



2022- 2023
DENMARK-OLAR HIGH SCHOOL

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“VIKINGS”

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ALMA MATER

Dear D-O High, we sing to you
Our praises far and wide;
Help us to follow all the rules
To which we must abide.

What do we say, Oh school of old,
In thanks for all you've done;
We'll strive to reach our every goal,
Through pain, strife and fun.

Hail Viking we sing praise to you,
As forward to you strive;
Make remembrance of thy name,
so dear After we have said goodbye.

REFRAIN

Dear Alma Mater, we will try,
To reach our goal-high quest
As able teachers be our guide
To that which is the best.

FERPA

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

- Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.

- Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.

- Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):

- o School officials with legitimate educational interest;
- o Other schools to which a student is transferring;
- o Specified officials for audit or evaluation purposes;
- o Appropriate parties in connection with financial aid to a student;
- o Organizations conducting certain studies for or on behalf of the school;
- o Accrediting organizations;
- o To comply with a judicial order or lawfully issued subpoena;
- o Appropriate officials in cases of health and safety emergencies; and
- o State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

For additional information, you may call 1-800-USA-LEARN (1-800-872-5327) (voice). Individuals who use TDD may use the Federal Relay Service.

Or you may contact us at the following address:

**Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-8520
CURRICULUM OPPORTUNITIES**

This handbook contains Denmark-Olar High School's rules and regulations. Each student will receive a copy and is responsible for its entire contents. Failure to read this booklet is an unacceptable reason for not following the rules. If you have any questions, please discuss them with your principal, teacher, parent or counselor.

EQUAL OPPORTUNITY: PROGRAMS AND ACTIVITIES

Federal laws prohibit discrimination under programs and activities receiving federal financial assistance. The statutes listed below are applicable to Denmark-Olar High School and are provided for you in part:

TITLE VI OF THE CIVIL RIGHTS ACT OF 1964:

No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

TITLE IX OF THE EDUCATION AMENDMENT OF 1972:

No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance.

SECTION 504 OF THE REHABILITATION ACT OF 1973:

No otherwise qualified handicapped individual in the United States shall...solely by reason of his handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

Denmark-Olar High School conducts its programs and activities involving admission and treatment of students, employment, teaching, research, and public service in a non-discriminatory manner as prescribed by federal law and regulation.

Bamberg School District Two offers all program and educational activities without regard to race, color, national origin, religion, gender, or handicap.

Inquiries concerning the above may be addressed to:

**Bamberg County School District
District Superintendent
62 Holly Avenue
Denmark, South Carolina 29042**

CONFIDENTIALITY

The only student information that can be legally given out other than to the parent or legal guardian is outlined:

DIRECTORY INFORMATION: Name, address, telephone, date and place of birth, and dates of attendance
TEAMS: Same as above plus team name, weight and height of player, and awards. When an authorized release of information is presented, it will be honored.

EARLY DISMISSALS

Once a student reports to school, he/she is expected to stay for the entire day. Only in cases of funerals for loved ones or medical appointments that could not be scheduled after school hours should a parent request an early dismissal. A good education demands that a student be in every class every day possible. For parents requesting the early dismissal of a student the procedure is as follows:

1. A note will be provided to office staff requesting early dismissal.
2. Parents send written permission stating the time, reason, date, and telephone number on a **FULL SHEET OF PAPER**. The parent or guardian may be called.
3. Students who become ill and find it necessary to leave school during the day must check with the school nurse for permission. The parent will be called to approve the dismissal. It is against school policy to permit another student to transport a sick student home.

CLOSED CAMPUS

The DOHS Campus is closed to the public. Visitors must report to the office upon arrival on the grounds. Students are not allowed to leave the campus after arriving for school and prior to dismissal without permission from the administration. Students may not come and go freely from the campus during school hours to include the lunch period.

VISITORS

Students may not bring guests to school. School is a place where work is going on, and receiving visitors interrupts the schedule. We encourage parents of DO High School to call ahead to schedule an appointment to visit the school. All visitors must report to the main office to obtain a pass and permission to visit school classrooms.

PLEASE NOTE:

It was enacted by the general assembly of the state of South Carolina that any person entering the premises of any school shall be deemed to have consented to a reasonable search of his person and effects.

STUDENT IDS

All students will be issued a picture ID. IDs must be worn at chest level and be visible at all times. Students are not allowed to wear another student's ID. The ID policy listed in this student handbook will be enforced. First period teachers will check all students for proper IDs. **New IDs will be printed at a cost of \$6.00.**

TRANSPORTATION

School bus transportation is extended to students living more than 1.5 miles from school. This privilege can be withheld if the student displays an uncooperative attitude or disorderly conduct. The school bus driver is fully in charge of his/her bus while enroute, working under the direction of the principal, assistant principal, and transportation supervisor. The School District has adopted a School Bus Discipline Policy that applies to all students and schools in Bamberg County School District.

DENMARK TECHNICAL COLLEGE STUDENTS

All students who are enrolled at Denmark Technical College(DTC) must wait in the media center after the ringing of the morning bell to catch the bus to DTC. Afternoon DTC students will also report to the media center until they are called to report to the bus. Students are not allowed to drive to DTC without parent permission.

HEALTH ROOM PROCEDURES

A health room is provided for students who become ill at school, staffed with a nurse. Except in an emergency, a pass from a teacher is required for admittance. Students unable to return to class after a maximum of one class period must contact a parent for dismissal from school. No student will be dismissed without parental approval.

Due to HIPAA Laws, only **one** student is permitted in the nurse's office at any given time. Students should sit in the chair(s) outside the nurse's office until they are directed to come into the office. All emergencies will be handled on a case by case basis.

MEDICATION PROCEDURES

If possible, please give medication before and after school.

When daily prescription medication must be given at school, the parent/guardian must obtain a **Permission for School Administration of Medication** form and have it signed by the medical provider. It is the parent's responsibility to get the form signed.

For students requiring short-term prescription administration, the medication must be in the original bottle with the pharmacy label and the appropriate signed permission form from medical provider should be brought to the nurse.

