



Randolph Early College High School

Student Handbook 2021-2022

Raising Expectations and Creating Higher Standards



Academic Standards

Grading System

All classes at Randolph Early College High School are taught at the honors level with the exception of Math I, Yearbook, & Seminar. Transferable community college courses are also given Career and College Promise (CCP) credit on the high school transcript. The grading scale is as follows:

Numerical Grading

- A: 90 – 100
- B: 80 – 89
- C: 70 – 79
- D: 60 – 69
- F: Below 60

Quality Points by Letter Grade Students entering 9 th grade 2015-2016 and later				
Letter Grade	AP [®]	CCP (College Transfer)	Honors	Standard
A	5	5	4.5	4
B	4	4	3.5	3
C	3	3	2.5	2
D	2	2	1.5	1
F	0	0	0	0

Grade Reports

Report Cards are distributed at the end of each nine-week period. Progress reports are distributed at the mid-point of each grading period. Progress reports are only for those classes taught by RECHS teachers. Final grades will be issued at the end of the semester for all courses; however, community college grades can be accessed through WebAdvisor each semester. Students should login to their Webadvisor accounts, select WebAdvisor, go to My Transcripts, and view final grades for each semester or access final grades in Student Planning. Questions about RCC grades should be directed to the RECHS College Liaison.

<i>Progress Report Dates</i>	<i>End of the Grading Period</i>	<i>Report Cards Go Home</i>
September 7, 2021	October 7, 2021	October 15, 2021
November 12, 2021	December 17, 2021	January 7, 2022
February 7, 2022	March 16, 2022	March 22, 2022
April 20, 2022	May 20, 2022	May 27, 2022

Seminar

Seminar is a required course for students and meets regularly throughout the school year. The purpose of Seminar is to equip students with skills that will help them be successful inside and outside the classroom. To achieve this goal, students will engage in varied learning approaches that encourage critical thinking through written expression and thoughtful dialogue. Seminar also includes helping students better understand themselves, how they learn and how this knowledge can be used to increase their overall success. Building a sense of community through learning to work with others in groups and in the community at large is also a valuable part of this course. Student assignment to Seminar will be random and will allow for the development of an ongoing, meaningful, and supportive relationship between each Early College student and at least one member of the Early College faculty. Seminar Advisors will be assigned each semester. In their second year, students continue to participate in Seminar where a variety of topics related to specific student needs are addressed. During their final two or three years at RECHS, students continue to receive information and support that helps them experience success beyond the Early College program. Students receive credit for this class, therefore attendance is required.



Academic Assistance

All students are assigned to academic labs throughout the week. These are designed to provide personal assistance to students in their core high school classes. Upperclassmen will also be assigned to at least one academic lab for additional support for their college courses. If you are having difficulty in a community college course, you should first contact your instructor or the College Liaison to find out what types of academic assistance may be available. Smarthinking is an online tutoring program available 24 hrs/day, 7 days/week & free of charge for RCC students. This program allows for a student to get personalized assistance from a tutor via the computer in math, economics, accounting, Spanish, chemistry, biology and writing. Additionally, face-to-face tutoring is available, free of charge, in many college courses. This service is provided through the Student Support Services Office. Your college instructor or College Liaison can assist you in securing a face-to-face tutor in available areas. Also, know that any high school staff member is here to provide support if and when needed as well.

Plan of Study

RECHS students begin taking high school and college courses their first semester. Students must complete approximately 14 college courses in order to get their high school diploma from RECHS. Early on and periodically throughout their time with RECHS, students will meet with staff to discuss their individual plans for continued study and their progress toward their diploma/degree. Ultimately, it is the goal of RECHS to assist each student in obtaining an Associate of Arts or Science degree, an Associate of Applied Science degree, or two years of transferable college credit in addition to their high school diploma in four to five years. This, however, is largely dependent on each student's individual plan of study and so it is very important that students carefully consider course selections. It is also very important that students do their best in all courses so they do not fall behind in their progression of coursework. **Students and parents are encouraged to talk with the School Counselor or the College Liaison at any time they have questions or concerns about their student's individual plan of study.**

