



Prattville
 Junior High School
 Home of the CATS!!



A Survival
 Parents &
 2022-20

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Student Name: _____

CLASS SCHEDULE

HR _____

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

Locker Number _____

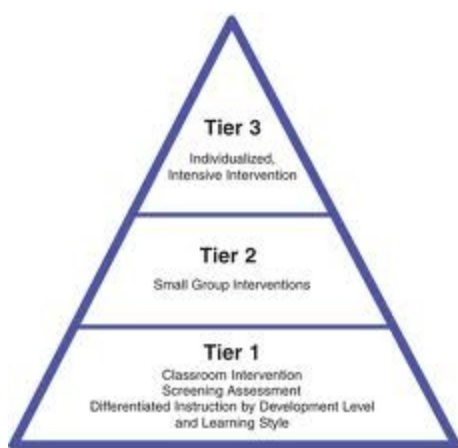
Combination _____ - _____

Please write your child's schedule and locker combination
for your records.

PRINCIPAL'S WELCOME

RTI (RESPONSE TO INTERVENTION) PROGRAM

Response To Intervention (RTI) is a method of academic intervention which provides early systematic assistance to children who are having difficulty learning. RTI seeks to prevent academic failure through early intervention, frequent progress measurement, and increasingly intensive research-based instructional interventions for children who struggle academically. RTI is a general education framework that involves utilization of data over time to make educational decisions.



PBS (POSITIVE BEHAVIOR SUPPORT) PROGRAM
Respectful, Responsible, Resourceful
REAL CATS ROAR!

It is our goal at PJHS to encourage students to be their best! Each week, we have a drawing for students who have received a REAL CATS ROAR ticket given for positive behavior. Parents often inquire, “How can we help PJHS?” If you would like to help us implement this program to promote character education to its fullest, please donate a five to ten dollar gift card from a local vendor. Donations will be used for positive behavior prizes each week. We are looking forward to another year of positive behavior and student success at PJHS! Please encourage your child to be respectful, responsible, and resourceful.

Welcome to Prattville Junior High and the 2021-2022 school year. This is an exciting time in the life of all students as they begin their secondary education. I am thrilled to be a part of this journey of excellence at PJHS.

Our foundation at Prattville Junior High is based on providing everything we do—safety, academics, and “plug-in” support for every student to have a safe, clean, conducive learning environment. We expect everyone to do their part to keep PJHS clean and safe. Our staff are committed to high academic expectations and to prepare your student for graduation and life beyond. We want all students who feel connected to their school community to be successful in both school and life. PJHS offers many opportunities to plug-in and build strong, positive relationships with our staff which dramatically enhance student motivation.

The PJHS faculty and staff strive to establish a positive relationship with parents and guardians so that each child is supported inside and outside of the classroom. We believe that a strong partnership can get your child on the path to success!

This handbook will provide information in regard to our policies. We will support each student. Please read each section carefully. If you have questions, please do not hesitate to contact a staff member.

In addition to the contents of this handbook, I refer to other documents. The first is the Student/Parent Code of Conduct, which is viewed on-line at www.acboe.net. The Student/Parent Code of Conduct is reviewed by both the student and parents/guardians. The second is the student section of the Autauga County School District Handbook, which provides more in-depth information on school policies. The school's handbook nor the Student/Parent Code of Conduct is accessible in each school office, school library, or school store. It may be reviewed at these locations. For convenience, the ACBOE website, www.acboe.net.

Please stay informed of events occurring at PJHS. Visit www.pjhscats.com, student information on PO, or the NOTIFY ME section at the top of the school website. We are working together at Prattville Junior High School. **GO CATS!!**

Janett Skinner
PJHS, Principal
janett.skinner@acboe.net

AUTAUGA COUNTY BOARD OF EDUCATION

Timothy Tidmore, Superintendent

**Eleanor Ballow
Mark Hindman**

**Ledronia Goodwin
Jeffery Keith**

Jim Manderson

Autauga County School System Website

www.acboe.net

The Autauga County School System CODE OF CONDUCT is available for all stakeholders on the district website.

