

Murphy High School

Student Handbook 2022-2023



100 S. Carlen St. Mobile, Al. 36606

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ADMINISTRATION

Ed Sanderson, Principal
Ashley Horton, Assistant Principal
Amanda Prowell, Assistant Principal
Joe Bruister, Assistant Principal

GUIDANCE COUNSELORS

G. Lambert
K. James
H. Norris

ACADEMY SPECIALIST

K. Snodgrass

MOBILE COUNTY PUBLIC SCHOOL SYSTEM
Chresal Threadgill, Superintendent
Dr. Lakesha Brackins, Deputy Superintendent of Academics

MURPHY HIGH SCHOOL

Vision Statement

Murphy High School will develop relationships that provide a rigorous and relevant education that will enable students to become college and career ready.

Mission Statement

Murphy High School will provide an academic setting that prepares students to become college and career ready.

School Motto

Ready for the Future

School Colors

Blue and Gold

Mascot

Panther

Fight Song

On ole Murphy, on ole Murphy

Run; right thru that line.

Run the ball around the goal post;

Touchdown sure this time.

RAH! RAH! RAH!

On ole Murphy, on ole Murphy,

Fighting for our fame.

Fight fellows, Fight! Fight! Fight!

We'll win this game

ALMA MATER

**In days of old, when Spaniards bold
Were sailing Mobile Bay,
A dream was born, one early morn;
That dream's come true today.
Now colleges and high schools, too,
May have tradition old,
But none can boast the glorious birth
Of Murphy's blue and gold.
They built a shrine to knowledge fine.
They called it Murphy High
A soul was there, a soul so fair,
Whose spirit shall never die.
They took the blue of deepest hue,
The blue of southern sky,
They took the gold from sun so old,
The colors of Murphy High.**



MURPHY HIGH SCHOOL BELL SCHEDULE 2022-2023

Take In	7:10 AM		
1A Period	07:20 AM	08:35 AM	
3A Period	08:41 AM	09:56 AM	
ADV/INT	10:02 AM	11:55 AM	LUNCH PERIODS
5A Period	12:01 PM	01:06 PM	
7A Period	01:12 PM	02:30 PM	
A Lunch Wave	10:00 AM	10:25 AM	9 TH Grade Students
B Lunch Wave	10:45 AM	11:10 AM	10 th Grade Students
C Lunch Wave	11:30 AM	11:55 AM	11 TH /12 TH Grade Students

Take In	7:10 AM		
2B Period	07:20 AM	08:35 AM	
4B Period	08:41 AM	09:56 AM	
ADV/INT	10:02 AM	11:55 AM	
6B Period	12:01 PM	01:06 PM	
8B Period	01:12 PM	02:30 PM	
A Lunch Wave	10:00 AM	10:25 AM	9 TH Grade Students
B Lunch Wave	10:45 AM	11:10 AM	10 TH Grade Students
C Lunch Wave	11:30 AM	11:55 AM	11 TH /12 TH Grade Students

School Policies

Student Responsibilities

Students must share responsibility in ensuring that Murphy High School creates an atmosphere that promotes learning and achieving.

Students have the responsibility to:

- Respect teachers and those in authority.
- Respect the rights, privileges, and property of others.
- Obey laws and local school rules and policies.
- Exhibit a sense of fairness, honesty, loyalty, obedience, courtesy, pride, and trustworthiness.
- Respect the property of other students, school personnel, and High School.
- Strive for academic excellence.
- Be prepared for school activities by bringing appropriate materials and completing all assignments.
- Login frequently to the student portal in Information Schoology for students' attendance, behavior/conduct, work-study skills, and academic progress.
- Regularly attend school and classes on time.
- Be knowledgeable of and follow the Mobile County Public School System's Student Code of Conduct.
- Behave in a manner that permits uninterrupted learning.
- Dress and be well groomed according to Murphy High School's uniform policy.

Student Discipline

The Student Code of Conduct for The Mobile County Public School System governs all student behavior and will be enforced by the teachers and administrators. This comprehensive document classifies all offenses recognized by the school system and the consequences for student misbehavior. Students and their parents are encouraged to read the Code of Conduct, which can be obtained on the Mobile County Public School System's website at www.mcps.com. We ask that you be acquainted with the rights and responsibilities contained therein.