High School Graduation Requirements

Randolph County School System requires 28 credits for graduation.			
<i>Subject</i>	<i>Credits Required</i>	<i>Subject</i>	<i>Credits Required</i>
English	4 (English I, II, III, IV)	Foreign Language*	2 (SPA 111 and SPA 112)
Math	4 (Math I, II, III, 4th Math)	Health/Physical Education	1 (PED 110 and PED 121)
Social Studies	4 (World History, Civics, American History I and II)	Elective Courses	10 (College Courses, Seminar, Yearbook)
Science	3 (Earth/Environmental, Biology, Chemistry)	*Not required for high school graduation. A two-credit minimum is required for admission to a university in the UNC system.	

Driver's License Guidelines

Legislation links school performance to driving privileges. Students under the age of 18 will lose their driving privileges if they do not perform adequately in school. Students must pass at least 70% of their classes each semester to maintain driving eligibility for the following semester.



Testing Information

PLEASE DO NOT PLAN ABSENCES DURING EXAM DAYS!

End Of Course Tests (EOCs): All students enrolled in Math I, Biology, English II, and Math III must take the end-of-course (EOC) exams. These exams are administered at the end of each course and count as 25% of the final grade. Students in these courses also participate in district-wide benchmark tests.

North Carolina Final Exams (NCFEs): All students enrolled in courses that have a North Carolina Final Exam (NCFE) exam are required to take the exam. These exams are administered at the end of each course and count as 25% of the final grade.

CTE Exams: All students enrolled in Career and Technical Education courses must take the CTE assessments as required by NC-DPI. These exams are administered at the end of each course and count as 25% of the final grade.

Other State Exams:

- All Sophomores are required to take the Pre-ACT which is administered in October.
- The PSAT will be offered in October to Juniors.
- All Juniors are required to take the ACT, which is administered in February.

Advanced Placement Exams: Students enrolled in Advanced Placement courses are administered the AP Exams in May as scheduled by the College Board. Any AP student who wishes to take the exam and is not able to take the AP exam on the scheduled day will have to register for the late exam and will have to pay the late exam fee. Information on the fees is provided during the semester that the AP course is being offered. Exams will not be ordered for students who have not paid the fee by the deadline date.

Accommodations: Students who require accommodations for testing must contact the testing coordinator at RECHS to begin the testing accommodation process for the PSAT, SAT and AP. Due to deadline dates this process should begin as soon as possible. Randolph Early College High School is not a testing site for the SAT and is not a designated site to test students with accommodations.



General School Procedures

RECHS opens at 8:00am on regular school days. Supervision is provided from 8:30am to 4:30pm each school day. If a student needs to stay past 4:30pm, please alert the office. A form will need to be completed for students staying past 4:30pm.

Daily Schedule

Due to the nature of an early college, every student will have varying schedules. This is the typical schedule for 9th-10th grade students:

Time	Class	Time	Class
9:00-10:30	Core high school class (History/English I or Science/Math)	1:00-1:50	Academic lab or college class
10:35-12:05	Core high school class	2:00-2:50	Academic lab or college class
12:05-12:55	Lunch	3:00-4:00	Academic lab or college class
Seminars are twice a week for 9th-10th graders, once a week for upperclassmen			

Juniors and seniors' schedules will be based upon their college schedules and individual needs.

Inclement Weather

Randolph Early College High School will follow the policy of the Randolph County School System (RCSS) with regard to inclement weather. Therefore, when RCSS is closed, RECHS will be closed. If RCC is not closed, families should use their personal judgment in determining whether the roads are safe enough to travel on to attend RCC courses. In the event of a delay (1, 2 or 3 hour) within RCSS, RECHS will begin at the appropriate time from the 9:00 a.m. regular start. For example, for a 2 hour delay RECHS will begin at 11:00 am. The College Liaison will advocate for students in such circumstances. In the unlikely event that Randolph Community College is closed and RCSS is open, high school classes will meet.