PRATTVILLE JUNIOR HIGH SCHOOL

1089 Martin Luther King Jr., Dr.

Prattville, AL 36067

Phone: (334) 365-6697

Fax: (334) 361-3870

www.pjhscats.com

PJHS Administration

Janett Skinner, Principal

Katie Lindsey, 7th Grade Assistant Principal

Jhavonn Brown, 8th Grade Assistant Principal

Phone: (334) 365-6697

Fax: (334) 361-3870

Join NOTIFY ME on our school and district website!



Website: www.pjhscats.com

Instagram: [@pjhs cats](https://www.instagram.com/pjhscats)

DRUG EDUCATION STATEMENT

The possession, sale, or use of alcohol or drugs is prohibited on school premises. We provide students with information about the use of alcohol, tobacco, and all illegal drugs.

All prescription and over the counter medications must be given to the school nurse by a parent. A student distributing these medications is subject to disciplinary action in accordance with Autauga County discipline policy.

ANNUAL REPORT ON ASBESTOS

The Autauga County School System has completed asbestos inspections in accordance with state and federal law. There are no major changes in the current management plans. A copy of the current management plan is on file in the office of the Superintendent and is available for public review during regular business hours.

ALABAMA STATE DEPARTMENT OF EDUCATION

POLICY USE OF DIGITAL DEVICES

ADMINISTRATION OF A SECURE TEST

Student Policy

The possession of a digital device (including cell phone, MP3 players, cameras, or other devices capable of capturing or relaying information) is strictly prohibited during the administration of a secure test. If a student is observed in possession of a digital device during the administration of a secure test, the device will be confiscated.

If a student is observed using a digital device during the administration of a secure test, testing for the student will be discontinued and the student will be dismissed from testing, and the student's device will be confiscated.

EQUAL EDUCATION OPPORTUNITY STATEMENT

It is the policy of the Autauga County Board School System that no student shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination in any program or activity on the basis of sex, race, color, religion, national origin, age, handicapping condition, belief, creed or ethnic group.

FAMILY EDUCATIONAL RIGHTS and PRIVACY ACT (FERPA)

Prattville Junior High School is in compliance with regulations stated in the Family Educational Rights and Privacy Act (FERPA).

504 PROGRAM

Students who have a physical or mental disability that substantially limits one or more major life activity may qualify for 504 services. The Autauga County School System provides these services at each LEA school for all students who meet the eligibility requirements. You may receive additional information by contacting the school's 504 coordinator at 1089 MLK Drive, Prattville, AL 36067, or (334) 365-6697.

GUN-FREE SCHOOL ZONE ACT

All students and persons other than students, with the exception of law enforcement authorities, are prohibited from bringing fire arms to school and having fire arms in their possession in a school building, on school grounds, on school buses or at school-sponsored activities and functions. Possession of a gun in a school zone is a violation of federal law.

SCHOOL AREA

Upon arrival at Prattville Junior High School, students should report to the yard area behind the main building. If a student is transported to school from the building at the end of the eighth grade hallway, they should report to the designated area. Students transported in automobiles should report to the building through the gym lobby door and proceed to the designated area. In inclement weather, students will report to the gym area. The final bell rings at 7:40 a.m. If it is raining, students should report to the gym area and walk down the seventh grade hallway to the designated area. Students are **dropped off before 7:00 a.m.** To ensure student safety, please oversee students before the start of school. If a student wishes to eat breakfast, they should report directly to the designated area during the gym/courtyard. Once students enter the building, they are not allowed to reenter the building for lockers, etc. until after the final bell at 7:40 a.m.

TARDINESS

To School:

Students must be SEATED in homeroom by 7:00 a.m., the student is considered tardy. The **parent/guardian must accompany his/her child to school and sign the student into school if the student is tardy.** Tardiness to school may result in morning detention.

To Class:

There is a tardy bell between every class. During the tardy bell, students will be given a warning about being tardy. If a student is tardy to class during the tardy period, a tardy to class will result in morning detention.

SCHOOL DISMISSAL

The final bell rings at 3:11 p.m., at which time students should report to the designated area.

BUS RIDERS: The buses pick up students at 3:00 p.m. Teachers are on duty to supervise this area. Students are to remain in the front lobby and hallways until notified by an administrator immediately.

