

**Rocky Hill High School  
Student/Parent Handbook**



**2024-25  
Start. Strive. Succeed.**

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<p><b>Rocky Hill High School</b>          50 Chapin Avenue          Rocky Hill, CT 06067          Phone: 860-258-7721  <a href="https://rhhs.rockyhillps.com/">https://rhhs.rockyhillps.com/</a>          Mr. John Fote, Principal          Mr. Ed Malizia, Assistant Principal          Mr. Joe Horvath, Athletic Director          Mrs. Amy Carbutti, School Counselor Supervisor</p>	<p><b>Rocky Hill Board of Education</b>          761 Old Main Street, Suite 231          Rocky Hill, CT 06067          Phone: 860-258-7701  <a href="https://www.rockyhillps.com/boardmembers">https://www.rockyhillps.com/boardmembers</a>          Dr. Mark Zito, Superintendent of Schools          Mrs. Amy Stevenson, Assistant Superintendent          Mrs. Wendy Durand, Assistant Superintendent          Mr. Charles Zettergren, Finance Director          Mrs. Jennifer Morfea          Mr. Jay Chhabra          Mr. Brian Clemens          Mr. Thomas Cosker          Mr. Sean Gavin          Mrs. Jessica Loffredo          Mrs. Maria Mennella, Secretary          Mr. Steven Slattery, Chairman          Mrs. Amber Tucker, Vice-Chairman</p>

**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.

Dear Rocky Hill High School families,

The faculty and administration at Rocky Hill High School hope that you and your child will enjoy a successful and rewarding school year. This handbook contains important information about our school and its goals, objectives, and policies. Your conduct in school not only reflects upon yourself, but it also reflects upon our school and the entire Rocky Hill community. It is our hope that you will dedicate yourself to your studies and involve yourself in some aspect of our athletic or extra-curricular activities.

In an effort to streamline and simplify the adopted policies of the Rocky Hill Board of Education, the RHHS Student Handbook details the general expectations, rules and information students, parents and staff need to know for the upcoming school year. This document is revised each year and every effort is made to include up-to-date changes in regulations and procedures recently adopted by the high school, the Rocky Hill Board of Education, and the Connecticut legislature. New students will find this handbook to be an excellent resource as they begin their years at high school. Returning students are encouraged to take the time to read the handbook and note items of interest and revised or new policies.

All students and their parents are asked to review the sections related to attendance, tardiness, and school dismissal. These policies have resulted in improved daily attendance and decreased tardiness to school and to class, due in large part to the understanding and support of parents, as well as the cooperation of our students.

Comments, questions, and suggestions about any item in the handbook are encouraged at all times. Please do not hesitate to call or visit.