Inclement weather information, including closings and delays can be found in the following locations:

- Visit the Randolph County School System website for message on school delays/closings www.randolph.k12.nc.us.
- Information regarding RCC delays & closings please refer to www.randolph.edu. You can also sign up for alert messages via text from RCC through Campus Cruiser.
- Call 336-633-0200 for automated message.
- WGHP-TV: www.myfox8.com
- WXII-TV: www.wxii12.com
- WFMY-TV: www.wfmynews2.com



Delay Schedules

1 Hour Delay Schedule

If RCC is in session		If RCC is NOT in session	
10:00 a.m.-11:05 a.m.	Period 1	10:00 a.m.-11:05 a.m.	Period 1
11:10 a.m.- 12:10 p.m.	Period 2	11:10 a.m.- 12:10 p.m.	Period 2
12:10 p.m.-12:55 p.m.	Lunch	12:10 p.m.-12:55 p.m.	Lunch
1:00 p.m.-2:00 p.m.	Scheduled Class	1:00 p.m.-2:30 p.m.	Period 1
2:05 p.m.-3:00 p.m.	Scheduled Class	2:35 p.m.-4:00 p.m.	Period 2 or Scheduled Afternoon Class
3:05 p.m.-4:00 p.m.	Scheduled Class		

2 Hour Delay Schedule

If RCC is in session		If RCC is NOT in session	
11:00 a.m.-11:40 a.m.	Period 1	11:00 a.m.-12:10 p.m.	Period 1
11:45 a.m.-12:25 p.m.	Period 2	12:10 p.m.-12:55 p.m.	Lunch
12:25 p.m.-1:00 p.m.	Lunch	1:00 p.m.-2:30 p.m.	Period 2
1:00 p.m.-2:00 p.m.	Scheduled Class	2:35 p.m.-4:00 p.m.	
2:00 p.m.-3:00 p.m.	Scheduled Class	3:00 p.m.-4:00 p.m.- Chemistry	
3:00 p.m.-4:00 p.m.	Scheduled Class		

2 Hour Delay and Early Release Day

11:00 a.m.-11:40 p.m.	Period 1
11:45 a.m.- 12:25 p.m.	Period 2
12:25 p.m.-1:00 p.m.	Lunch



3 Hour Delay Schedule

12:00 p.m.-12:20 p.m.	Lunch
12:25 p.m. -12:40 p.m.	1st Period
12:45 p.m. - 1:00 p.m.	2nd Period
1:00 p.m.-2:00 p.m.	Scheduled Class
2:00 p.m.-3:00 p.m.	Scheduled Class
3:00 p.m.-4:00 p.m.	Scheduled Class

Arriving To School

- When students arrive to campus in the mornings, they must report to the cafe or commons.
- Students are not allowed to go to any teacher's classroom, unless prior permission has been granted.
- Students are not allowed to congregate in the downstairs or upstairs hallways or stairwells.
- Students are permitted to enter the hallways and classrooms at 8:50am.

Attendance Information

CHECK-IN/CHECK-OUT

- When **non-driving students** need to check out of school and will miss high school classes (this includes core classes, a-labs and seminar), students must be checked out in person by someone on their pick-up list. The responsible party must show identification to the office staff in order to check-out a student.
- For **student drivers**: Parents/guardians must write a note by hand or can send an email from their account. This note must be given to the office, emailed to Ms. Scott (mscott@randolph.k12.nc.us) or Ms. Cross (ccross@randolph.k12.nc.us), or faxed (336-625-3186) to RECHS. All check-out notes must have a phone number where a parent or guardian can be contacted. These notes will be verified prior to a student being allowed to leave. Once the office has parent/guardian notification, the student must sign out using the notebook at the window of the main office.
- **Phone call checkouts are not permitted.**
- If a student checks out of school, the student must leave campus at this time. A student is not permitted to check out of high school classes to sit in the cafe, LRC, or any other area on campus.
- When a student checks-in, he or she must sign in at the notebook at the window of the main office.