For students requiring non-prescription medication administration (Tylenol, Motrin/Ibuprofen, Antacids, Cough Syrup, etc.), this medication must have a pharmacy label placed on the **new, unopened bottle** and the appropriate signed permission form from medical provider brought to the nurse.

These forms are available in the nurse's office and must be signed by the medical provider and the parent/guardian before the medication can be given at school.

Parent/guardian/responsible adult must bring all medication to school and check it in with the nurse. **Students are not allowed to bring medication to/from school.** Appropriate disciplinary action will occur if a student is found to have medication in class or on school grounds.

Health Information and Consent forms must be completed and signed at the beginning of each school year. Completion of this form gives the school permission to treat your child.

Any questions concerning medication administration should be answered by the nurse.

TEXTBOOKS/ISSUED TECHNOLOGY

Textbooks and all other issued technology are furnished by the state at no cost to the student and are issued at the beginning of each term. Students are responsible for the care and security of these items. Students will be required to pay for lost, stolen, or damaged school-issued items.

LOCKERS

A student may rent a lock for a \$5.00 annual fee. Privately owned locks are not allowed. All lockers will be locked at all times. Students are expected to keep lockers clean and secured. Sharing of lockers is not permitted. All lockers are subject to inspection by the administrator. Students will be charged \$5.00 for lost locks.

COMPUTER USE / INTERNET ACCESS

All students have access to networked programs and the Internet. When using school computers, all students are expected to abide by the district's Acceptable Use Policy. General school and district rules for behavior and communication apply. The Director of Technology along with school administration may review files and communications to maintain system integrity and insure that users are using the system responsibly. Users should have no expectations of privacy in their electronic files stored on Bamberg County School District servers. Students are expected to use the district Internet system for educational purposes. The district has the right to place reasonable restrictions on the materials that students access or post through the system. Students are expected to follow the rules set forth in the district's Acceptable Use Policy, the student discipline code and the law in their use of the district Internet system and district-owned equipment.

All students will receive a copy of the Bamberg County School District Policy for Computer Use/Internet Access. The form is to be signed by both parent(s) and students and returned to the school. Failure to return the form does not release students from the rules and regulations of the Computer Use/Internet Access Policy.

Each student is assigned an individual user account. The security of this account is the responsibility of the student. It should be safeguarded at all times.

THE LIBRARY MEDIA CENTER

The Library Media Center (LMC) offers you opportunities to learn skills necessary to function well in the 21st century. The media specialist provides students with guidance in using materials needed to complete classroom assignments.

Access to the LMC is through a pass from a teacher. You must respect the rights of others who are using the center; you must respect and not abuse the materials; and you must earn the respect of those in charge so that you can return to the interesting things that happen in libraries! Eating and/ or drinking are prohibited in the Library Media Center.

The Library Media Center is open from 7:30 a.m. to 11:00 a.m. and during high school lunch period. Students will need a note from their teacher to enter the library.

DAILY ANNOUNCEMENTS

All announcements must be approved by the administration. Public address announcements will be made during homeroom and as needed. All students are expected to be quiet during announcements so that all may hear them.

DENMARK-OLAR HIGH SCHOOL PROGRAM OF STUDIES DIPLOMA REQUIREMENTS

English (I, II, III, IV)	4 units
Mathematics	4 units
Science	3 units
U.S. History	1 unit
Economics	0.5 unit
Government	0.5 unit
Other Social Studies	1 unit
Physical Education/JROTC/Health	1 unit
Computer Science	1 unit
Reproductive Health	0.5 unit
Foreign Language or Career & Technology Ed	1 unit
Electives	7 units
TOTAL	24 UNITS

GRADING SYSTEM

90-100	A
80-89	B
70-79	C
60-69	D
59 or below...	F

SCHEDULE CHANGES

Students are given the choice of selecting their courses each year during their IGP meetings; therefore, the principal and guidance department discourages schedule changes. Sometimes, however, certain conditions such as computer or request errors or not being scheduled in courses required for graduation, warrant a change. The following procedure will be followed.

The student must:

1. Submit a schedule change form to the guidance office.
2. The guidance department will screen and make the necessary schedule changes if warranted.
3. The principal will have final authority over any changes. No schedule changes will be made after five days from the start of the class.

GRADUATION POLICY

All graduating seniors who expect to participate in the Commencement Exercises must follow the schedule given for rehearsal. **REHEARSAL FOR THOSE STUDENTS PARTICIPATING IN GRADUATION IS MANDATORY.**

SENIORS WHO HAVE NOT PAID ALL SCHOOL DEBTS WILL NOT BE ALLOWED TO PARTICIPATE IN THE COMMENCEMENT EXERCISES.

Failure to follow the schedule for rehearsals will exclude students from participating in graduation exercises. Students must attend all rehearsals and must be on time.

PUBLIC ADMISSION TO GRADUATION WILL BE BY TICKET ONLY.

ATTENDANCE POLICY

High School Credit

In each class where high school credit may be awarded, a student must attend a minimum of days each instructional period before receiving consideration for credit, unless the local school board grants approval for each excessive absence in accordance with local board policy. Below is an attendance schedule required for various instructional periods:

MINIMUM DAYS

Instructional Period	Credit	Attendance Required
Term (45 days)	.5	42
Semester (90 days)	1	85

DUAL ENROLLMENT ATTENDANCE POLICY

Students enrolled in dual enrollment courses hosted by DOHS will adhere to the attendance policy printed in this student handbook and approved by the district school board. DOHS students enrolled in

dual enrollment courses hosted at other schools/ colleges, such as Denmark Technical College will follow the attendance policy of that school.

