

Perry County Central High School Student Handbook



Student Handbook

“Adapt, Achieve, Succeed”

A Perry County School that “PUTS KIDS FIRST”

Principal Michelle Ritchie
Principal Kevin Campbell

Title I

Parent-School Learning Compact

Effective schools are a result of families and school staff working together to ensure that children are successful in school. A learning compact is an agreement among groups that firmly unites them. This is an invitation to be involved in a partnership with your child's school.

Parent/Guardian:

I want my child to achieve; therefore, I will encourage my child by doing the following:

- Create an atmosphere that supports learning.
- Follow all school rules to protect the safety and well-being of everyone, understanding that there may be consequences for breaking those rules
- Encourage my child to demonstrate respect for school personnel, classmates, and school property.
- Support the school and staff in maintaining proper discipline
- Encourage my child to complete all homework assignments
- Participate, as appropriate, in decisions relating to my child's education
- Participate in school activities such as parent-teacher conferences.
- Stay informed about my child's education and communicate with the school by promptly reading all notices from the school or school district either received by my child or by mail/telephone and responding, as appropriate.
- Monitor attendance and limit absences, tardies, and early checkouts

Student:

It is important that I work to the best of my ability; therefore, I will strive to do the following:

- Respect adults, myself, and other students
- Believe that I can learn
- Inform my teacher, principal, and family if I need help
- Attend school regularly
- Complete assignments and homework on time.
- Keep a positive attitude toward learning and realize that my education will help me in my future job
- Come to school prepared and ready to learn
- Obey all school rules and expectations.
- Always try to do my best in my work and my behavior
- accept responsibility for my actions
- Track, record, and set goals to guide my progress toward proficiency
- Respect all school property.

School:

It is important that students achieve; therefore, we will strive to do the following:

- Respect and value the uniqueness of each child
- Communicate regularly with parents concerning student progress
- Provide high-quality instruction and varied learning activities in a supportive and non-threatening environment
- Make my classroom and myself accessible to parents
- Encourage participation in school activities
- Provide an environment that promotes active learning
- Seek ways to involve parents in the school's programs
- Continue efforts to develop professionally
- Provide opportunities for every child to learn and achieve at high levels and be successful

(Parent/Guardian)

(Student)

(Teacher)

OUR MISSION AND VISION FOR PCCHS



Mission *Statement*

Staff and students will build together a supporting environment and relationships that encourage continuous improvement and high expectations of lifelong learning.

Vision Statement

We strive to create high levels of learning in a welcoming, collaborative environment that nurtures personalized success for all Commodores.

School Fight Song

**Hail! To the victors valiant
Hail! To the conquering heroes
Hail! Hail! To Perry
The leaders and the best!
Hail! To the victors valiant
Hail! To the conquering heroes
Hail! Hail! To Perry
The champions of the test!**

**Hail! To the victors valiant
Hail! To the conquering heroes
Hail! Hail! To Perry
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**Hail! To the victors valiant
Hail! To the conquering heroes
Hail! Hail! To Perry
The champions of the test!**

Faculty & Staff

Administration/Office

Michelle Ritchie	- Principal
Kevin Campbell	-Principal
Cindy Johnson	-Vice Principal
Randy Napier	-Dean of Students
April Napier	- Student Success Coordinator
Kim Dixon	-Counselor
Sabrina Miller	-Counselor
Patti Combs	-Finance Clerk
Debbie Collins	-Attendance
Ashley Baker	-Guidance Secretary
Tiffany Lyttle	-Media Specialist
Samantha Turner	-FRYSC/ Family Resource Director

Faculty

Adams, Pam	Campbell, Kayce	Conley, Morgan	Fugate, Chuck	Howard, Courtney
Allen, Kevin	Campbell, Kim	Cornett, Logan	Fugate, Melinda	Hudson, Ashley
Amburgey, Dee	Caudill, Teresa	Dixon, Kim	Goehring, Brandi	Jett, Allison
Amis, Robert	Combs, Daniel	Dixon, Brody	Hayes, Kim	Lipfird, Brit
Baker, Devina	Combs, Theresa	Feltner, Martie	Holliday, Tonya	Lipfird, Caitlin

Lowe, Kelah	Montgomery, Michael	Pence, Jeremy Dalton	Smith, Ryan	Wilson, Ronald Sgt
Miller, Elaine	Moore, Christi	Rice, Kristy	Stacy, Justin	Witt, Kaige
Miller, Greg	Napier, April	Robinson, Matthew	Taulbee, Jessica	Woolum, Jeremy
Miller, Sabrina	Napier, Londa	Sexton, Chrissy	Tobler, Damon	Wooten, Marissa

PERRY COUNTY SCHOOLS 2025- 2026 SCHOOL CALENDAR

First Day for Staff

MANDATORY PD

Optional PD

First Day for Students

Labor Day (H)

Black Gold (PD)

Fall Break (PD)

Fall Break (X)

Thanksgiving Break (X)

Thanksgiving Break (H)

Thanksgiving Break (X)

Christmas Break

New Year (H)

Martin L. King (X)

Spring Break (X)

Spring Break (X)

Monday, August 11

Wednesday, August 20

Thursday, August 21

Monday, August 25

Monday, September 1

Friday, September 19

Friday, October 10

Friday, October 13

Wednesday, November 26

Thursday, November 27

Friday, November 28

December 22-Jan 2

Thursday, January 1

January 20

Thursday, March 19

Friday, March 20

CHRISTMAS BREAK BEGINS ON MONDAY, DECEMBER 23. LAST DAY FOR STUDENTS IS FRIDAY, DECEMBER 20. STUDENTS WILL RETURN TO SCHOOL MONDAY, JANUARY 2.

***Subject to change**

*Last Day for Students

May 8

*Closing Day

May 11

PURPOSE OF THIS DOCUMENT

The Perry County Public School District has the responsibility to provide an education for each student in the district. A student's right to education cannot be taken away without cause. Students have the responsibility to conduct themselves in ways that do not interfere with the rights of other students to an education. The Kentucky General Assembly has found that "Every student should have access to a safe, secure and orderly school that is conducive to learning." (KRS 158.440) While a Code of Conduct cannot be written in such detail so as to foresee every type of situation which may occur, the school community expects reasonable, self-disciplined behavior on the part of students.

STUDENT ACTIVITIES

Perry County Central provides each student with a variety of opportunities to become involved in activities inside and outside the normal classroom setting. #getinvolved

SPORTS

Archery	Soccer	Yearbook
Band	Choir	Fishing
Baseball	Softball	Academic Team
Tennis	Football	Air Rifle Team
Basketball	Volleyball	Wrestling
Cheerleading	Golf	Cooking Club
Student council	HOSSA	Agriculture Club
Esports	Speech	FBLA
Cross Country	Track	Raiders
BETA Club	JROTC	Color Guard
Art Club	Drama	STLP
Drone	FFA	Many Other Groups/Activities

RIGHTS & RESPONSIBILITIES OF STUDENTS

A student has the right to:

1. Be respected as a worthy individual regardless of race, creed, national origin, economic status, sex, disability, religion, or age
2. Receive an appropriate education
3. Receive academic grades based only on academic performance
4. Be provided with information about grading and progress in each class
5. Makeup missed work in the case of an excused absence
6. Have school records accurately and confidentiality maintained
7. Be able to seek advice and counseling on academic, personal, social, and career-related concerns
8. Have access to needed services for students with disabilities
9. Be involved in co-curricular and extra-curricular school activities which have clearly defined rules for participation
10. Participate in free elections with peers in student organizations
11. Have personal safety, the protection of personal property, and freedom from harassment and abuse within the total school environment
12. Be kept informed of all rules, regulations, policies, and consequences which affect students and be assured of all rights to due process and appeal.

A student has the responsibility to:

1. Be at school every day unless the absence is excused
2. Bring notes from parents/guardians or physicians for excused absences
3. Be on time and prepared for school and classes
4. Understand and obey classroom, school, and Code of Conduct rules
5. Complete class work and homework on time
6. Work to meet the requirements of each class
7. Follow the dress code and use proper hygiene
8. Be respectful to others by avoiding profanity, insults, threats, and harassment
9. Respect the rights and property of students and staff

10. Behave in a safe and responsible manner.
11. Ask teachers or school staff for help with problems.
12. Practice good citizenship by being helpful and honest when there is a problem.
13. Develop and display good sportsmanship in co-curricular and extra-curricular school activities.
14. Complete a questionnaire/interview if 18 years or older and dropping out of school.
15. Report if he or she has been a victim of bullying or has observed other students being bullied.

FUNDRAISING

Principals **MUST** approve all fundraising **BEFORE** fundraising activity begins. The Board of Education discourages any fundraiser that requires students to solicit cash donations without any benefit to the contributor. This would include calendar fundraisers, fill in the uniform, or phone call solicitations with minimum thresholds, and other forms that provide no direct benefit to the contributor. While these fundraisers are not explicitly forbidden by policy, there should be a caution to anyone wishing to conduct these fundraisers, as they often require students to meet a minimum threshold of donations, place an undue burden on students that cannot raise certain amounts, and are tracked by individual students (all of which are forbidden by policy).

A fundraiser request to sell food, drinks, or any other items during the school day for extracurricular groups must be submitted to and approved by the Principals. All fundraisers/bake sales will be located in a designated area. There will be no sales in classrooms.

TELEPHONE AND STUDENT MESSAGES

School telephones are for business use only except in cases of an emergency. To avoid disruptions to the educational process, messages or deliveries of a non-emergency nature will **not** be made to students or teachers while they are in class. Parents should have non-bus transportation arrangements made before the student comes to school.

STUDENT INFORMATION - CHANGE OF ADDRESS

Please notify the office of any change in your address or phone number for the accuracy of your educational records. This information is vital should the school need to contact a parent in an emergency.

