

STUDENT & PARENT HANDBOOK 2025-2026



WWW.ROCKYHILLPS.COM



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NON-DISCRIMINATION STATEMENT

It is the policy of the RHBOE that any form of discrimination or harassment on the basis of color, race, religion, age, sex, sexual orientation, marital status, national origin, alienage, ancestry, disability, pregnancy, gender identity or expression, or veteran status, or any other basis prohibited by state or federal law is prohibited, whether by students, Board employees or third parties subject to the control of the Board. The Board's prohibition of discrimination or harassment in its educational programs or activities expressly extends to academic, nonacademic and extracurricular activities, including athletics. It is also the policy of the Board to provide for the prompt and equitable resolution of complaints alleging any discrimination or harassment on the basis of protected characteristics such as race, color, religion, age, sex, sexual orientation, marital status, national origin, alienage, ancestry, disability, pregnancy, or gender identity or expression or veteran status

Welcome to Rocky Hill High School! Regardless of the grade level your child is currently in at RHHS we are excited to be working in partnerships with Rocky Hill High School families to support your child's academic, social and emotional growth. We have a strong desire to make Rocky Hill High School the pride of the community. And with that we take great commitment in delivering the very best education possible. We promise to provide all RHHS students with the necessary foundational skills to graduate

from colleges, to contribute to the workplace and succeed in the world. The handbook has been created as a resource that will assist school administration and the RHHS teaching staff to best support your child. The educators have carefully crafted a Vision of the Graduate statement that embodies the necessary skills they will aspire to each and everyday in their classroom. We thank you for believing in our school and working together to make this an incredible four year journey. Go Terriers! Go Blue!

HIGH SCHOOL ADMINISTRATION

John Fote	Principal
David Decarli	Assistant Principal
Daniel Trudeau	Athletic Director and Student Activities

CENTRAL OFFICE ADMINISTRATION

Dr. Mark Zito	Superintendent of Schools
Ms. Wendy Durand	Assistant Superintendent of Curriculum & Instruction
Dr. Annabelle Diaz	Interim Assistant Superintendent of Pupil Personnel Services Title IX coordinator
Dr. Scott Nozik	Assistant Superintendent of Budget and Finance

BOARD OF EDUCATION MEMBERS

Steven Slattery Amber Tucker Brian Clemens Thomas Cosker	Jennifer Baron-Morfea Sean Gavin Jay Chhabra Jessica Loffredo Maria Mennella
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“The Rocky Hill Public Schools are committed to providing an educational environment in which all students discover and achieve their maximum potential in preparation for productive meaningful lives and responsible citizenship.”



ROCKY HILL HIGH SCHOOL

School Colors

Blue and White

School Motto

Start Here. Strive Here. Succeed Here.

School Mascot

Terrier

ACADEMIC PROGRAM

Rocky Hill High School is a four-year comprehensive high school offering curricular and co-curricular programs to approximately 738 students in grades 9-12. Accredited through the New England Association of Schools and Colleges, the school offers a wide range of courses in college and career preparation. Our goal is to meet the educational needs of each student. The school strives for excellence in all areas and believes that effective education is the result of a strong partnership with the families of its students.

ACCREDITATION STATEMENT

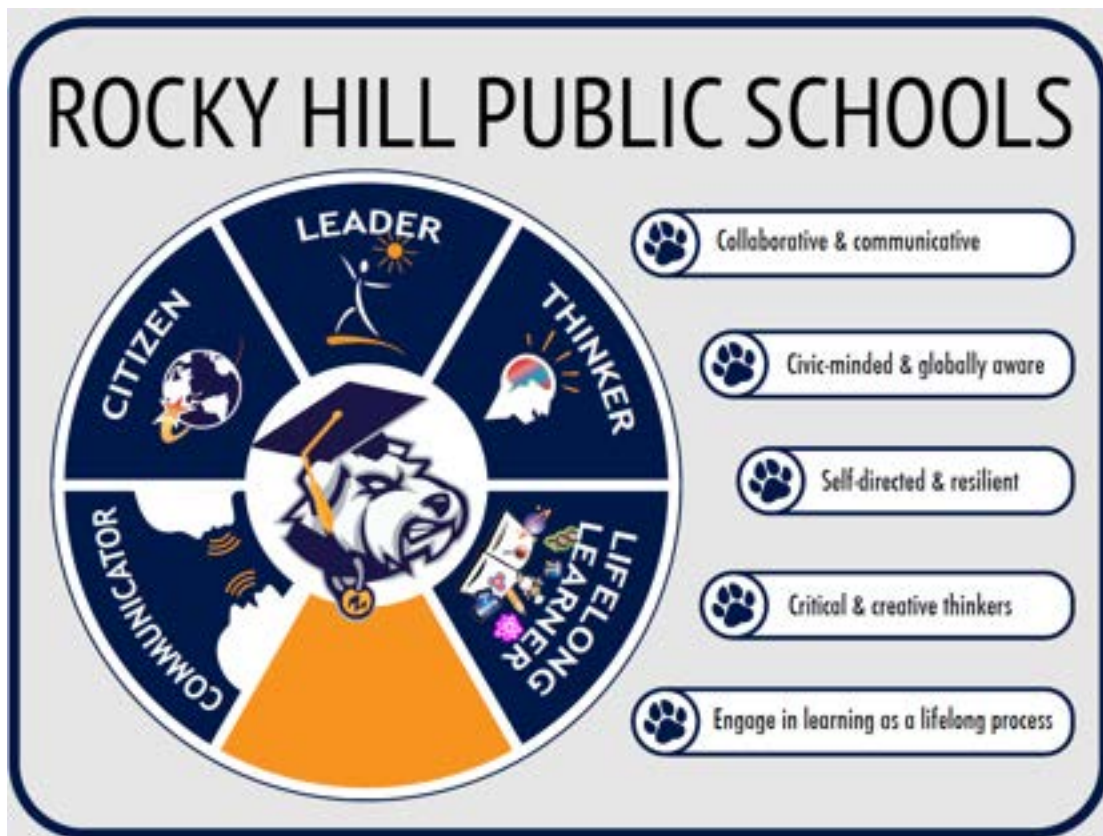
Rocky Hill High School is a fully-accredited high school with the New England Association of Schools and Colleges, (NEASC) Incorporated, which is a non-governmental, nationally recognized organization whose affiliated institutions include elementary schools through collegiate institutions offering post-graduate instruction. Accreditation of an institution by the NEASC indicates that it meets or exceeds criteria for the assessment of institutional quality periodically applied through a peer group review process. An accredited school or college is one which has available the necessary resources to achieve its stated purposes through appropriate educational programs, is substantially doing so, and gives reasonable evidence that it will continue to do so in the foreseeable future. Institutional integrity is also addressed through accreditation. Accreditation by the New England Association is not partial but applies to the institution as a whole. As such, it is not a guarantee of the quality of every course or program offered or the competence of individual graduates. Rather, it provides reasonable assurance about the quality of opportunities available to students who attend the institution. Inquiries regarding the status of an institution's accreditation by the New England Association of Schools and Colleges should be directed to the administrative staff of the school. Individuals may also contact the Association:

New England Association of Schools and Colleges 209 Burlington Road
Bedford, Massachusetts 01730-1433
781-271-0022

CORE VALUES AND BELIEFS

The Rocky Hill Public Schools believe in the development of competent, ethical, healthy, responsible, and intellectually reflective citizens who demonstrate high levels of achievement in critical academic domains, and can develop their interests and aptitudes in an atmosphere that respects the differences of others and values learning as a life-long pursuit.

VISION OF THE GRADUATE



A Rocky Hill High School graduate is a thinker, communicator, citizen, leader and lifelong learner.

We believe....

Our students are critical and creative thinkers

Our students are collaborative and communicative

Our students are civic-minded and globally aware

Our students engage in learning as a lifelong process

Our students are self-directed and resilient

Through high expectations and a challenging curriculum, all students at Rocky Hill High School will become responsible citizens who embrace learning as a lifelong process in an ever-changing world. RHHS teachers will assess students' level of proficiency in their class and on assignments via department based rubrics. Students are also an intricate part of the process assessing their mastery of the VOG. The student's level of progress is indicated on the student's quarter report card. (VOG rubric)

Collaborative and Communicative			
	Exceeds Expectation	Meets Expectation	Working Towards Expectation
Communication: Expression of ideas through various mediums	- Consistently maintains purpose and audience interest - Ideas are thoroughly developed and well supported - Employs sophisticated language and/or images to convey intended message	- Maintains purpose and audience interest - Ideas are developed and supported - Employs language and/or images to convey intended message	- Does not maintain purpose and audience interest - Ideas lack development and/or support - Language and/or images do not convey intended message
Collaboration: Working together with a common purpose	- Contributions to group tasks are consistent, resourceful, and meaningful - Consistently respects different points of view and learns from others.	- Contributions to group tasks are resourceful and meaningful - Generally respects different points of view and learns from others.	- Does not contribute to group tasks in a resourceful or meaningful manner - Does not respect different points of view and/or learn from others.
<i>Business, English, Family and Consumer Science, Math, Music, Tech Ed, World Languages</i>			

Critical and Creative Thinkers			
	Exceeds Expectation	Meets Expectation	Working Towards Expectation
Creative and Critical Thinking: Logical and Innovative Analysis of Information	- Consistently and independently define problems clearly and accurately. - Consistently demonstrates originality and inventiveness in applying problem solving strategies. - Consistently demonstrates inquiry through analysis of information to generate a variety of solutions or conclusions. - Consistently evaluates the feasibility of chosen solutions or conclusions.	- Independently defines problems clearly and accurately. - Demonstrates originality and inventiveness in applying problem solving strategies. - Demonstrates inquiry through analysis of information to generate a variety of solutions or conclusions. - Evaluates the feasibility of chosen solutions or conclusions.	- Does not define problems clearly and accurately. - Does not demonstrate originality and inventiveness in applying problem solving strategies. - Does not demonstrate inquiry through analysis of information to generate a variety of solutions or conclusions. - Does not evaluate the feasibility of chosen solutions or conclusions.
<i>Art, English, Math, Music, Science, Social Studies</i>			

Engage in Learning as a Lifelong Process			
	Exceeds Expectation	Meets Expectation	Working Towards Expectation

Engagement is measured by a product that demonstrates the skills of a lifelong learner	- Consistently draws on and transfers prior knowledge and skills to novel situations. - Consistently makes thorough and insightful connections	- Draws on and transfers prior knowledge and skills to novel situations. - Makes general connections	- Has difficulty drawing on and transferring prior knowledge and skills to novel situations. - Has difficulty making connections
<i>Business, Family and Consumer Science,, PE and Health, Tech Ed</i>			

Civic-Minded and Globally Aware			
	Exceeds Expectation	Meets Expectation	Working Towards Expectation
The role and responsibilities of an individual in an interconnected world	- Consistently seeks to understand others experiences, circumstances, and perspectives - Consistently embraces diversity and recognizes the value of all persons by promoting equity and inclusivity - Consistently makes positive contributions to the broader community	- Seeks to understand others experiences, circumstances, and perspectives - Embraces diversity and recognizes the value of all persons by promoting equity and inclusivity - Makes positive contributions to the broader community	- Does not seek to understand others experiences, circumstances, and perspectives - Does not embrace diversity and recognizes the value of all persons by promoting equity and inclusivity - Does not make positive contributions to the broader community
<i>Social Studies, World Languages, Senior Seminar</i>			

Self-Directed and Resilient			
	Exceeds Expectation	Meets Expectation	Working Towards Expectation
Displays a growth mindset by taking ownership of learning and outcomes	- Consistently demonstrates independence and persistence in the face of obstacles - Consistently demonstrates strategic time management and organizational skills - Consistently uses feedback or mistakes to adapt and improve performance	- Demonstrates independence and persistence in the face of obstacles - Demonstrates strategic time management and organizational skills - Uses feedback or mistakes to adapt and improve performance	- Does not demonstrate independence and persistence in the face of obstacles - Does not demonstrate strategic time management and organizational skills - Does not use feedback or mistakes to adapt and improve performance
<i>Art, PE and Health, Science</i>			

 Start. Strive. Succeed.	ROCKY HILL HIGH SCHOOL BELL SCHEDULE 2025-26			
Periods (1 - 9)	Regular Schedule	Early Dismissal	Late Opening	Advisory
Period 1	7:35-8:16	7:35-7:57	9:35-10:03	7:35-8:13
Period 2	8:20-9:01	8:01-8:23	10:07-10:35	8:17-8:55
Homeroom	9:05-9:10	8:27-8:32	10:39-10:44	8:59-9:31
Period 3	9:14-9:55	8:36-8:58	10:48-11:16	9:35-10:13
Period 4	9:59-10:40	9:02-9:24	11:20-11:48	10:17-10:55
Period 5	10:44-11:25	9:28-9:50	11:52-12:20	10:59-11:37
Period 6	11:29-12:10	9:54-10:15	12:24-12:52	11:41-12:19
Period 7	12:14-12:55	10:19-10:40	12:56-1:23	12:23-1:01
Period 8	12:59-1:40	10:44-11:05	1:27-1:54	1:05-1:43
Period 9	1:44-2:25	11:09-11:30	1:58-2:25	1:47-2:25

ACADEMIC INFORMATION

REQUIRED SCHEDULE OF COURSES AND CREDITS FOR COURSES

Rocky Hill High school has a nine period school day. Courses are scheduled to meet five days per week. The school year consists of two semesters. Courses are one one semester (half-year) or two semesters (full-year). Students who earn a passing grade in a class, which meets one period a day, five days a week, for two semesters (one full-year) will earn one (1.0) Carnegie Unit. A student who has successfully completed a semester (half-year) course will earn one-half (.5) Carnegie Unit. Students in 9 through 11th grades are expected to be enrolled in 7 credits for the year, and seniors are expected to be enrolled in 5 credits minimum for the year. Students wishing to graduate early from high school must submit an application to their school counselor by the end of May 1st of Junior year.