STUDENT ABSENCES AND EXCUSES

The Board believes that attendance is the key factor in student achievement. Any absence from school represents an educational loss to the student. However, the Board recognizes that some absences are unavoidable. Any student who misses school must present a valid written excuse signed by his/her doctor, parent or legal guardian. A valid excuse shall contain the date of the absence, the reason for the absence, and a telephone number where the parent/guardian may be reached. If a student brings a false (forged) excuse, he/she shall be referred to the administration for appropriate action. The school principal or his/her designee shall review the excuse for each student's absence as lawful or unlawful, in accordance with the guidelines set forth below. The principal reserves the right to request a doctor's excuse if a student has a long term illness. If a student fails to bring a valid excuse to school, he/she will automatically receive an unlawful absence. The school administration shall keep all excuses confidential. **Excuses must be received by the school office within 3 days of the students returning to school. After 3 days, only doctor's excuses will be accepted.** The policy also pertains to individual classes or portions of the school day. Consequently, a parent/guardian should consider this when scheduling medical, dental, or other appointments for his/her child.

***DOHS will not accept more than ten parent notes per semester (five for a nine weeks course).**

***Any time a student misses more than 15 minutes of a class period, they are counted absent from that period. This includes coming late and/or leaving early.**

TARDY POLICY

Students at DOHS are expected to be in class when the tardy bell rings. Students are tardy when they arrive after the ringing of the tardy bell without a note/excuse from the previous teacher or school office.

ATTENDANCE AND TRUANCY

A common definition of the term "truancy" was defined in the R.43-274, Student Attendance. This regulation was approved on November 12, 2003, by the State Board of Education and published on the State Register on November 28, 2003.

In accordance with the revised R.43-274, a truant child is defined as "A child ages 6 to 17 years that has accumulated three consecutive unlawful absences or a total of five unlawful absences." The definition will ensure the accurate and uniform collection of truancy data on a statewide basis. The SDE will require that districts begin reporting this data beginning with the 2004-2005 school year utilizing the School Administration Student Information, SASI.

Title of Regulation: Regulation No.: R. 43-274

STUDENT ATTENDANCE

Effective Date: 11/28/03

Constitutional and Statutory Provisions

S.C Code Ann. Sections: §59-5-65 (1990 and Supp. 2002); §59-65-90 (1990); §20 U.S.C. & 7112 (2002); §42 U.S.C. & 5601 et seq. (2002)

Descriptor Code: State Board of Regulation: Powers and responsibilities of State Board of Education Rules and Regulations; No Child Left Behind Act of 2001; Juvenile Justice and Delinquency Prevention Act of 1974

Descriptor Code: JBD, JBA, JBE 43-274.

A. Lawful and Unlawful Absences

School districts must adopt policies to define and list lawful and unlawful absences.

1. Lawful absences include but are not limited to:
 - a. Absences caused by a student's own illness and whose attendance in school would endanger his or her own health or the health of others,
 - b. Absences due to an illness or death in the student's immediate family,
 - c. Absences due to a recognized religious holiday of the student's faith, and
 - d. Absences due to activities that are approved in advanced by the principal.
2. Unlawful absences include but are not limited to:
 - a. Absences of a student without the knowledge of his or her parents, or
 - b. Absences of a student without acceptable cause with knowledge of his or her parents.
3. Suspension is not to be counted as an unlawful absence for truancy purposes.

B. Truancy

The State Board of Education 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.

1. Truant

A child ages 6 to 17 meets the definition of a truant when the child has three consecutive unlawful absences or a total of five unlawful absences.

2. 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 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 non-compliance, must be attached to the truancy petition asking for court intervention.

3. Chronic Truant

A "chronic" truant is a child 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 referral 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.

C. Intervention Plans

Each district must develop a policy relating to requirements for intervention. The district plan for improving students' attendance must be in accordance with any applicable statutes. Individual school intervention plans may vary.

D. Denmark-Olar High School Only

(4 X 4 Block Schedule)

1. The School year consists of 180 days. To receive credit, students must attend at least 85 days of each 90-day semester course and 42 days of a 45- day course as well as meet all minimum requirements for each course. **Accrued student absences may not exceed five (5) days during the semester. Any absence in excess of five (5) may cause the student to lose credit for the semester.**

2. Because 170 days are the minimum required by the state, the first five (5) absences per semester may be lawful, unlawful, or a combination. All absences beginning with the sixth (6) must be lawful and will be excused if they fall within the guidelines of lawful and unlawful absences.

Attendance Credit Recovery

Course Days	Maximum absences allowed	Days allowed for recovery
45	5	3
90	10	5
180	20	10

*Students that exceed the number of days allowed will **not** receive credit for the course.*

MAKE-UP WORK

A student shall be allowed to make-up work missed during an absence from school as long as he/she makes appropriate arrangements with the teacher(s) **WITHIN TWO DAYS AFTER RETURNING TO SCHOOL.** The teacher(s) shall notify the student of a reasonable time in which the work must be completed.

APPEALS PROCESS FOR DENIAL OF COURSE CREDIT

Superintendent's Level

If a student has been denied course credit due to attendance regulations, the parent/guardian or student (age 18 or emancipated) may make an appeal to the Superintendent at the end of the semester course, or at the end of the year course.

Any such appeal must be made to the Superintendent, in writing; within ten (10) days of the date the student is advised that he/she failed to receive course credit. The appeal should provide some explanation as to why the student failed to meet the attendance requirement. The appeal will be conducted as an informal hearing. The attendance officer, counselor/principal, parent/guardian and student may be present. They may address the Superintendent and present any supporting documentation. Within ten (10) days of the hearing, the Superintendent shall render a decision regarding the appeal and report his/her decision in writing to the parent/guardian and the school.

Board Level

After following the above procedure, the parent/guardian or student (age 18 or emancipated) may petition the Board to review the Superintendent's decision. The petition for Board review must be made in writing to the Superintendent within ten (10) days after receipt of the Superintendent's decision. The Superintendent shall, at the next regularly scheduled Board meeting, present to the Board the request, together with copies of all documents presented at the hearing before the Superintendent. The Board shall notify the parent/guardian/student within ten (10) days whether or not it will review the matter. If a hearing is conducted, it will be conducted informally as determined by the Board.