LUNCH PROCEDURE

Perry County Central enforces a "closed" lunch policy. **STUDENTS ARE NOT ALLOWED TO LEAVE SCHOOL TO EAT ELSEWHERE OR RUN ERRANDS FOR TEACHERS, OR FOR PERSONAL REASONS. No one may deliver food to students for lunch.** Leaving school grounds without permission will result in severe consequences. Failure to follow this policy will also result in loss of driving privileges. All students are expected to conduct themselves in an adult manner while in the cafeteria. This includes students returning their trays.

HALLWAY AND STAIRWAY SAFETY

Students are asked to walk to the right of the hallway to facilitate a quicker flow of traffic. Students are expected to be quiet and orderly when using the hallways at all times. Running, horseplay and other forms of the disorder are dangerous and cannot be tolerated.

USE OF VENDING MACHINES

Vending machines are available to students only after lunch. No food or drink is to be taken out of the cafeteria or commons area at any time.

Cell Phone Policy

Cell Phone Policy Cell phones/electronic devices may serve as an outstanding instructional tool and learning resource if used appropriately. We encourage our staff members and our students to use electronics and other 21st-century devices to supplement instruction and learning. However, it has been proven that students who are on cell phones or other electronic devices when it is not part of the instructional lesson are not fully engaged in learning. In order to preserve the teaching and learning environment, this document is to clarify the cell phone/electronic devices policy for Perry County Central High School.

Policy:

Student use of cell phones or other electronic devices during the school day is a privilege. Adherence to the guidelines below is essential to maintaining an appropriate academic environment and the integrity of the classroom. Abuse of this privilege will result in consequences beginning with confiscation of the device, parent conference, suspension, or loss of other privileges such as participation in school trips, proms, and potentially graduation exercises.

Cell phones and all functions within the cell phone (i.e., cameras and all other applications) are prohibited in the following areas unless expressly permitted by a staff member for educational purposes: Classrooms, Restrooms, all Physical Education Areas, and all School Office Areas.

Students using cell phones or electronic devices in any manner that disrupts the educational environment, from within or from outside the classroom, or violates the rights of others, including, but not limited to, using the device in violation of our academic honesty policy, violating school conduct rules, harassing or bullying staff or students, photographing or video recording or using their device for unlawful purposes will be subject to more severe disciplinary action, up to and including suspension and/or expulsion and may, if applicable be reported to the Hazard Police Department.

Cell Phone Rule: The respectful, non-disruptive use of cell phones is permitted in the school cafeteria during lunch period and any other school area except those listed above. As soon as the threshold of the classroom or any

prohibited area is crossed during the school day, cell phones need to be put away and made undetectable (i.e., silenced without vibration). Violation of the cell phone rule, as stated above, will result in the confiscation of the device according to the following ladder of disciplinary action:

- First Offense ~ the device will be held in the Administration office until the end of the school day. Students may pick up their phones following a behavioral contract review of this policy at the end of the school day in the main office.
- Second Offense ~ the device will remain in the main office until Friday. The Administrator will establish contact with a parent or guardian.
- Third Offense ~ An Administrator will establish parent contact, and the confiscated device will remain in the main office until it is picked up by a parent or guardian.
- Once inside the school, students must store their cell phones/electronic devices in a location that is not visible to the teacher or other students, even though they are on SILENT. It is YOUR responsibility to keep your things secure.
- If a cell phone/ electronic device rings, vibrates, or is used for any reason without teacher permission, or is visible anytime during class time, or if you are caught using it on campus during class time, a staff member may confiscate the device.

1. Under no circumstance is photographing or video recording allowed anywhere on the school premise.
2. Texting and cell phone use are permitted in halls during transitions, breaks, and during the lunch period in the cafeteria.
3. All cell phone use must be respectful and non-disruptive to students and staff.
4. Phones must remain silent at all times throughout the school day. Parents / Guardians, please note you can contact your child via their cell phone during the lunch period. In the event of an immediate emergency, please call the school's main office at (606) 439-5888.
5. The staff of Perry County Central High School requests your FULL cooperation with our policy.
6. It should be noted that the school nor any of its employees are responsible for the loss or damage to any student's phone or electronic device whether that device is in the student's possession or confiscated by the staff. It is the responsibility of the student to adhere to this policy and to secure his or her belongings at all times. Classes and or instruction will not be stopped to deal with or search for lost phones/devices.

SCHOOL BUS CONDUCT

It is important to remember that the bus drivers have complete control of the students on their buses at all times, and their instructions must be followed to ensure the safety of everyone. Tobacco use, food, cans, or bottles are not allowed on school buses.

Students must sit in their assigned seats; comply with all driver directives; and refrain from putting any part of their bodies out a window at any time, or their legs or belongings into the aisles. Students, who through their conduct, endanger the lives of others or otherwise draw the driver's attention from the road, will be dealt with by the school administration. Riding the bus is a privilege you can lose by disruptive behavior. If a student must ride a bus that he/she does not regularly ride, he/she must have a written request from the parent to the principal or his/her designee must give permission for the student to ride that bus for the evening. This permission is only given when a parent/guardian will not be home to receive a student or in a case of emergency. Buses cannot be used for personal transportation purposes.

TRESPASSING

For the safety and security of all students and staff, our school operates with a closed campus policy. Persons coming on campus whom the administration deems to have no legitimate business may be subject to trespassing charges and will be reported to the appropriate law enforcement agencies.

SCHOOL GROUNDS AND LOT

Students may **not** leave campus at any time without the permission of the administration and being signed out by a parent in person. Students who are in the parking lot without permission from an administrator, sitting in cars, or congregating, will be subject to disciplinary action. Trash is not to be thrown from vehicles or otherwise left in the parking lot.

Students are further cautioned that unauthorized visitors on campus are trespassing and will be subject to arrest and prosecution. Please advise your friends from other schools or communities that they are not to be on campus during the school day. During regular school hours, the parking lot gates will be closed. The gates will be opened in the morning and at the end of the school day.

TRAFFIC FLOW - PASSING A BUS WITH THE STOP ARM OUT IS ILLEGAL AND PERSONS WHO DO SO MAY BE SUBJECT TO ARREST. SCHOOL BUSES ALWAYS HAVE THE RIGHT-OF-WAY. THE PARKING AREAS SURROUNDING THE BUILDING ARE DESIGNATED AS BUS LOADING/UNLOADING ZONES.

The loading/unloading zones are not to be used to drop off or pick up students when it interferes with buses.

STUDENT DRIVING AND PARKING

Students need to understand that driving to school and parking on school grounds is a privilege-not a right. Certain conditions are attached to that privilege. Students are required to sign a contract that outlines these regulations before they will be allowed to park a car on school

grounds. Failure to follow these regulations may result in a loss of driving privileges for a period of time (not less than 30 school days or permanently) to be determined by school administration. Students who skip school or experience excessive tardiness (3 or more) may lose driving privileges. Students may also lose driving privileges for littering on school grounds. In the case of severe or chronic violations, parking privileges may be revoked for the entire year with no provision for reinstatement. CAR TROUBLE IS NOT AN ACCEPTABLE EXCUSE FOR ABSENCE OR TARDINESS SINCE DRIVING IS CONSIDERED ALTERNATE TRANSPORTATION. Parking permits will be issued for student drivers. The fee for this will be \$5.00.

The parking area will be blocked after all students have had time to arrive at school in the morning allowing only one entrance and one exit area. The same will apply to the gate behind the school. The students will use the parking area at the front of the John C. Combs arena.

PCCHS NO PASS—NO DRIVE POLICY

In order to gain a parking permit, PCCHS students will need to provide current proof of insurance, and a copy of their license, and must be in good academic standing as well as have good attendance including tardiness. Skipping school, habitual tardiness, or poor academic performance will result in the loss of parking and driving privilege at Perry County Central.

No Pass- No Drive Law State Law

Students must pass 3 out of 4 classes each semester and have less than 9 unexcused absences to obtain a learners permit or license. Failure to meet these guidelines for grades and attendance, will result in the permit or license to be revoked or suspended.

LIBRARY/MEDIA CENTER

Library hours are 8:00 a.m.-2:30 p.m. daily. Students entering the library must be accompanied by a teacher. Books checked out must be returned within two weeks or checked out again. Late book fines will be charged and must be paid before the student will be able to check out other materials. Students are responsible for the books they check out even though they may be lost, stolen, or damaged. A student with a library debt may not attend school functions such as the prom, senior trip, or other school activities.

HOMEBOUND AND HOMESCHOOL INSTRUCTION

Homebound instruction or hospitalized instruction is provided for students who cannot attend school because of illness or injury. Parents are to contact the Perry County Board of Education for instructions on placing a student on homebound.

Homeschooling is for those students whose parents wish to teach their child at home. This removes the child from the public school system, and the parent becomes legally responsible for the child's education. Parents must visit the Perry County Board of Education and submit in writing their intention to homeschool their child. When re-entrance to a Perry County school is desired, all home-school records must be brought to the school. This includes attendance records, all grades, and copies of all achievement tests taken. These students will be given equivalency tests to determine credits in the public school system.

GRADES AND GRADING

PERRY COUNTY CENTRAL HIGH SCHOOL evaluates each student's academic progress using grade reports every six weeks. Grades are numerical with a grade of 60 being the lowest possible passing grade. The grading scale used is below:

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

Grades will be given out at the end of each six-week grading period and the end of each semester. Parents are welcome to check on their student's progress at any time. Parents may contact the school to request parent portal for infinite campus to track attendance and grades for their students.