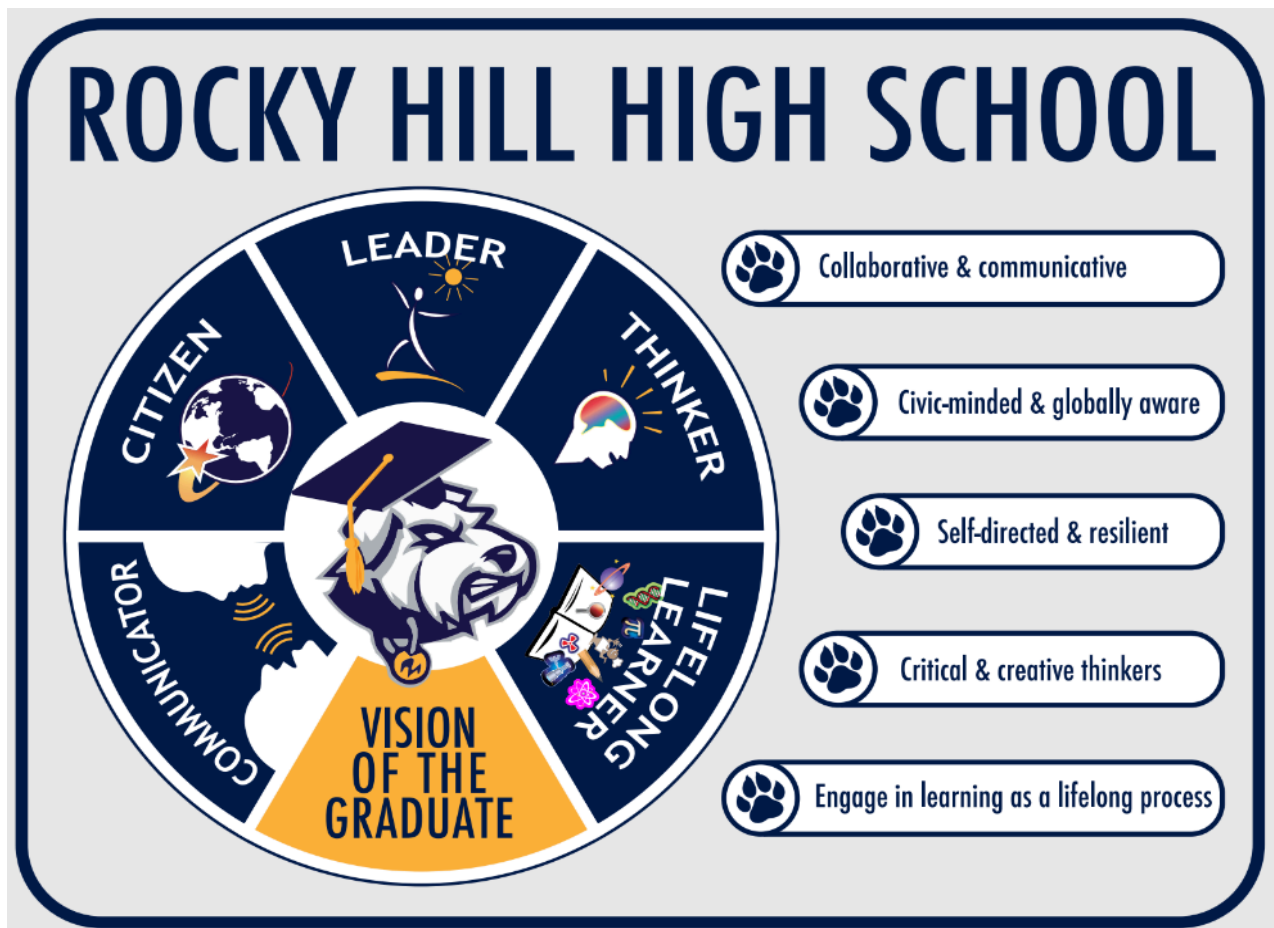
Best Regards,

John Fote, Principal  
Edward Malizia, Assistant Principal  
Joe Horvath, Director of Athletics

## 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**

	<b>Exceeds Expectation</b>	<b>Meets Expectation</b>	<b>Working Towards Expectation</b>
<b>Communication: Expression of ideas through various mediums</b>	<ul style="list-style-type: none"> <li>Consistently maintains purpose and audience interest</li> <li>Ideas are thoroughly developed and well supported</li> <li>Employs sophisticated language and/or images to convey intended message</li> </ul>	<ul style="list-style-type: none"> <li>Maintains purpose and audience interest</li> <li>Ideas are developed and supported</li> <li>Employs language and/or images to convey intended message</li> </ul>	<ul style="list-style-type: none"> <li>Does not maintain purpose and audience interest</li> <li>Ideas lack development and/or support</li> <li>Language and/or images do not convey intended message</li> </ul>
<b>Collaboration: Working together with a common purpose</b>	<ul style="list-style-type: none"> <li>Contributions to group tasks are consistent, resourceful, and meaningful</li> <li>Consistently respects different points of view and learns from others.</li> </ul>	<ul style="list-style-type: none"> <li>Contributions to group tasks are resourceful and meaningful</li> <li>Generally respects different points of view and learns from others.</li> </ul>	<ul style="list-style-type: none"> <li>Does not contribute to group tasks in a resourceful or meaningful manner</li> <li>Does not respect different points of view and/or learn from others.</li> </ul>

*Business, English, Family and Consumer Science, Math, Music, Tech Ed, World Languages*

**Critical and Creative Thinkers**

	<b>Exceeds Expectation</b>	<b>Meets Expectation</b>	<b>Working Towards Expectation</b>
<b>Creative and Critical Thinking: Logical and Innovative Analysis of Information</b>	<ul style="list-style-type: none"> <li>Consistently and independently define problems clearly and accurately.</li> <li>Consistently demonstrates originality and inventiveness in applying problem solving strategies.</li> <li>Consistently demonstrates inquiry through analysis of information to generate a variety of solutions or conclusions.</li> <li>Consistently evaluates the feasibility of chosen solutions or conclusions.</li> </ul>	<ul style="list-style-type: none"> <li>Independently defines problems clearly and accurately.</li> <li>Demonstrates originality and inventiveness in applying problem solving strategies.</li> <li>Demonstrates inquiry through analysis of information to generate a variety of solutions or conclusions.</li> <li>Evaluates the feasibility of chosen solutions or conclusions.</li> </ul>	<ul style="list-style-type: none"> <li>Does not define problems clearly and accurately.</li> <li>Does not demonstrate originality and inventiveness in applying problem solving strategies.</li> <li>Does not demonstrate inquiry through analysis of information to generate a variety of solutions or conclusions.</li> <li>Does not evaluate the feasibility of chosen solutions or conclusions.</li> </ul>

*Art, English, Math, Music, Science, Social Studies*

**Engage in Learning as a Lifelong Process**

	<b>Exceeds Expectation</b>	<b>Meets Expectation</b>	<b>Working Towards Expectation</b>
<b>Engagement is measured by a product that demonstrates the skills of a lifelong learner</b>	<ul style="list-style-type: none"> <li>Consistently draws on and transfers prior knowledge and skills to novel situations.</li> <li>Consistently makes thorough and insightful connections</li> </ul>	<ul style="list-style-type: none"> <li>Draws on and transfers prior knowledge and skills to novel situations.</li> <li>Makes general connections</li> </ul>	<ul style="list-style-type: none"> <li>Has difficulty drawing on and transferring prior knowledge and skills to novel situations.</li> <li>Has difficulty making connections</li> </ul>

*Business, Family and Consumer Science,, PE and Health, Tech Ed*

**Civic-Minded and Globally Aware**

	<b>Exceeds Expectation</b>	<b>Meets Expectation</b>	<b>Working Towards Expectation</b>
<b>The role and responsibilities of an individual in an interconnected world</b>	<ul style="list-style-type: none"> <li>Consistently seeks to understand others experiences, circumstances, and perspectives</li> <li>Consistently embraces diversity and recognizes the value of all persons by promoting equity and inclusivity</li> <li>Consistently makes positive contributions to the broader community</li> </ul>	<ul style="list-style-type: none"> <li>Seeks to understand others experiences, circumstances, and perspectives</li> <li>Embraces diversity and recognizes the value of all persons by promoting equity and inclusivity</li> <li>Makes positive contributions to the broader community</li> </ul>	<ul style="list-style-type: none"> <li>Does not seek to understand others experiences, circumstances, and perspectives</li> <li>Does not embrace diversity and recognizes the value of all persons by promoting equity and inclusivity</li> <li>Does not make positive contributions to the broader community</li> </ul>

