

Amite School Center



2025-2026 Student Handbook Grades 4-12

FOREWORD

The mission of Amite School Center is ***“To provide a quality Christian education in a disciplined and safe environment.”***

This handbook for students and parents should be read carefully. The rules and regulations have been formulated in the best interest of the students and the school. You are asked to follow the rules as stated. Please do not ask for exceptions to be made.

It is a student’s responsibility to know and obey all the rules in the student handbook. The student handbook is posted on the Amite School Center Website.

This handbook has been approved by the Amite School Center Board of Directors and has been entered in the minutes of the board.

Enforcement of these rules and regulations rests with the administration. All problems involving interpretation of and enforcement of these rules are the responsibility of the administration.

SCHOOL BELIEFS

Amite School has the following beliefs and operates with these beliefs in mind:

- All people are assigned, by God, a gender at birth. This is the gender that will be recognized by Amite School Center in any and all dealings with students, faculty, and staff.
- A safe and physically comfortable environment promotes student learning.
- Student learning in a Christian environment is the chief priority of the school.
- Students need not only to demonstrate their understanding of essential knowledge and skills, but also need to be involved actively in solving problems and producing quality work.
- Students’ learning needs should be the primary focus of all decisions impacting the work of the school.
- The commitment to continuous improvement is imperative if our school is going to enable students to become confident, self-directed learners.
- Students need to apply their learning in meaningful contexts.
- Exposure to consistent, strong Christian morals promotes student learning and strengthens individual student morals.
- Students learn best when they have appropriate opportunities for success.
- Students learn best when they are actively engaged in the learning process.
- Each student is a valued individual with unique physical, social, emotional, and intellectual needs.
- Extra-curricular activities provide positive opportunities for the individual student to develop a sense of self and purpose.
- A student’s self-esteem is enhanced by positive relationships and mutual respect among and between students and staff.

NOTICE OF NONDISCRIMINATORY POLICY AS TO STUDENTS

Amite School Center admits students of any race, color, national and ethnic origin to all rights, privileges, programs, and activities generally accorded or made available to students at the school. Amite School Center does not discriminate on the basis of race, color, national and ethnic origin

in the administration of its educational policies, admission policies, or school administered programs.

PORTRAIT OF A GRADUATE

A graduate of Amite School Center will be...

A Lifelong Learner- Academically prepared with the knowledge, skills, and habits of mind to embark upon and seek to continue a rigorous intellectual path while understanding the importance of developing the mind and creating a strong work ethic in career pursuits.

Challenged by the Gospel- Grounded in the Gospel of Jesus Christ and its implications, with the tools to obtain spiritual direction and understanding.

Well Balanced & Disciplined- Developing a healthy, balanced lifestyle possessing a foundation of Godly character, independence, and self-awareness. Growing in disciplines of mind and body through the pursuit of excellence in spirituality, morality, academics, and athletics.

Engaged- Participating effectively in a community of ideas as a listener and communicator – understanding, critiquing, and challenging worldviews and their implications – working productively with others while maintaining integrity of personal beliefs.

A Servant to Others- Demonstrates an awareness of his or her impact on the community and actively demonstrates the love of Christ in the serving of others.

AMITE SCHOOL CENTER ALMA MATER

Hail to A.S.C., we will be true to thee,
And thy standards we'll always hold high
You're the symbols of things we love,
We'll cheer as the colors go by.
Every heart beats fast as we think of the past
And of those who have gone before.
Should auld acquaintance be forgot,
Every day we will love thee more.

COOPERATE SPIRIT POLICY

Amite School Center believes that a positive and constructive working relationship between the school and a student's parents/guardians is essential to the accomplishment of the school's educational mission.

Amite School Center accordingly reserves the right to terminate at any time or not renew a student's enrollment contract if the school reasonably concludes that the actions of a parent or guardian make such a positive and constructive relationship impossible or otherwise seriously interfere with Amite School Center's accomplishments of its mission.

AMITE SCHOOL CENTER ADMISSIONS POLICY

We believe that all people are assigned by God, a gender at birth. This is the gender that will be recognized by Amite School Center in any and all dealings with students, faculty, and staff.

Criteria for admission:

- Parent or Guardian and student must meet with Mr. Watts before the admission process can begin
- Families enrolling at Amite School Center must provide the following:
 - Registration Fee
 - Completed Admission Application
 - Completed Tuition Contract
 - Payment of Tuition (Depending on payment plan)
 - A copy of student's transcript, most recent report card, and/or achievement test scores
 - A copy of the student's Social Security Card and Birth Certificate
 - A Mississippi Immunization Record
 - Contact information from previous school for character reference(s)
 - Grades, Attendance Records, Discipline Records, and current Class Schedule from previous school.
- Student must have record from former school that indicates probable success at Amite School Center.
- Student shall receive a favorable background report as stated by former school officials (including
 - behavior and proper actions).
- All new students entering K5 or First Grade will be given a developmental test.
- All home-schooled students will be given a placement test to determine grade to enter.
- Any new student entering grades 9-12 that was not enrolled at Amite School Center the previous year, must complete and pass a drug test screening process administered by a licensed medical provider prior to acceptance at Amite School Center. This screening will be at the parents' expense.
- All new students entering grades 9-12 must take an admission test administered by a school official.
- Final admission will be determined by a student's past record and results on admission test.
- All admissions are subject to approval by the Board of Directors.
- Only students completely enrolled will be allowed to participate in extracurricular activities.
- **Amite School Center admits students of any race, color, nationality, or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, nationality, or ethnic origin in administration of its educational programs.**

SPECIAL NOTE: Although Amite School Center has a liberal acceptance policy, the administration reserves the right to make a final decision on any child. Our ministry is one committed to children, and our staff is a loving, nurturing one. It is always "painful" when a child is not accepted. There are times, however, when children have special needs that Amite School Center cannot meet. Therefore, it would not be in the best interest of the child to place him/her in a school setting where they might not be successful. Some of those areas include, but are not limited to the following:

- Academically, Amite School Center has a curriculum that is “college prep” in nature. If a child is below average in ability, or if a child has moderate to severe learning disabilities, Amite School Center may not be the best school of choice. Amite School Center does not have a formal resource program or special education component, due
- .033primarily to budget, personnel, and space restraints.
- If a child has behavior problems that adversely affect the learning of others or takes an inordinate amount of time, Amite School Center is likely not the best school setting.
- If a child has a serious medical condition or has specific medical needs that can’t typically be met in a standard classroom setting, it might not be in the child’s best interest to attend Amite School Center.
In fairness to the child, if he/she has been professionally tested and evaluated for learning disabilities, behavioral concerns (such as ADD, ADHD), or a medical condition, the result of those tests should be made available to the school at the time of application or when they become available. It is at the discretion of the headmaster and/or the board to review any accommodations requested and to require appropriate medical documentation.
- Final admission will be determined by a student’s past record and results on the admission test.

CUSTODY ISSUES

School administration must be made aware of any custody situation where a parent, grandparent or other individual is legally prohibited from visiting or picking up a student. The school must have on file legal papers regarding these matters. It is the parent’s responsibility to keep the school informed when these situations exist. If one parent has custody and grades (or information) are not to be released to the other parent, the office must be informed.