GRADUATION REQUIREMENTS

The Rocky Hill Board of Education adheres to state regulations regarding high school graduation credits. In order to satisfy Rocky Hill High School graduation requirements, a student must complete the prescribed courses of study; demonstrate proficiency in skills identified by the Rocky Hill Board of Education; satisfy the legally mandated number and distribution of credits; and satisfy the Free Application for Federal Student Aid (FAFSA) requirements.

Note: Under federal law, Connecticut must administer end-of-year tests to all students in Grades 3 to 8 and once in high school. As part of its transition to college and career-readiness standards, Connecticut has identified the SAT as the high school exam to be administered. All 11th graders will be required to participate in the Connecticut School Day SAT exam. Rocky Hill Public Schools will adhere to state guidelines regarding participation and participation rates. SAT alternative assessments will be determined by the Principal and Curriculum Directors.

SUBJECT AREA	SPECIFIC REQUIREMENTS
Humanities - English	Four (4) credits in English, including Composition
Humanities - Social Studies	Three (3) credits in Social Studies including one (1) credit in U.S. History, and one-half (.50) credit in Civics
Humanities - Fine Arts	One (1) credit in fine arts (Art/Music)
Humanities	One (1) additional credit in Humanities, English, Social Studies, World Language
Humanities - Total:	9 credits
Mathematics	Three (3) credits of Mathematics
Science	Two (2) credits of Science including one (1) credit in Physical Science and one (1) credit in Biological Science
STEM	Four (4) additional STEM credits in any of the following: Science, Technology (CTE-Family Consumer Science, Business, Tech Ed), Engineering, Mathematics
STEM - Total	9 Credits
Physical Education and Wellness	One (1) credit
Health and Safety Education –	One (1) credit
World Language –	One (1) credit
Personal Finance Management and Financial Literacy –	One-half (.50) credit (starting with YOG 2027)
Community Service Hours –	One-half (.50) credits for 50 hours of documented community service hours.
Three (3) additional credits	Three (3) credits
TOTAL CREDITS:	25 credits required to meet Rocky Hill High School graduation requirements.

PROGRAM/SCHEDULE CHANGES

The scheduling process is a complex process that begins in January for the following school year and involves input from students, parents, and faculty members. In the early stages of the scheduling process, supervisors determine teacher assignments based upon student course requests. Once this has been determined the master schedule will evolve. Course changes will be made only when they are in the best educational interest of the student. Contact your school counselor if you believe your child's schedule is in error.

FAFSA REQUIREMENT

Students graduating in 2025 and beyond are required to satisfy one of the following before Graduation:

1. Complete a Free Application for Federal Student Aid (FAFSA);
2. For students without legal immigration status, completed and submitted to a public institution of higher education and application for institutional financial aid; or
3. Completed a waiver of completion of the FAFSA and/or financial aid application, as applicable, on a form prescribed by the Commissioner of Education, signed by the student's parent/guardian or signed by the student if the student is eighteen or older.

HOMEWORK

The Board of Education recognizes that homework is a necessary and integral component of the teaching-learning process. Homework suitable to the level of each course will be assigned as a regular part of the curricula. At the high school level, students should plan on one to three hours of homework each day. Homework may take the form of specific daily assignments, the review of previously taught material, or the on-going preparation of a long-term paper or project. Teachers are NOT required to prepare extended assignments of any kind prior to the absence of students who plan to be away from home on days other than those officially recognized as school holidays or school vacations.

HONOR ROLL

High Honors designation is awarded to students who achieve an overall average of 90% or higher for the marking period when a minimum of six full-time subjects are averaged, provided no single mark in such courses is below 75%. General Honors designation is awarded to students who achieve an average of 85% or higher for the marking period when all full-time subjects are averaged, provided no single mark is below 70%. There will be no rounding off of averages for either General or High Honors.

INCOMPLETE GRADES

Students who receive an Incomplete ("INC") in a subject for a marking period will be allowed a limited number of days to make up incomplete work after the quarterly grades have been closed. This number shall not exceed the number of days missed due to legitimate absences or emergencies during the final 10 days of the marking period. Any work not made up within the

time limit shall be graded as a zero, and the student's grade for the marking period will be determined on that basis. In special circumstances as determined by an administrator, a longer period of time may be granted.

INDEPENDENT STUDY

A program for Independent Study by a student may be requested, providing the teacher involved approves of advanced or additional study in a subject area not offered within the regular school program. Any student interested must have the approval of the teacher involved and must consult that teacher for specific details of the program. Such courses may be taken in addition to a regular program. Students may engage in only one independent study program per semester, and all such programs must be approved by the principal. Requests for Independent Study must be made within the first 10 days of each semester.

EXAMS (Midterm & Final)

Comprehensive examinations are given in all courses at the end of each semester. All students are expected to take their Midterm and Final Exams on their scheduled exam days. Valid medical absences are the only acceptable reason to reschedule an examination if a student is to be absent from an examination. It is necessary that the school be notified by a parent prior to 7:35 a.m. on the day of the examination if a student is to be absent. School cancellation days will force the rescheduling of exams to the next school day. Exam grades play a significant role in determining the final grade in each course.

EXAM EXEMPTIONS

Only senior students are permitted to be exempt from the midterm or final examinations. No other students are exempt under any circumstances and must show up for their final exams. To be eligible for exemption to any final exam, Seniors must have an average of 90%* or higher in the course based on the average of their marking periods. Ultimately, the teacher in the course will make the final decision as to whether seniors with such an average will be exempted from the exam.

The 90% exemption average should be determined by calculating the student's cumulative grade to date without a final exam.

ALTERNATIVE ED PROGRAMMING

Students that are off-track in terms of his/her behavior, attendance and/or grades may be offered an alternative educational opportunity. The alternative educational school aims to assist and support students deficient in credits and designs a plan to accelerate credits and secure a high school diploma. Students with an Individualized Educational Plan (IEP) or 504 will have a PPT meeting before enrollment.

ACADEMIC INTEGRITY

Cheating and Plagiarism

Students are expected to complete all academic work with honesty and integrity. Cheating and

plagiarism are serious violations that undermine personal character and contradict the core values of the District. These actions are strictly prohibited.

Cheating includes, but is not limited to, presenting homework, classwork, tests, reports, or any other assignments as one's own when they are not.

Plagiarism is using someone else's words or ideas without proper attribution—is equally unacceptable. Reusing Work or Re-submitting the same assignment for credit in more than one course is not allowed.

Consequences for cheating or plagiarism will primarily be academic in nature. However, repeated offenses may lead to further disciplinary action. All consequences will consider the student's grade level and the seriousness of the violation.

WRITING CENTER

Rocky Hill High School's Writing Center is a student-led and collaborative program designed to foster writing growth, rigor, and independence. The Writing Center is staffed by trained student writing collaborators and appointments are available throughout the school day to help students with every part of the writing process. Students can schedule appointments ahead of time or drop in as needed by visiting the library mezzanine during study hall or lunch periods.

MATH PEER TUTORING LAB

The lab is run by National Honor Society tutors. They serve to help students learn and achieve their academic goals. The lab is open every period, every day. Students can attend the lab during their lunch or study hall for extra help with any subject area.

ATHLETICS & ACTIVITIES

Rocky Hill High School offers athletics for boys and girls with the opportunity to acquire qualities such as self-discipline, teamwork, fitness and work ethic. There is a three (3) day mandatory athletic tryout period for all athletic teams. Students who make an athletic team are provided with an Athletic Handbook that outlines athletic policies and procedures including academic eligibility and probation is available on the school website. The opportunities for athletic competition are as follows:

	FALL	WINTER	SPRING
GIRLS	Cheerleading Cross Country Golf Soccer Swimming Unified Volleyball	Basketball Cheerleading Gymnastics Indoor Track Unified Wrestling	Lacrosse Softball Tennis Track Unified
BOYS	Cross Country Football Golf Soccer Unified	Basketball Ice Hockey Indoor Track Swimming Unified Wrestling	Baseball Golf Lacrosse Tennis Track Unified

Members of the athletic teams and the cheerleading squad must meet the eligibility criteria established by this high school (RHHS) as well as the Connecticut Interscholastic Athletic Conference (CIAC).

1. Students must be in good standing academically, good school citizens, not over 19 years of age, meet residency requirements, and not be a member of any other team during the season of participation. Specific rules and regulations are provided in the athletic handbook. Failure to comply with these regulations will result in the forfeiture of the athletic contest.
2. A student must maintain a passing grade (i.e., 60 or above) in a minimum of four (4) full-time courses or referred to as Carnegie Units on his/her most recent report card to be eligible to participate. Eligibility for fall sports is determined by the student's final grades the previous June. Eligibility for winter and spring sports is determined by the most recent quarterly report card.
3. Although no rules exist for students that earn a course failure or failing grade in a class, coaches can establish team rules that prevent student-athletes from participating (suspension), competing or making a team
4. A Withdrawal Failure (WF) has the same effect as an earned F in a course and will impacts a student-athletes eligibility to participate
5. All athletes are required to have a physical examination prior to engaging in any interscholastic sport including practice. Athletic physicals are valid for 13 months and must include the entire season in which the athlete is participating. Physical forms are available in the office or can be downloaded from the school website.
6. Insurance is provided for every student participating in the athletic program. This insurance is a secondary carrier, and the regular primary insurance plan of the family covers the normal medical expenses.

ANY VIOLATION OF THE SCHOOL DISTRICT'S POLICIES RELATED TO THE POSSESSION OR USE OF DRUGS AND/OR ALCOHOL WILL RESULT IN DISCIPLINE INCLUDING, BUT NOT LIMITED TO, REMOVAL FROM THE TEAM.

NCAA RULES AND REGULATIONS

DIVISIONS I INITIAL-ELIGIBILITY REQUIREMENTS

CORE COURSES (16)

- Sixteen (16) Core Courses are required (Ten (10) Core Courses completed before the seventh semester; Seven (7) of the 10 must be in English, Math or Natural/Physical Science.

Note: These courses/grades are "locked in" at the start of the seventh semester (cannot be repeated for grade-point average [GPA] improvement to meet initial eligibility requirements for competition).

- Students who do not meet core-course progression requirements may still be eligible to receive athletics aid and practice in the initial year of enrollment by meeting academic redshirt requirements (see below).

Division I
4 years of English 3 years of Mathematics (Algebra I or higher) 2 years of Natural/Physical Science (1 year of Lab if offered by the high school) - year of additional English, Mathematics or Natural/Physical Science 2 years of Social Sciences 4 years of additional courses (from any area above, World Language or comparative Religion/ Philosophy)

TEST SCORES

- Students must present a corresponding test score and core-course GPA on the sliding scale provided on the NCAA website.

SAT Test Scores	ACT Test Scores
Critical Reading and Math sections. <i>(The best subscore from each section is used to determine the SAT combined score for initial eligibility)</i>	English, Math, Reading and Science sections. <i>(The best subscore from each section is used to determine the ACT sum score for initial eligibility.)</i>

Note: All ACT and SAT attempts before initial full-time collegiate enrollment may be used for initial eligibility.

When you register for the SAT or ACT, use the **NCAA Eligibility Center code** to ensure all SAT and ACT scores are reported directly to the NCAA Eligibility Center from the testing agency.

CORE GRADE-POINT AVERAGE

Only core courses that appear on the high school's List of NCAA Courses on the NCAA Eligibility Center's website (www.eligibilitycenter.org) will be used to calculate your core-course GPA. Use this list as a guide. Students must present a corresponding test score (ACT sum score or SAT combined score) and core-course GPA (minimum 2.300). Core-course GPA is calculated using the best 16 core courses that meet both progression (10 before seventh semester; seven in English, Math or Science; "locked in") and subject-area requirements.

Division II Initial-Eligibility Requirements

CORE COURSES

Division II currently requires 16 Core Courses and to become a full or partial qualifier for Division II, all college-bound student-athletes must complete the 16 core-course requirements.

Division II
• 3 years of English • 2 years of Mathematics (Algebra I or higher) • 2 years of Natural/Physical Science (1 year of Lab if offered by the high school) • years of additional English, Mathematics or Natural/Physical Science • 2 years of Social Sciences • 4 years of additional courses (from any area above, World Language or comparative Religion/ Philosophy Division)

TEST SCORES

- Division II currently requires a minimum SAT score of 820 or an ACT sum score of 68.
- Division II will use a sliding scale to match test scores and core-course grade-point averages (GPA).
- The SAT score used for NCAA purposes includes only the Critical Reading and Math sections. The writing section of the SAT is not used.
- The ACT score used for NCAA purposes is a sum of the following four sections: English, Mathematics, Reading and Science.

When you register for the SAT or ACT, use the **NCAA Eligibility Center code** to ensure all SAT and ACT scores are reported directly to the NCAA Eligibility Center from the testing agency. Test scores that appear on transcripts will not be used.

GRADE-POINT AVERAGE

Be sure to look at your high school's List of NCAA Courses on the NCAA Eligibility Center's website (www.eligibilitycenter.org). Only courses that appear on your school's approved List of NCAA Courses will be used in the calculation of the core GPA. Use the list as a guide.

The current Division II core GPA requirement is a minimum of 2.000. Division II core GPA required to be eligible for competition is 2.200.

The minimum Division II core GPA required to receive athletic aid and practice as a partial qualifier is 2.000. The NCAA core GPA is calculated using NCAA core courses only.

STUDENT ACTIVITIES

Students are encouraged to make the most of their time in high school through the exploration of new interests and activities. Rocky Hill High School offers a wide variety of clubs and organizations to enhance the student experience. A list of the current clubs and organizations, including faculty advisors and meeting days/times, is available on the school website.

Additional clubs may be formed during the school year based on student interest. If a student has an idea for a new club, they must complete the Club Proposal Form, available in the main office and on the school website. The form must include the goals and objectives of the proposed club, names of at least five students interested in participating and Identification of a faculty member willing to serve as the club's advisor.