*Social Studies, World Languages, Senior Seminar*

**Self-Directed and Resilient**

	<b>Exceeds Expectation</b>	<b>Meets Expectation</b>	<b>Working Towards Expectation</b>
<b>Displays a growth mindset by taking ownership of learning and outcomes</b>	<ul style="list-style-type: none"> <li>Consistently demonstrates independence and persistence in the face of obstacles</li> <li>Consistently demonstrates strategic time management and organizational skills</li> <li>Consistently uses feedback or mistakes to adapt and improve performance</li> </ul>	<ul style="list-style-type: none"> <li>Demonstrates independence and persistence in the face of obstacles</li> <li>Demonstrates strategic time management and organizational skills</li> <li>Uses feedback or mistakes to adapt and improve performance</li> </ul>	<ul style="list-style-type: none"> <li>Does not demonstrate independence and persistence in the face of obstacles</li> <li>Does not demonstrate strategic time management and organizational skills</li> <li>Does not use feedback or mistakes to adapt and improve performance</li> </ul>

*Art, PE and Health, Science*

# SCHOOL CALENDAR



**Rocky Hill Public Schools**  
**2024-2025 School Calendar**  
**Rocky Hill, CT**



School Begins: August 29, 2024      School Ends: June 12, 2025 (Pending Snow Days)

JULY						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**August 2024**  
 23 New Teacher Orientation, *NO SCHOOL*  
 26-28 Professional Development, *NO SCHOOL*  
 29 **FIRST DAY OF SCHOOL-FULL DAY**

**September 2024**  
 2 Labor Day, *NO SCHOOL*  
 27 Professional Development (*Early Dismissal*)

JANUARY						
S	M	T	W	T	F	S
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

21 Student/Teacher

AUGUST						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

2 Student/5 Teacher

**October 2024**  
 11 Professional Development, *NO SCHOOL*  
 14 Columbus Day (*Observed*), *NO SCHOOL*

**November 2024**  
 1 Dismissal (*Observed*), *NO SCHOOL*  
 5 Election Day, Professional Development *NO SCHOOL*  
 27-29 Thanksgiving Recess, *NO SCHOOL*

FEBRUARY						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

17 Student/18 Teacher

SEPTEMBER						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

20 Student/Teacher

**December 2024**  
 4-6 Gr. K-5 ONLY Parent/Teacher Conferences (*Early Dismissal*)  
 11-13 Snow Days/Make-up for Parent/Teacher Conferences (*Early Dismissal*)  
 23-31 Holiday Recess (includes Jan. 1), *NO SCHOOL*

**January 2025**  
 1 New Years Day, *NO SCHOOL*  
 17 Professional Development (*Early Dismissal*)  
 20 Martin Luther King Day (*Observed*), *NO SCHOOL*

MARCH						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

21 Student/Teacher

OCTOBER						
S	M	T	W	T	F	S
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

21 Student/22 Teacher

**February 2025**  
 14 Professional Development, *NO SCHOOL*  
 17 Presidents' Day (*Observed*), *NO SCHOOL*  
 17-18 Winter Recess, *NO SCHOOL*

**March 2025**  
 19-21 K-5 ONLY Parent/Teacher Conferences (*Early Dismissal*)  
 21 Middle & High School Professional Development (*Early Dismissal*)

APRIL						
S	M	T	W	T	F	S
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

17 Student/Teacher

NOVEMBER						
S	M	T	W	T	F	S
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

16 Student/17 Teacher

**April 2025**  
 14-18 Spring Recess, *NO SCHOOL*  
 18 Good Friday, *NO SCHOOL*

**May 2025**  
 23 Professional Development (*Early Dismissal*)  
 26 Memorial Day (*Observed*), *NO SCHOOL*

MAY						
S	M	T	W	T	F	S
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

21 Student/Teacher

DECEMBER						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

15 Student/Teacher

**June 2025**  
 12\*\*\* **LAST DAY OF SCHOOL (FULL DAY)**, Pending Snow Days \*\*\*

SNOW Make-Up Days: June 13, 16, 17, 18, 19, 20, 23, 24, 25, 26, 27, 30  
 For Snow Days beyond those listed in June, such days will be taken from the spring recess (April) commencing with the **FIRST** day of the vacation period (April 14)

JUNE						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

9 Student/Teacher

**Special Observance Days**  
 Oct. 3, 2024\* Rosh Hasharrah  
 March 31, 2025\* Eid Al-Fitr  
 Faculty will make appropriate accommodations for students affected by these and other special observance days. \*These holidays begin at sundown on the evening before the date specified.


**Board of Education Meeting Dates**  
 August 22, September 19, October 17, November 21, December 19 (The following dates in 2025 are tentative: January 16, February 20, March 13, April 24, May 15, June 19)

**Student Days 180, Teacher Days 186, New Teacher Days 187**  
 Board Approved: 1-18-2024



<b>BELL SCHEDULE</b>
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The following bell schedule for the school year is detailed below. The daily bell schedule includes a five minute (5) homeroom period and nine (9) periods. Class periods are 41 minutes in duration with 4 minutes passing time between periods.