Student Misconduct

Group A: Disruptive behaviors include those student offenses that disrupt the orderly educational process in the classroom or anywhere else where the school has authority.

Examples:

- Excessive talking in class
- Cheating/or copying the work of other students
- Minor acts of disobedience
- Being improperly dressed or out of approved uniform

- Minor misbehaviors on the school bus
- Public display of physical affection
- Non-participation in class: no books, materials, etc.
- Misuse of lunch card/identification number
- Possessing of nuisance items as defined by principal (such as fake items: snakes, spiders, etc.) ● Tardiness to class and/or school
- Infractions that are minor in nature and disrupt the orderly educational process

Group B: These behaviors upset the orderly classroom and all areas where the school has authority. Examples:

- Leaving the classroom or campus without permission
- Acts of physical aggression
- Truancy
- Class cutting, skipping
- Acts of willful disobedience
- Misuse of electronic devices
- Possessing, selling, furnishing, giving away, distributing, transferring, or obtaining commercial fireworks
- Possessing, selling, furnishing, giving away, distributing, transferring, or obtaining a realistic toy, replica, or look-a- like gun
- Using aggressive obscene/profane language-whether spoken, written or by gestures. Including verbal confrontation
- Possessing and/or using tobacco products
- Using the Internet for other than approved academic reasons
- Bullying, cyber bullying, harassing behavior
- Any other offense which the principal may deem reasonable

Group C: Disruptive behaviors include those illegal student offenses, which disrupt the orderly educational process. *Refer to MCPSS Student Handbook*

Group D: Most serious disruptive behaviors include those illegal student offenses, which most seriously disrupt the orderly educational process, in the classroom or other areas where the school has authority, and which may result in criminal prosecution. *Refer to MCPSS Student Handbook

Group E: Most serious disruptive behaviors include those illegal student offenses, which most seriously disrupt the orderly educational process, in the classroom or other areas where the school, has authority, and which may result in criminal prosecution. *Refer to MCPSS Student Handbook*

ACCIDENTS

Any accident, which occurs on school property, must be reported immediately to the teacher in charge or to the office. If a fellow student is injured and no teacher is present, students must secure help from the office before attempting to aid the injured student.

CAMPUS EXPECTATIONS

- Students should enter the building at the ringing of the take-in bell. During harsh weather, students will be permitted in the lobby, gym, or cafeteria (as directed by administration). ● Students are to be in class unless they have a pass signed by their classroom teacher, an administrator, or a counselor.
- **HALL PASSES WILL NOT BE GIVEN DURING THE LUNCH WAVES, THE FIRST AND LAST 15 MINUTES OF EACH CLASS, OR THE LAST PERIOD OF THE DAY.**
- Students out of class without a pass will be considered skipping and will receive consequences as a result.

CAFETERIA

- Students are expected to clean up after themselves.
- Students should not block the entrances, exits, or the counters in the cafeteria.
- Food can only be eaten in the cafeteria area and cannot be taken in the main building or any other place outside the cafeteria area.
- All students will receive an ID badge that will contain their lunch number.
- Each student must show his or her name badge before they can be served lunch.
- There will be an extra charge for additional food and must be paid for by the student.
- Outside food should NOT be brought into the cafeteria or on campus.
- Outside food includes McDonalds, food deliveries, Waitr Food Delivery, door dash, fast food restaurants, and/or any food being dropped off by family or friends.
- Students are to remain in the cafeteria, in the front of the cafeteria, or in the open field area between the cafeteria and the main building. All other areas are unauthorized during lunch waves.

RESTROOMS

- Students may use the restrooms between periods if they can do so without being late to class.
- During class, students must obtain a hall pass to enter the restroom **EXCEPT DURING THE DESIGNATED TIMES.**
- ● During lunch, students are to use the restrooms downstairs (main building). The restrooms are open during both lunch waves.
- If a student must leave the classroom due to an emergency restroom situation, he/she is to report to the office first.
- Restrooms in the office are for first-aid emergencies only and office staff.