In order for students to participate in student activities they must be in school for a minimum of five (5) periods in order to attend or participate in any co-curricular, extracurricular, interscholastic, or social school activity, event, or program after school or during the evening of that same day. On Early Dismissal and Late Opening schedules this will be a minimum of two instructional hours. A student in internal school suspension (ISS) may NOT attend or participate in after school or extracurricular activities on the day of suspension. A student on outside school suspension (OSS) may NOT be on school grounds during any part of the day (full 24 hours) and, therefore, may not participate in after school or extracurricular activities.

CLASS ADVISORS

CLASS OF 2026	CLASS OF 2027	CLASS OF 2028	CLASS OF 2029
Amy Rosenberg Jillian Barry	Kristen DeLucia Melissa Riccio	Emily Davis Lauren Zadzilko	

CLASS OFFICERS

Elections for Student Council and grade-level officers (President, Vice President, Secretary and Treasurer) take place in the Spring. To be eligible for Class Office, a candidate must:

- Be taking the required number of credits.
- Have all past and present class dues paid.
- Have no grade below 70 in full-time courses for the most recently completed semester, and no failing grade during the third quarter prior to the election process.

- Have demonstrated good citizenship by making a positive contribution to Rocky Hill High School or the Rocky Hill community during the current school year, such as through activities or volunteer work outside the regular school day (e.g., church and community activities).
- Have not been suspended during their candidacy.

Recall: An elected Class Officer shall forfeit their position if they:

- Are no longer taking the required number of credits.
- Engage in misconduct during their term of office.
- Fail to perform the duties of the office to which they were elected.

Titles and Duties of the Class Officers			
President	Vice President	Secretary	Treasurer
• Presides at class meetings. • Appoints committee chairpersons and committees. • Coordinates and oversees class activities. • Serves as liaison between the class and the class advisors, faculty, and administration.	• Assumes the President's duties in his/her absence. • Assists the President in above duties. • Accepts whatever other duties the President may assign.	• Records minutes of class and officers' meetings. • Maintains a permanent file of all minutes. • Accepts whatever other duties the President may assign. • Maintains a permanent file of all correspondence	• Under the supervision of the class advisors: • Issues statements of dues to class members. • Prepares and posts a list of delinquent dues.

SCHOOL SANCTIONED EVENT (DANCES)

Students are expected to follow all school rules when attending these events, whether they are on or off campus. Only Rocky Hill High School students and approved guests may attend school-sponsored social events. Some events, including Junior Prom and Senior Reception, may allow non-RHHS guests to attend if a Guest Application Form is completed and the guest is approved by an administrator. Guests must be in good standing, at least a 9th grader in high school, and not be 22 years of age on the day of the event. Students who arrive after this time without prior arrangements with administration will not be allowed to enter the dance. Any student suspected by administration of being under the influence will be subject to school discipline.

ATTENDANCE

ATTENDANCE POLICY

The RHBOE believes that regular school attendance every day is critical for each student to receive the very best education possible. After all, seat time equals learning time. Time lost from classroom instruction leads to significant loss of educational opportunities for students. Connecticut State Law requires parents/guardians to ensure that their child attends school daily. Research supports that regular school attendance has a direct correlation with student success in school and graduating within four years.

REPORTING ATTENDANCE (ABSENCE)

On the morning of any absence, the parent/guardian should login to PowerSchool and report their child's absence from school that day.

Steps to Report an Absence in PowerSchool: Here's the link to the public portal:

<https://rockyhill.powerschool.com/public/home.html>

- 1. Log into PowerSchool's Portal**

If you do not have an account or need to reset your password, please follow the instructions on the login page.

- 2. Navigate to the Student's Attendance**

Select the student whose attendance needs to be reported.

- 3. Locate the "Attendance Monitor" Icon**

Scroll down on the left-hand side of the screen to find the "Attendance Monitor" icon and click on it.

- 4. Click on "Report New Attendance"**

This will open the form for entering the absence details.

- 5. Enter the Absence Information**

- Enter the dates for the absence. For a single-day absence, only enter the date in the left-hand field.**
- Enter the reason for the student's absence.**
- Specify if the student will be absent for the entire day or is tardy to school. (Medical appointments require documentation from a physician).**
- Enter a note regarding the absence. If the absence is due to illness, please refrain from entering confidential medical information. In such cases, we**

ask that you contact the school nurse directly.

- Click Submit.

6. Verify Your Submission

Once submitted, please confirm that the attendance information has been successfully recorded.

According to the Connecticut State Board of Education policy, a student is considered "in attendance" if they are present at their assigned school or participating in a school-sponsored activity for at least half of the regular school day. An absence is defined by two levels, with a distinction likely based on the number of days absent or the reason for the absence.

Levels of absences: The policy defines two levels for absences, but the specific criteria defining these levels are not provided in the given summary.

LEVEL	Total # of Days Absent	Approved Reasons for a Student Absence to be Excused	Documentation
1	1-9 absences	Any reason as stated by the parent/guardian is approved	Parent note or email communication. PowerSchool absence entry
2	10+ absences	See below for specific excused and unexcused absences	Parent or guardian note. Additional documentation that includes absence details and specifics

Reason	Excused	Unexcused
College Orientation & Placement Tests (after May 1 st , with administrator approval)	Excused	
Court Dates	Excused	
Dentist Appointment		Unexcused
Driving School Appointments or Tests		Unexcused
Early Dismissal for Prom		Unexcused
Extended Leave		Unexcused
Illness	Documentation	Documentation
Military Induction	Excused	
Nurse's Office Visits		Unexcused

In School and Out of School Suspension	Excused	
Religious Observances	Excused	
Routine Illness or Wellness Appointment		Unexcused
School-Sponsored Field Trip	Excused	
Vacation		Unexcused
Work Schedule		Unexcused

****Routine illnesses** count as unexcused absences. In the event a student misses an extended period of time due to a specific medical issue and this threatens credit status, the Appeals Committee may take this into account when determining credit status.*

CHRONIC ABSENTEEISM

A student is considered "chronically absent" if their total number of absences during the school year equals or exceeds ten (10%) percent of the days they have been enrolled. For instance, a student enrolled for the entire 180-day school year would be considered chronically absent if they were absent for 18 or more days. Such students will be reviewed by the attendance review team and subject to the chronic absenteeism prevention and intervention plan developed by the State Department of Education.

TRUANCY

According to Connecticut Statute 10-184, each parent/guardian is obligated to ensure their child attends school regularly during the hours and terms school is in session. Any student between the ages of 5 and 18 who has four (4) unexcused absences in one month or ten (10) unexcused absences in a school year will be considered truant. School administration will always work with parents and families to create an attendance improvement plan. However, if attendance does not show improvement and the school believes it is a failure by parents or guardians to assure that a child attends school this will be viewed as educational neglect, and is required to make a report to the Department of Children and Families.

ATTENDANCE FOR EXTRACURRICULAR ACTIVITIES & ATHLETICS

Students are NOT ALLOWED to participate in school sponsor activities or athletics contests/practices if they are absent from school. In order to be able to participate in a school sponsored activity or athletic contest/practice the student must be in attendance for at least five (5) periods of the school day.

MENTAL HEALTH ABSENCES

A student is allowed to take two (2) Mental Health Wellness Days during the school year to attend to the student's emotional and psychological well-being in lieu of attending school. If your child is absent for this reason, parents/guardians should notify the school nurse that the absence is for a Mental Health Wellness Day. According to Public Act 21-26 these absences cannot be taken on consecutive school days. These absences will count towards chronic absence calculations but not towards loss of credit. The student is allowed to make-up work as agreed on by the teacher and student.

Parent/Guardian's Attendance Responsibilities	Student Attendance Responsibilities
- Emphasize the importance of showing up and being in school. - Notify the school via PowerSchool if your child will be absent from school. - Medical documentation should be given to the school nurse. - Schedule appointments after school hours. - Schedule vacations during school vacations. - Know your child's number of absences. - Review academic and attendance regularly in PowerSchool.	- Attend all classes. - Early is on time, on time is late. Be on time. - Provide written documentation to verify absence (school nurse) - Follow attendance procedures - Know the makeup policy when returning from an absence - Keep track of absences (affects credit loss) - Notify teachers of future absences. - Review academic and attendance information regularly in PowerSchool.

The following Parent Portal attendance codes count as absences for credit purposes:

Code	Definition
A	Absent
AC	Absent (parent called)
TL	Tardy to class by 15 or more minutes
ED-L	Left class early by 15 or more minutes
NO	Nurse's office
NED	Nurse's early dismissal

CLASS CUT

A class cut is defined as any *unauthorized absence* from the class. Students will receive a zero participation grade for the class period. Missed work, including tests and quizzes, may not be made up.

Action	Consequence
Unexcused Absence (Class cut, failure to report to assigned area-overflow, teacher directed)	Extended (1.5 hour) detention
Leaving school grounds without permission	ISS

MAKE-UP WORK FOR EXCUSED ABSENCES

Students are allowed to make up all work missed due to class or school absence if the absences are excused. The general rule is to allow one day for every day missed unless there are special circumstances which require a longer period of time. Long-term assignments are exempt from

this regulation. The makeup work due date is at the discretion of the teacher. Any graded assignment or assessment missed due to cutting class will result in a grade of zero (0).

LATENESS/TARDINESS TO SCHOOL

The front entrance doors close at 7:30 a.m. There is a 5 minute passing time for students who arrived at school prior to getting to period one (1). Students entering the building from 7:30 a.m. to 7:34 a.m. will be permitted in the building however, they will need to scan in through the main office. Students arriving at the one (1) minute warning bell will be required to scan in as a tardy.

TARDY TO SCHOOL (PERIOD 1)

Students late to first period, 7:35 a.m. must report to the main office to scan in and will receive a digital tardy pass to period 1. On the sixth (6th) and subsequent tardy to school a two (2) hour detention will be issued by school administration. ***This policy resets every quarter.*** Excessive tardiness to school will result in progressive discipline by school administration.

PROGRESSIVE CONSEQUENCES FOR TARDIES TO SCHOOL	
1-5 Tardies to school	Warning
6th+ Tardies to school	Extended detention (2 hour detention)
15th+ Tardies to school	Progressive discipline applies (possible Saturday detention and/or loss of school privileges (loss of school privileges including late arrival/early dismissal, senior activities)

Failure to serve your 2 hour detention on the day assigned will result in a Saturday detention. Reschedules must be made in writing in an email the day before the assigned consequence.

TARDY TO CLASS (PERIODS 2-9)

Four (4) minutes are allowed for passing between classes. Classes will begin immediately following the bell. A student is officially tardy if they are not inside the door of any classroom, study hall, homeroom, etc when the bell stops ringing. When a student is not on time to class, the student must present a pass upon arrival. Teachers will address classroom tardiness; at the point at which tardiness becomes chronic, the teacher may send a discipline referral. A teacher will deal with tardiness to class from periods two (2) through nine (9). When a student is tardy to class, tardy students will be marked in PowerSchool and are subject to progressive discipline as follows; 1, Teacher, Warning, 2, Call/Email Home, 3, Teacher Detention and 4, Referral to Administration (teachers must document all communication in PowerSchool with log entry).

There are two types of tardiness to class:

1) *Tardy Long (TL)* - Tardiness which causes a student to miss more than fifteen (15) minutes of a class period. This is marked TL in PowerSchool. One TL is equivalent to one (1) unexcused absence.

2) *Tardy (TS)* - Tardiness which causes a student to miss less than fifteen (15) minutes of a class is designated as a TS in PowerSchool. Excessive TS's are handled by the teacher.

DISMISSAL FROM SCHOOL

Parent/Guardian must call the main office to request dismissal for their child. Parents or guardians picking up a student early will be required to show identification. Persons other than a parent or guardian will be allowed to pick up a student only if they are listed as the student's emergency contact, or if prior arrangements have been made with school administration. All other classes missed as a result of early dismissal from school will count toward the total number of class absences. Dismissals which cause a student to miss more than fifteen (15) minutes of a class period will be counted as a class absence with regard to class attendance regulations.

NOTE: All attendance regulation guidelines are in effect for the period of time the student misses class(es) because of the dismissal.

LATE ARRIVAL/EARLY DISMISSAL PRIVILEGE (SENIOR

PRIVILEGE): Early dismissal and late arrival is a privilege awarded to Seniors only. Rocky Hill High School continues to be a closed campus for students, meaning students cannot leave and then return to campus during the school day. Parents have the option to allow their student to arrive late to school and/or leave early from school on days when they do not have a scheduled class during the first or last period.

Students must adhere to the following guidelines:

1. Complete the Late Arrival/Early Dismissal form (each semester).
2. Maintain a cumulative grade point average equivalent to a C- (1.7). If a student has one F on their report in any quarter, the student will lose privilege for the next quarter. If a student loses the privilege for a quarter they may reapply for reinstatement at the end of the marking period.
3. Students must have a 90% daily attendance rate. Loss of credit in a course will result in a loss of this privilege.
4. Follow the student code of conduct and not incur disciplinary issues or referrals.
5. Carry six (6) classes per semester
6. Seniors who do not have any classes assigned for periods 1 and 2 must arrive for the homeroom/advisory time.
7. Late Arrival students must report through the main office to scan in for general building attendance.
8. Early dismissal students must scan out/sign out in the main lobby before exiting the building.

Note: Senior students with chronic tardiness are subject to loss of privileges, including but not limited to Senior Parking, Senior Early Dismissal, and Senior Activities. Additionally, the following will be enforced by school administration.

BULLYING & HARASSMENT

The Rocky Hill Board of Education (the “Board”) is committed to creating and maintaining an educational environment within the Rocky Hill Public Schools (the “District”) that is physically, emotionally and intellectually safe and thus free from bullying, teen dating violence, harassment and discrimination. In accordance with state law and the Board’s Safe School Climate Plan, the Board expressly prohibits any form of bullying behavior on school grounds; at a school sponsored or school-related activity, function or program, whether on or off school grounds; at a school bus stop; on a school bus or other vehicle owned, leased or used by a local or regional board of education; or through the use of an electronic device or an electronic mobile device owned, leased or used by Board.