	<b>Regular Schedule 41 minutes</b>	<b>Early Dismissal 31 minutes</b>	<b>Late Opening (2 hr delay) 28 minutes</b>	<b>Advisory 37 minutes</b>
<b>Period 1</b>	7:35-8:16	7:35-7:57	9:35-10:03	7:35-8:12
<b>Homeroom</b> <small>Attendance, Pledge, Announcements</small>	8:20-8:25	8:01-8:06	10:07-10:12	8:16-8:57
<b>Period 2</b>	8:29-9:10	8:10-8:32	10:16-10:44	9:01-9:38
<b>Period 3</b>	9:14-9:55	8:36-8:58	10:48-11:16	9:42-10:19
<b>Period 4</b>	9:59-10:40	9:02-9:24	11:20-11:48	10:23-11:00
<b>Period 5</b>	10:44-11:25	9:28-9:50	11:52-12:20	11:04-11:41
<b>Period 6</b>	11:29-12:10	9:54-10:15	12:24-12:52	11:45-12:22
<b>Period 7</b>	12:14-12:55	10:19-10:40	12:56-1:23	12:26-1:03
<b>Period 8</b>	12:59-1:40	10:44-11:05	1:27-1:54	1:07-1:44
<b>Period 9</b>	1:44-2:25	11:09-11:30	1:58-2:25	1:48-2:25

<b>ACADEMIC INFORMATION</b>
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**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.***

**REQUIRED COURSEWORK AND CREDITS FOR GRADUATING:**

1. Humanities – Nine (9) credits – including not fewer than:
  - a. Four (4) credits in English, including composition
  - b. Three (3) credits in Social Studies including one (1) credit in U.S. History, and one-half (.50) credit in Civics
  - c. One (1) credit in fine arts (Art/Music)
  - d. One (1) additional credit in Humanities, English, Social Studies, World Language
2. Science, Technology, Engineering, and Math (STEM) – Nine (9) credits - including not fewer than:
  - a. Three (3) credits of Mathematics
  - b. Two (2) credits of Science including one (1) credit in Physical Science and one (1) credit in Biological Science
  - c. Four (4) additional STEM credits in any of the following: Science, Technology (CTE-Family Consumer Science, Business, Tech Ed), Engineering, Mathematics
3. Physical Education and Wellness – One (1) credit
4. Health and Safety Education – One (1) credit
5. World Language – One (1) credit
6. Personal Finance Management and Financial Literacy – One-half (.50) credit (starting with YOG 2027)
7. Community Service Hours – One-half (.50) credits for 50 hours of documented community service hours. Students must complete the community service form and get appropriate signatures. Community service hours should not include partisan political activities.
8. Three (3) additional credits

**TOTAL: 25 credits required to meet Rocky Hill High School graduation requirements.**

**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.

**CREDITS:** One credit (1.0) is defined as the equivalent of one class period of at least forty one minutes for each day of a school year. One-half credit (.50) is given for courses that compile work in one semester. Only courses taken in grades 9 thru 12 at Rocky Hill High School will satisfy the necessary graduation requirements.

**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 7:45 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 support students who need 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.

**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 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.

### ATHLETICS AND 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 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
<b>GIRLS</b>	Cheerleading Cross Country Golf Soccer Swimming Unified Volleyball	Basketball Cheerleading Gymnastics Indoor Track Unified Wrestling	Lacrosse Softball Tennis Track Unified
<b>BOYS</b>	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 as well as the Connecticut Interscholastic Athletic Conference (CIAC). Team members 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.

The CIAC requires that all student athletes maintain a passing grade (i.e., 60 or above) in a minimum of four (4) full-time courses (i.e., meeting daily) 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.

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.

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.

**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 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
<ul style="list-style-type: none"> <li>● Presides at class meetings.</li> <li>● Appoints committee chairpersons and committees.</li> <li>● Coordinates and oversees class activities.</li> <li>● Serves as liaison between the class and the class advisors, faculty, and administration.</li> </ul>	<ul style="list-style-type: none"> <li>● Assumes the President's duties in his/her absence.</li> <li>● Assists the President in above duties.</li> <li>● Accepts whatever other duties the President may assign.</li> </ul>	<ul style="list-style-type: none"> <li>● Records minutes of class and officers' meetings.</li> <li>● Maintains a permanent file of all minutes.</li> <li>● Accepts whatever other duties the President may assign.</li> <li>● Maintains a permanent file of all correspondence</li> </ul>	<ul style="list-style-type: none"> <li>● Under the supervision of the class advisors:</li> <li>● Issues statements of dues to class members.</li> <li>● Prepares and posts a list of delinquent dues.</li> </ul>

**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.

<b>ATTENDANCE</b>
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**On the morning of any absence, the parent/guardian should complete the [RHHS Daily Attendance Google form](#) that is on the RHHS website.** Completing the google form satisfies the written documentation requirements for absences, one (1) thru nine (9). However, it **DOES NOT** fulfill the written documentation requirements for absences, ten (10) and more. If this form is not sent in on the day of the absence, then the student will be considered truant and will not be allowed to make up any missed work or assignments. ***Starting with the 10th absence, absences will be considered excused only for the reasons listed below, provided the school receives the indicated written documentation.***

Reason	Excused	Unexcused
College Orientation & Placement Tests (after May 1 <sup>st</sup> , 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.***

**ATTENDANCE FOR EXTRACURRICULAR ACTIVITIES AND 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 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.

**CLASS CUTS:** A class cut is a failure by the student to report to his/her assigned class and/or study hall. Cutting will result in school consequences as determined by school administration. When school discipline is issued parents/guardians will be notified.