CAMPUS/PARKING LOT

- The student parking lot is on the south end of the campus and is off limits to students during school hours.
- Students must follow all appropriate campus parking procedures.
 - Students must have a parking decal to park in the student parking.

- Parking Decals are \$50.00 for the school year.
- Vehicles are subject to be towed or a Boot placed on the wheel if parked without a decal. ● **ADMINISTRATORS HAVE THE RIGHT TO SEARCH ANY CAR ON SCHOOL PROPERTY AT ANY TIME.**
- Upon arrival at school, students are to refrain from loitering in the parking lot.
- Once students arrive on campus, they must remain on campus. They are NOT permitted to leave the school grounds for any reason unless a parent has come into the school and signed them out in the front office.
- Students are not allowed to go across the street for any reason. Students will need a pass signed by an administrator to go to the parking area while school is in session.
- Students are not to drive faster than 10 MPH on school grounds. Failure to observe safe driving procedures will result in the denial of the privilege of driving a car on campus.

LOCKERS

- Students should NOT give their locker combination to other students.
- Students should NOT allow other students to store books or supplies in their lockers. ● It is the student's responsibility to ensure that their lockers are secured each time they are closed.
- Administration reserves the right to search a locker at any time if suspicion arises.
- Students are not to place personal locks on lockers. Personal locks will be removed by administrator.

VISITORS ON CAMPUS

- **All visitors/parents entering the school campus are to report to the school office and sign in on the visitor's log.**
- **Visitors, other than employees of the Mobile County Public School System, must obtain a visitor's pass from the main office and wear the pass while in the building.**
- **Visitors are requested to not park in front of the school where the curb is painted red or blue. The Fire Marshall will issue a citation to those who park in a fire lane or handicapped zone.**

ASSEMBLIES

Assemblies and pep rallies are held for the following purposes: to teach, to entertain, to honor, to display school spirit, to celebrate, etc. As young adults, you are expected to:

- Follow assembly instructions as given to you by a teacher or administrator.
- Honor and respect the dignity of the program.
- Avoid talking, yelling, clapping, or indicating your approval or disapproval when such is not appropriate. Even at pep rallies, there is a time to cheer and a time to listen. Know when those times are and respect them.
- Remember, you are NOT responsible for the way in which other people treat you, but you are responsible for the way in which you treat other people.
- If a student is removed from an assembly program for behavior reasons, he/she will forfeit his/her right to attend future programs.

UNIFORM POLICY

MURPHY HIGH SCHOOL 2022 -2023 UNIFORM POLICY

10TH – 12TH GRADES

SHIRTS: Light Blue Oxford Style or Navy Blue 3 button-down polo style shirt (long or short sleeves). No visible logo or name brand; shirts must be tucked in; no long-sleeve undershirt worn under short-sleeve shirts; no colored or imprinted undershirts that show through outer shirt; no intentional holes, stains, tears, or markings. No fishing style shirts. Athletes are to wear game day attire according to directives from their coach. Spirit shirts may only be worn on days approved by the principal.

PANTS: Tan Khaki standard uniform slacks, such as a "Docker style" slack; cotton or blend twill; fitted and belted at waist; full length to ankle; no Capri length denim: **NO JEANS OR CARGO STYLE**; no corduroy; pants may not be rolled to shorten; no intentional holes, tears, stains, markings; no baggies/spandex, legging-style, joggers or drawstring pants

9TH GRADE ONLY

SHIRTS: Solid White Oxford Style or White 3 button-down polo style shirt (long or short sleeves). No visible logo or name brand; shirts must be tucked in; no long-sleeve undershirt worn under short-sleeve shirts; no colored or imprinted undershirts that show through outer shirt; no intentional holes, stains, tears, or markings. No fishing style shirts. Athletes are to wear game day attire according to directives from their coach. Spirit shirts may only be worn on days approved by the principal.