The Board also prohibits any form of bullying behavior outside of the school setting if such bullying (1) causes physical or emotional harm to an individual; (2) places an individual in reasonable fear of physical or emotional harm; or (3) infringes on the rights or opportunities of an individual at school. Discrimination and/or retaliation against an individual who reports or assists in the investigation of an act of bullying is likewise prohibited. Students who engage in bullying behavior or teen dating violence shall be subject to school discipline, up to and including expulsion, in accordance with the Board's policies on student discipline, suspension and expulsion, and consistent with state and federal law. The full policy can be reviewed on the district website.

NEW LEGISLATION (CHALLENGING BEHAVIOR FORM)

The new Policy includes redefined and newly defined terms related to the Connecticut bullying law, such as “challenging behavior” and a new definition for “bullying.” It also outlines the roles and responsibilities of various school climate personnel and new annual training requirements. The policy importantly reminds boards of education that the Policy “does not modify or eliminate any rights or obligations under state and federal laws, including any constitutional and civil rights protections or any other applicable policies and procedures or collective bargaining agreements.”

The form, entitled the “Challenging Behavior Reporting Form,” is for students, parents, guardians, and school employees to report any alleged incidents of “challenging behavior” or “bullying.” The form is accessible on the RHBOE and is included in the RHHS student handbook.

In addition to the Challenging Behavior Reporting Form, the school (Collaborative) will investigate allegations of challenging behavior and/or bullying is alleged. The purpose of the Investigation form is to provide a streamlined process to assess reported instances of challenging behavior.” Finally, the school (Collaborative) will provide a “Response Process(es) Notification Form,” which provides a template to transparency and accountability to a person(s) that submit(s) a report of challenging behavior.” [See Challenging Behavior Form](#)

REPORTING OF CHILD ABUSE/NEGLECT/SEXUAL ASSAULT

All school employees, including teachers, superintendents, principals, coaches of intramural or interscholastic athletics, paraprofessionals, and other professional school staff, including guidance counselors, social workers, psychologists, and licensed nurses, are legally obligated under C.G.S. 17a-101 to report any suspected child abuse, neglect, or situations where a child is placed in imminent danger of serious harm to the Connecticut State Department of Children and Families Services (DCF). Child Abuse is defined as any physical injury inflicted by other than accidental means, or injuries that are inconsistent with the explanation given for their cause. This includes improper treatment such as malnutrition, sexual molestation, deprivation of necessities, emotional abuse, cruel punishment, or neglect. Neglect is defined as the failure to provide for a child’s basic needs, including physical, educational, emotional, and medical care. Any school employee who suspects that a child has been abused or neglected, or is in imminent danger of serious harm, must immediately report their concerns to the Connecticut State Department of Children and Families Services (DCF). After reporting to DCF, the employee must also inform the school principal or designated school administrator about the report. The reporting employee must document the suspected abuse or neglect in detail, including any physical signs, behavioral indicators, or statements made by the child. The school will collaborate with parents and appropriate social agencies in all cases of suspected child abuse or neglect, while ensuring the child's safety and confidentiality. All school employees are required to receive annual training on the specific procedures for reporting child abuse and neglect. This training ensures that staff are knowledgeable about their legal obligations, the signs of abuse and neglect, and the steps for reporting. Reporting suspected child abuse and neglect is a serious responsibility that all school employees must adhere to without hesitation. In cases where there is doubt about whether to report suspected abuse or neglect, the policy mandates that a report must be made to ensure the child's safety and well-being. For questions or further clarification regarding this policy, please contact the school principal or the designated child protection officer within the school administration.

SEXUAL HARASSMENT

The District has zero tolerance for harassment of any kind whether it be student-to-student; student-to-district employee or employee to student. Parents should inform their child to report any form of harassment to the school administration or a teacher. All allegations will be

investigated and are subject to the appropriate school discipline based on the investigation. Refer to RHBOE policy 5120.

SEXUAL VIOLENCE

RHHS takes any allegations of sexual violence seriously. Any report of sexual violence will be dealt with and involve the Schools Resource Officer whether it is conducted on or off school grounds. A complete investigation will be conducted by school officials. Students in question may be subject to school discipline, expulsion and arrest.

COMMUNICATION

We believe that frequent, proactive, and respectful communication between home and school is a critical component of our school culture and ultimately contributes to student success. The following list describes established methods by which we communicate with our families:

1. **Parent Square/School Messenger** - This platform is utilized to email parents and guardians important information. It is critical that you provide Rocky Hill High School with your current email address and notify the main office at (860) 258-7721 of any changes immediately.
2. **Emails**- Individual emails are frequently used by teachers and administration to convey important information regarding your child.
3. **Telephone Calls**- Teachers may contact parents and guardians with any kind of information relating to your child whether it be congratulations, celebrations or concerns. It is very important that we have your current phone numbers (home, work, and cell) at all times. Please call the main office immediately at (860) 258-7721 as necessary with any updates pertaining to your contact information.
4. **Mail**- At times we mail important information home such as attendance or loss of credit letters. Please read through all mail that comes from RHHS carefully and respond as indicated.
5. **RHHS Website**- Please access and review the RHHS website at <https://rhhs.rockyhillps.com>.
6. **The Terrier Talk Newsletter**- The Terrier Talk newsletter sent to parents and students that belong to the RHHS school community electronically on a monthly basis and will also be posted on the RHHS website.
7. **PowerSchool**- PowerSchool serves as an incredible communication source for the school community. PowerSchool is utilized for grading, attendance, report cards, and parent communication.
8. **Naviance**- Naviance is the on-line college and career preparation platform that RHHS students use beginning in grade 9. By the time they are in grade 11, your child will be

familiar with researching colleges, writing college essays, asking for recommendations, completing resumes and preparing to apply for college.

9. **Google Classroom-** Google Classroom is used to post instructional materials such as assignments/due dates, instructions, notes, websites, and tutorials. Students and families can view the assignments for each class and expectations. Google Classroom will also be utilized to share information about school events and news with students. The parent portal on Google Classroom allows parents to receive daily or weekly updates about student assignments. Parents/guardians who have already signed up for these updates do not need to sign up again. Email invitations will be sent to all other parents/guardians within the first month of school.
10. **Parent Advisory Council (PAC) meetings-** The PAC's mission is to support the RHHS Community. It is an opportunity for all parents/guardians to participate in the RHHS community. To this end, the PAC holds monthly meetings through google meets to serve as a vehicle of communication between all RHHS stakeholders.
11. **School Events-** School events, many of them facilitated by the staff and students, provide students and their families with opportunities to build relationships with members of the RHHS family and have fun!
12. **Other Social Media-** Other social media means of communication to students and families is conducted through the Remind App which is approved by the district and primarily used by RHHS athletic coaches to communicate with their team.

PARENT PORTAL

The Parent Portal allows for increased opportunities for school-to-home communication by providing parents with access to current attendance and grading information. Simply, access the PowerSchool Parent Portal at the Rocky Hill Public School Home Page, www.rockyhillps.com, by clicking on PowerSchool Parent Portal on the right side of the page. Click on the PowerSchool Parent Portal. If you have never created an account you will then need to "Create an Account" by clicking on that button on the bottom of the page. You will only need to create an account the first time that you enter the site. After that you will be able to log in with your personal information. To create your account, you will need to complete the parent/student information on that page. You will also need to enter a student access ID and access password for each child in your family. Please keep your password and student access ID confidential so only you can access this information.

CREDIT RECOVERY

LOSS OF CREDIT

RHHS attendance regulations require that a student lose credit for a course if they exceed 8 absences for a half-year course and 16 absences for a full year course.

Loss of Credit is Triggered:		
Credits	# Absences*	Info
1	17	Regular Full Year Course
0.5	9	Regular Semester Course
0.25	9	Academic Assistance & ELL (meets daily)

**Students have exceeded the allowable number of days to receive credit when they reach this limit*

Appeals will only be considered for extenuating or unusual circumstances surrounding a student's attendance record. As a reminder, the only excused absences covered in the handbook are: college orientation, college placement tests, religious holidays, court appearances, and armed forces induction. Routine illness, medical appointments, driving school/tests, early dismissal for proms, work schedules, or family vacations will not be accepted for appeal.

Students who meet the extenuating or unusual circumstances outlined above must complete and submit a Rocky Hill High School Credit Appeals form to the Attendance Appeals Committee. The committee will respond to appeals on a rolling basis. This form can be found in the main office, Guidance Office, or the school website under School Forms. Included with the form should be copies of any documentation (such as doctors' notes) for the committee to consider. Please include specific dates. Note, that when there are more significant issues involving attendance and credit loss, school administration may schedule parent meetings in addition to the credit appeals process. As it relates to students with an IEP or 504 plan typically these situations are discussed in PPT/504 meetings with members of the team and parent/guardian being included.

Students who have exceeded the number of allowable absences may be eligible to attend Credit Recovery held during Saturday Detention, from 8:00 a.m. -12:00 p.m. Students may only attend credit recovery in a course which they are currently passing with a numerical grade above a sixty (60). Students can only make up a total of five (5) credit recovery sessions per course they are over. Absences beyond that must be appealed. The Attendance Committee will meet individually with your student after receipt of this letter to explain the appeals and credit recovery process.

For Credit Purposes:	
Counts as an Absence	Does Not Count as an Absence
• A - Absent (no call/note) • AC - Absent (call/note) • TL - Tardy Long (15 minutes or more) • ED-L - Early Dismissal Long (15 minutes or more) • NO - Nurse's Office • NED - Nurse's Early Dismissal • EL - Extended Leave (out of country)	• ES - External Suspension • IS - Internal Suspension • TS - Tardy Short (less than 15 minutes) • TE - Tardy Excused w/ Pass • ED-S - Early Dismissal (less than 15 minutes) • OE - Office Excused • GE - Guidance Excused • SE - Sports Excused • FT - Field Trip • HT - Home Tutored • CT - Choice Transportation Issue

Additionally, RHHS offers a Credit Recovery option program through a computer based online course (Educere) that uses a self- taught curriculum. *During the school year*, select students, typically seniors and those in need of English credit, will be eligible to enroll in the program if they failed a course. These students will have an opportunity to earn up to 2 full credits during the school year. Students are expected to learn the material on their own with support of a certified teacher. Students who participate are expected to complete lessons and assignments on their own in addition to the time after school. Both students and parents must sign the Credit Recovery Contract in order to participate in the program. Administrators reserve the right to dismiss a student from the Credit Recovery program at their discretion. For more information, contact the School Counselor.

SUMMER CREDIT RECOVERY and SUMMER SCHOOL

During the summer, eligible students may enroll in the credit recovery program if they failed a course. Participants may earn up to, but no more than, two credits in Credit Recovery courses per year. Students may choose to enroll in an approved credit recovery program or summer school outside of RHHS. Priority will be given based on anticipated graduation date and to students currently enrolled. Students should always check with their counselor for any changes in policy or requirements before planning to enroll in summer school courses.

FOOD SERVICES

FREE AND REDUCED MEAL BENEFITS

Free and reduced-price school meal benefits are available through the Free and Reduced Price Meal Application, which can be accessed annually on the district website and submitted online. A physical copy of the application can be distributed to students during the first week of school upon request. The application will include instructions for completion and submission to the Free And Reduced Application Specialist at the Board of Education Office. Families are encouraged to submit their applications at the beginning of the school year. However, applications can be submitted at any point during the year due to changes in household income. Families who qualified for benefits in the previous school year will retain their eligibility at the start of the current school year through the first 30 school days, providing them time to submit a new application if needed. Once the grace period has passed families are responsible for any meal charges that may occur after. To ensure uninterrupted student meal benefits, it is important for families to return their applications promptly. Families eligible for reduced-price meals will receive additional information regarding lunch meal pricing via email from the Free And Reduced Application Specialist at the Board of Education Office.

BREAKFAST AND LUNCH OPTIONS

The school offers a variety of breakfast and lunch options to students. It is state mandated that a well-balanced nutritious food choices be offered. Any information regarding food choices and menu options is available on the district website. All meals follow the National School Lunch and School Breakfast Program meal pattern guidelines. Students are not permitted to take food out of the cafeteria and eat during classroom instruction.

RHPS SY 25-26	Lunch Prices Paid	Lunch Prices Reduced	Breakfast Prices Paid	Breakfast Prices Reduced
West Hill	\$3.10	\$0.40	\$1.70	\$0.30
Stevens	\$3.10	\$0.40	\$1.70	\$0.30
Moser	\$3.10	\$0.40	\$1.70	\$0.30
Middle School	\$3.35	\$0.40	\$1.70	\$0.30
High School	\$3.35	\$0.40	\$1.70	\$0.30
			Premium Breakfast Choice (9-12) only \$2.70	\$0.30

Unfortunately, there was no additional funding toward student meals this year. If a family qualifies for reduced priced meals with a free and reduced application, then they qualify for free meals.

CAFETERIA

The cafeteria is open upon student arrival and until 7:30 a.m. and all lunch waves. Food may not be purchased to bring to class or during homeroom. The cafeteria is open during periods 2 through 4 for an extended breakfast time. Items are purchased using the student ID number, whether through the students account or cash. Students must be present at the time of purchase and are allowed 1 reimbursable breakfast and 1 reimbursable lunch daily. All other additional foods can be purchased as a la carte pricing, more information posted on the foodservice website. Food cannot be delivered to students by an outside vendor (grub hub, pizza, etc).

STUDENT FOOD SERVICES ACCOUNT

Parents are responsible for maintaining their child's food service account. Parents can register their child's account by accessing the "MyPaymentsPlus" account on the district's website. All accounts can be monitored with a free account, payments made online do require a processing fee. There are no additional fees to make payments by cash or check at the cafe registers. Checks can be made payable to: Rocky Hill School Lunch Program.