INTERVENTION PLANS AND REFERRALS

In order to encourage and assist students in attending school regularly, the administration shall adhere to the following intervention procedures;

1. After three (3) consecutive unlawful absences or a total of five (5) unlawful absences occur, the attendance officer shall attempt to identify the reasons for the student's continued absence and develop a plan in conjunction with the student and parent/guardian to improve future attendance.

The plan for improving student attendance shall include but not be limited to:

(a) reasons for the unlawful absences; (b) methods to resolve the cause of unlawful absences; (c) actions to be taken in the event unlawful absences continue; and (d) the signature of parent/guardian or evidence that an attempt has been made to involve parent/guardian.

2. The student and parent/guardian shall be notified when a student reaches a total of two or three (2 or 3) absences, whether lawful, unlawful or a combination thereof.

3. If the attendance plan is not successful and further inquiry by school officials fails to cause student or parent/guardian to comply with the plan, or the student or parent/guardian refuses to participate in intervention planning, the attendance officer may refer the student to a truancy prevention program or the Family Court.

STUDENT PARKING RULES & PROCEDURES

1. Parking on school property is a courtesy extended to students by the Board of Trustees and by permit only.
2. Parking permit applications will be available to licensed drivers only for a fee of \$15.00. Student debt must be paid prior to receiving a parking permit.
3. All students who park a motor vehicle on school campus must display the current hanging tag permit from the inside rear view mirror-facing front. Failure to properly display tag may result in revocation.
4. Students are not allowed to go back and forth to their cars between classes. Teacher or office notes are required to go to the parking lot.
5. Vehicles must be parked in assigned spaces. Vehicles parked in unauthorized areas will be towed at the owner's expense and the permit will be subject to revocation without refund.
6. The safe operation of motor vehicles is expected and required. Vehicles must not travel in excess of 10 miles per hour while on campus. Seat belts are required for driver and all passengers.
7. Any student caught throwing trash out of their cars onto the school grounds will lose the privilege of parking on school grounds.

8. Speeding, reckless driving, and loud music/noise are prohibited. Citations will be issued as necessary.
9. Supervision is provided for parking lots; however, the school/district is not responsible for damages to or theft from vehicles. Students are cautioned NOT to leave valuables in their vehicles. Parked vehicles should be left with windows closed and doors locked.
10. Any student car parked in the teachers' parking lot will be towed at the student's expense.
11. Student vehicles are subject to search if there is reasonable suspicion to believe drugs, alcohol, stolen property, or other contraband is present in the vehicle.
12. Disabled vehicles may not be left on campus overnight. If necessary, towing should be arranged by the student.
13. No refunds will be given for parking spaces for any reason.
14. Parking fees will not be refunded for: (a) voluntary withdrawal from school; (b) long term suspension from school, (c) school-based disciplinary action related to loss of parking privilege, or (d) loss of driving privilege due to revocation of operator's license.
15. Only one tag will be issued per student. Students may register up to two family vehicles. The tag may be moved from one vehicle to another, but may not be loaned or sold to another student for use. The penalty for doing so is revocation of driving privileges.
16. Lost parking tags will be replaced for a \$15.00 fee. Report losses to Mrs. Bearden.
17. Loitering in the parking lot is prohibited. Students should lock their cars and leave the parking lot immediately upon arriving at school. Students need written permission from an administrator to be in student lots during school hours.
18. Handicapped parking is available as needed on an assigned basis only.
19. All students who wish to secure a parking pass must provide a copy of their driver's license, proof of insurance, and the registration for their vehicle(s).

PARKING A VEHICLE ON SCHOOL PROPERTY IS A PRIVILEGE, NOT A RIGHT.

- Please review all parking regulations and procedures and ask for clarification before signing the OFFICIAL AGREEMENT.

STUDENT DRESS CODE

Student dress and grooming shall be neat, clean, and appropriate. **School administration has the right to make decisions concerning dress code in order to minimize disruptions and maintain order.** As long as the clothes do not deviate from the accepted norm and as long as the clothes are not a deterrent to the educational process as judged by the administrative team of a school, the attire will be acceptable. The State Board of Health requires that every student wear shoes to school.

The following guidelines will be used on a typical school day:

1. Shirt tails will be allowed outside the pants. All shorts, skirts, and dresses must be no more than four inches above the knee. (Physical education dress for athletics are excluded at appropriate places and time.) Any exception to the above will be at the discretion of the school administration.
2. Any apparel that has the appearance or similarity of shorts, pants, etc., must be no more than four inches above the knee. Skirt and dress hemlines are to be appropriate in length so as not to cause undue attention. **AN ACCEPTED GUIDELINE IS NOT MORE THAN FOUR INCHES ABOVE THE KNEE CAP.**
3. Belts must be buckled, sashes tied, and buttons buttoned, except at the neck.
4. All students must wear shoes. The shoes must be tied, buckled, or worn as the manufacturer intended. Shoes that cause undue attention and or health/safety concerns are prohibited based on administrative discretion. **Bedroom shoes, shower shoes, and house slippers are prohibited.** Shoes must have durable bottom and not present a safety concern.