MEDICATION

We prefer to refrain from giving medication to students. If absolutely necessary, medication will be given by the teacher (K-6) or office staff (7-12), only if a note from a parent describing the time and dosage accompanies the medication. Students in grades 7 - 12 taking any form of prescription medication must bring a note from their parents or doctor giving the time and amount of each dose.

TUITION AND FEES POLICY

The following is a list of requirements for Tuition and Fees at Amite School Center:

Students may be removed from school when tuition becomes 60 days past due. Tuition not paid by the 15th of each month will considered late and a \$75.00 late fee will be charged. If tuition and all fees are not current prior to taking exams in December and May, the student will not be allowed to take exams and will be given a zero on these exams. The determination of whether a patron is current is based on the contract, not each student. If the student is exempt from an exam, the exemption will be lost and the student will receive a zero for the exam grade.

NSF Check Guidelines

When a check is returned to the school a letter will be sent that day to the writer. They will be given 4 school days to send the amount of the check plus a \$40.00 NSF fee, in cash or money order, to the school.

If there is no response from the check writer....

The school will mail a 2nd letter to the writer of the check. The writer will be given 4 school days to send the amount of the check plus \$40:00 in cash or money order to the school. If full payment is not received by the 4th school day, the check writer will then be put on a cash-only basis with Amite School Center from that day forward.

If there is no response from the check writer...

The School will mail a form letter from the District Attorney's office using certified mail to the check writer. They will be given 30 calendar days to send the amount of the check plus \$40.00 NSF fee in in cash or money order to the school.

If there is no response from the check writer...

On the 31st calendar day, the financial secretary will go to Justice Court and file criminal charges against the check writer.

ASBESTOS MANAGEMENT PLAN

Congress passed legislation in 1987 which requires all schools to inspect or re-inspect their facilities for asbestos. Our first inspection was in 1988 with re-inspections. SHOULD YOU DESIRE TO VIEW OUR ASBESTOS MANAGEMENT PLAN, a copy is maintained in the school office and is available for your inspection.

INCLEMENT WEATHER

The closing of school due to inclement weather will be announced as soon as possible. Announcements of school closures can sometimes be made the evening before the closing of school, however, most days the announcement cannot be made until the morning of closing school. The Administration will endeavor to decide as early as possible. We desire for decisions to be made by 6:30 am or earlier when possible. Information on school closures will be sent via FACTS parent alert text message system, posted to the school's social media and to the school's website.

AFTER CARE & EARLY CARE

After-school care will be offered from 3:05 - 5:30 on regular school days for \$7 per day and early care will be offered from 7:00 - 7:30 for \$2 per day. On half days, the fee will be \$10. Payment is to be made in advance or at pick-up time on a day-by-day basis, balances must not exceed \$100. If this happens privileges will be removed until full payment is received. Money will not be credited for change of plans. It will be credited for school closings; for example: inclement weather. Since workers are hired based on day-by-day attendance, it is important for the school to be notified as early as possible on the day after-school care is needed. While we understand that unforeseen circumstances will arise, we do not allow excessive late pick-ups from aftercare. If children are picked up after 5:30, 3 or more times within 9 weeks, aftercare privileges will be removed for the remainder of that 9-week period.

Aftercare late fee schedule:

5:30 - 5:35 = \$2 charge

5:35 - 5:40 = \$5 charge

After 5:40 = \$5 charge plus \$1 per minute after 5:40

INSURANCE

Students attending A.S.C. will have the option of purchasing insurance through a reliable insurance carrier, but A.S.C. is not responsible for those expenses unpaid by the policy. If you do not wish to purchase this policy, a written waiver of insurance must be signed by the parent or guardian of the student. A waiver may be obtained in the office. If there are any questions regarding the insurance policy, please call the office.

TEXTBOOKS & COMPUTERS

All textbooks are loaned to students for their use during the school year. Workbooks and other supplies are paid for by the student. Textbooks are to be kept clean and handled carefully. Payment will be required for lost or damaged books. The teacher is responsible for issuing and taking up textbooks. All students in grades 1-12 will be issued a school computer (device). Parents will be responsible for any user damages. Insurance to cover user damage will be available for purchase. Please see "Device User Agreement" which will be part of the information packet at the beginning of the school year.

ACCREDITATION

Amite School Center holds accreditation with the Mid South Association of Independent Schools and Cognia. The standards of these two agencies are used as guidelines for the educational programs of the school.

ARRIVAL AND DISMISSAL

Drivers with students in grades K3- 2nd will veer to the right after the split. They will stay in the inside lane in order to be nearest the classroom doors. After deliveries and pick-ups, drivers will merge into the outside lane for exiting

ARRIVAL: Students brought to school before 7:30 will report to Early Care in elementary room 1. At 7:30 the elementary gates will open for K3-2nd grade students to be dropped off at their homeroom teacher's door. Students in 3rd through 6th grade may be dropped off at the Pen and walk to class after 7:30, siblings of K3-2nd grade students may be dropped off at their homeroom also. Junior high and high school students will be dropped off in one of two places. 1) Students who do not have an elementary sibling may be dropped off at the west end of the building 2) Students who have an elementary sibling may be dropped off at the east end of the building.

DISMISSAL: At 2:45 the elementary gates will be opened for K3-2nd grade students to be picked up from their teacher's room. Also, at 2:40 grades 3rd through 6th will be dismissed to the Pen. Students in grades K-3-2nd must enter on the driver's side or drivers must get out and accompany them to the passenger side. Grades 7th – 12th will be dismissed at 2:53. Elementary bus riders will be dismissed at 2:45 while 7th-12th bus riders will dismiss at 2:45. Junior high and high school students who do not drive may be picked in the same manner as their arrival (see above). The dismissal bell rings at 2:53.

High School students, parents, and visitors are expected to not cause unnecessary congestion around the elementary building.

High school students who are eligible to leave early may do so after their last academic class. **Those students must provide a note signed by parents and must sign out in the office before leaving. Students failing to follow these steps will serve in-school suspension.** These students, when parked in the normal student parking lot, are to exit campus by going in front of the high school building.

All children should be picked up by 3:05. After 3:05 students will be sent to after care and parents will be charged. Some teachers may remain at work, but they are NOT RESPONSIBLE for students. Elementary and junior high students should not be left unsupervised on campus while an older sibling is practicing a sport and/or on ballgame days. The first time the parent will be called, after that Mississippi Department of Human Services MAY be contacted. Amite School Center will not be responsible for those left after school hours with no supervision.

TRAFFIC CODE

Although the school provides parking spaces for student vehicles, this does not give the student the right to abuse the privilege. The student parking lot should be as clean as any other part of the campus. Students driving to school will be expected to leave their cars parked during school hours and not return to them without permission from the office. All motor vehicles are off limits during the day. Students will not sit in or on cars and cannot use vehicles during school hours without permission from the office. The front parking lot will be used for student parking. Students will be notified when they are to park in different areas due to school events. A.S.C. cannot be responsible for damage or loss of items in or on vehicles. Traffic on campus shall be regulated by orders of the Board of Directors and include the following regulation: Traffic speed of 10 miles per hour by all drivers at all times on campus.