FOOD ALLERGIES

Allergies must be registered with the school nurse. Additional information may be requested by the Food Services Department. Meal modifications that do not fit within the NSLP and SBP will be reviewed by the school nurse and food services director to meet program compliance and student needs.

GRADING PROCEDURES

Grading is one of the most important responsibilities of a teacher. Grades serve as indicators for achievement and learning. Grades are a communication vehicle for parents/families and are predictors of future success and career opportunities. At RHHS the expectations are;

- Grade are expected to be updated in PowerSchool weekly
- Every teacher must create and distribute a grading policy that clearly outlines how final grades are calculated. Copies go to the Department Supervisor, school administration and all students by week one (1) of the course
- Students who are absent or are suspended from school must be allowed to do makeup work without penalty.
- Students who are out for an extended period of time will have an agreed upon plan to do makeup work.
- All IEP or 504 Plan accommodations/modifications override standard grading procedures.

Assignments	• Missing work will be recorded as a zero (0) PowerSchool on the due date. • Late Work Policy - see makeup policy; teacher discretion and agreed upon with student. • Students may not make up assignments from unexcused absences
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Assessments	• Departments and teachers must adhere to the curriculum recommendations for assessment. • Teachers will provide enough assessments per quarter as needed to accurately assess a student's mastery level of content or learned skills. • Teachers have autonomy to provide retake opportunities for students as well as determine criteria for grading. Retake must be at the comparable rigor to the original assignment.
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GUIDANCE

SCHOOL COUNSELING SERVICES

The Counseling Department provides student support in the areas of Academic Success, Career and College Planning, and Social and Emotional services. The school counseling team will work with all students via individual meetings, group activities, advisory and classroom lessons. Additionally, some will work with their counselors through the administrative team, special education and/or the 504 process. RHHS prides itself on building a trusting counselor student relationship that is directed toward developing the complete and total individual. Academic counseling, course selection and tracking progress toward graduation is the root of those conversations. In addition, students will work closely with their counselor in developing and executing a post-secondary plan, including advice and expertise in the college planning process. Counselors are also available to meet with any student in an emergency situation. School Counselors are assigned and serve a group of students for grades 9-12 as depicted below. Students can have an appointment with their counselor by emailing them directly, or by filling out a request form which can be found in the Counseling Office. The Counseling Department is located on the second floor near the center hallway.

Students are assigned to counselors by Last Name:

Last Name Starts With...	School Counselor:	860-258-7724	Email
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A - D (YOG 2026, 2027, 2029) A - F (YOG 2028)	Sarah Notarangelo	x22223	Email Contact
E - K (YOG 2026, 2027, 2029) G - L (YOG 2028)	Amy Carbutti	x22224	Email Contact
L - Rf (YOG 2026, 2027, 2029) M-PES (YOG 2028)	Heidi Bikowski	x22241	Email Contact
Rg - Z (YOG 2026, 2027, 2029) PET-Z (YOG 2028)	Jennifer Russell	x22225	Email Contact
Guidance Secretary	Lori Kovanda	x22218	Guidance Fax: 860-258-7726

School Psychologists are available to assist students and families. Students simply request an appointment through their school counselor. An administrator, counselor, nurse, friend or any concerned person may also make student referrals.

Students who qualify for the services of a school psychologist are scheduled to meet with one of them at appropriate intervals throughout the school year.

School Psychologist	Stephanie Malkin	x22222	Email Contact	School Psychologist
School Psychologist (part-time)	Krysta Ferreira	x25018		School Psychologist (part-time)

PROGRAM OF STUDIES

Rocky Hill High School is proud of the comprehensive and demanding academic programs it offers. The primary objective of these programs is to provide an appropriate education for all students so that they will be able to use their school experiences in meaningful ways throughout their lives. Students are encouraged to make course choices which will best suit their educational needs and goals. Students and parents are advised to consult the Program of Studies (school website) which contains specific information about course and credit requirements.

PROMOTION STANDARDS AND GRADUATION: To remain on-track for graduation, students are encouraged to schedule a minimum of 7 credits per school year. The minimum number of courses a student can have on his/her schedule is 6 courses. In order to be

eligible for a diploma, a student must meet the specific required credits set forth in the Program of Studies.

NUMBER OF CREDITS PER YEAR RECOMMENDED:

GRADE LEVEL	CREDIT STATUS
9TH GRADE	End of Year 1: 6.50 Credits
10TH GRADE	End of Year 2: 13.00 Credits
11TH GRADE	End of Year 3: 19.50 Credits
12TH GRADE	End of Year 4: 25.00 Credits

COURSE CHANGES AND WITHDRAWALS

The Board of Education reserves the right to cancel any course due to lack of adequate enrollment, limitation of facilities, scheduling problems, or lack of staff. Every effort will be made to schedule elected courses, but other considerations may result in the modification of courses selected. Any student who withdraws from a course will receive a W (Withdrawal) or WF (Withdraw/Fail) on their final transcript with administrative approval.

NOTE: Any student who audits a course is expected to do all of the assigned work for that course.

HOMEBOUND INSTRUCTION

Students who are unable to attend school for reasons of temporary medical, physical, or personal disability may be granted home instruction upon certification by a physician. Please contact the guidance department for further information.

CLASS RANK

Class rank is based on a quality point system which is assigned according to the curriculum level of each course. A student's quality point ratio is calculated at the end of the second, fourth, and sixth semesters, and a final ranking at the end of the senior year. Class rank will determine valedictorian and salutatorian and is calculated after the first semester of senior year. Transfer credits from other school districts will not count in determining class rank. Transfer students will be included in class rank only after attending five semesters at Rocky Hill High School.

Course Weighting Chart

Scale	Grade	AP/ECE	Honors	Academic	General
93-100	A	4.5	4	3.5	3

90-92	A-	4.33	3.83	3.33	2.83
87-89	B+	4.17	3.67	3.17	2.67
83-86	B	4	3.5	3	2.5
80-82	B-	3.83	3.33	2.83	2.33
77-79	C+	3.67	3.17	2.67	2.17
73-76	C	3.5	3	2.5	2
70-72	C-	3.33	2.83	2.33	1.83
67-69	D+	3.17	2.67	2.17	1.67
63-66	D	3	2.5	2	1.5
60-62	D-	2.83	2.33	1.83	1.33
0-59	F	0	0	0	0

STUDENT SCHEDULES

The selection of courses is one of the most important educational decisions students and families make each year. Students select courses of study for the following year by working out a proposed program with their school counselor. Students, parents, school counselors and teachers strive to communicate, recommend, advise and collaborate to a schedule that best fits the student's needs, interests and abilities. Once committed, course schedules will be created for the following year. Students may not change their schedule of courses after they have met with their counselor at the end of the previous school year, unless they receive administrative approval.

COURSE SELECTION PROCESS

Any student who has NOT completed the course selection process as communicated by the guidance department may not be enrolled in their preferred electives or courses. If students do not make selections by the deadline, counselors will add recommended academic/core classes and randomly select electives.

COURSE CHANGES (ADD/DROP)

Students and families should communicate and work closely with their school counselor to discuss the situation. School counselors will work to identify solutions and/or changes to best support the student. It should be noted that one schedule change can often necessitate another schedule change.

SUMMER SCHOOL

Students who are eligible may register for summer school. Students can make up a maximum of two classes in summer programs. To be eligible, a student must have earned a final grade of at least 50-59. All summer school registration must be approved by a guidance counselor or administration prior to the beginning of the program. The summer school grade will appear on the student record along with the original grades in any subject area. Since summer school make-ups is a review of courses failed during the most recent academic year and are not full courses of study, all failures must be made up in the school year that the student fails the course.

LEVELS OF INSTRUCTION

Rocky Hill High School students are successful in four-year programs which may include a variety of courses offered at different levels during any particular year. Levels can vary from year to year and from course to course based on performance, teacher recommendation, and the student's interests in each area of study. The five levels are Advanced Placement (AP), UCONN Course Credit (ECE), Honors, Academic and General.

TRANSCRIPT POLICY

Transcripts will only be released with written consent from both the student and their parent or guardian. To authorize the release, a signed Transcript Release Form is required. Once a student turns 18 years old, they may sign the release form independently without a parent or guardian's signature. All seniors will receive a copy of their unofficial transcript, and any discrepancies or errors should be reported immediately to the Counseling Office for correction.

HEALTH OFFICE/NURSE'S OFFICE

PHYSICAL EXAMINATIONS

Before enrollment in the Rocky Hill High school system, each child must have a physical examination. Students who do not submit proof of physical examinations and required immunizations in accordance with Board requirements will be excluded from school.

Tenth (10th) Grade Physical - Current State of Connecticut Statutes impose regulations that require all students in grade 10 to have a complete health assessment. Students not in compliance with the law cannot enter school in grade 11 until all requirements are met.

Sports Physical - Regulations also require the following before a student may participate in athletic programs, including practice:
physical exam - a sports physical is valid for 13 months, but must include the entire sports season the student is trying out for or participating in
parental authorization to participate in any sport
academic achievement approval and insurance coverage

New Enrollee - Transfer students must meet state immunization and physical requirements prior to enrollment.

IMMUNIZATIONS

Connecticut State Law requires that all children entering school be protected against diphtheria, pertussis (whooping cough), tetanus (D.P.T.), polio, measles, mumps, and rubella (German measles). The Rocky Hill Board of Education requires written proof of immunization prior to school attendance.

HANDICAPPED ACCESSIBILITY

In order to gain access to the second and third floors of the school, you can contact the Nurse's Office to arrange for an elevator key.

NURSES' OFFICE PROCEDURES - ([Health and Safety Letter from Mrs. Garrahy](#))

Mrs. Renee Garrahy is the Nursing supervisor of the Rocky Hill Public Schools district. The Nurses' Office provides the students of Rocky Hill High School with expert professional nursing services. In order to assure the very best professional care, visits to the Nurses' Office by students must be limited to health concerns. The Nurses' Office is located on the second floor off the main entrance lobby area. A school nurse is always available from 7:05 a.m. to 2:20 p.m. for emergencies.

- Students who feel ill should obtain a pass from their teachers and report to the nurse.
- All students must have a pass, sign in (scan) immediately upon arriving at the Nurses' Office and sign out (scan) of the office when their visit has been completed.
- For non-related illnesses students should make an appointment with the nurse.
- All gym excuses are reviewed by the Nursing staff. .
- Any student and/or who has a communicable disease should inform the Nurses' Office as soon as the disease is diagnosed.
- Students who are required to use walking aids such as canes or crutches must have a medical note from his/her doctor's note indicating the need and present that to the nursing staff.
- When a student needs to be sent home due to illness, the school nurse will call the student's parents/guardians to ask them or their designee to pick up and care for the student.
- When the nurse deems it necessary to transport your child to the hospital for emergency treatment, the nurse will call 911 and notify the student's parents/guardians as soon as possible.

MEDICATIONS

- The nurse highly recommends that if at all possible that all medications be given at home by the parent/guardian. In the event medication needs to be administered during school hours the nursing staff can administer the medication.
- Students who are required to receive medication (including over-the-counter medication) during school hours may do so provided they have a written order from a physician or dentist which includes the following:
 - date of document,
 - student's name, address, and birth date,
 - condition for which the medication is being administered,
 - name of the medication,
 - amount to be taken, time of administration,
 - relevant side-effects to be observed (if any), and duration (from _____ to _____)
- Note: Any medication ordered one, two or three times a day is to be given at home unless specifically needed and so ordered by the doctor. doctor's signature required
- This certificate, along with a parent's written authorization and a supply of the medication must be presented to the nurse prior to any drug being administered according to Connecticut State Law.
- Students who are able to self-administer their asthma inhalers and/or medication for the emergency treatment of severe allergic reactions and/or medication while on a field trip may do so provided:
 - They present a physician/dentist/advanced practice RN/physician's assistant's written order for "Authorization for Self-Administration."
 - There is a written authorization from the student's parent including an agreement to supply the school nurse with back-up medications.
 - There is a signed statement of understanding from the student.
 - The school nurse has evaluated the situation and deemed it to be safe and appropriate. If the nurse determines that the medication cannot be safely administered, the physician and parent will be notified. If the situation cannot be resolved, the school medical advisor will determine if the student can self-administer medication.
- Any medication must be in a properly labeled bottle from the pharmacy. It is to include the student's name, date, medication name, frequency of administration, and the doctor's name. The medication, except those approved for transporting by students for self-administration, must be delivered to the nurse by a parent, guardian, or other responsible adult. No more than a 90 day supply of medication may be brought in.

EXCLUSION FOR HEALTH REASONS

- Students will be excluded from school for the following reasons:
- communicable diseases: i.e., chicken pox, head lice, undiagnosed rashes
- untreated eye infections, temperature of 100 degrees or higher, vomiting

- We appreciate your cooperation in these important matters. Please do not hesitate to call the nurse if you have questions.

LENGTHY ILLNESS

Parents must secure their doctor's approval for their child's readmission to school if their child has been absent for a period of ten (10) school days or more.

SCHOOL SAFETY & SECURITY

EMERGENCY NOTIFICATIONS/SCHOOL CANCELLATIONS/DELAYS

Rocky Hill Public Schools will utilize SchoolMessenger and Parent Square to communicate emergency notifications, school cancellations, delayed openings, and early dismissals directly to parents and guardians via email, text message, and phone calls. Additionally, information regarding school closures, delayed openings, and early dismissals will also be available through local media outlets and prominently displayed on the district website. Students should have a plan for safely returning home in the event of an early school closure. Parents and guardians are encouraged to discuss and establish plans with their children in advance. Each school within Rocky Hill Public Schools has established emergency protocols to ensure the safety of all students and staff during emergencies such as power failures, weather emergencies, etc. These protocols are regularly reviewed and updated as needed. Emergency plans are coordinated and maintained in collaboration with the Rocky Hill Police Department, Fire Department, and other relevant emergency services to facilitate swift and effective responses during emergencies.