CHEATING POLICY

Perry County Central High School follows a Zero Tolerance Policy for Cheating/Academic Dishonesty. Definition of Cheating/Academic Dishonesty: The American Heritage Dictionary defines cheating as an act to deceive by trickery, to defraud or the dishonest taking of another's property by deception. Other definitions include the dishonest methods used to gain an advantage. Definition of Cheating in an Academic Setting: Dishonestly representing another's information, ideas, thoughts, or answers as their own.

Examples of Cheating/Academic Dishonesty include but are not limited to:

- Copying test or quiz answers from another student or teacher resources.
- Copying homework, class work, or projects is defined as individual work only.
- Allowing others to use your own information, thoughts, ideas, and answers for their own.
- Allowing other students to copy your work.
- Purchasing or selling information, thoughts, ideas, or answers from one student to another.
- Using any technological device (i.e. – cellphones, tablets, etc...) that would give aid or

advantage to students.

- Using "crib" notes or Cliff notes (when not allowed to do so).
- Discussing test or quiz information with other students who have not completed the assignment yet.
- Downloading information from the Internet or World Wide Web and turning in as student's original work.
- Plagiarism.
- Having someone else complete an assignment for you.
- Consciously assisting others to deceive or defraud in an academic setting.

Consequences or Discipline for Cheating

First, we must realize that cheating/academic dishonesty is a separate discipline matter*. Giving students a reduction in grade for non-academic matters is unacceptable. However, for academic-related dishonesty, it is acceptable to give a zero or a reduction in grade. This policy does not fall into the five behavioral discipline codes found in the student handbook. It is considered a separate and altogether different type of offense.

Classroom situation:

A violation of this policy may be handled by the classroom teacher for a first offense.

- Reduction in grade.
- A "zero" may be given to all individuals involved.
- A teacher-parent conference will be conducted.
- The teacher will document the situation.
- The teacher may use discretion as to make-up assignments and as to whether the situation merits an office visit.

Office procedures come into play on a student's second offense.

The principal may, at his/her discretion, use any or all the above discipline measures, but is not limited by them. Other consequences may include but are not limited to:

- In-School Suspension.
- Enrollment in the Learning Academy
- Suspension from school: length to be determined by the administration.
- Expulsion.

ACADEMIC INTERVENTION STRATEGY

This is an educational intervention strategy, which is not meant as a punishment, but rather to provide an extra opportunity for academic success.

Rationale - This intervention strategy is to help increase the retention of information missed by the lack of completed assignments. With assignments being completed, it will result in fewer failures for the overall class. It will also hold the students accountable for the material resulting in higher academic achievement.

Strategy - If a student has a total of 3 incomplete assignments, the student will report to the ISS room for the completion of the assignments. If a student has a major assignment or project outstanding, they may also be assigned this academic intervention strategy. The completed assignments will be scored, but at a reduced rate, due to the work being completed after the assigned date. The student will report to ISS for that class period only, for as many days as it takes for them to get the assignments complete. They will be released at the beginning of the next class and will report back the following day if work is not completed, with a new referral sheet filled out. The student will be released from ISS as soon as the work is complete. This is not a discipline issue and therefore will not have to be sent through the office. The student will report directly to ISS from the teacher's class if assigned. Failure to report to ISS or to complete assignments will result in disciplinary action.

DUAL CREDIT

Students will have the opportunity to take Dual Credit courses at Perry Central. Students need to work with counselors and colleges to ensure they are getting scholarships available such as KHEAA and Work Ready. Students must maintain high attendance, good behavior, and a high grade point average to continue taking Dual Credit courses.

Only seniors will be eligible to sign out for half a day. Seniors may opt to sign out after the first two blocks or sign in for the third and fourth block. There will be a sign out sheet in the front office and seniors must leave the school via the front doors.

*Some dual credit courses will require students to meet benchmarks. The benchmarks will be determined by the college or university.

GRADUATION REQUIREMENTS

Beginning with the class of 2021 students will be required twenty-six (26) credits and will be approved by the school advisory and principal.

SENIOR – MUST HAVE 19 CREDITS AT THE END OF THE JUNIOR YEAR.

JUNIOR – MUST HAVE EARNED 12 CREDITS AT THE END OF THE SOPHOMORE YEAR.

SOPHOMORE – MUST HAVE EARNED 5.5 CREDITS AT THE END OF FRESHMAN YEAR.

PARTICIPATION IN GRADUATION CEREMONY FOR STUDENTS LACKING CREDITS:

Seniors who participate in the PCCHS Graduation Ceremony must meet the following requirements:

- During the 3rd week of the second semester, guidance counselors must review senior grades to determine that students are on track to graduate with the courses they are taking.
- A diploma will not be issued until ALL graduation requirements or other obligations are met (outstanding bills, books, etc.).

VALEDICTORIAN, SALUTATORIAN, AND TOP TEN DETERMINATIONS for Classes of 2019, 2020

Being with the 2021 class the top ten will be recognized. Salutatorian and Valedictorian will no longer be selected or recognized during graduation.

STUDENT SCHEDULE OF CLASSES TO MEET REQUIREMENTS AND CHANGE OF SCHEDULE:

Every effort will be made to place students in courses that are appropriate for their abilities and future educational or career interests. Maximum student and parent input will be allowed during the time in which course selections are made. Once those selections are made, we will honor them to the fullest extent possible. Classes must have a sufficient number of students requesting the class for it to be offered. Changes to schedules will be extremely limited, so no changes will be made in these selections after this is finalized, except for the following reasons:

- A required course for graduation failed during the current year.
- A course is taken during summer school and is passed.
- A scheduling error on the part of the school.
- Exceptional circumstances to be determined by a school administrator.
- Use of Benchmark criteria for placement into intervention classes.

GRADUATION DATE AND CEREMONY

No firm date can be established at the beginning of the year. Graduation must not be any earlier than the last day of school and that day is subject to change due to calendar adjustments made as a result of inclement weather. Graduation is a formal, reserved ceremony that requires respect and much practice. Students are required to attend these practices for participation in the graduation ceremony. Caps and gowns are not to be defaced in any way or a student will be asked to step out of the graduation line.

ATTENDANCE POLICY

Attendance will be calculated as follows:

- A tardy shall be recorded for a pupil who is absent less than 35 percent of the regularly scheduled school day.
- A full day absence shall be recorded for a student who is absent more than 84 percent of the regularly-scheduled school day.
- A half-day absence shall be recorded for a student who is absent 35 percent to 84 percent of the regularly-scheduled school day.

There are 3 ways that students can become excused after an absence:

1. Parents will need to come to school to excuse an absence or send a note that will be verified by the attendance clerk. The parent note must have contact information to be valid. **There is only 1 parent note accepted per semester.**
2. Send an email to Debbie.collins@perry.kyschools.us
3. Send an official doctor's excuse with the student to school

If a valid note is not received within the three-day limit, the absence will be recorded as unexcused. Parents are encouraged to keep track of their child's attendance through the **"Parent Portal"** online application. Information on how to access the Parent Portal can be obtained in the office.

ATTENDANCE FREQUENTLY ASKED QUESTIONS

What is an absence?

An absence is when a student misses more than 60 minutes of one day. This absence is calculated as a percentage of the day missed. This will use one of the 3 parent notes per semester allowed for the school year.

What is a tardy?

A student is considered tardy if they miss 60 minutes or less in one day. This can be checking in late, checking out early, or a combination of the two.

What is a habitual truant?

Any student who has been absent and/or tardy from school for 3 or more days unexcused. What is an Educational Opportunity? An Educational Enhancement Opportunity is a trip or an activity that may augment a child's education. An Educational Enhancement Opportunity must be requested in writing by the parent in advance and must be approved by the Principal

Excused Absence from School

Students who are absent from school are required to have a legitimate excuse. Within **three (3)** days of a student's return to school, he/she shall present a written and dated note signed by the parent(s)/guardian(s) or physician explaining the absence. If a note is not received **within three (3) days**, the absence shall be deemed unexcused.

Students may have **1 parent note** per semester for a tardy or absence. After a student has used the parent note for the semester, they must have a doctor's excuse for the remainder of the semester. Two (2) parent notes are permitted per year.

Students with **eight (8)** or more unexcused days shall be ineligible for extracurricular activities (i.e. athletics, field trips, academic competitions, dances, prom (high school and grade school), band, drama, etc.). All participants in extracurricular activities must be in attendance the entire day of the scheduled school event to participate in that event.

Reassignment of Students 18 and Older

Students eighteen (18) or older who miss **eight (8)** or more unexcused days in a semester may be reassigned to an alternative program. Students subject to reassignment will be notified in writing after the **fifth (5)** unexcused absence in a semester.

Time for Time

High School

The following will apply for students who have more than one (1) unexcused tardy per 6 weeks grading period:

- Late students who miss an entire class with an unexcused tardy absence will receive a score of zero (0) on any missed assignment for that missed class period. Students must have an excused doctor's statement to make up for any missed work.
- Student drivers and student pick-ups will be required to make up the time missed at the end of the day of each occurrence
- Students who are not drivers or pickups, will make their time up at a scheduled time either after school or other times determined by administration.
- Students' course credit will be withheld until seat time has been completed. Depending on the amount of time that needs to be made up by the student, Summer school may also be used.
- Student-athletes must be present on the day of a game to be eligible to participate.
- Students that have excessive absences will not be permitted to take dual credit courses.

. If there are more than five (5) days excused by a doctor, a form available at the school* must be completed by the doctor and returned for review by school officials. Parents anticipating a student's extended absence (five or more days) should contact the school for information on home/hospital instruction.

*Students who are absent because of a chronic or recurring illness are required to have a doctor's form on file with the school office. This form is used to indicate that an existing chronic condition may cause the student to be absent from school beyond five (5) days per semester. The form will only pertain to excuses from the doctor completing the form and will become effective on the date provided (not retroactively).