WALKERS: Parent/Guardian must supervise student to walk home. Walkers are to wait in the designated area until the first run of buses have cleared. At this time, students are to report to the designated area to walk home. **NO STUDENTS ARE TO REPORT TO THE BLUE BUILDING ACROSS FROM P.J.H.S.**

CAR RIDERS: When the dismissal bell rings, students should report to the awning area outside of the gym lobby. Car riders should report to the sign to the speed bump on the green light sidewalk. Students may not leave the sidewalk when the light turns green. When their ride, names will not be called. If your student is not asked to pull in to a parking space. **Car riders are to report to the designated area.**

**The Alabama law states:
290-3-1-02(7)(b)(ii)(III)**

(c) Truancy Definition

A parent, guardian, or other person having charge of any child officially enrolled in Alabama public schools (K-12) shall explain in writing the cause of any and every absence of the child no later than three (3) school days following return in school. A failure to furnish such explanation shall be evidence of the child being truant each day he is absent. The child shall also be deemed truant for any absence determined by the principal to be unexcused based on the State Department of Education's current School Attendance Manual. Seven unexcused absences within a school year constitutes a student being truant for the purpose of filing a petition with the Court. The interagency Committee on Youth Truancy Task Force recommendations known as the Early Warning truancy Prevention Program timeline for reporting truancy shall define the truancy status of any student as follows:

1. First truancy/unexcused absence (warning)
 - (i) Parent/guardian shall be notified by the school principal of his/her designee that the student was truant and the date of the truancy.
 - (ii) Parent/guardian shall also be provided with a copy of Alabama's compulsory school attendance laws and advised of the penalties that can be applied and the procedures that shall be followed in the event that other unexcused absences occur.
2. No earlier than the fifth unexcused absence (conference)
 - (i) The parent, guardian, or person having control of the child shall (1) attend a conference with the attendance officer and principal or his/her designee and/or (2) participate in the early warning program provided by the juvenile court.
 - (ii) Attendance at one of these conferences shall be mandatory except where prior arrangements have been made or an emergency.
 - (iii) Failure to appear at the school conference and/or to appear at the early warning program shall result in the filing of a complaint/petition against the parent under *Code of Alabama (1975), §16-28-129(c)* (failure to cooperate), or a truancy against the child, whichever is appropriate.
3. No earlier than seventh unexcused, but within ten (10) school days (court)
 - (i) File complaint/petition against the child and/or parent, if appropriate,
4. Child under probation
 - (i) The school attendance officer should be notified by the juvenile probation officer or all children in the school system under probation supervision by the juvenile court as consistent with state statute, *Code of Alabama (1975), §12-15-100 and 105.*
 - (ii) Where a child under probation is truant, the school attendance officer should immediately notify the juvenile probation officer.

In addition, Act 94-782 states: "Each parent/guardian or other person having control or custody of a child required to attend school who fails to require the child to enroll, to regularly attend school, or to compel the child to properly conduct himself/herself as a pupil in accordance with the written policy on school behavior adopted by the local board of education, shall be guilty of a misdemeanor and may be fined up to \$100 and may be sentenced to hard labor for up to 90 days."

In order to avoid prosecution, you should be sure that your child has a written excuse for each day that they are absent for sickness, illness and/or death of immediate family member, weather preventing attendance, legal requirements, or any other incident with prior approval by school administrator. If you have any questions or concerns about this matter, feel free to contact the school.

**SCHOOL CALENDAR
2022-2023**

- August 3 - 9 Institute/Teacher In-service
- August 10 School Opens
- September 5 Labor Day
- October 10 Fall Break
- November 11 Veterans Day
- November 21-25 Thanksgiving Holidays
- December 16 Early Dismissal
- Dec 19-Jan 2 Christmas Holidays
- January 3 Teacher In-service Day
- January 4 School Resumes
- January 16 Martin Luther King Day
- February 17 Teacher In-service Day
- March 20-24 Spring Break
- April 14 Weather Day
- May 26 Last Day of School/Early Dismissal

Grading Periods and Reporting Dates

Grading Period	End of 9 Weeks
1st Nine Weeks	October 12, 2022
2nd Nine Weeks	December 16, 2022
3rd Nine Weeks	March 17, 2023
4th Nine Weeks	May 26, 2023