EMERGENCY RESPONSE DRILLS

During the school year, students and staff will practice appropriate actions and behaviors for dealing with emergency situations. The drills include monthly fire drills, ALICE (fight/flee) drills, medical emergencies and lockdowns. The purpose of the aforementioned drills is to rehearse expectations so students will know how to respond.

ALICE (Lockdown)

The goal of ALICE training is to teach students and teachers strategies that will increase the chances that our staff and students stay safe if a terrible circumstance such as an armed intruder ever were to occur. This training will be reviewed throughout the school year. During ALICE training, staff and students are trained in the “fight or flee” approach. The “fight or flee” approach ensures staff and students are prepared to proactively handle all possible emergencies. In the event of an emergency that calls for a schoolwide evacuation, RHHS has an orderly and

coordinated evacuation plan in place to reunify parents/guardians and students at Sunny Crest park.

FIRE ALARM

When a fire alarm sounds, all students and staff must immediately evacuate the building using the designated evacuation routes. These routes are posted in each classroom and reviewed by teachers at the beginning of each school year. If the fire alarm sounds during passing time or lunch, students must exit the building through the nearest available exit. Once students have fled the building they will report to their homeroom/Advisory locations in order for teachers to take attendance. Intentionally pulling a fire alarm or misusing, tampering with, or discharging a fire extinguisher for any reason other than a genuine emergency is strictly prohibited and serious school disciplinary action a referral to the police.

DEFIBRILLATORS (AEDs)

The Board of Education at Rocky Hill High School maintains automatic external defibrillators (AEDs) and provides training to school personnel to respond to individuals who may experience sudden cardiac arrest or similar life-threatening emergencies during school hours, school-sponsored athletic practices and events on school grounds, and other school-sponsored events.

SPECIAL EDUCATION/504

The district is committed to providing a comprehensive range of specialized services that cater to the academic, social, emotional, behavioral, and physical needs of students with disabilities. Our goal is to support every student in achieving their full potential.

1. CONTINUUM OF SPECIALIZED SERVICES

The district offers a variety of specialized programs to meet the diverse needs of students with disabilities. Parents with questions about these programs should contact the school counseling office. The program coordinators are available to answer questions regarding eligibility requirements, programs, and services offered both within the district and by external organizations.

2. FRAMEWORK FOR CONTINUOUS IMPROVEMENT

The district employs a systematic, prevention-focused, and data-informed framework for

continuous improvement. This framework is designed to provide a continuum of support that is responsive to the needs of all students. Academic and behavioral support, along with targeted interventions, will be provided for students who are not making expected academic progress within the general curriculum. The TIP intervention is a pre-referral team consisting of teachers, school administrators, school psychologists, school counselors, and the school resource to meet weekly to review academic, behavioral and attendance data.

3. REFERRAL TO SPECIAL EDUCATION

Any child identified as potentially needing special education and/or related services must be referred to a special education Planning and Placement Team (PPT) for evaluation. The PPT is responsible for determining whether special education services are required.

At any time you suspect your child has a disability, you have the right to refer your child to a PPT to determine if your child should be evaluated. You may complete a referral form or submit your concerns in writing. A PPT meeting will be arranged with the district, and you will be notified at least 5 days prior to the PPT meeting. If you have questions about the special education referral process, please contact Mrs. Jesse Herman at Central Office

4. PLANNING AND PLACEMENT TEAM (PPT)

The PPT plays a critical role in communication and decision-making at the school level concerning the effective use of available resources. The team is also responsible for the follow-up and periodic review of all students currently in special education and special services programs. The PPT ensures that the needs of students are met through appropriate interventions and support.

5. PARENT CONSENT AND INVOLVEMENT

Parental consent is required before any evaluation can be conducted or any services can begin. Based on the diagnostic findings of the evaluation study, an Individualized Education Plan (IEP) will be developed by the PPT with the involvement of the parents.

6. PARENTAL RIGHTS

As required by law, parents will be provided with information at PPT meetings about their rights, including the right to have advisors and paraprofessionals attend PPT meetings. This ensures that parents are fully informed and can actively participate in the decision-making process regarding their child's education.

In compliance with federal, state, and local regulations, programs in special education are offered to students diagnosed as needing such supportive assistance. Any student or parent interested in obtaining additional information related to special education or anyone interested in obtaining additional information related to the special education process should contact the school counseling department/counselor).

SECTION 504 PLANS AND IEPs

Students with disabilities requiring specialized support may qualify for a support plan under either Section 504 of the Rehabilitation Act or an IEP under the IDEA.

A Section 504 plan outlines individualized accommodations and services to support the student, which may include testing accommodation, homework accommodations, and special transportation.

An IEP can include accommodations and modifications to the general curriculum, individualized goals and objectives, and services, such as special education services and related services including speech and language therapy and occupational therapy.

SUICIDE PREVENTION, INTERVENTION AND RESPONSE

The Rocky Hill Board of Education is committed to preventing, recognizing, and responding in a supportive manner to a student who has attempted, has threatened, or is considering attempting suicide. The school takes a proactive approach in the prevention of deaths by suicide by having procedural guidelines for school staff to assess risk, intervene, and respond to suicide. A student who is defined as at-risk for suicide is one who has made a suicide attempt, has the intent to die by suicide, has displayed a significant change in behavior suggesting the onset or deterioration of a mental health condition. The student may have thought about suicide including potential means of death and may have a plan. Staff and students who believe a student to be at risk should immediately report this information to the counseling office, teacher and/or school administration.

SECLUSION AND RESTRAINT

The use of physical restraint or seclusion of students is strictly regulated and will only be employed in emergency situations to ensure the safety of the student or others. This intervention will only be administered by trained school staff who are equipped to manage emergency scenarios effectively. Parents or guardians will be notified of any incident involving the use of restraint or seclusion. All school personnel authorized to use restraint or seclusion will receive comprehensive training on appropriate techniques, de-escalation strategies, and legal considerations. All actions related to the use of restraint or seclusion will comply with federal and state laws, as well as district policies and regulations.

PRESCRIPTIONS/DRUG USE

School personnel, including but not limited to school nurses, nurse practitioners, district medical advisors, school psychologists, school social workers, and school counselors, are prohibited from recommending the use of psychotropic drugs for students. Recommendations for psychotropic drug evaluation may only be made by appropriate medical practitioners. This policy ensures that

medical decisions remain in the hands of qualified medical professionals and families, respecting individual rights and medical privacy.

HOMELESS STUDENTS

Rocky Hill High school will make efforts to identify homeless students within the district, encourage enrollment and attempt to eliminate barriers to their education. It is the policy of the Board of education that no child or youth shall be discriminated against in the school district because of homelessness.

STUDENT EXPECTATIONS

MORNING PROCEDURES

All students entering the building must scan into the scanners with their student ID's. There are two scanners available, one in the main entranceway and the other in the back of the building for bus students.

1. Students must have a student ID. Students that do not have a student ID will need to get a green sticker for the day. There is a \$5 charge for each student ID, every time an ID is produced by the main office. Lanyards cost \$1.
2. Students can either go to their classroom or visit the cafe for breakfast.

Any kind of smoking paraphernalia and/or drugs are NEVER allowed on school grounds.

Any sports or band equipment must be put in a locker or the locker room upon entering the building or an area where you have been given permission to use.

LUNCH RULES

We expect all students to attend their assigned lunch period as indicated on their schedule. Students are expected to act appropriately for a meal time setting which includes sitting while you are eating, no table hopping, absolutely 100% clean up and not taking food out of the lunch area.

DELIVERIES

Any deliveries made to the school from a commercial business, (Grub Hub, Door Dash, local businesses), including food will be declined. We also ask that parents and friends do not send celebratory items for their child.

AFTER SCHOOL TIME

While school is regularly dismissed at 2:25 p.m., students directed to stay after school by a faculty member must do so at the time assigned unless there are extenuating circumstances approved by an administrator. Students are encouraged to make appointments with teachers after

school to seek additional help or to explore ways to improve performance and achievement. Students who do not have official school-related business to attend to must leave school grounds upon dismissal.

AGE OF MAJORITY

Rocky Hill High School recognizes its responsibility to parents regardless of the age of the students in its charge. All contacts shall continue to be made with parents. Eighteen-year-old (18) students may request direct communication. Parents will be notified of such requests, and the school will continue to contact parents in matters involving students who reside in their home. Eighteen-year-olds living independently will be communicated with directly. Parents of eighteen-year-old students may request that the school stop contacting them in matters involving their sons or daughters.

ACCIDENTS

Any student injured on school property must report any accident in which he/she is involved. Teachers or the nurse are responsible for filling out an accident report form, but must have the cooperation of the student in obtaining information. In all cases of a serious nature, parents will be notified unless they are not available. If the school is unable to contact a parent, it will take whatever steps are deemed necessary at the time.

CHANGE STUDENT INFORMATION/ADDRESS

Students are to report any change of address or other such pertinent information to the district residency coordinator located at the BOE office as soon as the change occurs. This information is updated in our student database.

ELECTRONIC DEVICES

Outside of the classroom, electronic device use is permitted as long as it does not interfere with the educational environment and follows Board Policy. Students are not permitted to use personal hotspots or to use cell phones as personal hotspots at school.

CELL PHONES

Cell phone use is only allowed at lunch, during cafe study, overflow and during passing times (no video/facetime or traditional phone calls). Students may not take recordings (photographic, video, or audio) of another individual without the permission of the individual or a school staff member.

CELL PHONE CLASSROOM EXPECTATIONS

Each teacher will have a designated place in their classroom where students must place their cell phone. The designated place will be known as the classroom's cell pocket/holder. While in the cell pocket/holder, all cell phones must be in silent mode and not be a distraction to others.

Violating the established policy will result in the following:

1st Offense: Student Warning: The device will be confiscated until the end of the school day.

2nd Offense: Student Warning & Phone Call Home: The device will be confiscated until the end of the school day and returned to the student.

3rd Offense: Parent Pickup: The device will be confiscated until the end of the school day. The parent must come in to retrieve the device.

4th Offense: School Consequences & Parent Pickup: The device will be confiscated until the end of the school day. The parent must come in to retrieve the device and a Saturday detention will follow.

Note: At any time a student refuses to give the device to administration, he/she will be deemed “insubordinate” according to the RHHS Code of Conduct and may be subject to disciplinary action.

COURTYARD/SENIOR PATIO

The courtyard or Senior patio privilege exists for seniors who are allowed to eat lunch on the patio with permission from the staff on duty in the cafe during lunch waves only.

EARBUDS, HEADPHONES, EARPHONES

Students are NOT ALLOWED to bring earbuds, headphones, or earphones to school. If students bring these items to school, school administration will confiscate these items. A parent/guardian will have to pick up these items as they will not be returned to the student.

FOOD

Rocky Hill DOES NOT allow food delivery from outside vendors or third-party vendors.

Parents are allowed to bring lunch to their child, in instances where their child forgot their lunch at home.

HALLWAY PASSES

Students must have a pass to leave an assigned area. All students in the hallways during class time must be in possession of a pass signed by a teacher or staff member. Students must present their assigned pass when asked to do so by any staff member. Failure to comply with this request is considered insubordination and will result in disciplinary action. Students must adhere to the stated destination, times and return as directed by the staff member.

STUDENT ID's (Identification cards)

The student picture I.D. policy is a required part of our school's decorum and safety policy.

Students are required to wear identification cards at all times during the school day. Upon entering the school, students will be required to swipe in to verify their building attendance. The ability to identify students, staff and visitors is essential in order to maintain a safe environment. ID cards must be visible and worn around the neck on the provided lanyards. In the event a student does not have his/her ID, he/she will report to the office for a temporary student ID, until office staff prints the student a new ID. Every time this occurs there is a \$5 charge to the student.

Replacement lanyards will cost \$1. Failure to follow the wearing of the school ID may result in a school consequence.

CARE OF SCHOOL PROPERTY

School property is the property of the Rocky Hill Public School district. All items including textbooks, equipment issued to students including library materials, athletic apparel and equipment should be returned in the condition it was received. The school reserves the right to assess the cost of any damage or loss of property.

VANDALISM

Any action on the part of a student that either causes or leads toward any physical damage to the school property, either on school grounds, during a school function, or at an event off school grounds or equipment will not be tolerated. Action taken will include payment for the cost associated with any damage as well as possible suspension and expulsion.

INDEBTEDNESS

Students with outstanding financial obligations to the school must address these debts promptly to maintain full participation in school activities and gain access to academic records (including certifications, report cards, transcripts, diplomas, and other official academic records). The school will not release this information until these debts are resolved. Parents or guardians will be notified in writing of any outstanding financial obligations through the school's parent portal. Debts must be cleared by the end of the school year. Seniors must resolve any outstanding obligations before participating in graduation activities or receiving their diplomas.

LOST AND FOUND

Any items found on school premises should be turned in immediately to the Main Office. For any inquiries regarding lost and found items, students or parents can contact the Main Office. The school is not liable for lost items but will make reasonable efforts to assist students in recovering lost property.

DRESS CODE

RHHS asks parents/guardians to ensure that their students' attire and appearance do not present a danger to the student's health or safety, and not impede the educational process.

In order to maintain an environment conducive to the educational process, the Rocky Hill Board of Education (the "Board") prohibits the following from wear during the academic school day:

1. Coats, jackets or other attire normally worn as outerwear. Outerwear includes: coats, jackets, windbreakers, nylon pullovers, down vests, and other clothing the administration deems inappropriate. Outerwear shall not be worn, carried or kept in the classroom during regular school hours.
2. Head coverings of any kind, including but not limited to scarves, bandannas, masks, headbands, visors, kerchiefs, athletic sweatbands, hats, caps or hoods. Head coverings shall not

be worn, carried, hung on belts or around the neck, or kept in the classroom during regular school hours. Approved coverings worn as part of a student's religious practice or belief, or as required or permitted in conjunction with school district health and safety protocols, shall not be prohibited under this policy. Nothing in this policy shall be construed to prohibit protective hairstyles. "Protective hairstyles" includes, but is not limited to, wigs, headwraps and hairstyles such as individual braids, cornrows, locs, twists, Bantu knots, afros and afro puffs.