Action	Consequence
Unexcused Absence (Class cut, failure to report to assigned area-overflow, teacher directed)	Extended 2 hour detention
Leaving school grounds without permission	ISS

**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.

**MONITORING STUDENTS ATTENDANCE IN POWERSCHOOL:** Students are required to attend all assigned classes. Class attendance is essential for maintaining good grades and for the school to keep track of students throughout the day. While the school will maintain records and inform parents as much as possible, daily attendance information is available through Parent Portal. Parents and students should keep accurate attendance records and contact the school's main office for assistance in verifying attendance at any time during the year.



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

Code	Definition
A	Absent
AC	Absent (parent called)
TS	Tardy to class less than 15 minutes
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

**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).

**TARDINESS TO SCHOOL:** The front entrance doors close at 7:30 a.m.

**TARDY TO SCHOOL (PERIOD 1):** Students late to first period, 7:35 a.m., will report to the main office to scan in and 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

- a. **1 -5 Tardy to school** - Warning
- b. **6th+ Tardy to school** - Extended detention (2 hour detention)
- c. **15th+ Tardy to school** - Saturday detention and loss of school privileges (loss of Senior privileges including late arrival/early dismissal, senior activities) - (loss of privileges underclassman includes loss of parking privileges for next school year)

***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. **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.

**Protocol for dealing with excessive tardiness to class:**

When a student is tardy to any 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
- 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 period. This is marked as TS in powerschool.

**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 assigned period one class may arrive immediately prior to the start of homeroom (8:20 a.m.)
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.

**ABSENCES FOR COURSE CREDIT:** To receive credit for a course, students must attend regularly and earn a passing grade (60+) for the course. When a student exceeds eight (8) class absences in a **semester course (.50)** or exceeds sixteen (16) class absences in a **full year course (1.0)**, credit will be withheld.

The following absences will NOT count against this total:

1. Class absences (including tardiness to class) because of participation in a pre-approved, school-sponsored activity
2. Absences with documentation by a medical professional
3. Suspension days
4. Court appearances
5. Religious holidays
6. College Orientation & Placement Tests after May 1<sup>st</sup>, with administrator approval

All credit loss appeals must be made by completing a credit loss appeals form to the Attendance Committee. Students and parents should monitor attendance at any time by accessing the live information through PowerSchool. Please note, all absences, whether excused or unexcused, count toward the student's total absences or attendance for the school year.

**ATTENDANCE REVIEW:** Throughout the school year, the attendance review board will meet with students who are at risk of losing course credit due to excessive absences.

**APPEALS:** Appeals for loss of credit may be submitted by a teacher, student or parent using the Class Appeal Form (purple form).

Students passing a course but at risk of losing credit due to exceeding the attendance limit may appeal:

1. Complete a "Credit Loss Appeals" form accessed on the school's website, in the main office, or in guidance and submit it to the Appeals committee no later than ten days before the semester ends.
2. Appeals will be considered for any extenuating or unusual circumstances surrounding a student's attendance record. When appealing credit loss, the student or parent must provide:
  - a) Written medical documentation from a doctor or psychological therapist detailing the specific dates and reasons for absences due to extended illnesses;

- b) Details of serious personal circumstances that caused the student's absence;
- c) Verification of religious holidays requiring the student to be absent; or
- d) Written documentation from appropriate sources regarding such required appearances in court, mandatory student college orientation or placement testing, and armed forces induction.

**The Appeals Committee will not consider routine illness or wellness appointments, driving school dates, early dismissals for prom, work schedules, or family vacations.**

3. The appeals board, consisting of an administrator, a school counselor, and a teacher, will notify the student and their parent/guardian of the appeal meeting date.
4. The appeals board's decision will be rendered in writing within three school days of the meeting. The decision is final.
5. In some circumstances, the Appeals Committee may require a hearing with the student and/or parent. Such hearings will be held as soon as possible after review of the written appeal.
6. If this process is not followed or if there is no response to possible loss of credit, credit loss will be automatic.

**IMPACT OF LOSS OF CREDIT ON GRADES AND TRANSCRIPT:** Grades earned in courses where credit is lost due to excessive absences will be recorded on the high school transcript. This will count as a zero in the students GPA calculation and be noted. Students who lose credit must remain in the class to be eligible for summer courses. It's important for students to monitor their attendance and initiate the appeals process if credit reinstatement is desired. Parents are strongly encouraged to track attendance through their Parent Portal account throughout the school year.

**WITHDRAWAL FROM SCHOOL POLICY:** If a student is to be withdrawn or unenrolled from school, a parent or guardian must appear in person at the RHHS school counseling office to complete a Withdrawal Form. This form should be completed at least one week before the student's last day of school ("withdrawal date").

**RETURN OF SCHOOL PROPERTY:** Before the withdrawal date, the student must return all school property, including

- Textbooks
- Library books
- Athletic uniforms and equipment
- District-issued Chromebook and charger

## BULLYING AND 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.

**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. **School Messenger (SMS)**- 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 or update it in PowerSchool.
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 CIBA 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:** In an effort to facilitate communications between school and home, parents and students can now access the Parent Portal. Enter the PowerSchool Parent Portal at the Rocky Hill Public School Home Page, [www.rockyhillps.com](http://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.