PANTS: Tan Khaki standard uniform slacks, such as a "Docker style" slack; cotton or blend twill; fitted and belted at waist; full length to ankle; no Capri length denim: **NO JEANS OR CARGO STYLE**; no corduroy; pants may not be rolled to shorten; no intentional holes, tears, stains, markings; no baggies/spandex, legging-style, joggers or drawstring pants.

Belts/Socks

- Belts-solid black/ brown
- Socks-should be worn at all times (any color)

Shoes

- Any athletic shoe
- Black or brown leather-like shoe

ID Badges

- Must worn and visible at ALL times

- Must be in possession and visible for lunch
- Must be visible getting on and off the school bus

Outerwear: Male/Female

- Only Jackets, Sweaters or Sweatshirts are permitted as Outerwear.
- Outerwear MUST be SOLID COLOR (blue/black/gold/grey/white), or Murphy issued outerwear.
- Outerwear cannot display profanity, vulgar language, or RIP (rest in peace) homage.
- Hats or Hoods (hooded sweatshirts) of any kind ARE NOT ALLOWED. Disciplinary actions will occur if the student is in violations.
- Raincoats or non-uniform gear must be removed upon entering building and stored.

Additional Notes

The following items are NOT ALLOWED: Hats, Hair Bonnets/Scarves, Hair Rollers, Blankets, Skorts, Jumpers, Sunglasses, Face Paint, Flip Flops, Backless Shoes, House Shoes, Slippers, and Open Toe Shoes, Crocs

BYOD

(Bring Your Own Device)

Students may bring their own electronic device(s) for instructional purposes only. **However, be mindful that devices are brought at your own risk. Therefore, MCPSS and Murphy High School will NOT be responsible for lost, stolen or damaged items.**

Teachers will clearly state when a BYOD (Bring Your Own Device) activity is taking place. Cell phones should not be used for personal use during instructional time. The standard cell phone policy will be followed and enforced.

CELL PHONE POLICY

At Murphy High School, our focus is on teaching and learning. To ensure that every student is given uninterrupted quality instruction in a safe and orderly environment, the **USE OF CELL PHONES DURING SCHOOL INSTRUCTIONAL HOURS IS PROHIBITED.**

All cell phones are to be on silent during each period of instructional time, unless given permission by the teacher for usage. Cell phone use that is not allowed by the teacher is prohibited. The usage of your cell phone is only permissible during your designated lunch wave or class change.

This ensures the safety of our students.

Failure to comply with policy will result in the following:

1. A refusal to forfeit a cell phone to a faculty member will result in a referral to an administrator. 2. Any student that refuses to surrender a cell phone will automatically be placed on a proposed suspension and a face-to-face parent conference will be **REQUIRED** for that student's return to school.
3. Any videoing or picture taking of fights or other inappropriate activities will result in an automatic suspension.

TARDY POLICY

Tardy to school: A student is considered tardy to school at the ringing of the 7:20 am take-in bell. The following procedures will be implemented for students arriving to school late:

Student will scan in, and name will be documented.

Any student that reports to school after 8:00 a.m. must be accompanied by a parent/ legal guardian or Doctor's note. This includes students that drive to school.

Tardy to class: A student is considered tardy at the ringing of the tardy bell. There will be no additional time given due to inclement weather, announcements, etc. unless notified by administration.

1. First tardy: Documented warning
2. Second tardy: Documented parent contact (letter home)
3. Third tardy: Further disciplinary actions assigned by administrator

NOTE: Administrators reserve the right to skip or modify any step depending upon the severity of the violation.

STUDENT ATTENDANCE

Excellent school attendance is directly linked to academic success and Murphy High School has high expectations for attendance. Alabama's compulsory education attendance law requires that all children between the ages of 6 and 17 attend school. In addition, parents of students 18 or older are obligated to maintain regular attendance for their child and could face consequences if they fail to comply.

Excuses

- No more than four (4) days excused by parent notes per year.
- Doctor's notes.
- All excuses must be brought to school within three (3) days of the student's return to school. After the 3rd day, the absence is unexcused, regardless of the reason for the absence.