5. Offensive or suggestive writing or pictures on clothing are prohibited.
6. Hats, caps, head scarves, wrap caps, head bands, wigs with bands, or anything similar may not be worn inside of the building by either male or female students. (See pupil discipline policy for consequences)
7. Wearing sunglasses, with the exception of prescribed ones necessary for correction or medical problems, is prohibited inside school buildings.
8. Students' hair, including facial hair, must be neat, clean, and well-groomed. Hair must not obstruct vision. Hair styles which cause undue attention or a health and safety hazard are not permissible.
9. Clothing shall be worn with appropriate undergarments. Undershirts customarily worn as undergarments may not be worn without shirts or blouses. Tank tops, A-shirts, sheer blouses, or shirts that because undue attention are prohibited. OVER-SIZED SHIRTS AND MUSCLE SHIRTS ARE PROHIBITED.
10. Bare midriffs, see-through garments, bare-backs, halter tops, low-cut blouses, tank tops, t-straps, tube tops, A-shirts, and cut-offs are prohibited. All straps on the blouses must be at least three fingers wide. Bra straps are not to be exposed.
11. Dress must not interfere with the educational process or the rights of others.
12. Combs may not be worn in the hair, except barrette style combs. Hair curlers and picks are prohibited.
13. All jumper and overall straps must be across shoulders and fastened.
14. All pants must be worn at the appropriate waist level. (Male and female) Appropriate waist level means pants should not be worn in the "sagging" position or showing undergarments.
15. Both pants legs must be fully extended. Nothing can be hanging out of the pants pockets. This includes but is not limited to bandanas, towels, gang paraphernalia, or do-rags.
16. Clothing must be decent, clean, and properly worn at all times. Clothing advertising alcohol or drug use is prohibited.
17. Facial piercings, other than earrings, must not exceed 1/8th inch in size. Also, the piercing/jewelry must not pose a threat to self nor others.
18. Fishing hooks cannot be worn on any type of hat and/or garment.
19. Leggings, jeggings, yoga pants and tights may only be worn with a shirt or a skirt that covers the buttocks and midsection area.
20. Pants with holes above mid-thigh showing skin are prohibited. The only exception is when a student wears another material under the pants that covers his/her skin.
21. In an effort to maintain the professional appearance of the educational environment, bedroom items and bedroom attire are prohibited.

ALL TEACHERS WILL CHECK AT THE BEGINNING OF THE 1ST CLASS PERIOD FOR DRESS CODE VIOLATORS AND SEND THEM IMMEDIATELY TO THE MAIN OFFICE. ANY STUDENT WHO DOES NOT MEET THE DRESS CODE POLICY WILL BE SENT HOME WITH AN UNEXCUSED ABSENCE. IF SAID STUDENT IS NOT ABLE TO CONTACT A PARENT, HE/SHE WILL BE ASSIGNED TO IN SCHOOL SUSPENSION (ISS) FOR THE REMAINDER OF THE DAY OR UNTIL HE/SHE RECEIVES THE APPROPRIATE CLOTHING.

For reasons of decorum, safety, and uniformity, certain school events will follow a stricter dress code. Coaches, coordinators, and teachers overseeing this events are allowed to modify and enforce changes to the dress code with administrative approval. These events include but are not limited to: graduation, formal ceremonies, athletic events, and field trips.

SUSPENSIONS

When an out-of-school suspension occurs, the administration will notify the student's parent/ legal guardian. Administration may require a conference before a student is allowed to return to school.

CELL PHONES

In an effort to protect the rights of people, materials, and to ensure the efficiency of the learning environment, cell phone/Smart watch usage and possession at Denmark-Olar High School will be governed by the following practices:

1. Conversations, messages, alarms, alerts, notifications, ringtones, videos, games, music, media, and the alike are not to be audible. Never should cell phone noise disrupt the school environment.
2. If earphones are being used during lunch, the student is still responsible for hearing and obeying all directives from faculty and staff. "I can't hear" is not an excuse for noncompliance. During class changes earphones/earbuds are not to be used nor visible.
3. If a phone is confiscated, a guardian or parent, listed for the student in PowerSchool, must come to the school and pay the fine of \$25.00 to retrieve the phone on the second offense.
4. If a student is found in violation of the cell phone policy, a staff member will ask the student to surrender the phone. The student must immediately surrender the phone or will be subject to 3 Days OSS.
5. Cell phone usage and possession is a privilege at Denmark-Olar High School. Students are expected to use this privilege in a lawful, respectful, mature, and discreet manner. Administration reserves the right to revoke, augment, or modify the cell phone privilege at any time.
6. Students are allowed to use cell phones in the mornings prior to homeroom (CAFETERIA & GYM ONLY). Students may resume cell phone use during lunch (CAFETERIA & GYM ONLY). Students may resume cell phone usage at the end of the school day (2:55 p.m.) **Otherwise, phones are to be turned off and kept out of sight.** Consequences for Cell Phone Policy Violations
 - 1st Offense—phone is confiscated and must be picked up by a guardian listed in Power School
 - 2nd Offense—phone is confiscated and must be picked up by a guardian listed in Power School/\$25.00 fine
 - 3rd and subsequent offenses—phone is confiscated and must be picked up by a guardian listed in Power School, pay \$25.00 fine, and student will receive 1 day OSS

Refusal to surrender phone will result in 3 Days OSS.

*Any phones not picked up by the end of the school year (June 30) will be donated to a local charity.

PROHIBITED ELECTRONIC DEVICES

Electronic devices are not to disrupt the school environment. If a device disrupts the school environments, administration reserves the right to ban the devices.

TELEPHONE USE

Students who are ill or have an emergency will go to the Nurse's Office, Main Office, or Guidance Office to phone a parent. **STUDENTS WILL NOT BE CALLED TO ANSWER THE PHONE DURING SCHOOL HOURS.**

PUPIL DISCIPLINE POLICY

ADMINISTRATIVE DISCIPLINE GUIDE:

Administrative Lunch Detention

- Assigned in lieu of ISS
- Multiple days can be assigned
- Failure to comply results in OSS
- Utilized at administrator's discretion
- For the entire lunch period

In School Suspension (ISS)

- Housed in DOHS classroom
- 8:00 A.M. – 2:55 P.M.
- Monday – Friday
- Students assigned to ISS are separated from the regular student population and have different lunch and break times
- Students are required to complete assigned work and obey all ISS expectations
- Refusal to do work will cause additional time assigned to ISS or OSS

Out of School Suspension (OSS)

- Student is not allowed to attend school and is not allowed on campus for any activities (parent notification)
- Per administration request, a parent conference may be required for re-entry
- 10 days' maximum allowed OSS days after which student will be assigned to Alternative School or recommended for expulsion
- OSS will begin at 2:55 pm on the date administration processes the referral. The suspension will remain in effect until the student is allowed to return to school

Overnight Suspension (OS)

- The student will be suspended until a parent meets with administration. Parents must physically enter the building for a conference to resolve the disciplinary action.
- This can be used separately or in conjunction with a normal suspension.