ATTENDANCE POLICY

When a student returns from an absence, he/she will bring documentation to the office/window. This documentation must be given within 2 days of the absence. If not, the absence will be marked as unexcused. Any documented absence will be marked excused/unexcused according to state attendance laws.

1. Students cannot miss more than 5 class periods during a semester. Attendance is taken each class period, including A-labs, seminars, and core classes.
2. Course credit can be denied after 5 absences in any course.
3. Any student who is passing a class and exceeds 5 days of absences will have the right to appeal the denial of credit for the course. A waiver request form must be completed and accompanied with proper documentation of the extenuating circumstances and submitted to the Attendance Waiver Committee who will then make case by case decisions regarding students with special circumstances. The Attendance Waiver Committee has the right to deny a waiver. The Student Advocate will provide waivers to students at the end of each semester.



4. Any student who exceeds the 5 absence limit per class and is not granted a waiver will receive a failing grade of 59, unless the student's average is lower, in which case the actual grade earned will be given.
5. Students with excused absences can make up all work missed for full credit.
6. Students have 3 school days to make up assignments after an excused absence.
7. Ten consecutive unexcused absences may result in the student being withdrawn from school.
8. All students who miss school due to school related activities are responsible for making up work/homework within 3 days.

LAWFUL ABSENCES

When an absence occurs due to any of the following circumstances, the absence shall be coded as lawful and allowed to make up their missing work:

- When an illness or injury occurs which prevents the student from being physically able to attend school.
- When quarantine is ordered by the local health officer or the State Board of Health to isolate a student from the general population.
- When there is a death in the immediate family (including but not limited to the grandparents, parents, brothers and sisters) of the student.
- When the absence is due to a medical or dental appointment.
- When the student is a part of a court proceeding or administrative tribunal if the student is a party to the action or under a subpoena as a witness.
- When the student participates in a religious observance in accordance with local board policy and **has prior approval of the principal/designee.**
- When the student is involved in a valid educational opportunity. **The absence and activity must have prior approval from the principal/designee.**

ATTENDANCE POLICY WAIVER PROCEDURES

Students cannot miss more than 5 class periods during a semester, this includes excused or unexcused absences.

According to Board Policy course credit can be denied after 5 absences in any class period. Any student who is passing a class and exceeds 5 days of absences will have the right to appeal the denial of credit for the course. A waiver request form must be completed and accompanied with proper documentation of the extenuating circumstances and submitted to the Attendance Waiver Committee who will then make case by case decisions regarding students with special circumstances. The Attendance Waiver Committee has the right to deny a waiver, approve a waiver under extenuating circumstances, or require that additional subject area work (assigned by the teacher and approved by the Attendance Waiver Committee) be successfully completed by the student before a waiver will be granted.

Excused absences do not grant students an automatic waiver. An extenuating circumstance above and beyond normal sickness and absence issues must exist and be properly documented for the Attendance Committee to consider a request. The Student Advocate will provide students with a waiver at the end of the semester.

ABSENCES DUE TO COLLEGE VISITS

During their JUNIOR year, students are allowed 1 day for a college visit. The student must make up all work missed within 3 school days. During their SENIOR year, students are allowed 1 day for a college visit. The student must make up all work missed within 3 school days. All college visits must be approved a minimum of 48 hours before the trip. College visit forms are available from Ms. Blackmon. Upon returning to RECHS, students must submit their College Visit Form along with proof from the college visited, to the office before school.

ABSENCES DUE TO FIELD TRIPS

The student must make up all work missed within 3 school days.



Tardy Policy

Students are expected to be in their seats and prepared for class by the start of the class time. Students will earn a tardy if they enter their classroom after the start time. When a student accumulates a certain number of tardies, consequences will be given as follows:

- 3 tardies will serve 1 lunch detention
- 6 tardies will serve 1 lunch detention
- 9 tardies will serve 2 lunch detentions
- >9 tardies will report to the principal for consequences

Winter Dance Attendance

The winter dance is the only dance where all students, grades 9-13, are invited. Tickets must be purchased in advance. In order to purchase a ticket, all school fees must be paid. Please note, this is not a formal event. Students are not required to wear formal attire. Students are allowed to wear casual attire. Students' attire must abide by school dress code. In addition, students must be present the day of the dance in order to attend a dance. If a student is absent, he/she must speak with the principal concerning the absence.