Unexcused absences are NOT acceptable. If your child has:

- 1 Unexcused absence — Parent/Guardian will receive a phone call or letter from the school.
- 2 Unexcused absences — Parent/Guardian will receive a phone call or letter from the attendance officer.
- 3 Unexcused absences — Parent/Guardian will receive a phone call or letter from the District Attorney's Office stating that this is the last warning before the legal system becomes involved.
- 5 Unexcused absences — Parent/Guardian will receive a letter stating that attendance is mandatory at the Early Warning Truancy Program. Credit will be denied upon the 5th unexcused absence, unless otherwise determined by the principal.
- 7 Unexcused absences — A court petition can be filed on the parent and student.
- 15 Unexcused absences — The student's drivers permit, or driver's license can be suspended.

EARLY WARNING TRUANCY PROGRAM

Parents and students will be referred to the Early Warning Truancy Program on the fifth (5th) unexcused absence and on the fifteenth (15th) tardy to school. Referral to the program includes the following steps:

- The parent will receive official notification by U.S. Mail. The notice will require the parent(s) and student to report to the Municipal Court located at the City/County Government Plaza.
- The parent(s) and student will meet with the Attendance Officer and the District Attorney. The Attendance Officer will review the system's Attendance Policy; the District Attorney will review the State of Alabama's Attendance Laws and consequences of breaking the laws.
- If the parent(s) and student fail to appear at the scheduled Early Warning Truancy Program, the parent shall receive legal notice and a court referral.

EARLY DISMISSALS

Early dismissals occur when a student reports to school and leaves the campus with permission prior to the end of the school day. **NO EARLY DISMISSALS WILL BE GRANTED AFIER 2:00 pm.** The following are the policies and procedures regarding early dismissals:

- Early dismissals are issued by the office when either a parent sends a written request verified by a phone call from the office or when a parent reports to the school in person. ● No student will be allowed to leave the campus with anyone other than a parent/guardian unless that person is listed on the student's Emergency contact list in PowerSchool. ● An early dismissal slip will be issued to the student upon leaving campus.
- Classes missed due to early dismissals are recorded as absences and may count toward the absences allowed per quarter.
- Students will NOT be allowed to leave campus to take another student home or to pick up items they have forgotten.
- Early dismissals will not be honored on the day preceding a holiday, or on days when exams are being administered unless a parent comes to the school to sign the student out.
- The only exception to these rules will be in the case of extreme emergencies. Parents are requested to schedule all medical and dental appointments for their children after the regular school day.
- Please remember that with block scheduling, one missed class is equivalent to 2-3 class days of work.

NON-CREDITS AND EXCESSIVE ABSENCES

- "N" grades are issued to any student who accumulates more than eight (8) unexcused absences per quarter in a course and who made a passing grade.
- Four (4) tardies count as one unexcused absence in a class and in turn, the absence counts toward the eight (10) day allowance.
- The principal is the only person in the school authorized to allow credit after the tenth day of an unexcused absence.

- A conference concerning the denial of credit must be made with the principal within ten (10) school days of the receipt of the report card. Denial of credit may be based on excessive absences or academic requirements. Failure to abide by this timeline will result in the failure of the course.

MAKE-UP WORK

Make-up work is defined as any assignment or test, which was assigned when a student was not present in class due to an excused absence or early dismissal. Students and parents should remember that much of the instruction a student misses when absent (lecture notes, class discussion, and teacher explanation) cannot be made up. The following are the policies and procedures concerning make-up work:

- It is solely the student's responsibility to request make-up work and tests from the teacher within two days of his/her return to school. Arrangements will be made at the teacher's discretion.
- For advance notice absences (field trips, school activities on or off campus, etc....) the student must request the make-up work **BEFORE** an absence occurs and return to class with all the work completed.
- Online learning will be an additional platform for make-up work.

PROGRESS REPORTS

Progress Reports of students' grades will be found on Schoology. Each classroom teacher issues progress reports to all students at mid-term throughout the school year. These reports are to be taken, signed by the student's parent/guardian, and returned to the school. If a parent needs additional information about their child's current progress, they should contact the teacher by calling the school or thru email.