## DISCIPLINE STRUCTURE

**DISCIPLINARY CONSEQUENCES:** *At Rocky Hill High School, student discipline and behavior issues are dealt with as a series of levels of intervention, based on the nature, frequency, or severity of the problem. Failure to serve a scheduled discipline will result in progressive discipline given by administration.*

**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.

**LOSS OF PRIVILEGE/SOCIAL 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.

**RESTORATIVE MEASURES:** 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 is held from 2:30 p.m. to 4:30 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 from 8:00 a.m. to 12:00 p.m. 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. Students in ISS are removed from the classroom and cafeteria and are expected to accomplish specific assignments and adhere to the rules and guidelines of the ISS program. Students who are assigned to internal suspension must complete his/her schoolwork. Students must be on time to suspension, and must behave appropriately throughout the entire suspension. Students may not: eat or drink, sleep, talk, use electronic devices, or misbehave in any way. It is important to note that ISS is assigned as a consequence for the student's previous infraction of a school rule. Therefore, if the student does not serve internal suspension appropriately, he/she will be removed from internal suspension and have to re-serve the consequence in its entirety.



the very next day.

Note: Electronic devices will be collected by the ISS coordinator upon entering the room.

**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.

**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.

## 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.

**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.

## GUIDANCE

**SCHOOL COUNSELORS AND SCHOOL COUNSELING:** School counselors are assigned to the high school to work with students in preparing educational and vocational plans. School counselors work with students in a variety of ways, including scheduling, planning programs, testing, course selection and general counseling. Students may make appointments with the school counselors ahead of time, or may be called by the school counselors for a specific purpose. Students are urged to get to know their school counselor and to use the resources of the guidance office, including job postings, career guides, college catalogs, and college planning software.

School counselors are committed to addressing the diverse needs of every student and family within our community. They provide guidance and support in personal, social, educational, and vocational domains, ensuring each student has the opportunity to discuss matters important to them. The role of school counselors is dedicated to supporting each students' holistic development, encompassing their social/emotional growth, academic achievement and advice, and career and future planning.

**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

<b>12TH GRADE</b>	<b>End of Year 4: 25.00 Credits</b>
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**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.

## HEALTH SERVICES

The health and safety of our students requires close cooperation between parents, teachers, and the school nurse. Communication between the home and school is necessary for the well-being of students.

### Parents Are Asked to Call/Contact the School

- A. If a student will be absent
- B. To designate a responsible adult who is to be notified in case of an emergency should a parent be unavailable
- C. If the school is unaware that a student has:
  1. been diagnosed with a long-term disorder (i.e., convulsions, diabetes, etc.)
  2. been placed on daily medications
  3. had severe, known reactions to allergens (i.e., bee stings, food stuffs, animal fur, etc.)
  4. had surgery
  5. had a physical examination (forms are available for the examining doctor to complete in order to bring school records up to date)
  6. had hearing or sight tested, and to report the results of test
  7. a communicable disease (i.e., strep throat, chicken pox)

*Parents are asked to call Mr. Tom Kennison at Central Office to notify the school of any address changes. Other changes can be made through the Parent Portal.*

**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.

**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 need and so ordered by the doctor.
- doctor's signature

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:

- 1) They present a physician/dentist/advanced practice RN/physician's assistant's written order for "Authorization for Self-Administration."
- 2) There is a written authorization from the student's parent including an agreement to supply the school nurse with back-up medications.
- 3) There is a signed statement of understanding from the student.
- 4) 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.

**Student Emergency Information:** All students are required to have complete, accurate, and up-to-date emergency information on file in the student database. The data needed include the following:

- Home address
- Home phone number
- Email address
- Business address and phone number of parent(s)
- Name, address, and phone number of two (2) neighbors or nearby relatives who will assume temporary care of a student if the parent cannot be reached
- Current health information

**Be certain to immediately update any changes in this information through the office secretaries or nurse.**

**Nurse:** A school nurse is on duty during the school day. Any student who is ill should obtain a pass from their classroom teacher and then report directly to the nurse's office. If the nurse is not present, students should immediately report to the main office. Students are requested to share medical information with the nurse so that records are accurate.

**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.

**Medical Excuses:** In the case of extended absence from school, or when requested by the school nurse, a written statement from a physician or dentist may be required before the student is permitted to re-enter the school. Students who cannot participate in Physical Education for medical reasons must submit to the school nurse a statement from a physician giving the reason for exclusion. In addition, these students must participate in an alternate program to receive Physical Education credits to satisfy state requirements for graduation.

**Physical Examinations:**

Tenth-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 Physicals - 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.

## SCHOOL SAFETY AND SECURITY

**EMERGENCY NOTIFICATIONS/SCHOOL CANCELLATIONS/DELAYS:** Rocky Hill Public Schools will utilize SchoolMessenger 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 survive 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 SunnyCrest 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 individual 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 REFERRALS AND SERVICES POLICY

**SPECIAL EDUCATION:** 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.
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. **Parental 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).

**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 CODE OF CONDUCT

The code of conduct is essential in establishing the standard for the school community. As a Rocky Hill High school student the expectation is that all students will be safe, respectful and responsible young adults leading by example and acting with the highest level of integrity. This includes honorable academic behavior in the classroom and doing one's own work. The expectation at RHHS is that students produce his or her own work and hands that work in knowing it is their own.