Alternative School

- Assigned in lieu of expulsion
- Student is not allowed to attend his/her home school and is not allowed on campus for any school-sponsored activities
- Initial placement will be 45 days, and based on student behavior, may be extended.
- Repeated disciplinary violations while at alternative school may lead to the student being recommended for expulsion

LEVEL I OFFENSES

Smoking/Possession of Tobacco Products/Paraphernalia/Vapes/E-Cigs

1st referral – 1 Day OSS

2nd referral – 2 Days OSS

3rd and subsequent referrals – 3 days OSS

Cutting Class

1st referral – 1 Day OSS

2nd referral – 2 Days OSS

3rd and subsequent referrals- 3 Days OSS

Disturbing Class/Disruptive Behavior/Rude

1st referral – 3 Days Lunch Detention or 1 Day ISS

2nd referral – 1 Day OSS and 5 Days Lunch Detention

3rd and subsequent referrals – 3 Days OSS

Dress Code Violation

All referrals – Student will not be allowed to go to class. Student must go home to change clothes, have appropriate attire brought to school or report to ISS. **The attendance policy will be enforced and absences will be unexcused for this offense.**

Failure to Follow Instructions/Refusal to do work

1st referral – 5 Days Lunch Detention

2nd referral – 1 Day OSS

3rd and subsequent referrals – 3 Days OSS

In Unauthorized Area

1st referral – 5 Days Lunch Detention or 1 Day ISS

2nd referral – 1 Day OSS and 5 Days Lunch Detention

3rd and subsequent referrals – 3 days OSS

Inappropriate Affection/Behavior/Language

1st referral – 5 Days Lunch Detention

or 1 Day ISS

2nd referral – 1 Day OSS

3rd and subsequent referrals – 3 Day OSS

I.D. Violation

All referrals – Students will retrieve ID or pay to purchase a new ID.

1st referral - Warning

2nd referral – 1 Day ISS

3rd. referral – 3 Days ISS and every referral thereafter will result in 3 days ISS.

Profanity to Student/Obscene Gestures

1st Referral – 1 Day OSS

2nd Referral – 2 Days OSS)

3rd and subsequent referrals – 3 Days OSS (parent notification)

Leaving Class Without Permission

- 1st referral – 1 Day ISS
- 2nd referral – 1 Days OSS
- 3rd and subsequent referrals – 3 Day OSS

Minor Vandalism (less than \$25.00)

- 1st referral –1 Day OSS (full restitution)
- 2nd referral –2 Days OSS (full restitution)
- 3rd referral – 3 Days OSS (full restitution)

Sleeping in Class (not allowed)

- 1st referral – Lunch Detention
- 2nd and subsequent referrals - 1 Day ISS (parent notification)

Tardy for School/ Class

- 1st & 2nd referral(s) – warning
- 3rd referral – 1 days ISS
- 4th referral – 3 Days ISS and every referral thereafter will result in 3 days ISS
- * Tardies carry over from one semester to the next.

Eating/Possession of Food Outside of the Cafeteria (exception: bottled water)

- All referrals –3 Days Lunch Detention

Excessive Talking

- 1st referral – Lunch Detention, ISS, or Warning
- 2nd and subsequent referrals – 1 Day ISS

LEVEL II REFERRALS

Cheating

- 1st referral –Zero on assessment
- 2nd referral – 3 days OSS and a zero on assessment
- 3rd and subsequent referrals - 5 Days OSS and a zero on assessment

Near Fight/Causing a Fight/Spreading Information Contributing to a Fight

- 1st referral – 3 Days OSS
- 2nd referral –5 Days OSS

Fighting

- 1st referral – 5 Days OSS (Loss of Parking Privilege)
- 2nd referral –5 Days OSS with recommendation for alternative school or expulsion

Cutting School/Leaving School without Permission

- 1st referral – 1 Day OSS
- 2nd referral –3 Days OSS
- 3rd referral – 5 Days OSS (possible assignment to Alternative school)

Disrespect to Staff/ Insolent Behavior

- 1st referral –1 Day OSS
- 2nd referral –2 Days OSS
- 3rd referral – 3 Days OSS (Loss of Parking Privilege)

4th referral – Alternative School or recommendation for expulsion

Disturbing School/Horseplay/Teasing/Inappropriate Behavior

1st referral – 1 Day OSS

2nd referral – 2 Days OSS

3rd referral – 3 Days OSS (Loss of Parking Privilege)

Profanity to Staff

1st referral – 3 Days OSS (Loss of Parking Privilege)

2nd referral – 5 Days OSS

3rd referral – 5 Days OSS with recommendation for alternative school or expulsion

Direct Disobedience/Refusal to Obey Staff

1st referral – 1 Day OSS (loss of parking privilege)

2nd and subsequent referrals – 3 Days OSS

Sexual Harassment/Inappropriate Contact

1st referral – 3 Days OSS

2nd referral – 5 Days OSS with recommendation for alternative school or expulsion

Threats to Students/Bullying

1st referral – 3 Days OSS (possible law enforcement notification)

2nd and subsequent referrals – 3 Days OSS (possible law enforcement notification) with recommendation for alternative school or expulsion

Trespassing

1st referral – 3 Days OSS

2nd referral – 5 Days OSS (notification of law enforcement)

Theft/Selling/Possession of stolen property (> \$25.00)

1st referral – 3 Days OSS (restitution) notification of law enforcement

2nd referral – 5 Days OSS (restitution) notification of law enforcement

Unauthorized Note/Forgery (Parent/Teacher Note)

All referrals – 1 Day OSS

Misbehavior during Assembly Programs

All referrals – 1 Day OSS

Unlawful Assembly

1st referral – 5 Days OSS (notification of law enforcement)

2nd referral – 5 Days OSS (notification of law enforcement) with recommendation for alternative school or expulsion