PARENT CONFERENCES

Parent/guardian conferences are welcome at Murphy High School. An appointment made in advance enables teachers and staff members to plan productive conferences. The teacher-planning period is the ideal time to schedule conferences. All parents are to report to the office and the teacher will be notified of the parent(s) attendance. If a parent would like to request a meeting with an administrator, they must schedule the conference with the front office.

TEXTBOOKS

All textbooks issued are the property of the State of Alabama and the Mobile County Public School System and shall be retained for normal use only during the period students are engaged in the course of study for which textbooks are selected. Students that are issued textbooks must recognize their responsibility for the proper care of textbooks and should adhere to the following:

- Keeping the textbook clean outside and inside.
- Refraining from marking in the textbook with pen or pencil.
- Keeping the pages free of fingerprints.
- Avoiding tearing or otherwise damaging pages.
- Refraining from placing the textbook where it may become soiled or damaged by the weather.
- Keeping the textbook protected with a book cover.
- Maintaining the legibility of the textbook.
- Parents and students must accept liability for any LOST, ABUSED, OR DAMAGED TEXTBOOKS in excess of what would result from normal use.
- No textbooks or schedules will be issued to any student until all charges for lost and/or damaged textbooks have been paid.
- All textbooks must be returned to the issuing school by the student when he/she is promoted or transferred and when he/she terminates his/her attendance for any reason.
- All electronic devices and graphing calculators issued to a student for a course must be returned at the end of the semester. If not, the parent/student will be assessed \$100.00 for the cost of the item.

USE OF THE LIBRARY MEDIA CENTER

- Each student entering the library media center during school hours must have a pass or come with a teacher.
- All library media materials must be checked out before taking them from the library. No magazines or reference books are to be taken from the library media center unless they are checked out at the circulation desk.
- A student whose library media record is not clear will not be issued additional books.
- Students should never sign another student's name.
- Please return books on time as other students and teachers need to use them.
- ●No food or drinks allowed in the library.

MOBILE COUNTY PUBLIC SCHOOLS ACCEPTABLE USE POLICY

Mobile County Public Schools recognizes that access to technology in school gives students greater opportunities to learn, engage, communicate, and develop skills that will prepare them for work, life, and citizenship. We are committed to helping students develop 21st-century technology and communication skills. To that end, we provide access to technologies for student and staff use.

This Acceptable Use Policy outlines the guidelines and behaviors that users are expected to follow when using school technologies or when using personally owned devices on the school campus.

- The Mobile County Public Schools network is intended for educational purposes. • All activity over the network or using district technologies may be monitored and retained.
- Access to online content via the network may be restricted in accordance with our policies and federal regulations, such as the Children's Internet Protection Act (CIPA).
- Students are expected to follow the same rules for good behavior and respectful conduct online as offline.
- Misuse of school resources can result in disciplinary action.
- Mobile County Public Schools makes a reasonable effort to ensure students' safety and security online but will not be held accountable for any harm or damages that result from use of school technologies.
- Users of the district network or other technologies are expected to alert IT staff immediately of any concerns for safety or security.

ALABAMA HIGH SCHOOL ATHLETIC ASSOCIATION (ACADEMIC RULE)

Students entering Grades 10-12 must, for the immediately preceding school year, have a passing grade and earn the appropriate number of credits in each of six (6) subjects that total six (6) Carnegie units of credit, including four (4) credits from the four (4) core subjects composed of English, Science, Social Studies, and Mathematics.

Physical education may count as only one (1) unit per year.

- No more than two (2) Carnegie units may be made up during summer school. If a unit(s) or subject(s) is repeated in summer school, the higher numerical grade for the unit(s) or subject(s) may be used to compute the composite grade average.
- Eligibility shall be determined on the first day of the school year and shall remain in effect for one (1) complete school year. A student may become eligible at the end of 1st semester (Term). Bona fide transfers may be dealt with according to rules of the Alabama High School Athletic Association for sports and rules to be developed by this Board of Education as they pertain to other extracurricular activities.