PRATTVILLE JUNIOR HIGH SCHOOL

Bell Schedule

7:40-7:50		Call-In
7:50-7:56		Homeroom
7:56-7:59		Change
7:59-9:01		1 ST Period (62 min)
9:01-9:05		Change
9:05-10:07		2 nd Period (62 min)
10:07-10:17		Break
10:21-11:23		3 rd Period (62 min)
11:23--11:27		Change
11:27-12:29	7 th Grade	4 th Period (62 min)
12:29-12:33	7 th Change	Change
12:33-2:05	7 th Grade	5 th & Lunch (62) (30 Lunch)
11:27-12:59	8 th Grade	4 th & Lunch (62) (30 Lunch)
12:59-1:03	8 th Change	Change
1:03-2:05	8 th Grade	5 th Period (62 min)
2:05-2:09		Change
2:09-3:11		6 th Period (62 min)

PJHS Grading Scale

- A=90-100
- B=80-89
- C=70-79
- D=60-69
- F=0-59

LOCKER

Prattville Junior High School offers 810 lockers. Lockers will be rented before school starts at \$10.00 per year.

Student Locker Responsibilities

- Maintain security of locker
- Report problems to the Student Center or Student Locker Representative
- Adjust locker visits accordingly (It is not to be used every class.)
- No sharing of lockers.

LUNCHROOM PROGRAM

Monthly menus are posted on the cafeteria bulletin board.

Student Breakfast	
Student Lunch	
Employee Lunch	
Visitor Lunch	

Breakfast is served each morning before school. Students should report to the cafeteria upon arrival.

Seventh grade students go to lunch with their fourth period. Eighth grade students go to lunch with their fourth period.

A meal consisting of a choice of meats and vegetables. Students may bring their lunch to school. Students should not bring drinks to school. Child Nutrition guidelines should be brought into the cafeteria. Extra food items purchased at an additional cost, the cost varies.

INSUFFICIENT FUNDS

Checks returned due to insufficient funds.

COURSE COPIES

Monies will be collected for the following courses or individual checks for:

- Technology: \$10:00 (collected)
- Career Clusters-7th
- Career Discovery--

PARENTAL INVOLVEMENT

As always, parents/guardians are invited and encouraged to be a part of our PJHS CAT family. We strongly believe the key to a child's success is collaboration and communication among all stakeholders. Please visit our school website at www.pjhscats.com often to learn of upcoming events. You may also utilize email to communicate with teachers. Email addresses are located on our school website under the **Staff Websites** section. Volunteers are welcome in the PJHS Student Center. Contact the SC administrator to volunteer at 365-6697 ext. 22004. Our School Messenger calling system is yet another way to remain updated of school business.

CONFERENCES

Parent-teacher conferences are important in improving the academic success of students. Conferences may be held with the principal or designee during the school day. Conferences with teachers must be scheduled during the teacher's planning period OR before or after school. If you would like to schedule a conference with a teacher, please e-mail the teacher for the conference date and time. If you would like to schedule a conference with a counselor or administrator, please call the front office. Please note parents need to follow the following protocol: **Teacher→Assistant Principal→Principal→the Superintendent's Designee→Board of Education.**

SCHOOL VISITORS

All visitors to the school must enter through the front lobby and report to the Front Office to obtain a visitor's pass. Persons who have not been authorized to visit the school will be considered trespassers as it is our ultimate goal to ensure the safety of all students.

TELEPHONE PROCEDURES/CELL PHONE USAGE

If you need to get information to your child, please call the Student Center. SC will need verification and will give instructions for submitting proper ID, etc. If possible, PJHS delivers messages to students at the beginning and ending of each period so instructional time is not interrupted. Students may request to make emergency phone calls **ONLY** from the Student Center. Please arrange transportation with your child before school. Per ACBOE policy, **students are NOT allowed to use cell phones/electronic devices at school.** Students who violate this rule at PJHS will receive appropriate discipline. Phones will only be released to parent/guardian with proper ID.

SCHOOL FACILITIES

All school facilities are under the supervision of the principal. The principal is responsible for school facilities and equipment at all times.