TRAFFIC PENALTIES

- First traffic violation - Parents are notified, a \$25.00 fine and suspension of driving for 30 days.
- Second traffic violation - Driving will be revoked for one year and a \$50.00 fine.
- No UTV's will be allowed on campus.

VISITORS ON CAMPUS

No visitors, including parents, are to come in the school building during school hours for any reason without checking in through the school office. The only exception is if the visitor has been invited to a program or event. Unauthorized visitors are not to board a school sponsored bus. Unauthorized visitors may be charged with trespassing and picked up by the proper authorities.

ATTENDANCE POLICY

Regular and punctual attendance on the part of all students is necessary for successful accomplishment in school. Repeated tardiness and absences frequently cause students to become discouraged and fail. Therefore, unless the student is ill, it is important that parents have their children in school on time every day that school is in session.

- Only in unavoidable cases should a student leave school before the close of the day. Given the importance of core course study, students may not be allowed to check out during academic classes without express permission granted by administration.
- Students may not receive credit for a two-semester course missed when more than twenty (20) days are missed in a class. Students may not receive credit for a one-semester course when more than ten (10) days are missed in a class.

- Students who accumulate more than ten (10) absences in a two-semester course or more than five (5) absences in a one-semester course will be ineligible for exemption in that course.
- Students who are absent from school during the day (in part or in full) for any reason other than doctor or dental appointments will not be allowed to participate in extracurricular activities, field trips or sports (practice or game) for the remainder of the day, unless approved by administration.

The Accreditation Manual of the Mississippi Association of Independent Schools (MAIS) states on page 26 that:

42.013 No student shall be granted a credit whose absences exceed 20 days during the school year. The administration and school board may waive this standard if it is determined that the absences resulted from unusual circumstances or extended illness. A limit of 10 days shall be placed on all one semester ½ credits.

ABSENCES

When a student is absent a parent should call the school by 9:00 a.m. so that the whereabouts of the student is accounted for.

Absences follow into 3 categories:

1. Excused
2. Unexcused
3. School Business

Excused

1. Personal illness or serious illness in your family.
2. Funeral
3. Emergencies approved by the Headmaster. Students who miss class for A.S.C. athletics, field trips, etc. will be excused and these absences will not count in the total number of days missed.

UNEXCUSED

Any student who receives an unexcused absence will be given a one-point deduction on the nine-week average for each class that is unexcused. Also, an unexcused absence results in losing exemption possibilities for the semester in which it was received.

What to do when returning to school after an absence?

When a student is absent, they are required to report to the High School office on the first day returning back to school. They should present a written excuse from their parent or doctor at this time. If a note to excuse the absence is not received after 3 days, the absence will remain unexcused.

TARDY POLICY

The first bell rings at 7:48 a.m. and classes begin promptly at 7:58 a.m. Students should be seated at their desk and ready to start when the second bell rings. When students arrive late, it disturbs the entire class and may affect a student's self-esteem. Promptness is a measure of school citizenship. We understand that most ASC students can't drive. Therefore, parents are urged to have their children to school on time to help establish good habits and to keep them from being penalized. **Please note that traffic is not a legitimate excuse for repeated tardiness to school.**

Students who are tardy upon coming to school or to class will not be allowed to enter classes until they have secured an admittance slip from the office.

- The tardies will be recorded in the office.
- Four (4) tardies in a nine-week period will result in one (1) work detail. Each tardy after four (4), will result in a work detail.
- Students who are more than twenty-five (25) minutes late to school will be counted absent for that class.

CHECKING OUT OF SCHOOL

- Appointments with physicians or dentists should not be made during school hours if at all possible.
- If parents send a note requesting that their child be allowed to check out, the office should receive the note before the first period begins. Parents who phone the school requesting that their student be dismissed should phone by 8:30 a.m. (Exception – Emergency Situations). Students should notify their teachers that they are leaving and get their assignments.
- Before students leave for a doctor or dental appointment, they must sign out in the office. Upon the student's return to school, the student must present a note from the doctor or dentist before signing in to school. If this procedure is not followed, the absence will be unexcused.
- Students who are absent from school during the day (in part or in full) for any reason other than doctor or dental appointments will not be allowed to participate in extracurricular activities, field trips, or sports (practice or game) for the remainder of the day, unless approved by administration.
- All tests must be taken before a student leaves school for the day. Failure to comply with this rule will result in a grade of zero (0) on the test. If a student comes to school late and has missed a test, the student is required to take the test before leaving school for the day. Failure to comply with this rule will result in a grade of zero (0) on the test. Students leaving school early must see all teachers to get assignments.

PERMISSION TO LEAVE SCHOOL

When a student becomes ill at school:

- The student should ask permission to leave class from his/her classroom teacher.
- The student should ask permission in the office to notify parents of the illness.
- The secretary or teacher will then call the parent to determine if the parent will give the student permission to leave school. After these steps are followed, the student must sign out in the office.

When a student leaves for a doctor or dental appointment:

- Students who know they are to leave school during the day should bring a note from their parents to the office before school on the date of the appointment, stating the reason and the time they are to leave.
- Before students leave, they must sign out in the office. Upon the student's return to school, the student must present a note from the doctor or dentist before signing in to school. If this procedure is not followed, the absence will be unexcused.

Failure to sign out in the office before leaving school during school hours will result in in-school suspension.

MAKE-UP TESTS POLICY AND TIME PERIOD

Students are allowed three (3) consecutive make-up opportunities to complete tests:

- Wednesday School: Wednesday School will meet on Wednesday afternoons from 3:20 to 4:30 p.m.
- Tuesday mornings – Tuesday times are Tuesday mornings from 7:00 a.m. to 7:55 a.m.
- Thursday mornings – Thursday times are Thursday mornings from 7:00 a.m. to 7:55 a.m.

Staff members will proctor all work done on Wednesdays, Tuesdays, and Thursdays.

Failure to take assigned tests in this time frame will result in a grade of 0 (zero) being registered on that subject's test. Permission must be received from the administration prior to the expiration of the allotted time, if there are special circumstances that prevent a student from making up a test within the three dates. Students arriving after 3:30 p.m. for Wednesday School will not be allowed to make up a test during that session. Students arriving after 7:10 a.m. for Tuesday-Thursday Detention will not be allowed to make up a test during that session.

It is the responsibility of the student to schedule make-up work with each teacher.

GRADE GRADING SYSTEM

Grades are indicated by letters which have values as follows:

100- 90 A 89-80 B 79-70 C 69-0 F

Nine Weeks Averages will be comprised of Tests (60%), Quizzes (30%), Daily (10%)

Semester Averages will be comprised of 9 weeks (40%) + 9 week (40%) + Semester Exam (20%)

Final Averages will be comprised 1st Semester (50%) + 2nd Semester (50%)

Honors classes will be weighted on a scale of 1.1.