Conduct that is considered to violate a publicized policy of the Board includes the offenses described below. Any such conduct may lead to disciplinary action (including, but not limited to, removal from class, suspension and/or expulsion in accordance with this policy):

1. Striking or assaulting a student, members of the school staff or other persons.
2. Theft.
3. The use of obscene or profane language or gestures, the possession and/or display of obscenity or pornographic images or the unauthorized or inappropriate possession and/or display of images, pictures or photographs depicting nudity.
4. Violation of smoking, dress, transportation regulations, or other regulations and/or policies governing student conduct.
5. Refusal to obey a member of the school staff, law enforcement authorities, or school volunteers, or disruptive classroom behavior.
6. Any act Protected Class Harassment or reprisal or retaliation against any individual for reporting in good faith incidents of Protected Class Harassment, or who participates in the investigation of such reports.
7. Refusal by a student to respond to a staff member's request for the student to provide the student's name to a staff member when asked, misidentification of oneself to such person(s), lying to school officials or otherwise engaging in dishonest behavior.
8. Inappropriate displays of public affection of a sexual nature and/or sexual activity on school grounds, on school transportation, or at a school-sponsored activity.
9. A walk-out from or sit-in within a classroom or school building or school grounds.
10. Blackmailing, threatening or intimidating school staff or students (or acting in a manner that could be construed to constitute blackmail, a threat, or intimidation, regardless of whether intended as a joke).
11. Possession of any weapon, weapon facsimile, deadly weapon, martial arts weapon, electronic defense weapon, pistol, knife, blackjack, bludgeon, box cutter, metal knuckles, pellet gun, air pistol, explosive device, firearm, whether loaded or unloaded, whether functional or not, or any other dangerous object or instrument. The possession and/or use of any object or device that has been converted or modified for use as a weapon.
12. Possession of any ammunition for any weapon described above in Paragraph 11.
13. Unauthorized entrance into any school facility or portion of a school facility or aiding or abetting an unauthorized entrance.
14. Possession or ignition of any fireworks, combustible or other explosive materials, or ignition of any material causing a fire. Possession of any materials designed to be used in the ignition of combustible materials, including matches and lighters.
15. Possession, sale, distribution, use, or consumption of tobacco, electronic nicotine delivery systems (e.g. e-cigarettes), electronic cannabis delivery system, or vapor products, or the unlawful possession, sale, distribution, use or consumption of drugs, narcotics or alcoholic beverages (or any facsimile of tobacco, drugs, narcotics or alcoholic beverages, or any item represented to be tobacco, drugs or alcoholic beverages), including being under the influence of any such substances or aiding in the procurement of any such substances. For the purposes of this Paragraph 15, the term "electronic nicotine delivery system" shall mean an electronic device used in the delivery of nicotine or other substances to a person inhaling from the device, and includes, but is not limited to, an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe or electronic hookah and any related device and any cartridge or other component of such device, including, but not limited to, electronic cigarette liquid. For the purposes of this Paragraph 15, the term "electronic cannabis delivery system" shall mean an electronic device that may be used to simulate smoking in the delivery of cannabis to a person inhaling the device and includes, but is not limited to, a vaporizer, electronic pipe, electronic hookah and any related device and any cartridge or other component of such device. For the purposes of this Paragraph 15, the term "vapor product" shall mean any product that employs a heating element, power source, electronic circuit or other electronic, chemical or mechanical means, regardless of shape or size, to produce a vapor that may or may not include nicotine and is inhaled by the user of such product. For

the purposes of this Paragraph 15, the term "drugs" shall include, but shall not be limited to, any medicinal preparation (prescription and non-prescription) and any controlled substance whose possession, sale, distribution, use or consumption is illegal under state and/or federal law, including cannabis.

16. Sale, distribution, or consumption of substances contained in household items; including, but not limited to glue, paint, accelerants/propellants for aerosol canisters, and/or items such as the aerators for whipped cream; if sold, distributed or consumed for the purpose of inducing a stimulant, depressant, hallucinogenic or mind-altering effect.

17. Possession of paraphernalia used or designed to be used in the consumption, sale or distribution of drugs, alcohol or tobacco, as described in subparagraph (15) above. For purposes of this policy, drug paraphernalia includes any equipment, products and materials of any kind which are used, intended for use or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing or concealing, or injecting, ingesting, inhaling or otherwise introducing controlled drugs or controlled substances into the human body, including but not limited to items such as "bongs," pipes, "roach clips," vials, tobacco rolling papers, and any object or container used, intended or designed for use in storing, concealing, possessing, distributing or selling controlled drugs or controlled substances, including cannabis.

18. The destruction of real, personal or school property, such as, cutting, defacing or otherwise damaging property in any way.

19. Accumulation of offenses such as school and class tardiness, class or study hall cutting, or failure to attend detention.

20. Trespassing on school grounds while on out-of-school suspension or expulsion.

21. Making false bomb threats or other threats to the safety of students, employees, and/or other persons.

22. Defiance of school rules and the valid authority of teachers, supervisors, administrators, other employees and/or law enforcement authorities.

23. Throwing snowballs, rocks, sticks and/or similar objects, except as specifically authorized by school employees responsible for student supervision.

24. Unauthorized and/or reckless and/or improper operation of a motor vehicle on school grounds or at any school-sponsored activity.

25. Leaving school grounds, school transportation or a school-sponsored activity without authorization.

26. Use of or copying of the academic work of another individual and presenting it as the student's own work, without proper attribution; or any other form of academic dishonesty, cheating or plagiarism.

27. Possession and/or use of a cellular telephone, radio, portable audio player, CD player, blackberry, tablet, personal data assistant, walkie talkie, Smartphone, mobile or handheld device, or similar electronic device, on school grounds, on school transportation, or at a school-sponsored activity in violation of Board policy and/or administrative regulations regulating the use of such devices.

28. Possession and/or use of a beeper or paging device on school grounds, on school transportation, or at a school-sponsored activity without the written permission of the principal or designee.

