmacy.

OFF CAMPUS DISCIPLINARY POLICY

Off campus disruptive behavior which is a threat to the school, students, programs, or staff will not be tolerated. Disciplinary action for this type of behavior ranges from suspension to expulsion.

OFF LIMIT AREAS

The following areas are off limits to students during the school day:

- Parking lots.
- Hallways without a pass.
- Vending machines except during assigned lunch period.
- Restrooms that are not in your academic area of the building.
- Any other designated areas during the lunch period.

OUT-OF-SCHOOL SUSPENSION

Suspension from school for a specific number of days, up to ten for any one offense, means the student may not attend classes or any other Beaufort County School District functions, ride a school bus, or enter school grounds except for a pre-arranged conference with a school administrator.

PARENTAL CONTACT DURING SCHOOL HOURS

Parents/guardians may not go into classrooms, the cafeteria, or other school locations to meet with their children unless they first receive permission from an administrator and are properly checked in. Student visitors are not allowed.

PARKING

- All students must park in the student parking located in the parking lot in front of the building and on the gym side.
- All vehicles must display a valid year BHS parking permit in the designated place.
- The speed limit in the parking lot is 10 mph
- Students may not return to their vehicles until their scheduled dismissal time.
- Cars parked without a permit are subject to towing at owners expense.

PARKING PERMITS

All BHS students who wish to acquire a school parking decal must complete the *Alive at 25* course. To register either go online at www.scaliveat25.com or call (803) 732-6778. There is a \$35.00 fee to enroll in the class.

Upon completion of the program, parking permits can be purchased through the bookkeeper during lunch. The cost of a permit is \$35.00. Students must have in their possession the *Alive @ 25* certificate, driver's license, registration, plate number and vehicle description. Receipts must be taken to Mr. Glaze.

PARKING REGULATIONS

- Permit must be displayed from the rearview mirrors.
- There will be a fee for lost or stolen permits.

- Permits may not be sold, rented or lent to anyone else and permit number may not be altered.
- Parking is permitted only in designated student lots
- Permits may be revoked for reckless driving, speeding, not wearing seat belts, unacceptable conduct on the lot or on campus, or violation of other school rules.

Vehicles are subject to a search by school administration at any time while on school property.

RECRUITMENT

Beaufort High School complies with federal regulations requiring public schools, serving Title I students, to supply a mailing directory to military recruiters of all students enrolled in their junior and senior year.

Beaufort High School will comply with federal regulations as outlined in the Family Rights and Privacy Act and recruiters have agreed that the mailing directory is exclusively for use in recruiting contacts and will not be shared with any other organization, private or public, without the expressed agreement of the parents or students.

Recruiters will contact students for the sole purpose of recruiting. Repeated contacts will be at the consent of the student or his or her parent/guardian. If you do not wish to be contacted, please notify the data specialist and request that your name be removed.

RESTROOMS

Restrooms should be kept clean. Loitering in or near restrooms is prohibited.

RULES AND REGULATIONS

To provide a safe school environment, conducive to learning, Beaufort High School adheres to the Student Code of Conduct provided by Beaufort County School District

SAFETY DRILLS

Safety drills at regular intervals are required by law and are important precautions. It is essential that students listen and follow the instructions of the teacher when the first signal is given.

STUDENT INFORMATION

It is critical that any change of address or phone number be reported to the Data

Specialist. This information can then be updated in PowerSchool.

SCHEDULE CHANGE POLICY

All requests for schedule changes are due by August 23, 2019. Schedules will not be changed after the request deadline unless it is due to a school error.

SCHOOL CLOSINGS

Local radio and television stations will carry all school closing announcements due to inclement weather or other emergencies by 6:00 AM. If it becomes necessary to dismiss school early, announcements on radio and television will be made at once.

TEXTBOOKS

The school will provide the necessary textbooks for students to use during the year. If a textbook is lost or damaged, the student will be required to pay its replacement cost. Students are required to complete and sign a form documenting the condition of the textbook.

DRINK POLICY

No drinks will be permitted in the building other than water in a clear container. All other drinks (coffee, soda, fountain drinks, energy drinks, etc.) will be confiscated and discarded.

TOBACCO/ELECTRONIC CIGARETTES

Possession/ use or transfer of tobacco, tobacco related products, electronic or alternative nicotine devices (e-cigarettes, e-hookas, vaporizers) are prohibited on school grounds. Any violation of this policy will result in disciplinary action according to the Beaufort County School District's Code of Conduct.