Community Service Requirement

Community service and giving back to our community is a pillar of Randolph Early College's values. Each student will need to complete at least 25 hours of community service prior to graduation. Students need to complete appropriate paperwork with the student advocate. The student advocate will track the service hours.

Safety Drills

Fire drills are held at regular intervals throughout the school year. Remember these basic rules:

1. Check the instructions in each classroom, (they are posted), indicating how to leave the building in case of fire.
2. When exiting the building, students must walk quickly and quietly to designated areas where their teacher will check attendance.
3. Teachers will submit attendance rosters to the administrator for that area.

RECHS and RCC will also participate in lockdown (modified lockdown), lockdown, earthquake and tornado drills.

Lunch Period

Lunch is from 12:05-12:55. Students are allowed to purchase food from the Armadillo Cafe, bring their own lunch, or order from Southmont Elementary School. If a student would like to order from Child Nutrition Services at Southmont Elementary School, food orders are taken in 1st period each day. The Child Nutrition Services acknowledges Free and Reduced Lunch for our students.

RECHS DOES NOT HAVE OPEN LUNCH. STUDENTS ARE NOT ALLOWED TO LEAVE CAMPUS FOR LUNCH. STUDENTS ARE NOT ALLOWED TO HAVE DELIVERY SERVICES TO RCC (for example, Jimmy John's or pizza delivery). Current RECHS/RCC students do not need to bring other students outside food. Parents must check in at the office if they are visiting their student.

Students are not allowed to go to their cars during lunch. If a student needs to go to his/her car, then they need to receive permission and a note from the office.

Also, RECHS students must be in the following areas during lunch: the commons, the cafe, the lounge, courtyard, or the azalea garden. Restrooms can be accessed in the RECHS building, or the cafe. Students are not allowed in other areas as supervision is not provided. Students will receive consequences if they are out of area.



Parking Information

All students who wish to operate and/or park on the school campus must register their vehicle and pay the established \$10.00 RECHS parking fee. They must also agree to follow all rules and regulations as outlined by the RECHS and RCC administration so as to provide for safe and orderly vehicular and pedestrian movement.

Upon completion of vehicle registration, the student operator shall properly display the appropriate RECHS parking permit. Only parking spaces lined in white may be used by students. **Students can ONLY park in the D1 & D2 parking lot.**

Once students are on campus they are asked to leave the parking area immediately and return to their vehicle only after school is dismissed or their day is completed. The parking lot is not a place where students should congregate, visit or move the vehicle at any time during the school day unless permission has been granted by the RECHS office.

Students who do not follow the rules and regulations provided under this policy, or who operate their vehicle in an unsafe manner will be subject to disciplinary action as deemed appropriate by the school administration. This may include a parking ticket and/or loss of operating/parking privileges for a period of time.

School Fees

9th Grade --\$12.00 Instructional Supply --\$2.00 Physical Education --\$5.00 Science Fee	\$19.00
10th Grade --\$12.00 Instructional Supply --\$5.00 Science Fee	\$17.00
11th Grade --\$12.00 Instructional Supply --\$5.00 Science Fee	\$17.00
12th Grade --\$12.00 Instructional Supply --\$5.00 Science Fee (required if in a science course) --\$30.00 Senior Fee	\$42.00 or \$47.00
13th (5th Year) --\$12.00 Instructional Supply --\$30.00 Senior fee if not paid the previous year	\$12.00 or \$42.00



Driver's Education Guidelines

All Randolph County School System Students are eligible for public school driver's education at a cost of \$65.00, provided such students are 14 ½ years old. Please go to www.randolph.k12.nc.us or call the Driver's Education office at (336)318-6025 for more information. RECHS has traditionally offered two Driver's Education Classes, one in the fall semester & one in the spring semester. Students wishing to take Driver's Education at another time can take it at a traditional high school during the summer months. Kathy Kelley, RECHS Student Advocate, is the Driver's Education contact for RECHS (336-625-1137 or kkelley@randolph.k12.nc.us). A parent must come with his/her student to the Early College to complete an eligibility certificate before they can go to the DMV to receive a driving permit.