3. Items 1. and 2. above must be secured in the student's locker or other storage area before school starts. Items not stored will be confiscated by the administration.

4. Footwear which mars floors or is a safety hazard.

5. Sunglasses, whether worn or carried, unless required pursuant to a documented medical issue.

6. "Name" or other oversized metal belt buckles and all metal belts or combination of metal and leather belts.

7. Spiked or studded bracelets, oversized or multi-finger rings, belts or any other article of attire with spikes or studs attached, or any other clothing item that may present a safety hazard to the student, other students or staff.

8. Attire or accessories that contain vulgarity or that contain overly offensive or disruptive writing or pictures, which are likely to disrupt the educational environment.

9. Attire or accessories depicting or suggesting violence so as to disrupt the educational environment or that provokes others to act violently or causes others to be intimidated by fear of violence or that constitute "fighting words," including but not limited to attire or accessories depicting the Confederate flag and/or the Nazi swastika.

10. Attire or accessories that depict logos or emblems that encourage the use of drugs, tobacco products, or alcoholic beverages.

11. Shirts and/or blouses that reveal the abdomen, chest, or undergarments.

12. See-through clothing, tank tops or sleeveless shirts.

13. Shorts, miniskirts, or pants that reveal the upper thigh or undergarments. Spandex garments are allowed only if they are covered by shorts or skirts.

14. Backpacks and/or book bags are permitted to be carried between classes, but shall not obstruct safe passage in the classroom or in the corridors.

Students who fail to comply with Board policy and regulations concerning student dress will be subject to school discipline which may be removal from class or requesting parents to pick up children for the remainder of the school day.

CLASS DUES

Class dues are used to help defray expenses incurred during grades 9-12. Students regardless of years attending RHHS are accountable to pay the full amount. All students are afforded the opportunity to fundraise to reduce these dues. All monies are placed in the Student Activity Fund, and receipts are issued upon payment of dues. Receipts are required as proof of payment. Information regarding collection of dues and each year's activities will be distributed to students

FUNDRAISING

Fundraising activities sponsored by high school classes, clubs, and teams must have the support of appropriate adult advisors and the permission of administration. Students that want to raise funds for any group, club or activity are required to complete a Fundraising Form (available in the main office) prior to the fundraising activity. Students are not allowed to raise funds for any "outside" groups or organizations during the school day.

LOCKERS

Every student is assigned a school locker and is responsible for the care and maintenance of the locker assigned to them. Students are also responsible for the items that are in his or her locker. Lockers are also assigned for use during physical education classes. Students should not share lockers or give their combination to anyone else. It is inadvisable to store valuable personal items or money in lockers. All lockers assigned to students are the property of the school, and are subject to control by the administration of the school. Lockers may be opened by school authorities at any time.

PUBLICATIONS

Any magazine, pamphlet, or other type of publication within the school must be authorized for release. No other publications may be distributed in school or on school property without permission of school authorities. Posters, banners, signs, or any other type of notice publicizing any event or attraction may only be displayed if approved by school authorities.

STUDY HALL

Study halls are organized for the purpose of completing homework or meeting with teachers for extra help. Any student who is assigned to a study hall must remain in the study hall unless they have permission/pass to go see a teacher, go to the library, or to guidance.

WORKING PAPER REQUIREMENTS

Students seeking working papers must apply in person—applications cannot be submitted by a parent or guardian. To apply, the student must present a Promise of Employment Letter that meets the following criteria:

1. Must be printed on official company letterhead, signed by the employer, and include a specific job title.
2. The letter must also state the expected hours per week (a range is acceptable, such as 10–20

hours) and the rate of pay.

ALCOHOLIC BEVERAGE/DRUGS/SUBSTANCE ABUSE

The Board of Education strictly prohibits the possession, use, distribution, or sale of alcoholic beverages or drugs on school property or at any school-sponsored event. This policy applies to all school-related functions and activities, whether held on or off school property, during the regular school day, in the evening, on weekends, or during school vacations. Any evidence obtained indicating that a student has violated school policy is subject to school consequences and/or turned over to law enforcement authorities.

TOBACCO/ELECTRONIC CIGARETTES (VAPING) VIOLATIONS

Rocky Hill High school maintains a tobacco-free school environment. The use of tobacco, including electronic cigarettes, is not permitted on school property, in vehicles owned or used by the school, or on the grounds at any time by anyone. Students in possession of tobacco products or marijuana are considered in violation of this rule and may be subject to disciplinary consequences (out-of-school suspension) and possibly arrest. As this applies a student at RHHS will be subject to all consequences for violation of the code of conduct, including academic sanctions, probation, suspension and dismissal from teams, honor societies and activities.

TEXTBOOKS

Students are responsible for the care of books and supplies entrusted to their use. These resources are the property of the Rocky Hill Board of Education. Students will be assessed for damage to textbooks, equipment or materials. If an item is not returned they will be charged a replacement fee. Failure to return or pay replacement fee may prohibit students from school related activities until payment is rendered.

TECHNOLOGY

It is an expectation that RHHS students will use the school's technology to support the Rocky Hill Board of Education's mission to assist in delivering a quality education for its students. RHHS supports technology as one way of student growth and to teach the essential soft skills, knowledge and behaviors imperative to be successful in the classroom, in the world of work and as a responsible adult. The RHHS Information and Technology (IT) department has established the appropriate infrastructure and support for students including computer programs, applications, and the Internet. The IT department expects students to be responsible for proper care of equipment and software. Purposefully and intentionally misusing school technology will not be tolerated and may lead to disciplinary action which may include the loss of all technology privileges and/or network access. Additionally, the IT department will seek out restitution for damages incurred by the student.

It is important that students and parents understand that the District, as the owner of the computer systems, reserves the right to monitor and review the use of these computer systems. The District intends to monitor and review in a limited fashion, but will do so as needed to ensure that the systems are being used for District-related educational purposes. The complete technology policy can be read in its entirety on the Rocky Hill public schools website.

RHHS ISSUED STUDENT CHROMEBOOKS

All RHHS issued Chromebooks are the property of RHHS. Chromebooks must be treated with care and good digital citizenship. Students should not put stickers or other markings on an RHHS Chromebook; destroy or remove the RHHS asset tag or serial number; attempt to install non-RHHS software on the Chromebook; attempt to hack or circumnavigate the network controls on the Chromebook. Each year, students will be automatically enrolled in the Device Protection Plan (DPP) at the Board's expense. The first accidental damage claim of the school year (beginning July 1) will be covered in full. Upon reporting the damage to the Technology Department, the damaged device will immediately be exchanged with a similar functional device. Subsequent damage within the same school year will result in the generation of an invoice to be paid by the parent/guardian or student. Loaner devices are expected to be returned at the end of each day. A missing Chromebook and/or charger will be invoiced outside of the DPP unless a police report is filed and submitted in the case of a stolen device.

INTERNET ACCESS RULES

Students accessing Facebook, Snapchat, Tik Tok, or similar social media including software or music sharing websites or external programs, any non-academic websites or downloading software is strictly prohibited. RHHS technology is to remain virus free. Malicious, hacking, and monitoring programs are strictly forbidden. Only approved software by the RHHS Information Technology (IT) department is allowed to be installed on RHHS technology. Disciplinary consequences for technology violations will be conveyed to school administration that may include school suspension, parent notification, loss of technology access and/or network privileges, and possible arrest.

LIBRARY/MEDIA CENTER

The library/media center is an active facility that has taken on the more complex nature of a learning resource center. The library is open daily unless otherwise posted. Students are free to use the facility for study purposes or for pleasure reading. The Library maintains a strict cell phone ban policy in order to maintain the integrity of learning in a calm environment.

ANNUAL DPA PARENT NOTIFICATION

Technology is used to support the curriculum on a daily basis. A list of approved instructional apps, websites, and software can be found on the Rocky Hill Public Schools Approved Technology List along with vendor privacy policies and data privacy agreements for any program that uses student data. When using technology at school, students are able to access the

Internet in a safe way because of teacher supervision and the district's Internet filter, GoGuardian. For more information about safeguarding children's Internet usage at home, please visit our Curriculum website and click on Instructional Technology on the left.

TRANSPORTATION

BUS RULES AND REGULATIONS

Rocky Hill High School provides transportation services in accordance with Board of Education policies to ensure the safety and efficiency of students commuting to and from school. Students must adhere to appropriate standards of behavior while waiting at and boarding the bus. All school rules, including the Student Code of Conduct, are in effect at the bus stop and while riding the school bus to and from school. Once on board the bus, students must remain seated throughout the duration of the ride unless instructed otherwise by the bus driver. Disruptive behavior that jeopardizes the safety of other passengers or the driver is strictly prohibited. The full text of the Rocky Hill High School Bus Rules and Regulations is accessible under the "Transportation" section of the district website. It is the responsibility of students and parents/guardians to familiarize themselves with these rules. Transportation privileges may be revoked for students who fail to comply with bus behavior standards. The decision to withhold transportation rests with the school principal. Parents or guardians will be promptly informed of any incidents involving their child's transportation privileges. Video cameras are installed on all school buses operated by Rocky Hill High School. These cameras are used to enhance security measures and ensure the safety of students and drivers.

LATE BUS

Late bus transportation is available Monday, Tuesday, Wednesday, Thursday for students that need to stay after for school-related reasons. Late buses leave at 4:15 p.m. in the bus turn around loop in the back of the school near the athletic fields. Students riding the late bus must have a Late Bus Pass issued by the teacher/administrator/coach he/she is working with.

TRANSPORTATION SAFETY COMPLAINTS

Any questions or concerns regarding student transportation must be addressed to school administration. Parents should never confront a bus driver, board a bus or discuss any issues with the bus driver or contact the bus company to report a problem or ask questions. The school administration will work to resolve any issue or concern that is addressed.

STUDENT PARKING

Parking passes are issued to Senior students on a first come, first serve basis. Students are encouraged to apply for parking spaces early. Students may lose his or her parking privileges for academic, behavioral or driving infractions. Parking passes are NOT transferable. Students are not allowed to rent, lease, sell or allow anyone to park in their designated parking spot. Students

who park at RHHS without an official permit will be subjected to the following disciplinary consequences: 1) First Offense: warning, 2) Second Offense: school consequence and 3) Third Offense: lose the right to park.

Note: Rocky Hill High school assumes no responsibility for damage or theft to a vehicle or any item that is stored in a vehicle parked on school property. All rules of the road must be followed and no item that violates school regulations and endangers the health and safety of the school community is permitted. If a student is suspected of being in possession of items such as drugs, alcohol or firearms, the vehicle may be searched by the SRO and/or school administration. School administration will refer matters to the police when called for.

SCHOOL DISCIPLINE

The Rocky Hill High School Code of Conduct is fully aligned with Rocky Hill Public Schools Policies and Regulations, under section 5000. Section 5510, Student Discipline Policy. This Code applies to all school-related activities both on and off campus and includes instances of out-of-school misconduct, when appropriate.

Student Code of Conduct reflects the District's core norms and is derived from a discipline philosophy that prioritizes:

- Teaching students about appropriate and respectful behavior
- Recognizing and reinforcing positive choices
- Applying clear, consistent, fair correction and redirection (restorative) and/or imposing consequences when necessary
- Encouraging restitution and the repairing of relationships when harm occurs

EXPECTATIONS AND RULES FOR STUDENT CONDUCT

The school board has set forth rules and expectations addressing student safety and security. Much like the rules that govern us, violations of these rules carry consequences, penalties, and

finer. The purpose is to ensure order and safe society. The RHBOE establishes the standards for safety and security and has policies in place of these standards. These standards address the safety and security of both children and staff. Administration reserves the right to assign alternate, comparable consequences at their discretion. The list below is not inclusive of all possible infractions.

District Rules

The penalties and consequences for violating these rules cannot be excused or change by local school administrators or staff.