An excused absence or tardy is one for which work may be made up, such as:

1. Illness of the pupil.
2. Death or severe illness in the pupil's immediate family
3. Medical or dental appointments that cannot be made after school. Such appointments shall be verified by the physician's or dentist's statements confirming the date and time.
4. Unexpected Illness – If the school nurse, health aide, or Principal/designee determines that a student should not be in school, this will be considered an excused absence for the remainder of the day and will not be counted against the parent/guardian absence notes.
5. Lice – If the student is sent home, he/she will be excused for the remainder of that day (see the section on Lice for more information);
6. Court summons and subpoenas.
7. Religious Holidays and Practices approved in advance by the principal.
8. Driver's license test or examination.
9. One (1) day for attendance at the Kentucky State Fair; or
10. Other valid reasons as determined by the principal/designee**.

**The principal shall have the authority to grant additional days upon proof being present by a parent/guardian of illness requiring hospitalization, treatment by a doctor, or similar emergencies.

With proper documentation, the following excused absences will not count as one of the two (2) parent/guardian/doctor excused days:

1. Court appearance (only for the portion of the day required and with documentation from the court); and/or
2. Driver's permit or license tests (only for the portion of the day required and with documentation from the examiner).

Education Enhancement Opportunities (EHO)

An Educational Enhancement Opportunity is a trip or an activity that may enhance a child's education. Students are allowed up to 10 days of excused absence per year for this purpose. The proposed activity must have **significant educational** value and be related to the core curriculum. To request an Educational Enhancement Opportunity, an application must be filled out and returned to the school principal for approval. This type of absence cannot occur during the school's State Testing or District-Wide assessments unless there are extenuating circumstances approved by the principal. Decisions may be appealed to the Superintendent and then to the Board of Education. A student approved for EHO credit shall be considered present in school during the absence to calculate attendance.

TRUANCY

KRS 159.150 Definition of Truant, habitual truant or being tardy—any child who has been absent from school without a valid excuse for three (3) or more days, or tardy on three (3) or more days, is a truant. Any child who has been reported as a truant three (3) or more times is a habitual truant. Being absent for less than two class periods in a school day shall be regarded as being tardy.

Unexcused Absence from School

Make-up work shall be assigned the grade of 0 (zero) until the absence is excused. The student has five days to make up the missed work.

Suspensions

House Bill 43 states that out-of-school suspensions are unexcused absences. Projects or work assigned before a suspension and due during the time of suspension shall be accepted for credit. Long-term projects assigned during the suspension and due at a date after the conclusion of the suspension shall be accepted for grading if the work earns a passing grade. Students on suspension will be permitted to attend school to take a semester/final exam and required state assessment only during the time of day that the exam or assessment is administered.

Tardiness

1. A student is considered tardy if arrival to school, classroom, or assigned area occurs after the designated starting time.
2. A tardy may also be recorded for any student leaving school before dismissal.
3. The process for determining whether tardiness is excused or unexcused is identical to that for excused and unexcused absences.

On the 3rd unexcused tardy, they receive a day of ISS.

Check-In/Check-Out Process

If a student is to be picked up/leave early, the custodial parent(s)/guardian(s) or designee **shall report to the principal's office** to sign for the student's release. Each school shall maintain a daily entry and exit log of students signing in late or signing out early. Individuals must show proof of identification (visual identification by an employee, driver's license, picture identification, etc.) to pick up the student. There will be **NO PHONE CALL SIGN OUTS** in any circumstance.

Signing in late or leaving early will result in an absence or tardy for the part of the school day that the student is absent. All check-in/check-outs are unexcused until a note is presented upon the student's return to school. Non-emergency activities and appointments should be scheduled after school hours.

Students regardless of age will **not** be allowed to sign out unless a parent or guardian or another legally recognized person on the student's sign-out list comes **personally** to the school office to sign him/her out. This policy is designed for your child's safety. To comply with the law, we require a completed sign-out form for each student. Please take note of the following:

- 1) Parents must understand that a **child cannot** be released from school under any other circumstances but those described above. Emergencies in families do not change the law or this policy, and the school will not allow a student to be signed out by anyone, not on a permission form. Any person listed by the parent/guardian sign out sheet must be at least 21 years of age.
- 2) Students can only be signed out during class changes or lunch except in an emergency. Classroom instruction must be allowed to flow without interruption. There will be no exceptions to this policy. Instructional time must be protected from distraction as much as possible.

PROCESS TO ADDRESS UNEXCUSED ABSENCES	
4th unexcused absence	A referral is made by the school to DPP and students will lose driving privileges for the next 5 days of school attendance.
5th unexcused absence	Home Visit is made by High School DPP and will lose driving privileges and participation in any extra-curricular activities for the rest of the semester
6th unexcused absence	Referral to court due to habitual truancy and participation in Graduation Ceremonies.
12 absences	forfeit their privilege of attending Prom and/or senior trip

Co-Curricular Activities

Students may participate in co-curricular activities and be counted as being in attendance during the instructional school day. Co-curricular activities and trips are instructional, directly related to the instructional program, and scheduled to minimize absences from classroom instruction.

Extra-Curricular Activities

Students who participate in extracurricular activities (basketball team, football team, golf team, fishing team, etc.) during the instructional school day will be counted absent for that part of the school day that the student is not in attendance. Absences resulting from school-related extra-curricular activities will be excused absences.

Exception: Effective with its passing on April 13, 2010, HB 327 allows student-athletes competing in a regional or state tournament on a regularly scheduled school day to be counted present on the date or dates of the competition, for a maximum of two days per student per year.

Perfect Attendance

A student has perfect attendance if he/she has zero (0) absences and zero (0) tardies. Absences due to school sponsored/approved events shall not be considered when calculating absences to determine perfect attendance.

Lice

The day that a student is sent home with lice will be considered excused. An absence on the second day may be excused if determined by the Principal/designee to have been necessary for treatment. Students are expected to return to school 'nit free' on the second day (or no later than the third day if the second day was determined to be necessary for treatment). Any further absence will be unexcused.

Home/Hospital Instruction

If a student must be absent from school for five (5) or more consecutive days due to illness or surgery, he/she may be eligible for Home/Hospital Instruction. Also, if a student has a condition that requires ongoing treatments, he/she may qualify for Intermittent Home/Hospital Instruction. Please check with your school or the Central Office for more information.

EXCESSIVE EXCUSED ABSENCES

Students who miss an unusual number of days with a medical excuse will be asked to come in for a conference with a parent to determine whether or not a 504 Plan should be written. This plan is designed to address possible adverse effects on grades of continued absences. Five continuous days of absences without explanation will trigger a conference request. Doctor's excuses should be brought to the school as soon as they are received.

STUDENT DISCIPLINARY CODE

Students and parents are encouraged to read the following items carefully. Knowing what is expected can bring about a successful school year for everyone.

USE OF POLICE AND DRUG DOG

It is the philosophy and belief of the administration that the responsibility for dealing with student discipline violations rests with us. Therefore, we will make every effort to handle such problems in-house, according to the policies and procedures established by the district and the school. However, if violations of state laws or municipal ordinances, students who refuse to work within the established policies of the district and school, or the security of a person or property appears to be in jeopardy, the police will initiate arrest and prosecution proceedings if the administration deems it necessary and prudent.

Drug searches by the use of police and a drug dog will be determined by the discretion of the principal or his/her designee.

SEARCH AND SEIZURE

Regular Inspection: School authorities have the right to conduct a general inspection of book bags, backpacks (other items to carry books or school supplies), lockers, and desks regularly. A single desk or locker may be searched if reasonable grounds exist to believe that evidence of a violation of the law or a school rule is contained there. Illegal items (i.e., weapons, drugs) or other possessions reasonably determined by proper school authorities to be a threat to the student's safety or others' safety may be seized by school authorities. All items seized will be turned over to law enforcement officials or the parent of the student only.

UNLAWFUL POSSESSION OF A WEAPON ON SCHOOL PROPERTY IN KENTUCKY IS A FELONY PUNISHABLE BY A MAXIMUM OF FIVE {5} YEARS IN PRISON AND A TEN THOUSAND {\$10,000.00} FINE. ,

Reasonable Suspicion: No pupil's outer clothing, pockets, or his/her personal effects (i.e., handbags, phones, etc.) shall be searched by authorized personnel **UNLESS** there are reasonable grounds to believe the search will reveal evidence that the student violated or is violating either a school rule or the law. A search of a student's person shall be conducted only with the expressed authority of the principal. A student's person or his/her personal belongings shall be searched only by a certified person directly responsible for the conduct of the pupil or the principal of the school that the student attends. Students will have the opportunity to be present when their possessions are searched with the following exceptions:

- The student is absent from school.
- School authorities decide that the student's presence could endanger his/her health or safety. When a pat-down search of a pupil is conducted, the person searching shall be of the same sex as the student, and a witness of the same sex as the student shall be present during the search. This is done to safeguard the rights of the student and to protect the school administration from false accusations. No search of a pupil shall be conducted in the presence of other students. No strip searches of students shall be permitted.

RESTROOMS

Loitering in restrooms is never permissible for any reason. Every effort is made to provide students with the cleanest restrooms possible. Defacing or damaging restrooms is considered a serious offense and will be handled accordingly. If 2 or more students are caught in the same restroom stall at the same time students will face disciplinary action. The number of students allowed to be in the restroom is equivalent to the number of stalls within the restroom.

There will be restrooms left open at all times for both girls and boys. The restrooms will be cleaned four times daily on a rotating basis.

TOBACCO USE IN A SCHOOL AREA IS AGAINST FEDERAL LAW AND IS NOT PERMITTED IN RESTROOMS OR ANYWHERE ELSE ON SCHOOL PROPERTY.