WHEN TO KEEP YOUR CHILD HOME

Regular attendance at school is encouraged and is essential for academic progress. However, he/she should stay at home if he/she has any of the following conditions in order to prevent the spread of communicable diseases:

- Fever – temperature of 100.4 or above. Child should remain home for 72 hours without fever reducing medication.
- Vomiting – your child should not attend school for 24 hours after the last 24 hours.
- Diarrhea – Your child should remain home for 24 hours after the last 24 hours.
- Undiagnosed rash – Your child should not attend school until diagnosed and treated. It could be measles, chicken pox, or other disease.
- Pink Eye (conjunctivitis) – Pink eye is contagious. Your child should see your doctor and treated before returning to school.
- Lice and/or nits (eggs) – Your child should not attend school until treated with a lice shampoo and removed. A parent/guardian must accompany your child upon his/her return to school with the lice shampoo. Take your child to the office to see the nurse. Your child will be permitted to ride the school bus until cleared. Please take your child to the nurse's office to be checked. Contact the school nurse at (334) 365-6697, ext. 22004.

ABSENCES

Within three days of returning to school, a parent/guardian must submit a written excuse signed by the doctor. Written excuses are required for period absences also (check with the nurse). Submit excuses to a physical education teacher at school. If the bell has rung, students should submit excuses to a homeroom teacher. Excuses will not be accepted via email.

PRE-APPROVED ABSENCES

Pre-approval of absences is at the discretion of the principal. Pre-approval must be requested in writing at least 48 hours in advance. Pre-approval will not be accepted during state testing or examination periods.

HEALTH PROBLEMS

It is imperative that all medical needs of students are disclosed to school personnel, including the school nurse, so that necessary accommodations are provided. Any student who has a medical condition must have a written statement from a doctor stating the diagnosis, how the medical condition will affect school performance, and any accommodations the student may need. Health forms are available on the school website.

MEDICATION

Occasionally, a child will need to receive medications at school. When necessary, the parent is responsible for obtaining a **Medication Authorization Form** from the school nurse, the front office, or by visiting www.pjhscats.com and printing a copy. This form is to be completed by the student's physician and signed by a parent for **ANY** medication including over-the-counter medications (Tylenol, Advil, Midol, etc.). Certain medications, such as inhalers, may be self-administered, and kept with the student provided the medication form is properly completed and submitted to the school nurse. Medication may NOT be administered to a student regardless of parental request until a medication form is brought to school. All medications must be brought to school by a parent/guardian with the original prescription label intact. Over the-counter medication must be brought to the school by a parent/guardian unopened and labeled with the student's name. **Student possession of ANY medication is a serious offense.**

All medication changes require a new Medication Authorization Form be on file at the school. Medications will be given by the school nurse and remain in a secured cabinet.

Student Evaluation/ADD/ADHD/Behavior Forms

Evaluation forms from a doctor, whether medical or behavioral, must be submitted to the appropriate grade level counselor. The counselor will ensure the forms are distributed to and returned from teachers and submit them to the doctor requesting the information.

MAKE-UP WORK

If your child misses school for **five days or more**, please contact the Student Center for assistance in obtaining missed assignments. The Student Center will contact each teacher. Please note that teacher lesson plans are available on the school website and may be used for this purpose. **Please give a 24 hour notice for work to be collected.**

CHECK-IN / CHECK-OUT

Students may not be checked in or out of school without a parent/guardian.

Check-in procedures:

Students who report to school after 8:00 AM must go to the Student Center and be signed in by a parent/guardian.

Check-out procedures:

Parents/guardians must be prepared to sign out their child at the time of check-out. Students must be signed out through the Student Center by a parent/guardian designee. We will be dealing with each situation. An excuse for late check-in/check-outs, as this will count as an absence.

PowerSchool PARENT/STUDENT PORTAL

The PowerSchool Parent/Student Portal is accessed from any computer with internet access. Browsers include: Internet Explorer 8, Firefox, and Google Chrome.

The PowerSchool Parent/Student Portal requires a password to access individual student information. The parent/guardian username and password are provided to the family. Students will also have access to their own information. Each student will be assigned his/her own user name and password.

A parent/guardian or student can also access the PowerSchool Parent/Student Portal for each course in which the student is currently enrolled. This provides a summary detailing exactly what assignments exist in the teacher's grade book. The PowerSchool Parent/Student Portal, when clicked, will display the information for each minute to this grade. The teacher's name, the teacher's email.