BLUE SLIPS

Blue slips will be issued to students that are non-compliant with Dress Code/ ID policies. Students will be required to acknowledge that they have received a blue slip by initialing each issued slip. An office referral will be completed upon the student receiving their 5th or greater blue slip.

UNIFORM DRESS POLICY

The Beaufort High School Uniform Dress Policy was developed, reviewed and approved by the school's Student Government, Faculty Cabinet and the School Improvement Council.

Tops must be...

1. School colors (school approved logo only).
2. White, Black, or Green (any shade – however, no fluorescents or neon green).
3. Collared, turtleneck or mock turtleneck.
4. Students are permitted to wear **Hunter Green, White, or Black BHS Spirit T-shirts** as their uniform tops Monday through Friday! Shirts must contain a BHS Logo.
5. Black, gray, green or white T-shirts (long or short sleeve) may be worn under uniform shirts – this applies to both males and females.
6. Hooded sweaters or sweatshirts may be worn over an appropriate colored under shirt top—these must be solid and of the designated school color undershirt: Black, White, Green or Gray.
7. Students are required to have a properly fitting white, green, black, grey shirt underneath hooded sweatshirts
8. No sheer or see through tops are authorized.

Bottoms must be...

1. Solid khaki, black or navy.
2. Dresses must be of sufficient length and school colors.
3. Bottoms must be free of graphics and embroidery. This includes insignias, words or pictures.
4. Shorts, dresses and skirts must be modest and of sufficient length.
5. Undergarments must not be visible.
6. Bottoms may not exceed one size larger or smaller than necessary for a proper fit. **Athleisure wear**, lounge pants, sweatpants, yoga pants, leggings, or any athletic shorts/pants are not permitted.
7. Jeans (of any color) may not be worn.
8. No Cargo shorts/pants will be permitted.

Footwear must be...

1. Closed-Toe shoes, sneakers, loafers or heels.
2. Heels must not exceed two (2) inches and must be closed-heel or with a back strap.
3. Exposed socks may not exceed the bottom of the knee.
4. Laces on shoes and sneakers must be tied.
5. Flip flops, crocs, and slippers are not permitted.

Coats/Jackets (Outerwear)

- Coats and heavy jackets may not be worn inside the school building during the school day. Outerwear may be worn to school and placed in the student's locker. If a locker is not available, it may be hung in the classroom or other location designated by the principal and/or the principal's designee.

- Hoodies, light jackets, sweaters must be **school colors** (Pattern/logo must be school color of green, white, black, grey). There are no size restriction to the logo.
- Hoodies, light jackets, sweaters may be worn during a class change if the student is exiting the building.
- Outerwear may be worn to school and placed in the student's locker. If a locker is not available, it may be hung in the classroom or other location designated by the principal and/or the principal's designee.
- Blankets will not be permitted to be worn.
- The principal and/or the principal's designee may make an exception if the building or classroom is unusually cold.

UNIFORM DRESS POLICY General Information

- Tops and bottoms may not exceed one size larger or smaller than necessary as determined by school administrators.
- Bottoms must be worn at the natural waistline.
- Bottoms must not have rips, tears, holes in them.
- Belt buckles must not be oversized, computerized, or have any writing that is considered offensive.
- Cargo-style bottoms are not permitted.
- Large pendants or medallions are not permitted.
- Chains, spikes or any adornment that could be perceived as or used as weapons are not allowed.
- Gang-related clothing, accessories, symbols or intimidating items of dress, as identified by local law enforcement agencies, are not permitted.
- School colored HeadBands are permitted.
- Head coverings that are not permitted include: hats, caps, bandanas (used as a headband is not permitted), curlers, masks, visors, kerchiefs, athletic sweatbands, earmuffs or sunglasses, sleeping bonnet. Head coverings shall not be worn, carried, hung on belts or around the neck or kept in classrooms during regular school hours.
- Long bead necklaces and/or oversized jewelry are not permitted.
- Uniforms must be worn during the school day unless special days are designated by the administration.
- A two week grace period will be afforded to new students from the enrollment date to obtain and wear the proper school uniform.
- Reasonable consideration shall be made for students because of religious beliefs or medical reasons through a waiver request in writing from the parent or guardian, and must be approved by the principal or the principal's designee. The principal or designee has the right to request additional documentation

from medical officials and/or religious leaders.