COLLEGE (IHL) PREPARATORY TRACK CURRICULUM

The College Preparatory Track Curriculum is designed to include those courses outlined by the Mississippi State Board of Trustees of Institutions of Higher Learning for admission to senior colleges within the state. Listed below are the minimum entrance requirements only for those students entering these institutions.

English	4 credits
Math (<i>Algebra I, Geometry, Algebra II required</i>)	4 credits
Social Studies (<i>American History, American Government, World History, Economics and Geography required</i>)	4 credits
Science (<i>Biology I required</i>)	4 credits
Fine Arts	1 credit
Technology	.5 credit
Advanced Electives	4 credits

One unit must be a Foreign Language or Advanced World Geography and the other unit must be an Advanced Math or Advanced Science.

ELIGIBILITY FOR PARTICIPATION IN EXTRACURRICULAR ACTIVITIES

Policy for Eligibility for High School Students:

- No student will be allowed to participate in an inter-school contest for more than four (4) years after entering the ninth grade.
- A student is not eligible if he or she has reached the age of nineteen (19) prior to August 1 of that school year.
- A student must have completed a minimum of four of the previous semester's courses with a minimum of a 70-average earned in each course in order to be eligible for athletics in the current term of the sport.
- Inside the current term of eligibility, a student with ISS or OSS may not participate in practice or in a game or performance on that given date. If travel is required for a game on said date, then the student may not travel with the team.

Athletic Policy for Eligibility for Jr. High Students

- Jr. High athletes must be promoted in order to be eligible to play any sport.
- NO Jr. High athlete shall participate if he reaches the age of sixteen (16) before August 1 of that year.
- Students in grades 6-12 may participate in JV and varsity sports.

Eligibility to participate in extra-curricular activities at the beginning of the school year is based on the academic work from the previous school year which includes the summer. To be eligible a middle school student must be promoted to the next grade and a student in grades 9-12 must earn 4 academic units.

Eligibility during the school year will be determined using the number of courses students are passing during the current year. All students participating in extracurricular activities will be listed in one of 3 categories during the school year:

- Eligible-student can participate in all activities
- Probation-student can participate in all activities, but is in danger of losing eligibility
- Ineligible-student cannot participate in games, but is allowed to practice

Grades will be checked every three weeks and students will be placed in a category based on their current category and the number of courses they are passing. Categories of students will be changed as follows:

- Eligible category students who are not passing 4 units will move to the probation category.
- Eligible category students who are passing 4 units will remain eligible.
- Probation category students who are not passing 4 units will move the ineligible category.
- Probation category students who are passing 4 units will return to the eligible category.
- Ineligible category students who are not passing 4 units will remain in the ineligible category.
- Ineligible category students who are passing 4 units will move to the probation category.

Points to remember:

Students will move from category to category based on grades for the previous 3-week period and cannot change categories until the end of the next 3-week period.

- Grades used to determine the category of the student will come from the quarter in which the 3-week period occurs.
- Students who are ineligible because they did not meet the 4-credit requirement (HS) or were not promoted (JH) from the previous year are ineligible by MAIS rule until the end of the first semester. Eligibility for these students will be determined by first semester grades.

PUPIL PROGRESSION

Below is a list of criteria for promotion from one grade to another. If you have questions regarding these guidelines and how they relate to your child, feel free to contact the office and arrange a conference.

- Absences should not exceed 20 days (10 per semester) during the school year.
- In grades 4-8, students must not fail reading, math, or English. They also cannot fail two or more subjects and be promoted.
- In grades 9-11, students must earn enough Carnegie units to be promoted: 9th = 6 units, 10th = 12 units, and 11th = 17 units.

ACADEMIC AWARDS

- Academic awards will be given individually.
- Students will be eligible to receive awards for citizenship and perfect attendance.

HONOR ROLLS

Students who have all A's and B's will be eligible for honor roll awards.

SUMMER SCHOOL

The Head of School must approve all summer school and correspondence credit. "Students enrolled in a summer program are limited to earning one Carnegie unit of credit during the summer school session." Students may earn no more than one (1) Carnegie unit of credit through a correspondence course.

GRADUATION REQUIREMENTS

Students are required to complete 24 Carnegie Units for graduation. These 24 Carnegie Units must include 4 units of English, math, science, and social studies. Students are also required to complete 1 unit of fine arts, .5 unit of technology, 4 units of electives, and 1 unit of Bible. Grade Point Average will be computed only on Carnegie Units.

Valedictorian/Salutatorian Requirements: A student must complete (2) honor level classes in science, 2 in English and 1 in math. Also, a student must have attended A.S.C. for 6 full, consecutive semesters. To become an honor student a minimum of 2 honor level courses must have been successfully completed and the student must have an 80 average of above for all classes in grades 9-12.

EXAMINATIONS

Exams will be given to all students at the end of each semester. Students are expected to take exams on the day scheduled. There will be no deviation from the exam schedule without approval from the administration. Semester exams will run on a half-day schedule from 8:00 – 11:55 a.m. There will be no exemptions from exams for students in grades 4 – 9. Students in grades 10 and 11 may gain exemption from exams at the end of each semester if they have

a 90-semester average in the course, do not have an unexcused absence in the course, and have an ACT composite score of 19 or above. Seniors may gain exemption from exams in December if they have a 90-semester average in the course and do not have an unexcused absence in the course, Seniors may gain exemption from semester examinations in May if they have a passing average in the course and do not have an unexcused absence in the course.

Students absent from the exams cannot make it up without a doctor's excuse. Exams should be comprehensive and should cover at least the last two nine weeks.

HONOR GRADUATES

The **Valedictorian** is the senior student who has the highest academic average for all academic subjects from grades 9 through 12 and has successfully completed 2 honors courses in science, 2 honors courses in English, and 1 honors course in math. The Valedictorian must attend A.S.C. for his/her final 6 full, consecutive semesters.

The **Salutatorian** is the senior student has the second highest academic average for all academic subjects from grades 9 through 12 and has successfully completed 2 honors courses in science, 2 honors courses in English, one honors course in math. The Salutatorian must attend A.S.C. for his/her final 6 full, consecutive semesters.

Honor Graduates are senior students who have taken a minimum of 2 honors courses and have a cumulative academic average of 80 or above on all academic subjects in grades 9 through 12.

INCOMPLETE GRADES

A grade of incomplete will be given in cases of prolonged excused absences or other unusual circumstances, which occur at the end of a nine-week term when grades must be sent out. The incomplete grade must be made up within the three-day limit of the terms of the excused absence. If the work cannot be made up within three days, arrangements must be made with the teacher or an "F" will be recorded for the work not done. Incomplete grades for a nine-week period will be closed out at the end of the nine weeks, except in the cases of an extended illness.

PARENT-TEACHER CONFERENCES

You, as parents, are urged to contact the office and make an appointment for a conference with your child's teacher when you feel the need. The office will gladly schedule an appointment. Teachers will be available during their conference time. Please request an appointment at least **one day in advance**. The telephone number for the office is 601-657-8896. No elementary conference will be scheduled on Friday.