DISCIPLINE POLICIES and PROCEDURES

PUPIL CONDUCT

Discipline in the school is extremely important and is vital to the development of citizenship. We expect our students to show courtesy and respect for others. We require all students to conduct themselves in a responsible manner at all times at Prattville Junior High School. Parents and students are responsible for their conduct.

BULLYING

PJHS is a "Zero Tolerance Bullying Zone." Please report any instance of bullying to a school staff member or call the Safe School Tip Line (334-351-9600) to report drugs, weapons, bullying, threats or other safety issues. This call is anonymous and confidential. The Student/Harassment & Bullying Complaint Form can be found in the **Students** section on the school web page (www.pjhscats.com).

GENERAL CONDUCT RULES

Students should adhere to the following rules:

1. Follow directions the first time they are given.
2. Show respect to all school personnel. Disrespect will not be tolerated.
3. Keep hands, feet, and objects to themselves.
4. Only bring materials to school that are related to learning.
5. No running in hallways or on the grounds, except during PE activities.
6. Dress properly at all times. Follow the school dress code.
7. Do not litter the school grounds or buildings.
8. Do not chew gum. (Gum chewing will result in morning detention, multiple violations may result in ISS.)
9. Do not eat or drink in the hallways.
10. **Anything deemed disruptive to the educational process is prohibited including but not limited to unnatural hair color, designs/lines in hair, designs/lines cut in eyebrows, threatening or disturbing graphics or inappropriate words on clothing.**

If violations occur in any of these areas, they will be considered minor initially and will be dealt with at the discretion of the teacher or administrator witnessing the infraction. Items collected by the administration will be returned to the parent/guardian only.

RESPONSIBILITY OF ELECTRONIC DEVICES

Electronic devices brought to school, including cell phones, are the sole responsibility of the student and parent/guardian.

PJHS is not responsible for lost/stolen items.

FIELD TRIPS

All field trips sponsored by the school require approval from the Principal and the Superintendent of the Area. Any student attending a field trip under school sponsorship is required to have written permission from the parent.

LOST AND FOUND

All lost and found items will be turned over to the principal. Students who have lost an article of clothing are responsible for periodically checking the Student Lost and Found. Items are donated to charity at the end of every year.

INSURANCE

School day insurance is provided for parents. Contact the school nurse for more information.

SCHOOL DELIVERIES

No deliveries will be accepted during school hours. Students will not be allowed to carry items on the bus with such items.

REPORT CARDS/PROGRAMS

Report cards are issued every nine weeks. They are turned to the student's homeroom teacher. Report cards are distributed at the midpoint of each nine-week period and must be signed and returned to the homeroom teacher.

PJHS WEBSITE

Our website at www.pjhscats.com is an excellent resource for students and parents. On this website, you can find homework, weekly. This is a great resource for obtaining make-up work, and information regarding school events. School staff can also be emailed from the website. Well as sports and club information are updated, parents are informed.

EXCESSIVE ABSENCES

Students who have more than **ten (10) absences** in a class session during a semester must have approval of the principal and a Review Committee to receive course credits. Parents/guardians of these students will be notified by school administration following a student's **seventh (7th) and tenth (10th) absence**.

SEMESTER EXAM EXEMPTION PROCEDURES

FIRST SEMESTER

There are no exam exemptions first semester. All students will take first semester examinations.

SECOND SEMESTER

All students will be exempt from second semester examinations provided they meet the following criteria:

1. An **A** average in each class with no more than five (5) absences in a given class
2. A **B** average in each class with no more than three (3) absences in a given class
3. A **C** average in each class with no more than two (2) absence in a given class

Students assigned Second Chance Alternative School will not be eligible for exemptions.

Students must provide an excuse to make-up an exam and must receive approval from an administrator.

All absences are considered for exam exemption whether excused or unexcused.

Exams will not be given early, absences during exam week will not be pre-approved regardless of exemption status.

In addition to the above criteria, students shall have good conduct in each class and shall not have been suspended out of school or assigned to the Second Chance Alternative School at any time during the academic year. Students must be present a minimum of 51% of a class to be counted as present for the class.

ATTENDANCE DURING SEMESTER EXAMS

Though your child may be exempt and not present at school during final exam week, attendance will still be taken for accountability purposes. Please remember this does not affect Perfect Attendance. Please disregard the automated phone call that you may receive concerning the absence(s).