LAW ENFORCEMENT MUST BE NOTIFIED

When a principal or designee has a reasonable belief that an act has occurred on school property or at a school-sponsored function involving assault resulting in serious physical injury, a sexual offense, kidnapping, assault involving the use of a weapon, possession of a firearm in violation of

the law, possession of a controlled substance in violation of the law, or property damage, the principal or designee shall immediately report the act to the appropriate law enforcement agency. For purposes of this section, "school property" means any public-school building, bus, public school campus, grounds, recreational area, or athletic field in the charge of the principal.

A person who is an administrator, teacher, or another employee of a public or private school shall promptly make a report to the local police department, sheriff, or Kentucky State Police, by telephone or otherwise, if:

1. The person knows or has reasonable cause to believe that conduct has occurred which constitutes:
 - a. A misdemeanor or violation offense under the laws of this Commonwealth and relates to Carrying, possession, or use of a deadly weapon; Use, possession, or sale of controlled substances; or
 - b. Any felony offense under the laws of this Commonwealth; and
2. The conduct occurred on the school premises or within one thousand (1,000) feet of school premises, on a school bus, or at a school-sponsored or sanctioned event. A person who is an administrator, teacher, supervisor, or another employee of a public or private school who receives information from a student or other person of conduct that is required to be reported under subsection (1) of this section shall report the conduct in the same manner as required by that subsection.

FALSE FIRE ALARMS/OTHER ALARMS

Falsely reporting an incident is a Class A misdemeanor.

A person is guilty of falsely reporting an incident when he/she:

- a) Knowingly causes a false alarm of fire or another emergency to be transmitted to within any organization, official, or volunteer, that deals with emergencies involving danger to life or property; or
- b) Reports to law enforcement authorities an offense or incident within their official concern knowing that it did not occur; or
- c) Furnishes law enforcement authorities with information allegedly relating to an incident within their official concern when he/she knows he/she has no information relating to such offense or incident; or
- d) Knowingly gives false information to any law enforcement officer with intent to implicate another; or
- e) Initiates or circulates a report or warning of an alleged occurrence or impending occurrence of a fire or other emergency under circumstances likely to cause public

inconvenience or alarm when he/she knows the information reported, conveyed, or circulated is false or baseless.

DISCIPLINE SPECIFICS

Every student at Perry County Central has the right to a good education. No student has the right to deny this education to fellow students through disruptive behavior. The philosophy of discipline is based upon respect and common courtesy on the part of the students, teachers, and administrators alike. Each student will be treated with dignity, respect, and fairness.

Every effort will be made to work with students who present behavioral problems detrimental to the health and welfare of other students and the educational process of this school. Through various methods, the school will attempt to solve and eliminate this type of behavior. The best type of discipline is that which comes from the individual. If each student will discipline himself/herself by showing respect and common courtesy to all citizens, there will be few discipline problems.

When a discipline problem occurs, it will be dealt with using the student discipline code levels of unacceptable behavior and related consequences. The five discipline code levels of unacceptable behavior and the consequences are included in this handbook.

Any student who interferes with the educational process is subject to discipline by the principal and/or his/her designee. Certain violations will be handled with in-school disciplinary measures as much as possible, but the principal may pursue any disciplinary path at his/her disposal and which he/she deems necessary.

APPROPRIATE PUBLIC BEHAVIOR

It is the business of the school to teach students how to conduct themselves acceptably in society. Therefore, public displays of affection, putting hands on another student (male or female), sitting on a lap, kissing, fondling, or other sexual behaviors whether acceptable to the recipient or not is strictly prohibited. Violators can expect swift consequences. Such behavior is unbecoming to students and is inappropriate in public and will not be tolerated by school officials anywhere on the school campus. The regular school day rules are in effect for extracurricular events on or off of the Perry County Central Campus whether you are a participant or a fan.

POLICY FOR STUDENT BEHAVIOR AT SPORTING EVENTS

School administration expects our students and faculty:

- To show good sportsmanship
- To not throw objects on the floor
- To cheer for our team
- Behavior at extracurricular activities should be as respectful as or more so than during the regular school day because this is when we are most visible in representing our school.

STUDENTS IN BUILDING/AFTER-SCHOOL POLICY

- Sponsors of the extracurricular activity must be present at the practice site before students arrive.
- Students staying after school for practice must be supervised at all times by the coach or sponsor—no exceptions

DISCIPLINARY RECORD

From time to time, students are called to the Principal's office for matters of a disciplinary nature. This in itself is an unfortunate necessity. It goes further than this, in that a record of all such instances will be kept and will become a part of the student's permanent record.

Disciplinary action at Perry County Central is considered cumulative and progressive. This means that the severity of the disciplinary action is directly dependent upon the frequency with which disciplinary action is necessary for the student. Accordingly, two students can be involved in the same infraction, but receive different punishments based on each student's previous disciplinary record.

It is impossible to list or categorize all types of disciplinary violations; therefore, for violations not listed, the administration reserves the right to determine disciplinary action.

SUSPENSION OR EXPULSION OF STUDENTS WITH DISABILITIES

The Perry County Public School System shall ensure that appropriate due process procedures are followed in the suspension or expulsion of children or youth with disabilities.

DISCIPLINE INFRACTIONS

The following offenses are considered **SEVERE**:

- Failure to follow class/school/board of education policies that result in the disruption of the educational process; when the presence of the student is detrimental to the best interests of other students and the school as a whole.
- Deliberate refusal to obey a school authority or disrespectful behavior towards a school authority.
- Failure to comply with designated discipline; refusal to accept discipline.
- Fighting or physically/verbally assaulting a school authority or other student in any fashion; physical/verbal abuse is considered an assault.

- Possession of any object that could be used to cause physical injury: knives (includes pocket knives, guns, clubs, martial arts weapons, brass knuckles, chains, etc.), mace, pepper spray, stun guns, or similar devices.
- Possession of any type of explosive, including firecrackers, fireworks; OR possession/use of stink bombs or similar devices.
- Bomb threats or possession of any device determined to be a bomb.
- Arson or threat of arson; theft by unlawful taking.
- Willful destruction of school property or property of another student or school authority by any method (keying cars, slashing tires, destroying books, graffiti, etc.).
- Tampering with fire alarms or security devices of any type.
- Falsification/Alteration of a parental permission form, school records, or signatures of any school official including teachers.
- Profanity/Vulgarity whether written, spoken, or gestured.
- Being found in an unauthorized area of the school grounds.
- Gross immorality (pulling down another student's pants, pulling up a girl's skirt or dress, flashing, extreme violations of the hands-off policy, or any act of a sexual nature, etc.); indecent exposure.
- Gambling.
- Violation of bus safety rules or refusal to follow driver directives.
- Inappropriate hygiene or dress that is a detriment to the normal education process or does not adhere to board policy on student dress.
- Possession/Use of any tobacco product, drugs, drug paraphernalia, or alcohol on school grounds.
- Failure to comply with attendance and tardy policies.
- Illegal walk-out from class/school building.
- Extortion: obtaining property from an unwilling person by intimidation or physical force by any method.
- Littering, spitting, etc.
- Spitting on a student/school authority.
- Calling 911 as a prank (Federal Offense).
- Instigation of fights by carrying rumors, putting others up to fighting, carrying information back and forth between other individuals who subsequently fight.

· PLEASE CAREFULLY REVIEW DETAILS OF KRS 508.078 ON FOLLOWING PAGE

- Definitions of Terroristic Threatening:
- 508.078 Terroristic threatening in the second degree.

· (1) A person is guilty of terroristic threatening in the second degree when, other than as provided in KRS 508.075, he or she intentionally:

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- (a) With respect to any scheduled, publicly advertised event open to the public, any place of worship, or any school function, threatens to commit any act likely to result in death or serious physical injury to any person at a scheduled, publicly advertised event open to the public, any person at a place of worship, or any student group, teacher, volunteer worker, or employee of a public or private elementary or secondary school, vocational school, or institution of postsecondary education, or to any other person reasonably expected to lawfully be on school property or at a school-sanctioned activity, if the threat is related to their employment by a school, or work or attendance at school, or a school function. A threat directed at a person or persons at a scheduled, publicly advertised event open to the public, place of worship, or school does not need to identify a specific person or persons or school in order for a violation of this section to occur;
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- (b) Makes false statements by any means, including by electronic communication, for the purpose of:
 - 1. Causing evacuation of a school building, school property, or school-sanctioned activity;
 - 2. Causing cancellation of school classes or school-sanctioned activity; or
 - 3. Creating fear of serious bodily harm among students, parents, or school personnel;
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- (c) Makes false statements that he or she has placed a weapon of mass destruction at any location other than one specified in KRS 508.075; or
- (d) Without lawful authority places a counterfeit weapon of mass destruction at any location other than one specified in KRS 508.075.
- (2) A counterfeit weapon of mass destruction is placed with lawful authority if it is placed as part of an official training exercise by a public servant, as defined in KRS 522.010.
- (3) A person is not guilty of commission of an offense under this section if he or she, innocently and believing the information to be true, communicates a threat made by another person to school personnel, a peace officer, a law enforcement agency, a public agency involved in emergency response, or a public safety answering point and identifies the person from whom the threat was communicated, if known.
- (4) Except as provided in subsection (5) of this section, terroristic threatening in the second degree is a Class D felony.
- (5) Terroristic threatening in the second degree is a Class C felony when, in addition to violating subsection (1) of this section, the person intentionally engages in substantial conduct required to prepare for or carry out the threatened act, including but not limited to gathering weapons, ammunition, body armor, vehicles, or materials required to manufacture a weapon of mass destruction.

FIGHTING

Due to the many varying degrees of severity, fighting will be dealt with on a case-to-case basis. Typically a 30-day placement in the learning academy, suspension, and/or arrest will be the discipline for any fight. Fighting and/or bullying will NOT be tolerated.