Telephone calls to a teacher's home should be limited to emergencies. Under NO condition should a parent go to a teacher's room during the day without first going by the principal's office. If it is necessary to bring materials to your child, bring them to the office and we will see that they are delivered.

TESTING PROGRAM

- Each spring students in grades K5, 1st, 3rd, 5th, and 7th are given the Iowa Assessment test. 9th grade students will be given the Pre-ACT test.
- Students in grades 1st-6th will be tested 3 times throughout the year using the STAR reading and math test.

- ACT (American College Test) is used primarily for admission to college. The ACT is given to high school students on campus during the fall and spring. Parents/Guardians are responsible for paying the ACT test fee.
- ASVAB (Armed Services Vocational Aptitude Battery) is a group of twelve tests that measure aptitude in five career field areas. The tests are General Information, Numerical Operations, and Attention to Detail, Work Knowledge, Arithmetic Reasoning, Space Perception, Mathematics Knowledge, Electronic Information, Mechanical Comprehension, General Science, Shop Information, and Automotive Information. The scores are on the following composites: Verbal, Math, Perceptual Speed, Mechanical, Trade Technical, and Academic Ability

STAR STUDENT

The Star Student selection process is set by the Mississippi Economic Council. The star student is the senior who has the highest score on the ACT taken before December 31 of the current school year. The minimum score is 25, and the minimum average is 93. Grades in the 10th, 11th, and 12th grades are used to determine the star student's average. Only the following subject areas are to be included: English, foreign language, math, science, and social science. If the school has more than one senior with an ACT of 35 or above and an average of 93, designate each as a star student. In the event of a tie on the ACT score: Step 1 – Total ACT test scores (English, mathematics, reading, and science reasoning) for each student involved in the tie. Select the student having the highest sum of these test scores and the minimum 93 average on designated courses. Step 2 – If the tie still exists, name as star student that senior with the highest overall scholastic average on selected subjects in specified years. Step 3 – If the tie is unbroken, use the first semester senior year scholastic average as the deciding factor. Step 4 – Should a tie still exist, compare the scholastic averages for prior years until the tie is broken. If the student who has the highest ACT score does not have an overall average of at least 93, name as the Star Student the senior with the next highest ACT who meets both minimum requirements.

MR. AND MRS. A.S.C GUIDELINES

- Must have attended ASC since the beginning of 9th grade. (Jr. High beginning of 7th grade)
- Overall GPA of 3.0
- No MAJOR discipline referrals
- Must participate in at least one extra-curricular activity

STUDENT CODE OF CONDUCT

All students of ASC are expected to handle themselves in such a way that reflects our standards and beliefs as a Christian school. Students are expected to represent ASC at school, all school related functions, and any school related media. Misconduct in or at any of these venues will fall under school discipline and may be handled accordingly by the Head of School. As a school we do realize that we cannot and do not attempt to monitor students' actions away from school, school activities, and school related media. Having said this, we do hold our students to a certain standard of conduct and behavior. We expect the students of ASC to act a speak in a manner that reflects positively upon our entire school.

DISCIPLINE POLICY

TYPES OF DISCIPLINE:

Work Detail

Students will be required to do work detail when assigned. Work detail will begin at 7:00 a.m. and last until 7:45 a.m. Failure to attend work detail or being late for work detail will result in the assignment of an additional work detail. Three work details in a nine-week period will result in internal suspension. Each additional work detail in that nine-week period will result in internal suspension.

Corporal Punishment

Used in cases deemed necessary.

Internal Suspension

Students will be required to do class-work and tests. Credit will be given for tests, quizzes, and class assignments when the work is completed. Each student serving in-school suspension will be charged a fee of \$60.00 to offset the cost of a teacher. One point will be deducted from the nine-week average in each class for every day served. Students receiving Internal Suspension will forfeit early dismissal privileges for the remainder of the nine weeks.

External Suspension

Students serving external suspension will have 2 points deducted from their nine-weeks average in each class for each day served.

Students receiving External Suspension will forfeit early dismissal privileges for the remainder of the school year.

Expulsion

Any student who violates the policies and rules of Amite School Center in such a manner that the student is uncooperative and/or a threat to the general welfare of the student body and/or faculty may be brought before the Administration and Board of Directors for expulsion. Furthermore, administration holds the right to refer a student for expulsion whenever he/she deems that is the appropriate course of action.

DISCIPLINARY HEARING PROCEDURE

Disciplinary practice and procedures will be reasonable and for the best interest of the child involved and students in general. Upon reasonable request, parents will be advised of the nature of the infraction and the penalty or punishment imposed, under the following guidelines:

- An email by administration informing the parent of the situation will be sent.
- A conference with the teacher and/or administration taking place during school hours.
- Both parents should attend the conference, or if only one parent is present, the absent shall be deemed to have appointed the attending spouse as agent, and all matters and proceedings at the conference will be to the same effect as if both parents were present and participating,
- If communication cannot be had in a polite and civil manner, the conference shall cease. If the parents wish to pursue the matter further, arrangements may be made for appearance before the School Board.

- Under no circumstance shall a parent proceed to the home of a teacher or administrator with a grievance except by mutual consent in advance.
- Abuse or intimidation of teachers or administrators will not be tolerated, whether during school hours, at home, or in any other manner.
- Intemperate language or threats may result in suspension or expulsion of your child.
- Legitimate complaints will be given proper consideration, but the administration will not permit disruption of the school or jeopardize the education of the vast majority of students because of the irresponsible conduct or attitude on the part of a small minority.

DISRESPECT

Being insubordinate or showing disrespect toward a teacher, school employee, student, or guest of our school, will result in the student being penalized by being assigned work details. If a student is extremely or repeatedly disrespectful to a teacher, staff member, or other person in authority at the school, he/she will be suspended and must have his/her parents at a conference with the Head of School before being admitted back in school. Should such disrespect manifest itself in physical contact with the staff or faculty member, either on or off campus, the student shall be suspended, or at the discretion of the administration terminated from the school system without refund of tuition and fees.

BREAK AND LUNCH POLICIES

Lunches may be provided by parents and should be the types that do not have to be refrigerated. **Snacks and or Lunches may not be delivered to students.** The School Cafeteria offers a variety of foods, including a hot lunch. Students shall be courteous and refined in their cafeteria manners. Strict adherence to the published lunch schedule will be observed. Students will line up and pick their food up in an orderly manner. Students who break the line will be sent to the end of the line. Students will be expected to clean up their trash and place it in the garbage cans. Students who leave trash on the tables or on the floor will be asked to clean up the cafeteria. Violation of rules may result in corporal punishment or whatever the Head of School deems appropriate.