PROMOTION AND RETENTION

The Board Policy on Promotion and Retention will be followed. Please refer to the Autauga County School System Code of Conduct.

IN-SCHOOL SUSPENSION SECOND CHANCE ALTERNATIVE SCHOOL

In-school suspension will be one of the consequences for unacceptable behavior. Each case will be reviewed and a designee will assign the number of days of suspension. Rules will be given to each student for a suspension. Extra days or other consequences at the Second Chance Alternative School, will be assigned. Students must comply with these rules. Parents must be notified on the day following release from In-School Suspension. A conference with the principal at the Second Chance Alternative School for a conference with the principal **begin at 8:15 a.m. on a first-come, first-served basis.** Parents will be notified of their child's assignment to In-School Suspension by phone call and/or form sent home with the student.

MORNING DETENTION

Morning detention is held every morning at the Second Chance Alternative School. **Students are to report to the Student Center with their parent/guardian between 6:50-7:00 a.m.** Students assigned to morning detention will be given paperwork to be completed. Students will be assigned one day of In-School Suspension for morning detention. Morning detention consequences include: chewing gum, eating/drinking in the hallway, talking or too loud in the hallways/restroom, and other inappropriate behavior as stated in the Student Handbook.

PARENTAL RESPONSIBILITIES ATTENDANCE AND PUNCTUALITY

Alabama law requires that all parents/guardians of children in their charge enroll and attend school and be present at school in accordance with written policy on school attendance of the local board of education.

Alabama truancy law is stated on page 18 of the Student Handbook.

PJHS PHYSICAL EDUCATION

Dressing out will not be required this year. Grades will be based on participation, written assignments, and standards-based activities each nine weeks. PE lockers are available in the locker rooms for students to secure items during their PE period. Students must provide their own combination or key lock to use during the PE period only. Students are responsible for locking up items. Students will be tested twice a year using the Alabama Physical Fitness Assessment, as well as, a semester exam each semester.

Physical Education Rules

- No eating or drinking in the gymnasium
- Wear only tennis shoes on the gym floor
- Fully participate in PE activities

PJHS BAND PROGRAM

Band is a year-long course. Band directors distribute band handbooks to all band students with band rules and guidelines. Students must provide their own instruments.

MEDIA CENTER

The Media Center is open all day for use by the student body. Students must receive a pass from their teacher to visit the Media Center during class time. Books checked out may be returned during class changes or before and after school.

QUALIFICATIONS FOR HOME DANCE COURT ELECTION

Candidates must:

- have an overall average of a C or above
- have not attended Second Chance A during the current school year
- have not been in ISS three days or more during the current school year
- have not repeated seventh or eighth grade

Students who are on court for Homecoming and other courts in the same school year.

GUIDELINES FOR WHO'S ELIGIBLE TO NOMINATE

Day 1: Homeroom students will nominate candidates for their homeroom for each category. (Student body category only.)

Candidates must:

- have not attended Second Chance A during the current school year
- have not been in ISS three days or more during the current school year

Day 2: From the candidates nominated, one boy and one girl for each category.

The winners will be announced and announced.

GIFTED EDUCATION

Prattville Junior High School offers advanced classes to meet the needs of gifted or advanced students. Advanced students are evaluated for advanced classes. Advanced students will be placed in at least one advanced class. There is a three hour minimum requirement of the advanced classes. Advanced students may be removed from an advanced class upon a written request from the parent/guardian.

GUIDANCE SERVICES

Guidance services are available to all students. Guidance is accessible to provide these services as needed. A written permission and a pass to visit the guidance office are required in order to accurately document attendance.

DRESS CODE

SHIRTS

- Tube tops, halters, spaghetti strap tops, racer back tops, bare backs or clothing and tops with low-cut necklines are not permitted.
- Sleeveless shirts must be 3 inches across the top of the shoulder.
- NO decals containing profanity, inferring obscene/indecent commentary or referring to immoral or illegal behavior,
- Must cover midriffs, no cropped tops

PANTS/SHORTS

- Pants should be worn at the natural waist line (pants should not bag or sag) with proper fit.
- NO HOLES IN JEANS ABOVE THE KNEE
- NO pajama bottoms or anything appearing as such
- Shorts should be no shorter than 2" above the knee for males & females.
- Shorts should not be overly tight and should be properly fitted at waist height.