SMOKING/USE OF OR POSSESSION OF TOBACCO PRODUCTS

*****ZERO TOLERANCE POLICY*****

IT IS HEALTH SAFETY HAZARD. WE UNDERSTAND TOBACCO IS ADDICTIVE, BUT IT WILL NOT BE TOLERATED WHILE AT PERRY COUNTY CENTRAL HIGH SCHOOL.

Possession or use of any tobacco products is strictly prohibited by Federal Law and can carry a fine of not more than \$1,000 if submitted to the court.

VAPING

Students shall not be permitted to use or possess any tobacco product, alternative nicotine product, or vapor product as defined in [KRS 438.305](#) on property owned or operated by the Board, inside Board-owned vehicles, on the way to and from school, and during school-sponsored trips and activities. Students who violate these prohibitions while under the supervision of the school shall be subject to penalties outlined in the local code of acceptable behavior and discipline.

Students in violation of this policy are subject to disciplinary action. Students found vaping or in possession of a vape will be required to attend vaping prevention training. If a student allows another student to use his/her vapor product and the student becomes ill they may face criminal charges.

Discipline	
A. VIOLATION— SCHOOL ATTENDANCE	SCHOOL INTERVENTION
1. Skipping class (more than 10 minutes unaccounted for)—1 period	1st offense—4 hours ISS 2nd offense—1 day ISS 3rd offense—3 days ISS or Learning Academy
2. Skipping school—2 periods or more or leaving school grounds.	1st offense—2 days ISS 2nd offense—3 days ISS 3rd offense—Learning Academy
3. Tardies to Class	1st offense—Warning by teacher 2nd offense— 2 hours ISS 3rd offense—4 hours ISS 4th -9th offense—1 Day ISS 10th offense—Report to DPP as truant and 1 day ISS assigned for each tardy accumulated after #10.
4. Tardies to School	Refer to district policy
B. VIOLATION— TOBACCO	SCHOOL INTERVENTION
1. Possession of tobacco products or smoking paraphernalia (including vapor pens or e-cigs) inside/outside the school building. 2. Smoking/chewing of tobacco products inside/outside the school building.	1st offense—10 days ISS and 2 weeks removed from extracurricular 2 nd offense—13 days ISS 3rd offense—Referral to Learning Academy and loss of privileges of attending any extra-curricular activity (sporting events, prom/, dance,s, etc.) and/or loss of driving privileges. **If students are caught with any tobacco product, vape pen, ecig, etc, those items will not be returned.
C. VIOLATIONS ALCOHOL/DRUGS	SCHOOL INTERVENTION
1. Possession/use of alcohol, look-alike drugs, drug paraphernalia, or under the influence at school/school function.	Referral to Learning Academy and criminal charges
2. Sale/transfer of illegal drugs, legend drugs, look alike drugs, or over-the-counter drugs or alcohol.	Notification of police and Referral to Learning Academy and criminal charges
3. Possession of prescription drugs issued to the student or over-the-counter drugs which have not been turned in to the records clerk in the office	1st offense—Medication taken from the student, student will be warned, and parent required to come to school to pick up the medicine. 2nd -3rd offense—1 day ISS.

D. FLAGRANT VIOLATIONS	SCHOOL INTERVENTION
1. Arson 2. Burglary of school property 3. Weapons (including knives of any size or blade length)—possession, use, sale, or transfer 4. Bomb threat 5. Explosive devices— possession, use, sale, or transfer 6. Stolen property/theft 7. Incidents involving the spread of bodily fluid	Notification of police and suspension with immediate referral to the superintendent for pre-expulsion hearing. ***Administrative discretion may be used for minor acts. Students will be required to obtain a threat assessment before returning to school. Then they will be placed in the Learning Academy
8. Falsely setting off the fire alarm.	Notification of police; Charges filed and placed in Learning Academy for 30 days.
9. Any sexual activity on school grounds or at any school function.	Possible referral to the superintendent Subject to placement in the Learning Academy.
E. VIOLATIONS— BUILDING/GROUNDS	SCHOOL INTERVENTION
1. Defacing/destruction of property	Minimum 3-5 days ISS, and possible referral to the Learning Academy and make retribution. In incidents where clean-up is involved, multiple hours of community service may be assigned.
2. Breaking and Entering (Includes unlawful entry)	5 days suspension (ISS or OSS, administrative discretion); notification of police; retribution and community service if damage is done
3. Loitering—School grounds are not a place for public and/or student loitering. While school is not in session, no person, except Perry County Schools employees shall enter or remain inside the school building or on school grounds. Grounds are closed from sunset to sunrise, except for approved school activities or pre-approved community events. Grounds are not to be used after hours for unapproved student assemblies and/or campouts.	Violators will be asked to leave school grounds. Administrative discretion will be used depending on the actions of violators. Severe cases may lead to notification of police and/or charges being filed for trespassing and/or unlawful assembly.
F. VIOLATIONS— DRIVING	SCHOOL INTERVENTION
1. Reckless driving, excessive speed, disruptive behavior in a vehicle.	(Minimum) 1st offense—Warning and 1 day ISS (Minimum) 2nd offense—Notify SRO and loss of driving privileges for 20 days (Minimum) 3rd offense—Notify SRO and loss of driving privileges for the remainder of the school year.
G. VIOLATIONS— INTEGRITY	SCHOOL INTERVENTION
1. False statements—written or verbal, forged note/altering names on list	(Minimum) 1st offense—4 hours ISS (Minimum) 2nd offense—1 day ISS (Minimum) 3rd offense—3 days ISS
2. Academic Dishonesty; Cheating; Plagiarism	1st offense—1 day ISS 2nd offense—2 days ISS 3rd offense—3 days ISS

3. Unauthorized/Inappropriate use of the internet, student email accounts, or student technology such as phones, computers, Chromebooks, etc.	1st offense—1 day ISS 2nd offense—2 days ISS 3rd offense-3 days ISS ***Student will be required to complete the assignment, in their own work, during ISS time and return to teacher.
3. Unauthorized/Inappropriate use of the internet, student email accounts, or student technology such as phones, computers, etc.	1st offense—Warning and 4 hours ISS 2nd offense—Treat as Defiance of Authority and loss of internet privileges for the remainder of the semester 3rd offense—Treat as Defiance of Authority and loss of internet privileges for remainder of the year *Depending on the severity of the offense, the administration may issue ISS or OSS. The school resource officer (SRO) may be notified
H. VIOLATIONS— TOWARD SCHOOL EMPLOYEES	SCHOOL INTERVENTION
1. Defiance of authority—	(Administrative discretion as to ISS depending on the severity and longevity of the defiance) **Multiple offenses may result in administrative discretion which could include charges being filed or referral to Superintendent for a pre-expulsion hearing
2. Disrespectful Attitude	1st offense—4 hours ISS and counseling session with grade level counselor 2nd offense—1 day ISS 3rd offense—2 days ISS 4th offense—Treat as Defiance of Authority
3. Profanity/obscene gestures and/or language	1-3 days ISS and referral to Learning academy
4. Aggressive behavior toward an employee 5. Serious or repeated verbal abuse/harassment of an employee 6. Assault of any school employee 7. Threatening the person or property of an employee either by word or by gesture. 8. Sexual harassment of a school employee (physical)	Notify SRO and 10 days suspension with immediate referral to the superintendent for a pre-expulsion hearing. Placement in Learning Academy upon return.
I. VIOLATIONS— TOWARD ANOTHER STUDENT	SCHOOL INTERVENTION
1. Physically assaultive behavior (e.g., hitting/fighting)	Minimum 30-day placement in Learning Academy.
2. Aggressive Behavior (e.g., pushing/shoving)	(Minimum)3 days ISS. Administration reserves the right to use Learning academy depending on severity of the matter

3. Instigation—spreading rumors or creating a situation by word—which has the intent of causing a physical altercation between other students	(Minimum)3 days ISS. Administration reserves the right to use Learning academy depending on severity of the matter
4. Profanity/obscene gestures and/or language toward a student or verbal fighting	(Minimum)1-3 day ISS depending on severity of incident)
5. Sexual harassment of another student (physical)	Learning academy and referral for criminal charges
6. Threats/Verbal Harassment (including verbal sexual harassment) of another student/Bullying	(Minimum)1st offense—3 days ISS (Minimum) 2nd offense—5 days (Minimum)3rd offense—referral to Learning academy In severe cases, we will proceed directly to suspension/referral to the SRO for criminal charges
J. VIOLATIONS— GENERAL	SCHOOL INTERVENTION
1. Unauthorized Area—an unauthorized area may include, but not be limited to any place other than the cafeteria during lunch or morning bus duty, the hallways during class time without a hall pass, teacher’s lounge or workroom, more than one person in a restroom stall, or any place other than the students’ assigned location without a signed Hall pass	(Minimum)1st offense—4 hours ISS (Minimum)2nd offense—1 day ISS (Minimum)3rd offense—2 days ISS (Minimum)4th offense—Treat as Defiance of Authority and referral to Learning Academy
2. Disruptive behavior in a classroom or in the school building	(Minimum)1st offense—Warning and/or 4 hours ISS (Minimum)2nd offense—2 days ISS (Minimum)3rd offense—3 days ISS
3. Inappropriate display of affection (only hand holding is permitted)	(Minimum)1st offense—4 hours detention (Minimum)2nd offense—1 day ISS (Minimum)3rd offense—2 days ISS (Minimum)4th offense—Treat as Defiance of Authority
4. Behavior that causes a safety hazard	Administrative discretion—based on severity of the incident. Punishment may be as minor as ISS hours assigned, but in extreme issues can constitute a referral to Learning Academy
K. VIOLATIONS-MISCELLANEOUS	SCHOOL INTERVENTION
Any violation that could be considered a public offense such as, but not limited to, terroristic threatening, criminal mischief, harassment, etc.	Administration may choose from the following depending upon the severity of the violation: ISS or referral to Learning Academy (May include suspension from any school function such as, but not limited to senior breakfast, prom, field trips, club events, graduation ceremonies, etc.) I Notify SRO Referral to

	superintendent for pre-expulsion hearing. Student will be required to get a threat assessment before returning to school
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***All Decisions at the Discretion of Administration**

Harassment and Discrimination:

The Perry County School District does not tolerate acts of harassment and discrimination based on race, color, national origin, age, religion, sex, or disability. Prohibited acts include, but are not limited to, offensive conduct such as racial or ethnic slurs, jokes, derogatory comments, or other verbal or physical conduct against a member of any of the protected classes listed above. Any student who believes they have been harassed or discriminated against should report this immediately, either verbally or in writing, to their building level Principal. Any employee who believes they have been discriminated against should report this immediately to the Superintendent. Complaints of harassment and discrimination will lead to an adequate, reliable, and impartial investigation in accordance with the specific

Students who engage in harassment/discrimination shall be subject to disciplinary action, including but not limited to, suspension and expulsion. Employees who engage in harassment/discrimination shall be subject to disciplinary action, including but not limited to, suspension without pay and termination of employment. Retaliation against anyone who has reported harassment or discrimination, or who has provided information during an investigation, is strictly forbidden.