29. Unauthorized use of or tampering with any school computer, computer system, computer software, Internet connection or similar school property or system, or the use of such property or system for inappropriate purposes.

30. Possession and/or use of a laser pointer, unless the student possesses the laser pointer temporarily for an educational purpose while under the direct supervision of a responsible adult.

31. Hazing.

32. Bullying, defined as an act that is direct or indirect and severe, persistent or pervasive, which: a. causes physical or emotional harm to an individual; b. places an individual in reasonable fear of physical

or emotional harm; or c. infringes on the rights or opportunities of an individual at school; or Bullying shall include but need not be limited to, a written, oral or electronic communication or physical act or gesture based on any actual or perceived differentiating characteristics, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression, socioeconomic status, academic status, physical appearance, or mental, physical, developmental or sensory disability, or by association with an individual or group who has or is perceived to have one or more of such characteristics.

33. Cyberbullying, defined as any act of bullying through the use of the Internet, interactive and digital technologies, cellular mobile telephone or other mobile electronic devices or any electronic communications.

34. Acting in any manner that creates a health and/or safety hazard for employees, students, third parties on school property, or the public, regardless of whether the conduct is intended as a joke, including but not limited to violating school or District health and safety protocols.

35. Engaging in a plan to stage or create a violent situation for the purposes of recording it by electronic means; or recording by electronic means acts of violence for purposes of later publication (other than to school officials).

36. Engaging in a plan to stage sexual activity for the purposes of recording it by electronic means; or recording by electronic means sexual acts for purposes of later publication (other than to school officials).

37. Using computer systems, including email, remote learning platforms, instant messaging, text messaging, blogging or the use of social networking websites, or other forms of electronic communications, to engage in any conduct prohibited by this policy.

38. Use of a privately owned electronic or technological device in violation of school rules, including the unauthorized recording (photographic or audio) of another individual without permission of the individual or a school employee

39. Engaging in teen dating violence, defined as any act of physical, emotional or sexual abuse, including stalking, harassing and threatening, which occurs between two students who are currently in or who have recently been in a dating relationship.

40. Any action prohibited by any Federal or State law.

41. Any other violation of school rules or regulations or a series of violations which makes the presence of the student in school seriously disruptive of the educational process and/or a danger to persons or property.

**ACADEMIC HONESTY:** Students are expected to be honest in their academic and intellectual pursuits. Doing your own work means that all grades earned from completed assignments should be the result of the student's or one's own personal effort. All teachers will make their policy regarding academic honesty known in writing at the start of the course. Below are forms of academic dishonesty,

**1. PLAGIARISM OR CHEATING:** Plagiarism or cheating on quizzes, tests, or exams result in the student failing the specific assignment with a grade of zero (0). The student will be referred to the office for appropriate disciplinary action – a Saturday detention for the first offense and suspension for subsequent infractions.

**2. CHEATING OR COPYING:** Cheating, copying, or working together when explicitly told not to on a classwork or homework assignment will result in a teacher-determined consequence. The teacher has the authority to give the student a zero (0) on the assignment. Repeated violations may result in an office referral and further disciplinary action.

All students and parents should be familiar with our academic dishonesty information, which is distributed at the beginning of each academic year. Academic honesty violations could result in exclusion from Valedictorian and Salutatorian honors, and/or removal from the National Honor Society.

**ACADEMIC HONESTY WITH ARTIFICIAL INTELLIGENCE:** With the advances in artificial intelligence (AI), including ChatGPT, it is important to clarify that turning in work that is generated totally or partially from AI is cheating and/or plagiarizing. All teachers will review their policy regarding academic honesty known in writing at the start of the course. As a result of recent technologies related to AI, the district will be handling violations in alignment with our cheating/plagiarism/academic dishonesty policy as outlined above.

### STUDENT RESPONSIBILITIES AND EXPECTATIONS

**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 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.

**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 logo 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 PAPERS:** Working papers may be obtained in the high school main office. A promise of employment is required prior to issuance under state law. The applicant must appear in person to request working papers. Applicants not enrolled need to provide proof of age.

**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.

## 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.

**Parent/Guardian & Student Sign-Off Form for  
Review and Receipt of the Rocky Hill High School  
2024-2025 Student Handbook**

Student's Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

**PARENT/GUARDIAN AND STUDENT SIGNATURES BELOW INDICATE:**

1. We have received, read, and agree to abide by all of the school policies and procedures as set forth in the 2024-2025 Rocky Hill High School Handbook, including but not limited to the policies concerning attendance, credits, grading, and disciplinary procedures.
2. We have received, read, and agree to abide by the school's Student Use of the District's Computer Systems and Internet Safety Policy. Furthermore, we have read and signed the district's Computer Systems Use Agreement, which is required for my student to gain access to the district's network system (the agreement may be downloaded at [www.rockyhillps.com](http://www.rockyhillps.com) under the "Technology" page).
3. Regarding pictures or video of my son or daughter at school and school sponsored events, please check those statements with which you agree:
  - I do NOT give permission for the videotaping/broadcasting of my son/daughter while participating in school related activities.
  - I do NOT give permission to publish my child's schoolwork and/or first name online.
  - I do NOT give permission for photographs of my child to be published online.
4. We recognize that all students at Rocky Hill High School are held accountable for acting in accordance with the contents of this student handbook, both during regularly scheduled school hours and at all school sponsored events.

Parent/Guardian Signature: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Please return this form to your Period 1 teacher no later than the first 10 days after the start of the school year.**