CAFETERIA

- Students are to go to the cafeteria when the lunch bell rings. Teachers are not to let students go to lunch early without permission from the office.
- Keep noise to a minimum.
- Be responsible for your table and surrounding area. Be sure it is clean when you leave.
- Throwing objects and food will not be allowed. One day suspension may be given to anyone throwing any food or object.
- Students are to remain in the cafeteria for their allotted time.
- Take care of the equipment, such as tables, chairs, etc.
- Students wishing to eat food not purchased in the cafeteria must bring that food with them when they arrive for class in the morning. If a student forgets to bring their lunch, the parent may bring money to the office for the student to buy lunch in the cafeteria.
- No food or drink is allowed outside the cafeteria

CELL PHONE/SMARTWATCH

Students may not have their cell phones and/or smartwatches at any time during the academic part of their day. At any point during the school day students may be subject to an appropriate cell phone search, if a staff member has reason to believe that a student may be using a device for noneducational purposes. Junior high and high school students (grades 7-12) will place their phone and smartwatch in their assigned place at the beginning of the day or when they check into school. Each student will have a number slot for their items in a locked and secure box. Upon their last class and/or checking out the student may pick up their items. Elementary students will have designated areas in their homeroom to place a phone without being punished. If any student is found with a phone or smartwatch in their possession during the academic part of their day, the following will apply.

- 1st offense (per year): \$40 fine, Work Detail and the phone/smartwatch will be taken and kept in the office until the end of that day.
- 2nd offense per year: \$70 fine, ISS and the phone will be taken and kept in the office until a parent comes to pick it up.
- 3rd offense: \$100 fine, OSS, and the phone will be taken and kept in the office until a parent comes to pick it up.
- 4th offense or more: \$130 fine, OSS and the phone will be taken and kept in the office until a parent comes to pick it up.

PLAGIARISM and CHEATING

Plagiarism and cheating are absolutely not tolerated. Be advised: Ignorance on the part of a student is not an acceptable excuse for these offenses. As for cheating, consequences apply to ALL parties involved. As for plagiarism, it is not only unethical but also illegal! Plagiarism refers to a student's use of someone else's ideas or words without proper credit to or recognition of the original source.

For the first offense, * **ANY form of plagiarism/cheating results in TWO ZERO GRADES--** (1) for the assignment and (1) for the act of plagiarism/cheating itself

For the second offense, not only are TWO ZERO GRADES assigned in that course, but a student also serves a one-day external suspension,

For the third offense, the situation is turned over to administration with expulsion deemed as a possibility.

CLASSROOM REGULATIONS

- A student is expected to be prepared for each class. Students should bring all supplies to class each day. These supplies include pencil, pen, paper, book, or any other necessities for that subject. In case of habitual forgetfulness, work detail may be assigned.
- Only in emergencies will a student be allowed to leave the classroom to use the restroom. It is the student's responsibility to have a pass while out of the classroom or the study hall. Offenders will be punished.
- Students should be in their seats when the tardy bell rings.
- Students are not to leave a classroom until the teacher dismisses the class.
- Students are required to be good housekeepers in the classroom and in the building.
- Student visitors will not be allowed in a classroom without prior permission from both the administration and the teachers involved. They are subject to all the regulations expected of our students.
- Students are not to bring iPods, cameras, or any other electronic items to any class or study hall unless requested to do so by the teacher.

ALCOHOL, DRUGS, AND VAPING

We are very interested in our students acquiring proper health habits. The use of cigarettes, vapes and alcoholic beverages are considered a serious hazard; hence, the use of, possession of, or under the influence of these while on school premises, or while in the custody and control of the school, or in the course of a school related activity will result in a 3-day minimum external suspension and a \$200.00 fine. Possession and/or use of illegal drugs may result in expulsion from school. If a student is arrested for drugs (selling, buying, using, etc.), alcohol, or possession of a weapon, that individual may be subject to suspension or expulsion and will not be able to participate in any extracurricular activities for 9 weeks. They may practice but not play or perform.

DRUG/ALCOHOL PREVENTION POLICY

All students in grades 7 – 12 and staff will be required to participate in the drug testing program.

Purpose of the program

To educate the student concerning the dangers of drug abuse.

To help prevent any drug use or abuse by the students of Amite School Center.

To identify any student who may be using drugs and to identify that drug.

To provide reasonable safeguards in order that every student who attends Amite School Center is medically competent.

To remove the stigma of drug abuse from those students who are not users.

To reassure parents, students, and the community that the health and academic progress of each of its students is the primary goal of Amite School Center.

To re-emphasize to the student his/her responsibility as a positive role model and to provide a reason to say no!

The parents of each student, by signing their educational contract, are consenting to their child's participation in the drug screening program.

All administrators, teachers, and employees may be tested during the school year and will be subject to random testing.

Each student will be tested during the school year and will be subject to random testing at any time during the school year.

Drug testing may be requested in cases of suspected drug use. When a staff member has a reasonable suspicion that a particular student is under the influence of drugs or alcohol, the Head of School will be notified and will determine the appropriate course of action, including notification of parents.

Testing procedure

- The method of testing is a form of urinalysis or hair sample.
- The selection and coding of specimen samples will be executed in a manner ensuring total confidentiality and identification.
- The urine samples or hair samples will be collected and analyzed by a private laboratory using the most up-to-date methods of pathology.
- Specimen samples or hair samples will be identified by number only to insure total confidentiality.
- Drug screening results will be reported by the medical laboratory to the parents and the headmaster only.

First incident of a positive result

- Parent/Guardian will be notified of a positive screen.
- If the parents wish, specimens or hair samples showing a positive result will be retested by

the testing laboratory immediately to assure that no error has occurred. The second test will be a more specific test. If the positive result is verified and confirmed, the parent will be responsible for the additional cost and the following steps will be taken:

- The Head of School will be advised of the results by the medical laboratory.
- The student and parents will be contacted in a confidential manner by the Head of School.
- If a student tests positive on a drug screening, they have 24 hours to submit proper prescription information.
- If a student tests positive on a drug screening, the student will receive five (5) days of OSS and pay a \$200 fine. Subsequently, the student MUST submit to random drug screening once a month throughout the calendar year. Amite School Center Administration or a designee will oversee that the student is tested monthly. Parents/guardians are required to cover the cost of the random drug screening for the entire calendar year.
- After a first positive test, the student is subject to take every random test during the year.

Second incident of a positive result

- Parent/Guardian will be notified of a positive screen.
- The specimen or hair sample showing a positive result will automatically be retested by the testing laboratory immediately to assure that no error has occurred. The second test will be a more specific test. If the positive result is verified and confirmed, the parent will be responsible for the additional cost and then the following steps will be taken:
 - a. The student and parents will be contacted in a confidential manner by the medical personnel from the laboratory.
 - b. The headmaster will be advised by the medical laboratory of the results.
 - c. If a student has a second positive drug screening, that student is subject to expulsion by the Board of Directors.

Positive Test Results

If the positive result is verified and confirmed, then the following steps will be taken:

1. If a student tests positive on a drug screening, they have 24 hours to submit proper prescription information.
2. If a student tests positive on a drug screening, the student will receive five (5) days of OSS and pay a \$200 fine.
3. Subsequently, the student MUST submit to random drug screening once a month throughout the calendar year. Amite School Center Administration or a designee will have/oversee that the student is tested monthly. Parents/guardians are required to cover the cost of the random drug screening for the entire calendar year.
4. If a student has a second positive drug screening, that student is subject to expulsion from the Board of Directors.