APPEARANCE/DESS CODE

The purpose of this dress code is to help ensure student safety and to remove any barriers or distractions to the learning process. Schools are educational institutions, and no extreme form of personal appearance will be allowed to interfere with the educational process. School authorities may limit or prohibit any extreme type or style of student dress, personal appearance, or use of wearing apparel, which, in the judgment of school officials, is deemed to create a disruption of school discipline and routine. A good personal appearance is conducive to a positive learning environment. This dress code promotes proper grooming and hygiene, instills discipline, prevents disruption, conforms to safety guidelines, and teaches respect for authority. Proper dress by students and staff is always expected. Apparel must meet health and safety codes, be in good repair, and must not interfere with the educational process.

- No shoes with cleats or nails, or no boot with spurs
- No bare feet.
- Any article of clothing, jewelry, body decoration, or a distraction or disturbs the normal routine of the school shall be deemed inappropriate.
- No tops or dresses that are halter, spaghetti straps, strapless, one-shoulder, low cut, or bare midriffs.
- Length of skirts, shorts, and dresses must be at the student's fingertips or below with the student in a fully upright standing position.

- Shirts must cover the body to the waist and must come to the edge of the shoulder. Females and males shall wear shirts that cover their bodies and do not show the sides of their torso.
- No articles of clothing with wording, pictures, symbols, or graphics that, either implied or suggested, contain inappropriate language, violence, obscene or sexual connotations, alcohol, narcotics, firearms, or tobacco messages.
- No undergarments may be exposed.
- Dark glasses, unless prescribed by a physician, are prohibited inside the building.
- Any accessory that can be used as a weapon (chains, studded items, pins, etc.) or cause harm to self or injury to others shall not be permitted.
- Any accessory or clothing article, deemed gang-related, as determined by the administration is prohibited.
- Tattoos that are vulgar or that display item related to drugs, alcohol, or gang symbols, or that are racially or sexually offensive are to be covered and non-visible at all times.
- Garments may not have holes that are located in an area that would show underwear.
- Facial covering such as heavy face paint, make-up, or clothing that covers all or part of the face that may cause students to be unidentifiable is prohibited.

ANTI-BULLYING LAW

As required by the Anti-Bullying Law (KRS 158.156), Perry County Public Schools **MUST** address any incidents involving students committing felony offenses.

Under the Anti-Bullying Law, students committing any of the following felony offenses under KRS Chapter 508

1. While on school premises, or
2. While on school transportation, or
3. At a school-sponsored event will be reported by any employee of the school district who identifies the offense to the building principal, who will then cause a report to be made with local law enforcement, Kentucky State Police, or the County Attorney:
 1. Assault in the 1st degree, 2nd degree, or 3rd degree
 2. Wanton endangerment in the 1st degree
 3. Terroristic threatening in the 1st or the 2nd degree
 4. Criminal abuse in the 1st or the 2nd degree
 5. Stalking in the 1st degree

The parent, legal guardian, or custodian of the student will be notified of the complaint.

The complaint will contain the following:

1. The names and address of the student allegedly responsible for the violation and his or her parents, legal guardian, or person exercising custodial control

2. The student's age
3. The nature and extent of the violation
4. Any other information that the principal believes may be helpful in the completion of his/her report.
 - Anonymous reporting (oral or written) of incidents will be accepted from employees and students of the school district. There is no reprisal for reporting an incident in good faith.
 - Employees of the district will be trained on these requirements.
 - By receiving this information in the code of conduct, students, parents, guardians and those exercising custodial control have been informed of the requirements of this code and provisions of Sections 1-5 of the Anti-Bullying Law.
 - Persons who bully and/or persons who fail to report bullying toward others may be subject to disciplinary action – etc. etc.

Bullying/Hazing/Menacing

Bullying refers to any intentional act by a student or groups of students directed against another student to ridicule, humiliate, or intimidate the other student while on school grounds, or at a school-sponsored activity, in which acts are repeated against the same student over time.

Bullying (including cyberbullying), hazing, menacing, abuse of students or staff members, or other actions of similar nature will not be tolerated because every student and staff member deserves a safe environment in which to work and learn. Perry Central High School is committed to dealing with bullying behaviors in our school to create a safe environment. Any student or employee who engages in an act that injures, degrades, or disgraces another student or staff member, disrupts the educational process, or interferes with a student's opportunity to obtain an education shall be subject to disciplinary action. This includes behavior or language through electronic (e.g. cyberbullying, etc.) or online methods.

Examples of behaviors that fall into this category may include, but not be limited to: inappropriate physical contact, including hitting, kicking, shoving, pushing; intimidating and threatening comments either oral, written, or electronic; name calling or put-downs; malicious manipulation of others to do things they don't want to do; setting someone up to be bullied; spreading rumors or hurtful gossip; stalking; hurtful teasing or making fun of someone; harassment, hiding or destroying someone's belongings; and standing by and watching bullying behavior without reporting it to a teacher/Principal.

Under House Bill 91 (Kentucky Revised Statute 158.156), any student-to-student felony offense under KRS Chapter 508, committed while on school premises, while on school transportation, or at a school-sponsored or school-sanctioned event is a violation that shall be reported to the principal of the victim's school. The felony offenses included in KRS Chapter 508 are First Degree Assault, Second Degree Assault, Third Degree Assault, Assault Under Extreme Emotional Disturbance, First Degree Wanton Endangerment, First Degree Terroristic Threatening, Second

Degree Terroristic Threatening, First Degree Criminal Abuse, Second Degree Criminal Abuse, First Degree Stalking, and Disarming a Police Officer.

The four (4) categories of HB 91 (KRS 158.156) that staff must report to the Principal and then by the Principal to a Law Enforcement Agency are as follows:

*Intentional, wanton, or reckless student conduct directed toward another student which:

- Causes physical injury with a deadly weapon or dangerous instrument;
- Causes serious physical injury;
- Under circumstances manifesting extreme indifference to human life creates a substantial danger of serious physical injury; or
- Threatens to commit an act likely to cause serious physical injury.

Incidents meeting the definition of bullying/hazing/menacing involving student against student behavior shall be reported to administrators by anyone who has knowledge of such an incident, including students and/or any board employee. The identification of an incident occurs when that incident has been reported to the Principal (orally or written). There is no reprisal for reporting an incident in good faith.

Staff shall immediately report all felonies, including KRS chapter 508 felonies, to law enforcement, Kentucky State Police, or the County Attorney. Chapter 508 offenses include felonies that carry prison time as penalties. There are levels of misdemeanors that also carry prison time as penalties. Criminal violations may include monetary penalties.

Upon notification the Principal will:

Investigate* (procedures outlined below) the incident to determine the intent and result of the behaviors in question and, if the reported action could be a felony offense as defined in KRS Chapter 508, forward the results of that investigation to the Superintendent/designee.

If the student's conduct is believed to support a KRS Chapter 508 felony offense, the Principal shall proceed as follows:

- Notify the parents of all students.
- Within 48 hours, notify law enforcement. (School and board employees shall participate in the investigation if the agency requests.)
- As a result of the findings during his/her investigation, follow through with any needed disciplinary action as may be called for.
- Identify any student who is the target of bullying behaviors and consider support, as appropriate, through the counseling office, teachers, other district resources, and/or referrals to outside resources.
- Address retaliation against any student who reported a violation under the "bullying policy" or any other code violation. **Retaliation will not be tolerated and could result in disciplinary action** depending on the severity of the offense.

In support of bullying prevention measures, the Principal/designee also shall do the following:

- Direct students to sign an acknowledgment form verifying receipt of information

concerning this policy.

- Provide age-appropriate training during the first month of school to include an explanation of prohibited behavior and the necessity for prompt reporting of alleged bullying/ hazing/menacing.

*The Investigation Procedures will involve the following:

1. An investigation of allegations of bullying/hazing/menacing to commence as soon as circumstances allow, but not later than three (3) working days of submission of the original written complaint. Investigations shall be completed within thirty (30) calendar days unless additional time is necessary due to the matter being investigated by law enforcement or governmental agency.
2. Following completion of the investigation, the investigator shall complete a written report of all findings related to possible felony violations under KRS Chapter 503. The Superintendent/designee may take interim measures to protect complainants during the investigation if needed.
3. School employees involved in the investigation of complaints shall respect, as much as possible, the privacy and anonymity of both victims and persons accused of violations.
4. Upon resolution of allegations, the school shall take steps to protect employees and students against retaliation. *Retaliation will be subject to disciplinary action as outlined in the

Students wishing to report a violation may report it to a classroom teacher, who shall take appropriate action. The teacher shall refer the report to the Principal/designee for further action when the report involves an offense that may warrant suspension or expulsion of a student, any felony offense, or a report that may be required by law, including reports to law enforcement.