THE FOLLOWING WILL NOT BE PERMITTED ON SCHOOL CAMPUS

- Clothing that violates the requirements listed above.
- If you are wearing a hat, it will be confiscated. Do-rags/Bandanas are not permitted on campus.
- Clothing that promotes or advertises gang affiliation, including bandannas.
- Clothing that has pictures or language of any offensive or obscene nature.
- Clothing which displays or promotes the use of alcohol, tobacco, or drugs.
- Any eye wear that is not for prescribed reasons (costume contact lenses, sunglasses, etc.)
- Anything the administration feels could possibly disrupt the school environment (shirts with personal writing, confederate flag shirts, "Black Power" shirts, etc.)

First - Fourth Offense: Students shall be informed that they have violated the policy by receiving a blue slip from their teacher. They shall be given an opportunity to change into acceptable clothing by using available clothes at school or by calling a parent/guardian to bring clothes. If neither of these options is used, students may be placed in an in-school suspension/alternative setting for the remainder of the day.

Fifth Offense: A fifth infraction of the policy shall be considered as defiance. In addition to the disciplinary actions available for a first - fourth offense, a parent/guardian conference shall be held.

Sixth Offense and Additional Offenses: A sixth or additional infraction of the dress code shall be categorized as a Level 2 for Refusal to Obey. Offense as outlined in the Beaufort County School District Code of Student Conduct, subject to the consequences outlined therein, including out-of-school suspension. Disciplinary action may vary when a student has a record of other student conduct violations during the current school year.

Students who do not comply with the dress code may be excluded from participating in certain extracurricular school programs. Copies of the dress code shall be made available to students and parents.

Reasonable consideration shall be made for those students who, because of a sincerely held religious belief or medical reason, request a waiver of a particular guideline for dress or appearance. The waiver request shall be in writing from the parent or guardian and approved by the principal and/or principal's designee on an annual basis. In considering a waiver request, the principal and/or principal's

designee has the right to request additional documentation from medical officials and/or religious leaders.

New students to the school may be given a ten-day grace period from enrollment to obtain and wear the proper school uniforms.

WITHDRAWALS

To withdraw from school, the parent/guardian must contact the Guidance Secretary to complete the necessary withdrawal papers.

Acceptable Use Policy for Technology

The Beaufort County School District makes a variety of communication and information technologies available to authorized users. When properly used, these technologies promote the District's instructional and business purposes. Illegal, unethical, or inappropriate use can have significant negative consequences for the District, its students, and its employees. This policy is intended to minimize the likelihood of such harm by setting standards which protect the District, its users, its data, and its systems.

Scope

This policy governs the use of all electronic systems owned, provided, or subscribed to by the District, including computers and computer-like devices, mobile devices, voice and data communication systems, networks, software, and services. It applies to all users (students and adults) of these systems, on or off District property, at all times.

District employees, contractors, and vendors will sign this policy prior to account access. Students are bound by an opt-out mechanism: parents not wishing for their child to be allowed access to computer networks, Internet, or other communication services must so indicate in writing to the school's Principal.

Under certain circumstances, the use of personally-owned computing and communication devices may be allowed on District property. These non-District-owned devices access District services, networks, data, and services, and as such are bound by this policy. Such devices are the sole responsibility of the owners.

Guest user access can be arranged for lecturers, program presenters, or other event-based needs by arrangement with Technology Services. The Technology Services Help Desk can provide credentials for such users who are bound by this policy. Guest access is limited in terms of Internet and file access.

Network and Internet General Usage

The District employs a variety of technology protection measures to secure and protect data and systems, including filtering Internet content. These protection measures are imperfect and cannot guarantee complete protection.

Access to Technology resources is made available to authorized users in support of the District's instructional and business processes only. Any use of these resources which interferes with these processes is prohibited. Users of the District's technology systems assume all responsibility for use of the network access accounts issued to them, and for District technology assets issued to them or entrusted to their use and care. The District prohibits the use of its resources to view, access, download, store, or transmit any material which is in violation of any District policy or rule, or violates any local, state, or federal law or regulation. Prohibited material includes but is not limited to:

- Obscenity or pornography
- Threats against persons or property
- Material which could reasonably be construed as harassing, bullying, or discriminatory
- Material used to further any commercial business, political party, or other organization not specifically endorsed or supported by the District
- Material protected by copyright or trade secret; plagiarism
- Material which is potentially disruptive of the District's instructional and business processes, including viruses, malware, spam, and tools or software intended to bypass, interrupt, or disable District security, filtering, or data-protection measures

Prohibited activities include but are not limited to:

- Attempts to access data or services to which the user has no District-defined need or permission
- Attempts to bypass, interrupt, or disable District security, filtering, or data-protection measures; hacking
- Use of a network access account other than that issued to you, or allowing (by any means) use of your account by anyone else; impersonation, misrepresentation of identity
- Operating or using a non-District network on District property, such as rogue Wi-Fi, MiFi, mobile hot-spots, or other network technology
- Attaching any personally-owned device to the District's wired network
- Student use of a staff-owned personal device
- Transmission or transportation of confidential or privileged data (such as student information or records, personally-identifying information, District financial data, or personnel data) without authorization, or via a means which make the data subject to loss
- Use of District resources for personal monetary gain; conducting personal financial activities
- Use of District resources to send unsolicited messages unrelated to District business, chain messages, spam, or bulk messages
- Installing software not approved or allowed by Technology Services, particularly any which interfere with the intended operation of the system
- Alteration of or damage to District resources

Personally-owned Devices

The District has a specific wireless network configured for the use of personally-owned laptops or mobile computing devices. When on District property, users of personally-owned devices may access only this wireless network and no other network. This network allows filtered access to Internet, and no access to the District's business network.

Personally-owned devices are permitted on District property, but may only be used at the direction of a teacher or school administrator. All use during the school or work day must be clearly related to instructional purposes. Administrators, Teachers, or Technology Services personnel may prohibit the use of personally-owned devices at any time.

Owners of these devices are solely responsible for the configuration, content, upkeep, and safety of their devices. The District will not assist with configuration, will not troubleshoot issues, and assumes no responsibility for function or safety.

Student Use of Electronic Communication Tools

Electronic communication tools, including, but not limited to, student email accounts, learning management platforms, or District-approved social networking sites, may be provided by the District. Students must abide by the guidelines established in this document while using all electronic communication tools. Students are only permitted to access email accounts provided by the district. Accessing personal email accounts is not allowed.

Student Internet access will be under the direction and guidance of a District staff member. In addition, all students in grades K-12 will receive instruction on Internet safety and cyberbullying each school year.

Confidentiality and Privacy

Information considered to be confidential or personal should not be transmitted via District systems except via means designed or approved for that purpose by Technology Services. The District assumes no responsibility for lost or stolen personal information sent or received via or stored on District systems. Any data stored on or communication transmitted via its systems should not be considered private. The District maintains the right to examine this information at any time.

Violations and Consequences

Users who observe or become aware of violations of this policy are required to report them to a teacher, administrator, supervisor, or Technology Services immediately. Failure to do so is itself a violation of this policy.

Upon discovery of violations or threats to the proper function of District systems, Technology Services will act to protect data and systems. User account access may be suspended to isolate threats. Account suspension will be communicated to the Principal (in the case of student involvement), to the Supervisor and Human Resources (in the case of employee involvement), or to the sponsoring department (in the case of a vendor or contractor).

Violation of this policy by District employees may result in disciplinary action up to and including dismissal. Disciplinary action is the responsibility of Human Resources. Typically, a first violation may be met with a suspension of access privileges and a formal reprimand. Second or subsequent violations may be dealt with more severely.

Violation of this policy by students is within the scope of the Student Code of Conduct. The school's disciplinary process will be followed.

Violation of this policy by contractors, vendors, or other authorized users who are not District employees may result in revocation of access privilege or other consequence as defined by the District.

Exceptions:

Rapid advances in the state of technology and the District's interest in testing or evaluating new technologies may warrant temporary suspension of certain provisions of this policy. Technology Services will supervise and manage these exceptions during evaluation periods.

Technology Services personnel are exempt from certain provisions of this policy for diagnostic and troubleshooting purposes, provided these exceptions are within the scope of their professional responsibilities.

Limitation of Liability:

Beaufort County School District will not be responsible for damage or harm to persons, files, data, or hardware, including personally-owned devices.

The District employs security and filtering mechanisms and attempts to ensure their proper functioning, but can make no guarantee regarding their effectiveness.

I have read and understand the Beaufort County School District's Acceptable Use Policy for Technology.

Print Name

Signature

Date