Computer Misuse

1st referral – 5 Days Lunch Detention

2nd referral – 1 Day OSS

3rd referral and subsequent referrals – 3 Day OSS

Possession of Pornography/Obscene Materials (including Internet searches)

1st referral – 3 Days OSS

2nd referral – 5 Days OSS

3rd referral – recommendation for Alternative School or Expulsion

Possession of a Weapon-Like Object/Contraband/Major Disruption to School/Threat-Like

1st referral – 3 Days OSS and confiscate object (notification of law enforcement)

2nd and subsequent referrals - 5 Days OSS (notification of law enforcement)

possible recommendation for alternative school or expulsion

LEVEL III OFFENSES

ASSAULT AND BATTERY

5 Days OSS with recommendation for expulsion (notification law enforcement)

Arson

5 Days OSS with recommendation for expulsion (notification law enforcement)

Bomb Threat

5 Days OSS with recommendation for expulsion (notification law enforcement)

Extortion

1st referral – 5 Days OSS

2nd referral – 5 Days OSS with recommendation for expulsion

Explosive Devices

5 Days OSS with recommendation for expulsion (notification law enforcement)

False Fire Alarm

1st referral – 5 Days OSS (call law enforcement)

2nd referral – recommendation for expulsion (notification law enforcement)

Use and/or Possession of Intoxicant/Alcohol

5 Days OSS with recommendation for alternative school or expulsion (notification law enforcement)

Possession /Selling/Use of Illegal Substance

5 Days OSS with recommendation for expulsion (notification law enforcement)

Possession of Weapon

5 Days OSS with recommendation for alternative school or expulsion (notification law enforcement)

Vandalism (major) over \$100.00

5 Days OSS with restitution and possible recommendation of alternative school or expulsion

Threatening Staff (Explicit)

All offenses - 5 Days OSS with recommendation for expulsion

Indecent Exposure

1st referral – 5 Days OSS with recommendation for expulsion

Sexual Misconduct 1st referral – 5 Days OSS with recommendation for expulsion

ALL LEVEL III OFFENSES REQUIRE REFERRAL TO LAW ENFORCEMENT

School administrators will follow all applicable laws, regulations, and district policies applicable to the disciplining of students identified as disabled pursuant to Section 504 of the Rehabilitation Act of 1973 or the Individuals with Disabilities Education Improvement Act.

NON-STUDENT ON GROUNDS

The principal is empowered to take appropriate action against non-students who invade the building, grounds or other school property. Such action will include the right to call in the police and swear out warrants. The authority for such is Article 5, 16-551 of the South Carolina Code of Laws: "Disturbing Schools--it shall be unlawful (1) for anyone (a) to interfere with or disturb in any way or in any place the student or teachers of any school in this State (b) to loiter about school premises of (c) to act in an obnoxious manner thereon. Any person violating any of the provisions of this section shall be guilty of a misdemeanor and, on conviction thereof, shall pay a fine of not less than ten dollars nor more than one hundred dollars, to be imprisoned not less than ten days or more than thirty days.

SEARCH AND SEIZURE

THE SCHOOL ADMINISTRATION HAS THE RIGHT TO SEARCH A STUDENT'S PERSON AND PROPERTY IF THERE IS REASONABLE SUSPICION TO BELIEVE THAT DRUGS, WEAPONS, DANGEROUS, ILLEGAL OR PROHIBITED MATTER OR STOLEN GOODS ARE LIKELY TO BE FOUND.

It is the school's duty to enforce school discipline policies and to protect the health and safety of individual students and the student body. The school recognizes that students have the right of privacy of person as well as the freedom from unreasonable search and seizure but recognizes that this right is balanced by the school's responsibility to protect the health, safety and welfare of all its students, buildings, equipment and grounds. The school will make every effort to respect the rights and personal property of students.

ALCOHOL AND DRUG POLICY

Students enrolled in the schools of the Bamberg County School District No. 2 shall not be under the influence of, use, consume, possess or distribute alcoholic beverages or drugs in any quantity. Any student violating this regulation shall be expelled from attending school for the remainder of the school year with the following exception - a student with a minor first-time violation shall be suspended for five days and granted the alternative of attending the Alcohol Drug Intervention Program sponsored by the William J. McCord Adolescent Treatment Facility. All fees and expenses incurred shall be borne by the student's parent(s) or guardian. A student enrolled in this program will be allowed to remain in school but will continue on probation for the remainder of the school year. If the student discontinues the program or is dismissed from the program, expulsion proceedings shall be initiated by the appropriate principal.

Students will be allowed to select the Alcohol and Drug alternative only once during their school career. Any abuse occurring after this first violation will be treated as a second violation and expulsion will result. (Explanation: If a student is guilty of alcohol or drug abuse in one grade and selects the intervention program and in a later grade is found guilty again, he/she will not be eligible for the program and will be expelled).

A student enrolled in the Intervention Program which extends beyond the end of the regular school year must complete the Intervention Program prior to receiving academic credits for that year. Seniors shall not be eligible to receive their diploma and/or transcripts until the Intervention Program is completed.

A student committing a major violation, such as drug selling or distribution, shall be expelled from attending school, and the appropriate law enforcement officials shall be notified in each case.

A student violating the Alcohol and Drug Abuse regulations on more than one occasion within a school year shall be expelled from attending school for the remainder of the school year. However, the Board reserves the right to expel students permanently depending on the severity of the case.

The regulation concerning alcohol and drug abuse shall be applicable to students in these situations:

1. When the violation occurs at school during school hours or when participating in a school sponsored activity.
2. When the violation occurs off campus and the student comes or is brought to school during the school day or participates in a school sponsored activity after consuming any alcohol or drugs.
3. When the student is found to be guilty of being an accessory to an alcohol or drug distribution operation on school grounds or adjacent areas to the school.

When the violation occurs, the District No. 2 procedure regarding suspension and expulsion shall be followed by the principal. Students will be suspended from school for five days allowing for time to enter the Intervention Program or for an administrative hearing by the District Hearing Authority. The Hearing Authority is a delegated authority to exercise judgment and allow the student to return to school under extenuating circumstances.