Behavior Expectations and Rules

RECHS students must abide by the Randolph County School System's Code of Conduct and the Randolph Community College Code of Conduct. The administration of both institutions work together to enforce rules and consequences. RECHS students are subject to receive consequences from both institutions if rules are violated. Students will receive a RCSS Code of Conduct at the beginning of each school year. The [Randolph Community College Code of Conduct](#) is located on the college's website.

In addition to the RCSS Student Code of Conduct, RECHS rules are simple: Be on **TIME**, Be **PREPARED**, and Be **Respectful**. Students must abide by the RCSS and RECHS rules and procedures at all times, whether they are in a high school class, college class, or anywhere on RCC's campus. If a student is in violation of RCSS or RECHS rules on the college side, the student can still receive consequences based upon RCSS/RECHS code of conduct. Likewise, if a student is in violation of the RCC Code of Conduct, the student may receive consequences from both RCC and RECHS.

Randolph Community College has a zero tolerance policy for fighting. If it is determined that a student has been involved in a fight on school campus at any time that student will lose their right to attend RECHS.

The behavior expectations of all students are grounded in respect and responsibility. Students are expected to show respect for themselves, the school, the college, and others; they are also expected to take responsibility for their actions and their own learning. The following behaviors (although not an inclusive list) are detrimental to the learning process and therefore violate the demonstration of respect and responsibility.

1. Academic dishonesty as outlined in the Randolph Community College Catalog
2. Theft, misuse, or damage of Early College or College property
3. Violation of the drug-free campus policy of Randolph Community College
4. Mental or physical abuse of any person on the campus
5. Excessive use of profanity, obscene and offensive language or conduct
6. Intentional obstruction or disruption of teaching, learning or administrative functions
7. Violation of the RCSS (Randolph County School System) or RCC weapons policy
8. Setting off a fire alarm without reasonable belief that the need for such an alarm exists
9. Gambling on campus
10. Smoking and/or using any form of tobacco product anywhere on campus (includes e-cigarettes, vapes, etc.)
11. Violation of any part of the Randolph County School System Board of Education Policy on Student Behavior Expectations
12. Violation of any part of the Randolph Community College Code of Conduct
13. Violation of the Randolph County School System Board of Education Student Dress Code as presented in this document

Students who disrupt the learning environment by failing to follow the outlined behavior expectations will face disciplinary action which may include removal from the classroom or course, forfeiture of the ability to take college classes, detention or suspension.



Randolph Community College Student Conduct & Zero Tolerance

The College reserves the right to maintain a safe and orderly educational environment for students and staff. Therefore, when in the judgment of College officials, a student's conduct disrupts or threatens to disrupt the College community, appropriate disciplinary action will be taken to restore and protect the safety of that community.

Students are expected to conduct themselves in accordance with generally accepted standards of scholarship and behavior. The purpose of this statement is to protect the rights of all students in their academic pursuits.

RCC-Student Conduct

Students at Randolph Community College are considered responsible adults; therefore, each student should use discretion and common sense in his/her appearance and behavior. All behavior which is prohibited by federal, state and local laws is prohibited on campus and may result in immediate dismissal, arrest or other appropriate action. Faculty and staff are authorized to handle minor violations. Any student whose behavior or other attribute is in violation of these provisions, the College official will take appropriate corrective and disciplinary action.

The following types of student behavior are explicitly prohibited.

- Violations of academic integrity – See Academic Integrity policy for specific details
- Misuse, damage, or theft of College property
- Drug and alcohol use or possession – See Tobacco, Drugs & Alcohol Usage policy for specific details
- Violations of civility (e.g., rude, disrespectful, lewd, indecent, or offensive conduct or apparel).
- Mental, physical, psychological, cyber or verbal abuse
- Harassment – See Student Grievance Procedures (Due Process) for specific details
- Possession or Use of a firearm, incendiary device, explosive, or other weapons – See Weapons policy for specific details
- Forgery
- Other misconduct – This type of student behavior is deemed by a College official to be a violation of commonly accepted standards of decency and safety or threatens the learning environment of students or the working environment of College employees.