BULLYING

Bully (Harassment, Hazing, and/or Intimidation):

These are all forms of bullying intended to purposely harm another person. Bullying may be physical, verbal, emotional, written or any social media. A.S.C. is committed to providing a friendly, caring, and safe environment for our students and has a zero tolerance toward bullying of any kind. If such behavior does occur, students and/or their parents are encouraged to tell a teacher or administrator so that the incident may be dealt with promptly. Students found by the administration to be guilty of bullying in any form may face suspension from activities, internal and/or external suspension, and/or expulsion. **This includes unacceptable use of social media**

that causes a negative impact on the school environment, whether during the school hours or at any other time.

GUM CHEWING

Gum chewing is not permitted inside any school buildings during regular academic school hours.

HALLWAYS

Students are not to loiter in the hall before school and during break or lunch. Students are expected to keep the hallway clear of book bags and athletic bags. The bell ringing at 7:48 is when the HS building will be open to students. A student in the hall during a class period is required to have a hall pass signed by the teacher who gave the student permission to be in the hall. When it is raining or severely cold before school, students will report to the gym. Otherwise, before 7:48 and during break or lunch periods, students are not allowed into the school building, except under the supervision of a teacher. Students in grades 7-12 will be allowed to use the restroom during break/lunch. Restroom use during class will be granted at the teacher's discretion. Students are not to loiter in the restroom.

Students are not permitted in the halls during class periods unless they are accompanied by a teacher or have a hall pass from an authorized staff member. Any student observed in the halls without a hall pass may receive a work detail. If a student wishes to see a teacher during that teacher's planning period, the student must arrange for this in advance. The teacher must come and get the student from the study hall.

PRANKS

Students caught "playing pranks" that harm others or cast a bad reflection on Amite School Center may be suspended or expelled.

THEFT

Amite School Center does not condone the taking of another's personal property. This includes "BORROWING" another's books, notebooks, pens, pencils, rulers, calculators, etc. from someone else's locker. The administration will hold periodic checks of the lockers and hall to determine that proper ownership is being maintained. The classroom teacher will also check the textbooks of each student in the class to determine that the student is using his/her own textbook. ANYONE involved in such activities may be suspended or given other corrective punishment.

VANDALISM

- Students are not allowed to sit on, lean on, or damage cars parked on the Amite School Center campus before, during, or after school hours.
- Students are not to mark on desks, walls, tables or any school property.
- Students are at NO time to be on top of the buildings.
- Amite School Center property is, in effect, paid for by the patrons of Amite School Center. The cost of repair or replacement is expensive. Students who vandalize Amite School Center property will be subject to expulsion and their parents/guardians will be held liable for the damage.
- ASC will not be responsible for personal items such as cellular phones, smartwatches, sports equipment, video games, and musical instruments (including any instruments) brought to or left at school.

WEAPONS

No knives of any size or description or firearms of any description will be allowed on campus, including vehicles in the parking lot. Fireworks are not allowed on campus. 1st offense – suspension or expulsion.

STUDENT BEHAVIOR CODE

- Students should endeavor to maintain Christian standards in courtesy, kindness, morality, and honesty.
- By introducing and enforcing this code of conduct, Amite School Center's desire is to create a learning environment which encourages the students to concentrate on wholesome aspects of life.
- Amite School Center will not tolerate sexual harassment. A valid complaint of sexual harassment will lead to appropriate and strict disciplinary action, including expulsion. Sexual harassment involves not only unwelcome touching and demands for sexual favors, but also any unwelcome sexually oriented behavior or comments that create a hostile environment.

UNIFORM DRESS CODE

Students attending Amite School Center will be required to dress in a manner that reflects neatness, modesty, Christian values, and common sense. Therefore, the Board of Directors has approved the following dress code that specifies clothing items that may be worn. If the item of clothing is not listed, it is not in dress code. Only school colored (red, white, blue, and gray) shirts and outerwear are allowed. Any clothing items, outerwear, shoes, jewelry, make-up, hair accessories or styles drawing undue attention or causing a distraction will be dealt with at the discretion of the administration.

Boys:

Pants (All pants and shorts must be hemmed and have no holes or patches.)

- Neat blue jeans (NO destroyed look)
- Khaki pants and khaki shorts.
- Length of shorts must not exceed 5 inches above top of knee.
- Brown or black belts are required.

Shirts (All shirts and t-shirts must be tucked in so that the belt is visible)

- Red, white, blue, or gray solid knit collared shirts.
- Amite School Center red, white, blue, or gray t-shirts may be worn.
- Only red, white, blue, or gray Amite School Center sweatshirts may be worn
- T-shirts worn under knit collared shirts must be red, white, blue or gray.

Shoes

- Tennis shoes, casual shoes, and dress shoes.
- Boots (not rubber) – worn with long pants only.
- No open toed sandals or flip flops.

Socks must be worn at all times.

Outerwear

Only Amite School Center approved outerwear (jackets, sweaters, sweatshirts) may be worn. A uniform approved shirt must be worn underneath. Outerwear must be Amite School Center official outerwear. Only red, white blue, or gray, outer wear may be worn.

Dress Days – Boys will be required to wear Khaki pants or Khaki shorts and a red collared shirt.

Girls:

Pants (All pants and shorts must be hemmed and have no holes or patches.)

- Neat blue jeans (NO destroyed look)
- Khaki pants, khaki shorts, or capris.

A belt must be worn with jeans, shorts, and pants that have belt loops.

- Length of shorts must not exceed 5 inches above top of knee

Shirts (All shirts and t-shirts must be tucked in so that the belt is visible)

- Red, white, blue or gray solid knit collared shirts.
- Amite School Center red, white, blue gray t-shirts may be worn.
- Only red, white, blue, or gray ASC sweatshirts may be worn.
- T-shirts worn under knit collared shirts must be red, white, blue or gray.

Shoes:

- Tennis shoes, casual shoes, dress shoes
- Sandals (no rubber or plastic flip flops, shower shoes, or house shoes)
- Boots (not rubber) – worn with long pants only.

Outerwear

Only Amite School Center approved outerwear (jackets, sweaters, sweatshirts) must have a uniform approved shirt underneath. Outerwear must be Amite School Center official outerwear. Only red, white blue, or gray, outer wear may be worn.

Dress Days Girls will be required to wear Khaki pants or khaki shorts and a red collared shirt.

General Rules for both Boys and Girls:

- At no time are undergarments to be visible.
- All clothes are to be properly sized.
- All shirts are to remain tucked in when standing, bending, or sitting.
- All pants are to be worn at the waist: no hip-huggers, low rise, or baggy pants allowed.
- No see-through clothes are to be worn at any time.
- No caps are to be worn inside the building.
- All students will wear a red, collared shirt and khakis for such events as Veterans Day, Honors Day, etc.

Boys Appearance Code:

No visible body piercings including the ears.

No visible tattoos.

No colored fingernails.

No facial hair.

Hair must be neat and cannot extend over the collar of a shirt.