DRESSES/SKIRTS

- NO strapless dresses or dresses with cutouts (this includes school dances.)
- Skirts/dresses should be no more than 2" above the knee when standing

SHOES

- All shoes must have a back.
- Shoelaces must be tied.
- No house slippers (not even UGG).

NO! NO! NO! NO! NO! NO! NO!

- Bandanas
- Leggings
- Gloves, except when outdoors during cold weather
- Clothing made of sheer fabric or spandex
- Sunglasses
- Hats, caps, or hoods
- Facial jewelry
- Belts, unfastened
- Picks or combs in hair
- Over-sized clothing
- Unnatural hair color
- Cuts or designs in eyebrows or hair
- anything containing profanity, inferring obscene/indecent commentary or referring to immoral or illegal behavior, or otherwise offensive
- Gang related attire: colors, ornaments, symbols, tagging, etc.

Principal, or designee, discretion is implied for each item listed above. If the principal or designee determines that a student's grooming or clothing violates the school's dress code, the student will be given an opportunity to correct the problem at school. If not corrected, the student may be assigned to in-school suspension for the remainder of the day, until the problem is corrected, or until a parent or designee brings an acceptable change of clothing to the school.

The primary purpose of school buses is to transport students to and from school.

Behaviors not permitted

1. Eating and drinking
2. Chewing gum
3. Smoking or tobacco of any form
4. Scuffling or fighting
5. Playing radios, tape players, or boom boxes
6. Yelling at anyone on the bus or out of the bus
7. Profane, indecent, or abusive language
8. Throwing paper or any other objects out of the bus windows
9. Putting hands, arms, head, or any other body part out of the bus window
10. Tampering with any of the bus safety equipment
11. Defacing any part of the bus

Students who violate bus rules will be subject to disciplinary procedures and suspension from the bus.

BUS INFORMATION

The parent and/or guardian of the student must provide the school regarding a student request for transportation. Transportation Department personnel cannot provide driver information until the student's request is verified by the student's school and the parent/guardian. Once the school has verified the request, the parent/guardian must sign a request for transportation and the student's dress is assigned. Transportation faxed to the parent/guardian with the bus number and driver information is then given to the student. The parent/guardian must contact the bus driver. Students will be notified from their verified physical address.

This process requires

EMERGENCY PLANS

FIRE

Fire drills are conducted as required by state guidelines. The signal for a fire drill will be the activation of the alarm system.

Students will adhere to the following:

1. Stop all work immediately and listen for instructions
2. Exit according to plan posted in each classroom
3. Last person leaving classroom should shut the door
4. Depart building in a straight, single file line
5. Proceed far enough from the building to be safe
6. Remain quiet at all times

One long ring of the bell will signify when it is safe to reenter the building. Students will quietly return to their room.

SEVERE WEATHER

Tornado drills are conducted as required by state guidelines. The signal for a tornado drill will be one long continuous ring of the bell or by the activation of the alarm system. Students will adhere to the following:

1. Stop all work immediately and listen for instructions
2. Proceed to the designated safe place
3. Sit quietly with head protected

The principal or designee will announce when it is safe to return to the classroom.

LOCK-DOWN

Lock-down drills are conducted as required by state guidelines. Students will adhere to the following:

1. Be attentive to teacher directives
2. Remain quiet
3. If in restroom, stand on the toilet
4. If in hallway, travel to the nearest classroom or restroom as quickly as possible

The principal or designee will announce when it is safe to resume regular activities.

STUDENT SAFETY

In the event of an actual emergency which requires the student body to be removed from Prattville Junior High for safety or security reasons, the student body will be transported to a designated safe area. Proper authorities will be notified.

CLUBS, SPORTS, OR

We encourage all students to participate in our clubs and organizations. The following:

- Archery Team
- Beta Club (school club)
- National Beta Club
- Creative Outlet Theater
- Fellowship of Christian Students
- FBLA (Future Business Leaders of America)
- Majorette Club / Color Guard
- Student Council
- Student Mentoring Society
- Technology Student Association
- Boys' football, basketball, baseball, wrestling, and soccer
- Girls' basketball, track and field, soccer, cheer, and volleyball