- Each eligible student must have a minimum composite numerical average of 70 on the six (6) Carnegie units from the preceding year, including summer school. Summer schoolwork passed may substitute for regular schoolwork failed in computing the 70 averages.
- Each eligible student involved in athletics must meet the definition of a regular student as defined by the Alabama High School Athletic Association.
- Any student who earns more than four (4) credits in the core curriculum in any given year or who accumulates a total more than the required four (4) per year may be exempt from earning the four (4) core courses in the succeeding year if that student remains on track for graduation with his/her class by earning eight (8) core credits over any two-year span, including summer school.
- Students entering Grades 8 and 9 must, for the immediately preceding school year, have a passing grade in five (5) subjects with a composite numerical average of 70 with all other rules applying the same as to students in Grades 9-12.
- Students promoted to the seventh grade for the first time are eligible.
- Weekly after-school practices may be required for Marching Band, Concert Band, and Symphonic Band.

EXTRACURRICULARACTIVITY PARTICIPATION **(ACADEMICS FIRST)**

For purposes of definition, athletic events are defined as those recognized and sanctioned by the Alabama High School Athletic Association. Other extracurricular activities are defined as those that are sanctioned by a public school, which are not related to a student's academic requirements or success in a course(s). Regular curricular activities are defined as those that are required for satisfactory course completion. School sponsors are required to submit a request for each curricular activity that occurs outside the regular school day and/ or school to the principal, superintendent, and the local Board of Education for approval. Each request for full participation by all students regardless of academic standing in a curricular activity shall be granted if the principal, superintendent, and the local Board of Education approve it as an extension of a course(s) requirement(s) and it is a sanctioned event by a state/ national subject matter association. Student participation in extracurricular activities through math, science, band, choral music, and other courses offered by the school at events such as athletic events (pregame, game, halftime, or other breaks), club conventions, Christmas parades, amusement park trips and competitions, trips by tour companies, performances at various meetings, etc., are extracurricular, and students academically ineligible under this policy shall not be allowed to participate. If a performance is included as part of the curriculum, the student must meet Academics First Regulations to perform. Students who fail to meet eligibility requirements may be required to complete additional assignments in lieu of performance requirements to receive credit.

EMERGENCIES

In the event of an emergency requiring the rapid evacuation of the building, the fire alarm will be used, and students will follow fire drill procedures. In situations requiring less rapid evacuation, directions will be given to the school population over the intercom.

SEVERE WEATHER PROCEDURES

In the event of tornadoes and other severe weather alerts, repeated short rings of the school bell will give a signal for several minutes. Upon hearing the signal, students should leave the classroom and proceed to their designated area immediately. At the designated area, students are to assume the position of greatest safety by crouching on knees against the wall, head down, with hands locked at the back of the head.

FIRE DRILLS

The sounding of the fire alarm system will signal fire drills. Upon hearing the alarm, students will walk quietly and orderly out of the classrooms and building following a route designated by the fire drill plan, which is posted in every room of the building. Upon reaching the designated area outside the building, the teacher will check the roll and report any missing students to the administration. Teachers and students are not to return to the building for any reason until the all-clear signal has been given. The all-clear signal will be a ringing of the bell. Fire drills will be held monthly and may be announced or unannounced.

LOCKDOWN

The school will enter "lockdown" mode in the event of an emergency where the safety of students would be jeopardized if normal evacuation procedures were followed. Students and faculty will follow "lockdown" procedures until the building has been secured and returned to "normal" mode. Lockdown procedures will be practiced 2-3 times a school year or often as necessary.

FIRST AID/EMERGENCY CARD

- A medical emergency card is completed for each student who enrolls at Murphy High School. The card indicates the address, telephone numbers, doctor, and person to contact in the event of an emergency. Parents are requested to keep the card up to date by notifying the school of any changes. Chronic illnesses should be reported to the administrative staff in the office.
 - e The first aid room is for the temporary relief of minor aches and pains of students. Any student who is sick will be sent home. We expect the parent to accept the responsibility of coming to the school and picking up sick students. Students with minor illnesses will be dealt with within the guidelines and sent back to class. Murphy High School COVID-19 guidelines are available in the front office.
 - e Students who are ill are to have their teacher call the nurse's office and a parent/guardian will be called to pick up the student. Students are not to stay in the restroom because of illness. This will be considered "cutting class."
- Students who must take medication prescribed by their physician must follow this procedure:

- Bring the medication to the first aid office in its original prescription container before school and leave it with the school nurse.
- A Mobile County Public School System medication form must be completed by a parent/guardian and be on file in the office before any medication may be administered.
- Students will be given a pass to go to the first aid office for the time at which they need to take their medicine.
- Medicines are to be taken in the presence the school nurse (in the absence of the nurse, medication will be given by another staff member authorized to administer medication). Over the counter medications cannot be kept at school.

TELEPHONE CALLS

Telephone calls to the school requesting that messages from parents be delivered to students are restricted to emergencies only. Students will not be allowed to use the office phone. The office personnel will make all telephone calls.

CAREER ACADEMIES

The Academies of Murphy High School will prepare students through integration of academic and career education within a supportive and personalized learning environment created in partnerships with local employers and community service partners to prepare students to enter the workforce or post-secondary institutions upon graduation.

MURPHY CAREER ACADEMIES

Academies are high schools that are arranged in small learning communities assuring that every student has a career pathway designed to create college and career ready graduates. Each high school in the Mobile County Public School System has a Signature Academy, which is an identified academy that allows students to transfer to that school from their zoned high school. The goal is to facilitate the exploration of college and career options while incorporating mentoring, job shadowing, internships, and other field experiences for students. Many students will gain credentials and employment opportunities through the academies.

With the help of parents, administrators, counselors, and the Signature Academy Specialist, students will select an academy at the end of their freshman year. Students must take three sequential courses within an academy prior to graduation to be considered a completer.

Murphy High School's Academies

Signature Academy: Murphy University Center

- **Early College**
- **International Baccalaureate**

Academy of Culinary Arts

Academy of Military Leadership

Academy of Fine Arts

Faulkner Career Technical Center Academy

Student Ambassadors are a small group of students dedicated to the positive promotion of Murphy High School. They will work on a volunteer basis to serve as liaisons between the community and prospective students. Student Ambassadors are visible at many campus events held for prospective students and families and work in conjunction with other groups when necessary. Student Ambassadors have the unique opportunity to develop and receive training in communication, public relations, marketing, and interpersonal skills.

Bearing in mind that Student Ambassadors serve as an essential component to Murphy High School's Public Relations effort, several responsibilities are placed on the Student Ambassador. The Murphy Ambassadors, a 20-member group sponsored by Murphy High School Academies, collaborate closely with alumni, school administration, and community groups to promote Murphy. As official ambassadors of the school, this group is available to assist with event hosting responsibilities. This elite group is trained to host VIP's and is knowledgeable about Murphy's school history. Ambassadors also will provide campus tours and welcome alumni and guests to Murphy High School.

CAREER ACADEMY QUESTIONS AND ANSWERS

What is a Career Academy?

A career academy provides students with a context for studying traditional academics and learning the skills specific to a career and provide schools with a structure for organizing or restructuring curriculum offerings and focusing classes by a common theme.

A career academy is a way of organizing and tailoring coursework and work experience around specific groups of careers designed to provide students with preparation for three immediate exit points: the workforce, a two-year technical college or a four-year college or university. Students are given a combined focus with coursework specialization exposing them to various career possibilities in the focus career academy.

When do students choose an academy focus?

Ninth grade students will be exposed to a variety of career options through the JROTC required courses. Through these courses, the students will develop a four-year plan around a career pathway. At the conclusion of their ninth-grade year, students will decide on a pathway, focusing their elective choices in a chosen direction.

Can a student change a career academy?

Students can change a career academy once if they find that it is not in their area of interest. Students are given the opportunity to change their academy at the end of their 10th grade year to ensure that the student can complete the minimum requirements for the program in time for graduation.

Do all students have to declare a career academy?

All ninth graders are required to select an academy for the upcoming school year. All coursework and electives are offered based on a college preparatory program and electives offered are limited to the career academy focus areas offered at Murphy High School.