Any appearance or dress that the administration feels is distracting or otherwise inappropriate may be restricted.

Girls Appearance Code:

No visible body piercings other than ears.

No visible tattoos.

Any appearance or dress that the administration feels is distracting or otherwise inappropriate may be restricted.

Shorts should not be rolled at the waist.

Athletes may be granted the privilege of special dress on game days.

Note: A student who wears clothes that are out of dress code will receive a work detail. The student will not be allowed to attend class until they are in dress code. If the student has to miss class due to being out of dress code, the absence will be unexcused.

**The administration reserves the right to allow or prescribe certain dress on special occasions.
i.e., honors day, homecoming, etc.**

EXTRA-CURRICULAR ACTIVITIES

For a student, in grades 7-11, to be eligible for participation in any junior high or varsity sports, cheer, dance, or any other extra-curricular activity, he/she must have accumulated 4 major units (credits) the previous academic year. For grades below 7th the student must have been promoted. Satisfactory summer school will apply towards a student's eligibility at the beginning of the school year. Grades will be checked frequently and reported to coaches each time that progress reports and report cards are issued. Student must maintain a semester GPA of 2.0 or higher. At no time do athletics or extra-curricular activities supersede the educational responsibilities of a student. Student-Athletes are first a student followed by being an athlete. If a student-athlete is absent due to an athletic event, he/she must follow the attendance make-up work. An extra-curricular event is NOT an excuse for not completing one's class assignments. To be eligible to participate in that day's events, a student must attend all academic classes. In rare cases (funeral attendance etc.) The Head of School may allow a student to participate who has not been at school all day. Athletic participation is an honor and a privilege that may be revoked by the Head of School and or the Athletic Director if they feel as if a student is not deserving of participation. This includes, but is not limited to, behavior, academic performance, and/or attendance.

CONDUCT AT SPORTING EVENTS

Parents and students should always display good sportsmanship when attending an event. The visiting teams and officials are our guests and should be treated as such. Amite School Center spectators are to cheer for their own teams and not **against** anyone else. When attending school functions or school sponsored events, students will be expected to follow the same code of conduct that is applied during regular school days. Profanity, derogatory remarks, and the like have no place at any event in which Amite School Center participates. The use or possession of tobacco, alcoholic beverages, or illegal drugs is strictly prohibited. If students are found to be in violation of these rules, they will face severe disciplinary action. Students should meet dress codes guidelines for modesty. A.S.C. Administration reserves the right to ask a student or fan to adjust conduct, refrain from remarks, or leave an event to maintain the positive image or integrity of our team and school. Parents and/or students will be responsible for any fines or penalties levied against them by MSAIS officials.

LIBRARY REGULATIONS

- The school library is for the benefit of all students.

- Books should be checked out and returned on time. All library material must be turned in before exams.
- Books, magazines, or pamphlets should never be removed from the library without checking them out. Any student caught with books or materials in his/her possession or locker which have not been checked out will be fined \$25.00 for each infraction. All subsequent infractions will be dealt with as a theft.
- Students who find books in their lockers, which they have not checked out, should return them immediately.
- Each page printed from the computer is .25 cents. No graphics printed unless it is specifically for class assignment.
- Students are allowed in the library with written permission from a teacher or accompanied by a teacher and ONLY when the library classes are not in session.
- Other library policies are listed in the Library.
- Internet usage is covered under computer usage. These policies also apply to the computers in the library and classrooms.

LOCKERS

Lockers will be assigned to students at the beginning of the year and should be kept in an orderly manner at all times. **NO STUDENT MAY OPEN ANOTHER PERSON'S LOCKER WITHOUT PERMISSION.** Administrators and faculty may check lockers at any time. Extra keys and combinations should be given to the office. If keys are not available during locker search, the lock will be cut. Students are not to change lockers for any reason without permission from administration

MARRIED AND/OR PREGNANT STUDENTS

A married student or an unmarried pregnant female and the male student involved will not be considered for enrollment at Amite School Center. If any student presently enrolled becomes married or pregnant, the married student or the unmarried pregnant female and/or any male student involved will be required to withdraw from the school and will not be considered for re-admission.

SELLING OF MERCHANDISE

There shall be no selling any product or merchandise for any reason at school or school-sponsored activities unless approved by the Administration.

TELEPHONE

The office telephone is a business phone and should be used for emergencies only. Forgetting to bring something from home is not an emergency. Parents should not call the school to speak with students except in cases of real emergencies. A student will be called to the phone in the case of an emergency. Only a parent can call and speak with his/her child. Important messages will be relayed to the student. If you need to call your parents, your teacher or the secretary will call for you and relay your message.

AMITE SCHOOL CENTER INTERNET/DEVICE USER POLICY 2024-2025

Computers are used to support learning and to enhance the school's instructional program. Computer networks and other electronic communication devices allow individuals to interact

with many other computers along with accessing information. It is general policy that all computers used through the school's communication network are used in a responsible, efficient, ethical, and legal manner. Because access to the internet provides connections to other computer systems and databases, users (school employees and students) must understand that neither the Amite School Center nor any employee controls the content of the information available on the internet or any communication device. Some of the aforementioned information is controversial and sometimes offensive. Thus, Amite School Center does not condone or endorse such materials. Internet usage will be monitored closely by the teachers and staff. Inappropriate use, by a student, will result in disciplinary action. Any additional/other disciplinary action will be at the Head of School's discretion. Please review the rules listed below and discuss them with your son/daughter. Also, please see and refer to the Device User Agreement. All students must have the Acceptable Internet/Device form signed prior to using any computers or devices on the ACS campus.

INTERNET USERS WILL:

- A. Always obey the copyright and personal property laws.
- B. Have good manners and use appropriate language.
- C. Ask for help when you need it.
- D. Ask before downloading or uploading any material.
- E. Use the computers in ways that show consideration and respect.
- F. Notify a teacher or other adult if you come across any inappropriate material.

INTERNET USERS WILL NOT:

- A. Use the internet for illegal purposes.
- B. Use or access any type of chat room.
- C. Download any software, shareware, or media device without prior approval from the Technology Director.
- D. Violate the rules of common sense and etiquette for the purpose of obtaining rent, publication, transmission, or viewing of pornographic materials.
- E. Access personal websites (Instagram, Facebook, Snapchat, etc.)
- F. Supply personal information (name, address, phone #, social security #, etc.)
- G. Change computer settings that do not belong to the user.
- H. Send or receive copyrighted material without permission.
- I. Use offensive or inflammatory speech.
- J. Copy software or data for which you have not paid or have authority to use.
- K. Use encryption to avoid review.

By signing the acceptable use policy agreement, you acknowledge that you understand the school's policies pertaining to the use of the internet.

FIELD TRIPS

Amite School Center encourages field trips to enrich classroom learning. Each grade/class may have Amite School Center encourages field trips to enrich classroom learning. one trip per semester. All trips must be approved in advance. Only ASC staff and approved parents/guardians will be allowed to accompany students on the bus.

FORMS

All forms will be Completed using Google Forms. These forms must be completed before your child receives their electronic device.