WEAPONS - LIKE POLICY

South Carolina State Law §16-23-430 (Carrying Weapons on School Property) states:

- (1) It shall be unlawful for any person, except state, county or municipal law-enforcement officers or personnel authorized by school officials, to carry on his person, while on any elementary or secondary

school property, a knife, with a blade over two (2) inches long, a blackjack, a metal pipe or pole, firearms or any other type of weapon, device or object which may be used to inflict bodily injury or death.

(2) Any person violating the provisions of this section shall be deemed guilty of a misdemeanor and upon conviction shall be fined in an amount not to exceed one hundred dollars or imprisoned for a term not to exceed thirty days. Any weapon or object used in violation of this section may be confiscated by the law-enforcement division making the arrest.

The law is very clear on what constitutes a weapon and intent is not addressed. It is strongly requested that you check your child's pockets, pocketbooks, and book bags to make sure that an ornament of any type or pocketknife, etc. that would meet the definition of a weapon is not in his/her possession. If we confiscate an ornament or pocketknife with a blade less than two inches in length, we will make you aware and insist on a conference and/or disciplinary action. However, any object used in a threatening manner constitutes a weapon.

If an object that meets the state's definition of weapon is found in your child's possession, the police department will be notified, and the student will be recommended for expulsion.

Note: ALL Knives are prohibited (regardless of the size).

EXPULSION OF STUDENTS/GUN-FREE SCHOOLS ACT

The board of trustees will expel any student who brings a weapon to school (includes any school-sponsored activities). For purposes of this policy, a weapon is defined as a firearm. The term firearm is defined extensively by federal law, but generally means an operable weapon (gun) or destructive device (explosive, incendiary).

The period of expulsion will last no less than one calendar year. The board directs the superintendent to bring recommendations for expulsion consistent with this policy except that the superintendent, on a case-by-case basis, may modify this expulsion requirement. In considering whether to modify the one-year expulsion requirement, the superintendent may consider, among other things, the student's age, discipline record and the specific facts and circumstances of the incident.

The district may provide educational services in an alternative setting to students expelled under this policy, pursuant to the circumstances of each individual case.

The district will refer each expelled student to the local county office of the Department of Juvenile Justice.

FIGHTING

Fighting on school grounds, buses, or at school-sponsored functions is prohibited. All parties involved, including those who encourage the fight, are subject to suspension. Any student who feels he/she may be involved in a situation that may lead to a fight is expected to seek resolution of the problem from the principal.

OBEDIENCE TO STAFF MEMBERS

All students are expected to obey the instructions of all staff members. Disobedience, defiance, or discourtesy toward faculty or staff will not be tolerated.

CHEWING GUM/FOOD

Chewing gum at school or eating in the classroom, halls, Media Center, or gym is not permitted. No food/drink is to be taken out of the cafeteria by students at breakfast or at lunch, except when students are planning to eat their lunch in the courtyard or other designated areas.

MONEY AND VALUABLES

Students are responsible for the safekeeping of their property. Normally, students should have no need to bring large quantities of cash or valuable items to school. Therefore, students are instructed to leave their cash and valuables at home.

DISPLAYING AFFECTION

Public displays of affection or physical contact are in poor taste at school or school-related functions (Level II Referral).

COURTESY RULES

1. Remove your hat when you come in the building.
2. Say excuse me if you interrupt.
3. Say excuse me if you bump into someone.
4. Watch language in the hallway.
5. Use trash receptacles.
6. Respect property.
7. Respect other people – do not be rude to other students or teachers.
8. Be quiet in the halls.
9. Talk quietly in the cafeteria.
10. Say excuse me when you walk between people talking.
11. Say “yes ma’am” or “yes sir”, **NOT** “what”, “yeah,” or “no”.
12. An appropriate tone of voice should be used when addressing anyone.

GAMBLING

No gambling will be allowed on campus. Violators will be subject to the penalties listed under gambling.

GYMNASIUM RULES

1. No food or drink allowed in the gym at any time.
2. The gym floor is off limits to anyone wearing hard sole shoes.
3. No running or playing on the bleachers is allowed.

HALLWAYS

Due to the crowded conditions in the hallways and the possibility of accidents occurring, there is to be no running, pushing, or playing in the hallways. Always walk and keep to the right. No food or drink.

STUDENT CORRECTIONS

Teachers have the authority and the responsibility to correct any student that he/she feels need correcting. Students must respect all staff members.

STUDENTS REMAINING AFTER SCHOOL

Any student remaining after the regular school day must be under the direct supervision of a staff member. This means that the student must be in the presence of the responsible staff member. Students will not be allowed to remain unsupervised at school in order to attend or participate in extracurricular or athletic events.

DENMARK-OLAR HIGH SCHOOL ATHLETIC DEPARTMENT ATHLETIC POLICY

1. Any athlete that is recommended for expulsion must appear before the principal, athletic director and head coach of the sport he or she is involved in. This body will determine if further disciplinary action is required.
2. A student athlete who quits one sport may not participate in another sport during that season without the approval of both coaches of the teams involved, the athletic director and the principal.
3. A student athlete who is suspended (OSS) three times or for a total of six days within a season will not be permitted to participate in any sport for the remainder of that sports season.
4. Each season begins on the official High School League starting date for practice.
5. Any student arrested on a felony charge will not be allowed to participate in any sport for the remainder of the school year. Once the case is heard in court and the student is found not guilty, he/ she may be reinstated by the athletic director and principal.
6. Coaches may make additional rules that govern practice, games, and participation in their sport. Student athletes are obligated to comply with the coach's expectations. Failure to do so could result in dismissal from the team.
7. A student athlete who is dismissed from a team for violation of athletic policy, rules, or a coach's team rules will not be allowed to participate on any other team during that sport's season.
8. Athletes who are serving in-school or out-of-school suspension from school may not participate in, or attend any team games, practices, or activities during the suspension.