RCC--Zero Tolerance

Randolph Community College Policy does NOT allow any individual(s) to disrupt or threaten its learning environment. While faculty and staff are authorized to handle minor violations of the Student Code of Conduct, there are behaviors that will be addressed by the appropriate College officials on a zero tolerance basis.

The following types of student behavior will not be tolerated.

- Weapons of any kind
- Illegal drug sales, transaction or use
- Gang activity – see details below
- Fighting
- Physical, cyber, or verbal abuse
- Threats of physical action against another individual
- Harassment (Title IX) - see Student Grievance Procedures.



RCC-Corrective/Disciplinary Action

If a minor act of misconduct continues or occurs at the Zero Tolerance level and threatens the health, well-being, function, or orderly conduct of a class, person, activity, or the College as a whole, then the following actions should be taken:

- The instructor or other College official should immediately suspend the student from the class, function, or activity.
- If necessary, the School Resource Officer or sheriff's department (if the SRO is unavailable) should be contacted to escort the student off campus.
- Information regarding the incident should be provided to the appropriate dean, staff director, or school resource officer, as soon as possible after the incident.
- The dean, staff director, or school resource officer will immediately forward to the vice president for student services for further action. After investigating, the vice president for student services will make the decision as to whether the student may return to campus, is suspended for a period of time appropriate to the infraction, or is permanently expelled.

The president and the vice president for student services are authorized to expel immediately any student(s) who commit(s) behavior that is prohibited by federal, state, or local laws. An individual who is not a Randolph Community College student and who violates the procedures will be removed from campus immediately and not allowed to return. Any attempt to return to the campus will be considered trespassing. Randolph Community College maintains the right to file formal legal proceedings against any student or individual who commits behavior prohibited by federal, state, or local laws.

RCC-Student Appeal

After the vice president for student services decides the corrective/disciplinary action, if the student has grounds to believe the corrective action is unjust, then the student may appeal in writing to the president within 5 working days. The president may arrange a hearing with the student after receiving the student's request. The president's decision is final.

RCC-Gang Activity

The Zero Tolerance Policy will apply to gang activity or gang related activity. This includes any activity which will lead College officials to reasonably believe that such behavior, apparel, activities, acts or other attributes are gang related and would materially interfere or substantially disrupt the College environment or activity and/or educational objectives. The following is prohibited at Randolph Community College:

- Wearing apparel of a gang related nature, including but not limited to clothing, clothing accessories, jewelry, hair accessories, tattoos, emblems, badges, symbols, signs, or items which indicate a student's membership in or affiliation with a gang.
- Presenting a physical safety hazard to self, students, staff, faculty or other persons on the College campus.
- Communicating either verbally or non-verbally (gestures, handshakes, slogans, drawings, etc.) to convey membership or affiliation in a gang.
- Defacing College or personal property with gang-related graffiti, symbols, or slogans.
- Requiring payment for protection, insurance, or otherwise intimidating or threatening any person related to gang activity.
- Soliciting others for gang membership.
- Committing any other illegal act or other violation of College policies that relate to gang activity.



Bus Regulations

- *Riding the school bus is a privilege. Improper conduct on the bus will result in that privilege being denied. All bus riders must adhere to the following:
- *Only ride their regularly scheduled bus. Any changes will require a written note from parents. This note must be given the day before or the morning of the requested change.
- *Go immediately to the bus as soon as school is dismissed.
- *Load and unload buses in an orderly manner.
- *Do not cross the road until the stop arm and walking arm are extended, and it is clearly safe.
- *While waiting for the bus at RECHS, students are NOT allowed in the cafe. Students must be in the bus pick-up area/courtyard, weather permitting.