- Safety and Security Rules - see Board policies
- Penalties for Violation of District Rules - see Board policies
- District Policies - see Board policies
 - #5320 - Safe School Climate- [5320-Connecticut School Climate Plan Adopted 6-12-2025.pdf](#)
 - #5500 - Restorative Practices Response Policy- [5500 - Restorative Practices Response Policy Adopted 6-12-2025.pdf](#)
 - #5670 - Suicide Prevention and Interventions- [5670-Suicide Prevention and Interventions R9-29-24-all.pdf](#)
 - #5510 - Student Discipline- [5510-Student Discipline Policy R8-14-2024.pdf](#)
 - #5110 - Nondiscrimination (Students)- [5110-Non-Discrimination \(Students\) R9-11-2024all.pdf](#)
 - #5120 - Title IX Prohibition of Sex Discrimination-Sexual Harassment (Students)- [5120-Title IX Prohibition of Sex Discrimination-Sexual Harassment \(Students\) R2025.pdf](#)
 - #5210 - Attendance, Truancy & Chronic Absenteeism- [5210-Attendance, Truancy & Chronic Absenteeism R8-27-24-all.pdf](#)
 - #5140 - Confidentiality and Access to Education Records- [5140-Confidentiality and Access to Education Records \(FERPA\) R10-23-2024all.pdf](#)
 - #5220 - Graduation Requirements- [5220 - Graduation Requirements R9-30-24.pdf](#)
 - #5630 - Drug and Alcohol Use by Students- [5630 - Drug and Alcohol Use by Students R2021.pdf](#)
 - #5740 - Search and Seizure- [5740 - Search and Seizure T2020 COMPLETE.pdf](#)
 - #5750 - Student Dress- [5750 - Student Dress R2021.pdf](#)
 - #5760 - Student Use of the District's Computer Systems and Internet Safety- [5760-Student Use of the District's Computer Systems and Internet Safety R10-28-24all.pdf](#)
 - #5770 - Use of Private Technology Devices by Students- [5770 - Use of Private Technology Devices by Students R10-22-24.pdf](#)

School Rules (RHHS)

Safety and Security Rules - Rules and Expectations Supporting Orderly Operation the School and the Education Process

1. Maintain orderly building and school operations
 2. Maintain optimal learning opportunities for all students whereby school facilities and classrooms must be free of behaviors that do not interfere with teaching and learning.
 3. Direct and guide students to develop his/her skills and behaviors that are necessary for healthy social interaction. Repairing relationships that are broken remains the ultimate goal.
 4. Assist students in making quality decisions. The quality of your decisions affect the quality of your life.
 5. Develop integrity relating to being responsible, respectable and of high character.
- Penalties for Violation of District Rules - 3 Levels of Infractions/School Discipline
 - Three Levels/Tiers of Infractions: Incidental, Minor, and Major

RHHS Behavioral Guidelines			
	Incidental Violations (Tier 1/Level 1) <i>Teacher Handled</i>	Minor Violations (Tier 2/Level 2) <i>(Teacher & Admin collaboration & support)</i>	Major Violations (Tier 3/Level 3) <i>Immediate referral to administration</i>
Behaviors	● Talking out ● Off-task behavior ● Work-completion problem ● Arguing with peers ● Cell Phone classroom policy violation (pockets/use) ● Food in the classroom ● Minor dress code (Hats/hoodies) ● Horseplay (very minor) ● Swearing/profanity ● Refusal to follow	● Disrespect ● Disruption ● Dress Code ● Inappropriate ● Language ● Insubordination ● Physical contact ● Plagiarism ● Property Misuse ● Vandalism ● Refusal to following directions (defiance) ● Safety ● Tardy ● Technology Violations	● Alcohol use (suspicion/possession/distribution) ● Arson/fire paraphernalia ● Assault of staff/student ● Bomb threat/false alarm/school threat ● Burglary ● Bus/bus stop infractions ● Child Pornography ● Drug paraphernalia - use sale/possession/distribution ● Extortion/theft by threat ● Gang related activities ● Fighting -physical altercation ● Larceny ● Loitering on school grounds after dismissal/returning ● Physical Contact ● Possession of Weapon ● Possession of and/or igniting fireworks

	- directions (by adult) - Tardy to class - Not Wearing (visible) student ID		- Pulling fire alarm - Selling of items without proper authorization - Sexual Battery/Indecent Exposure - Sexual or Racial Harassment/Misconduct/slurs - Smoking/Vaping (Chewing Tobacco) - Social Media Harm (Disruptions) - Stealing/Theft - Threatening behavior - Trespassing - Vandalism/ Destruction of School Property - Video taping (recording/distribution) - Other Legal issues
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RHHS Behavioral Consequences (Responses)

	Incidental Consequences (Tier 1/Level 1) <i>Staff Handled</i>	Minor Consequences (Tier 2/Level 2) <i>Staff Handled w/ Support Staff and Collaboration with Admin as needed</i>	Major Consequences (Tier 3/Level 3) <i>Immediate referral to administration</i>
Interventions (Logical Consequences)	- Contact home - Redirect - Reteach with reminder of school behavior expectations and consequences (<u>consistency is key!</u>) - Reflection/Time-Out in the classroom - Verbal warning - Loss of privileges - Teacher lunch detention - Write an	- Contact home - Redirect - Teach and reteach with reminder of school behavior expectations and consequences - Reflection/Time-Out in the classroom - Verbal warning - Loss of privileges - Teacher lunch detention - After school detention - Write an apology - Behavior contract - Mediation/Restorative Circle - Document behavior of minor offense - Conference with student	- Office referral paperwork - Conference with student, parents, and a principal - Review expectations and discuss consequences through the use of restorative solutions - Restorative intervention with the Admin - Lunch detention - After school detention - In-school suspension - External suspension - Documentation sent home or phone call to family - Determine if addition intervention is needed - Review incidents with School Climate Committee as needed Challenging Behavior form/Office

	apology • Conference with student(s)	• Contact parent	Referral
Who Addresses / Refers?	The staff member who witnesses a behavior should be the one who addresses the behavior and/or makes any necessary behavior referrals (MTSS, Office Discipline, etc.) This staff member should also inform the student's classroom teacher of the behavior and what steps were taken to address it.		

RHHS Behavioral Guidelines

	Incidental Violations (Tier 1)	Minor Violations (Tier 2)	Major Violations (Tier 3)
Forms	Expectation Matrix Contact Log • If parents are contacted (email/call), make sure contact/attempted contact is documented	Restorative Reflection Sheet • Student is to complete the Restorative form • Collaborate with support staff to determine if MTSS Behavior Form is necessary • Administrative decision and/or consequences	<u>Challenging Behavior form/Office Referral</u> • Administrative decision and/or consequences
Document/ Data Collection	Classroom Teachers: Document all behavior data in PowerSchool Log entries. Submit referral as appropriate.		Office Personnel: Admin will record the offense in PowerSchool

MORE SERIOUS OFFENSES

More serious offenses include but may not be limited to the following: Arson, assault on staff, threatening, bomb threat, criminal mischief, stolen items, possession of drugs will be handled in accordance with Board of Education policy. Possible consequences include, but may not be limited to a 10 days Out of School Suspension, possible arrest or expulsion recommendation.

OFF-SCHOOL PROPERTY MISCONDUCT

Students can also be the subject to school discipline even if the misconduct occurs off-school property. School discipline may be imposed for: (a) any behavior occurring or initiated in the school, on school grounds or at any school sponsored activity; (b) behavior occurring off school grounds and during non-school time if, in the reasonable discretion of the Board or its designee, it was determined that there was a reasonable likelihood that the presence of the student would have a disruptive effect on the school or the educational process by threatening or disrupting:

- The school's orderly operations;
- The safety of school property; or,
- The safety or welfare of the student or of other persons who work or study there.

The following actions or conduct off school property may, depending on the particular circumstances, lead to suspension or expulsion as such actions or conduct endanger persons or property and may cause extreme disruption of the educational process. Examples include, but are not limited to:

- Criminal arrest for possession of an illegal substance with or without intent to sell;
- Criminal arrest for illegal possession of a dangerous or deadly weapon;
- Criminal arrest for sexual assault, assault with intent to kill or felonious assault;
- Criminal arrest for armed robbery; and or,
- Physical assault on an employee and staff member of the Hamden Board of Education

TEACHER DETENTIONS

Teacher Detentions are held after school based on the agreement between teacher and student. Teachers must give students twenty-four hours notice prior to the scheduling of a teacher detention.

CLASSROOM LEVEL/INTERVENTIONS

These interventions are an educator's decision in response to a student who is disrupting or disengaging from the educational process in the classroom. The aim of these interventions is to quickly teach and correct behavior so students can learn and demonstrate safe and respectful behavior within the learning environment. Educators are encouraged to try a variety of teaching and classroom management strategies for an extended period of time and document the results.

REMOVAL FROM CLASS

Removal from class is an educator level decision in response to a student causing a serious disruption of the educational process within the classroom. In the case of removal, the student must be sent to a designated area and the educator must inform the building administrator of the

name of the student and the reason for removal. It is the expectation that the staff member who makes the decision to remove the child from class communicates the circumstances with the parent/guardian the day of the removal. If a removal from class results in more than 90 minutes, the discipline must be reported as an In-School Suspension.

RESTORATIVE PRACTICES

Whenever the school team (administrator, teacher, student and counselor) can solve an issue and secure a positive outcome this approach will be the recommended course of action.

TEACHER DETENTION

A teacher may detain a student after school if the teacher feels the action is necessary. If a student has a prior commitment and is unable to stay when assigned, he or she must request the opportunity to serve the detention on the next date convenient for the teacher.

ADMINISTRATIVE DETENTION

The administration may detain students for specific violations of school rules. Parent contact is often involved at this level, and is required if the problem is of a recurring nature.

Administrative 30 minute detention is held from 2:30 p.m. to 3:00 p.m. daily. Extended detention, 90 minutes, is held from 2:30 p.m. to 4:00 p.m. on Tuesdays, Wednesdays and Thursdays. All students must be punctual and on time to serve the consequence or risk additional discipline. Failing to serve consequences will result in an additional discipline.

SATURDAY DETENTION

Students assigned to Saturday Detention must report to the school cafeteria entering from the back of the building or bus loop area. Saturday detention is held either as a 4 hour or 2 hour consequence from the hours of 8:00 a.m. to 12:00 p.m. or 8:00a.m. to 10 a.m. This depends upon the infraction and discretion of school administration. Students are responsible for obtaining assignments in advance from their classroom teachers to complete during Saturday Detention. Failure to attend and complete your Saturday Detention may result in further disciplinary action.

INTERNAL SCHOOL SUSPENSION (ISS)

ISS supervises students who are removed from their daily school schedule of not following the student code of conduct. Note: Electronic devices will be collected by the ISS coordinator upon entering the room.

- 1.The student is assigned to a specific room for the entire school day. **ALL STUDENTS MUST ATTEND ISS PERIODS 1-9.** The room is supervised by the ISS Coordinator at all times. ISS Rules are given to the student at the time ISS is assigned.
- 2.Students are responsible for collecting their assignments; which will be corrected, and graded by their teachers when they return to class.

3. Students will have their lunch in the In-School Suspension room. Eating or drinking will only occur at the designated time. Lunch may be brought from home or purchased from the school Cafeteria.
4. Misbehavior while the student is in In-School Suspension will result in the student being sent home. The student will reserve the ISS in its entirety the next school day.
5. If a student is absent on any day(s) on which he or she was to serve In-School Suspension, these days must be made up. Immediately upon return to school, he or she must report to his or her House Principal for reassignment.
6. ISS does not count as an absence towards your child's attendance or loss of credit

OUT OF SCHOOL SUSPENSION (OSS)

Students who violate more serious rules or who repeatedly violate school rules may be assigned to Out-of-School Suspension (OSS). Students issued an OSS of more than 5 school days require a parent meeting the morning of the students return to school. Students who are suspended out-of-school may not take part in any co-curricular activity during the period of suspension. Students suspended out-of-school are not allowed on or near campus during their suspension.

EXPULSION

An expulsion is defined as an exclusion from school privileges for any student in grades three to twelve for more than ten (10) consecutive school days including, but not limited to, exclusion from the school. The expulsion process is a formal hearing process where members of the Board of Education vote and approve the final disciplinary decision. If the decision to expel has been recommended, the parents/guardian of the student will be notified of the hearing date. No student shall be expelled without a formal hearing held. In the event of a possible expulsion, the student may be on suspension and excluded from school until a decision is made. At the hearing, the student's entire record will be reviewed before a decision is made. An expulsion period may extend beyond the school year in which the exclusion was imposed, up to one calendar year.

ACADEMIC PROBATION

Loss of Privilege/Social Probation is a response to a student infraction where an educator/administrator removes the rights and privileges of a student to attend a school-sponsored event. Loss of Privilege/Social Probation may have a range of severity in alignment to the infraction from loss of a classroom activity to the loss of privilege to attend a school-sponsored function. In some cases, school administration may place a student on academic probation if the student has two (2) or more failing grades during a marking period or has had repeated violations of the RHHS student code of conduct, school administration has the ability to place a student on academic probation. This includes taking away privileges including but not limited to pass restriction, hallway restriction, non-attendance at athletics or activities, and/or field trips. Students will be provided additional support through the school counseling office to ensure academic success and to restore these privileges.

SEARCH OF STUDENT

In accordance with the Fourth Amendment, school administrators or designee at Rocky Hill High School are authorized to conduct searches of students when there is reasonable suspicion that the search will uncover evidence of a violation of the law or the student code of conduct or if there is reasonable suspicion that a student possesses items that may be harmful to themselves or others. Searches may include, but are not limited to, the student, the student's pockets, purse, backpack, desk, locker, car, coat, or any other personal belongings or areas under the student's control. Refusal to submit to a search when there is reasonable suspicion may result in disciplinary actions, including suspension. Searches will be conducted in a manner that respects the privacy and dignity of the student to the greatest extent possible while ensuring the safety and security of the school environment. All searches will be documented, including the reason for the search, the items found (if any), and the actions taken as a result. Students will be informed of the reason for the search and their rights during the search process. Parents or guardians will be notified if a search leads to disciplinary action.

STUDENT AND PARENT DUE PROCESS RIGHTS WITH RESPECT TO SUSPENSIONS

Listed below are the procedures that must be followed in cases of suspension.

1. Parents must be provided written notification any time their children are removed from the school for disciplinary reasons. Diligent efforts should also be made to contact parents by telephone.
2. Students are entitled to a conference with the principal and school staff when they are removed from the classroom or school for disciplinary reasons.
3. Students must be given an opportunity to tell their side of the story before a placement decision is made for either In School or Out of School Suspension.
4. Students are entitled to make up classwork for full credit and without penalty when they are excluded from school. Each school shall assign a school staff liaison between the suspended student and his or her teachers to support this process. Teachers are required to provide students all daily classwork and assignments and must correct and return all completed work to students on a weekly basis. Students are responsible for completing make-up work in a timely manner.
5. Additional questions about suspensions should be directed to the school's principal

THEFT

Stealing is strictly prohibited and is inconsistent with our behavioral expectations. Theft is defined as taking or possessing property that does not belong to you without the owner's permission. Students found guilty of theft will face school disciplinary actions, which may include suspension, expulsion and/or could result in arrest.

Students who find property that does not belong to them must turn found items to the main office or the school resource officer immediately. Failure to turn in found property will be treated as



theft, and the student will be subject to disciplinary action and potential arrest. Rocky Hill High School is not responsible for lost or stolen property. Students are advised to secure their belongings and report any thefts promptly to school authorities.

SPEECH AND LANGUAGE PATHOLOGY SERVICES

Students who qualify for services of a speech and language pathologist are scheduled to meet with one of them at appropriate intervals throughout the school year. Additional information regarding these services may be obtained from the Director of Special Education, Jesse Herman or Rachel Portal, Speech Pathologist.

APPENDIX