Employees and other students shall not retaliate against a student because s/he reports a violation of the code or assists or participates in any investigation, proceeding, or hearing regarding the violation. The principal/designee shall take measures needed to protect students from such retaliation.

Access to Electronic Media

(Acceptable Use)

USE

The Board supports reasonable access to various information formats for students, employees, and the community and believes it is incumbent upon all users of electronic media and/or the AIS network to utilize this privilege appropriately and responsibly as required by this policy and related procedures, which apply to all parties who use District technology.

SAFETY PROCEDURES AND GUIDELINES

The Superintendent shall develop and implement appropriate procedures to provide guidance for access to electronic media. Guidelines shall address teacher supervision of student computer use, ethical use of electronic media (including, but not limited to, the Internet, e-mail, and other District technological resources), and issues of privacy versus an administrative review of electronic files and communications. In addition, guidelines shall prohibit the utilization of networks for prohibited or illegal activities, the intentional spreading of embedded messages, or the use of other programs with the potential of damaging or destroying programs or data.

Students shall be provided instruction about appropriate online behavior, including interacting with other individuals on social networking sites and in chat rooms and cyberbullying awareness and response.

Internet safety measures, which shall apply to all District-owned devices with Internet access or personal devices that are permitted to access the District's network, shall be implemented that effectively address the following:

- Controlling access by minors to inappropriate matters on the Internet and World Wide Web.
- Safety and security of minors when they are using electronic mail, chat rooms, and other forms of direct electronic communications.
- Preventing unauthorized access, including "hacking" and other unlawful activities by minors online.
- Unauthorized disclosure, use, and dissemination of personal information regarding minors; and
- Restricting minors' access to materials harmful to them.

A technology protection measure may be disabled by the Board's designee during use by an adult to enable access for bona fide research or another lawful purpose.

The District shall provide reasonable public notice of, and at least one (1) public hearing or meeting to address and communicate its initial Internet safety measures.

Specific expectations for appropriate Internet use shall be reflected in the District's code of acceptable behavior and discipline including appropriate orientation for staff and students.

Users with network access shall not utilize District resources to establish electronic mail accounts through third-party providers or any other nonstandard electronic mail system.

PERMISSION/AGREEMENT FORM

A written parental request shall be required before a student's being granted independent access to electronic media involving District technological resources.

The required permission/agreement form, which shall specify acceptable uses, rules of online behavior, access privileges, and penalties for policy/procedural violations, must be signed by the parent or legal guardian of minor students (those under 18 years of age) and also by the student.

This document shall be kept on file as a legal, binding document. To modify or rescind the agreement, the student's parent/guardian (or the student who is at least 18 years old) must provide the Principal with a written request.

COMMUNITY USE

On the recommendation of the Superintendent/designee, the Board shall determine when and which computer equipment, software, and information access systems will be available to the community.

Upon request to the Principal/designee, community members may have access to the Internet and other electronic information sources and programs available through the District's technology system, provided they attend any required training and abide by the rules of usage established by the Superintendent/designee.

DISREGARD OF RULES

Individuals who refuse to sign required acceptable use documents or who violate District rules governing the use of District technology shall be subject to loss or restriction of the privilege of using equipment, software, information access systems, or other computing and telecommunications technologies.

Employees and students shall be subject to disciplinary action, up to and including termination (employees) and expulsion (students) for violating this policy and acceptable use rules and regulations established by the school or District.

RESPONSIBILITY FOR DAMAGES

Individuals shall reimburse the Board for repair or replacement of District property lost, stolen, damaged, or vandalized while under their care. Students or staff members who deface a District website or otherwise make unauthorized changes to a website shall be subject to disciplinary action, up to and including expulsion and termination, as appropriate.

RESPONDING TO CONCERNS

School officials shall apply the same criterion of educational suitability used to review other educational resources when questions arise concerning access to specific databases or other electronic media.

AUDIT OF USE

The Superintendent/designee shall establish a process to determine whether the District's education technology is being used for purposes prohibited by the law or for accessing sexually explicit materials. The process shall include, but not be limited to:

1. Utilizing technology that meets requirements of Kentucky Administrative Regulations and that blocks or filters Internet access for both minors and adults to certain visual depictions

that are obscene, child pornography, or with respect to computers with Internet access by minors, harmful to minors.

2. Maintaining and securing a usage log; and
3. Monitoring online activities of minors.

TEACHER AND STUDENT-OWNED DEVICES

The District appreciates the fact that employees are willing to bring in personally owned devices to be used for schoolwork and student use. However, several items must be addressed when connecting a non-KETS standard device to the District's network:

1. Security
2. Network stability
3. Liability for personal property
4. Virus protection
5. Repairs and upgrades

A student or staff member who brings privately owned devices to school is personally responsible for the equipment. Responsibility for the maintenance and repair of the equipment rests solely with the student/staff member. Loss or damage to the equipment is the responsibility of the individual.

Software residing on privately owned devices must be personally owned. All computers must include anti-virus software.

District technicians will not service or repair any device not belonging to the District. No internal components belonging to the District shall be placed in any personal equipment, whether as enhancements, upgrades, or replacements. No software or applications that are deemed by the District technology department to be for personal use will be supported by District level personnel. If personal software or an application interferes with the District network software or hardware, a technician may remove the personal software or application from the device. Any damage caused by use in the District is the responsibility of the owner.

Purchasing perishable supplies to be used in equipment not owned by the District is the owner's responsibility.

The District retains the right to determine where and when privately owned equipment may access the network. The student or staff member is responsible for the security of the equipment when it is not being used. The District will monitor all activity on privately owned devices. The District does not guarantee the privacy or security of any item stored on or transmitted by any privately owned devices.

The District retains the right to determine where and when privately owned equipment may access the network. The student/staff member is responsible for the security of the equipment when it is not being used. The District does not guarantee the privacy or security of any item stored on or transmitted by any privately owned devices.

A privately owned device can be connected to the District's network, including access to the Internet, under the following conditions:

1. The user has completed a course in digital citizenship.
2. The connection has been approved and performed by the District technology department.
3. Use of the device adheres to the District Acceptable Use Policy.
4. File storage on the network from privately owned devices is limited to schoolwork only.
5. The individual must supply all necessary hardware/software and cabling to connect to the network.
6. Privately owned computing devices must be running virus detection software before accessing the network or Internet.

For privately owned devices being used in District facilities, the District reserves the right to:

1. Monitor all activity.
2. Make determinations on whether specific uses of the device are consistent with this policy.
3. Allot network use and monitor storage disk space utilized by such users.
4. Deem what is appropriate use.
5. Remove the user's access to the network and suspend the right to use the privately owned device in District facilities if at any time it is determined that the user is engaged in unauthorized activity or is violating this policy.

Perry County Central High School

Cell Phone Policy

It has been proven that students who are on cell phones are not fully engaged in learning. In order to preserve the teaching and learning environment, this document is to clarify the cell phone/electronic devices policy for Perry County Central High School.

Policy:

Student use of cell phones or other electronic devices during the school day is prohibited. Adherence to the guidelines below is essential to maintaining an appropriate academic environment and the integrity of the classroom. Abuse of this privilege will result in consequences beginning with confiscation of the device, parent conference, suspension, or loss of other privileges such as participation in school trips, proms, and potentially graduation exercises.

Students using cell phones or electronic devices in any manner that disrupts the educational environment, from within or from outside the classroom, or violates the rights of others, including, but not limited to, using the device in violation of our academic honesty policy, violating school conduct rules, harassing or bullying staff or students, photographing or video recording or using their device for unlawful purposes will be subject to more severe disciplinary action, up to and including suspension and/or expulsion and may, if applicable be reported to the Hazard Police Department.

Cell Phone Rule: The respectful, non-disruptive use of cell phones is permitted in the school cafeteria during lunch and any in the morning before school begins. As soon as the threshold of the classroom or any prohibited area is crossed during the school day, cell phones need to be put away and made undetectable (i.e., silenced without vibration). Violation of the cell phone rule, as stated above, will result in the confiscation of the device according to the following ladder of disciplinary action:

- First Offense ~ the teacher will issue a verbal warning and remind the student of the cell phone policy.
 - Second Offense ~ the teacher will keep the phone in their desk until the end of the period.
 - Third Offense ~ the teacher will turn the phone into an administrator. Parent contact will be established and the confiscated device will remain in the main office until it is picked up by a parent or guardian.
 - Once inside the school, students must store their cell phones/electronic devices in a location that is not visible to the teacher or other students, even though they are on SILENT. It is YOUR responsibility to keep your things secure.
 - If a cell phone/ electronic device rings, vibrates, or is used for any reason without teacher permission, or is visible anytime during class time, or if you are caught using it on campus during class time, a staff member may confiscate the device.
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1. Under no circumstance is photographing or video recording allowed anywhere on the school premise.
 2. Texting and cell phone use are permitted during the breakfast (before school begins) and lunch period in the cafeteria.

3. Phones must remain silent at all times throughout the school day. Parents / Guardians, please note you can contact your child via their cell phone during the lunch period. In the event of an immediate emergency, please call the school's main office at (606) 439-5888.
4. The staff of Perry County Central High School requests your FULL cooperation with our policy.
5. It should be noted that the school nor any of its employees are responsible for the loss or damage to any student's phone or electronic device whether that device is in the student's possession or confiscated by the staff. It is the responsibility of the student to adhere to this policy and to secure his or her belongings at all times. Classes and or instruction will not be stopped to deal with or search for lost phones/devices.

****All final decisions are at the Principals' discretion.**