Student Dress Code

Examples of prohibited dress or appearance include, but are not limited to those below:

- Head apparel (hats, headbands, scarves, bandanas, picks, combs, etc.) or sunglasses may not be worn inside the building unless the headgear is worn based on a sincerely-held religious belief
- Exposed undergarments
- Halter tops, tank tops, spaghetti straps (no bare shoulders)
- Clothing that exposes the midriff or cleavage
- Pants that are baggy or drag the floor (pants/shorts must be worn around the waist)
- Short shorts or excessively short dresses/skirts (holes should not be higher than acceptable short length)
- Spandex or other very tight clothing, or excessively oversized clothing
- Sleepwear or bedroom slippers
- Bare feet
- Clothing that contains advertisements for tobacco, alcohol, or drugs; pictures of graphics of nudity; words that are profane, lewd, vulgar, or indecent or likely to be disruptive to the learning environment
- Items that are potentially dangerous such as fish hooks, chains, or spiked objects
- Any symbols, styles or attire worn with the intent to convey membership or affiliation in a gang

Use/Possession of Electronic Devices

Randolph Early College High School recognizes that cellular phones and other wireless communication devices have become an important tool through which parents communicate with their children. Therefore, students are permitted to possess such devices on school property so long as the devices are not used, displayed or visible during instructional times.

- In addition, these devices, if used in any way to facilitate academic cheating, shall result in appropriate academic sanctions and discipline pursuant to the Randolph County School System Parent/Student Handbook.
- At any time students are allowed to use their electronic devices to listen to music, headphones must be used. No speaker systems, within the device or external, will be allowed.

CONSEQUENCES

- **FIRST OFFENSE:** Verbal warning and parent phone call.
- **SECOND AND ALL FOLLOWING OFFENSES:** Will be handled as insubordination and/or defiance of authority, and will be turned over to administration.

LIABILITY OF ELECTRONIC DEVICES:



Randolph Early College High School is not responsible for the theft, loss or damage of a cellular phone or other personal wireless communication device. Students are personally and solely responsible for the security of their wireless communication devices.

SEARCH OF WIRELESS COMMUNICATION DEVICES:

A student's wireless communication device and its contents, including, but not limited to, text messages and digital photos, may be searched whenever a school official has reason to believe the search will provide evidence that the student has violated or is violating a law, board policy, the Code of Student Conduct or a school rule.

Inappropriate use of the Internet may result in the loss of privilege of internet use, disciplinary and/or legal action.

Food and Drink in the Classrooms

No food will be allowed in the Early College classrooms. Water bottles will be allowed, but lids must be on bottles when not in use. Students are expected to follow the individual policies of each community college instructor regarding eating and drinking within their classroom.

ISS/ Intervention Center/ Out of School Suspension

If a RECHS student receives ISS or Intervention Center, he/she will report to his/her home school to serve this consequence in that school's Intervention Center. A student is able to ride the bus in the morning and afternoon from the Intervention Center to the student's home. Please request this when speaking with the RECHS principal.

A student will not be allowed to participate or attend any extra-curricular activities while assigned to ISS, the Intervention Center, or OSS. A student is not eligible to participate or to attend any extra-curricular activities from the assigned date to ISS/Intervention Center/OSS through the next morning after the completion date.

If a student is assigned ISS for only one period for only one day, (s)he may attend and participate in extra-curricular activities. Any student who is assigned Intervention Center or suspended out of school will not be allowed to come onto any Randolph County School property during the suspension.

PROCEDURE FOR REQUESTING AND PICKING UP ASSIGNMENTS WHEN SUSPENDED OR OUT OF SCHOOL FOR AN EXTENDED PERIOD OF TIME:

Assignments can be requested through the office. Please allow a 24 hour notice so that teachers will have time to compile assignments. Parents will be contacted when the assignments are available for pick-up.

Tobacco Use/Vapes/E-Cigarettes

Please understand that Randolph County School policy states that tobacco, vapes and e-cigarettes are prohibited on campus, including buildings, parking lots and in cars. RECHS students are not allowed to possess or use tobacco products, regardless of RCC's smoking policies.