

Whitwell High School



WHITWELL
HIGH SCHOOL
Home of the Tigers

2025 – 2026 Student Handbook

The policies in this Handbook were developed in compliance with the policies/procedures set out by the Marion County Board of Education (MCBOE) and are subject to change as directed by the MCBOE. All MCBOE policies may be viewed at www.marionschools.org.

Dear WHS Student,

Welcome to a new school year! As a Tiger, you are a member of a high school rich in tradition. This is your school, provided by the community for your education and enjoyment. You must respect it, have pride in it, support it, and give your best effort in everything you do for Whitwell High School. Have fun this year and make the most of every opportunity. Enjoy becoming skilled and confident in your abilities. Explore your interests and talents. We hope all of you had a wonderful summer and are ready for the 2025-2026 school year at Whitwell High School.

Our School Motto: Only the Best, and Nothing Less

Mission Statement

“Preparing students for success in an ever-changing world”

Vision Statement

“The vision of Whitwell High School is to present each student with a variety of curricula that promotes higher order thinking. The curriculum will meet the cognitive and physical needs of all students to ensure they are better equipped and informed to make realistic decisions that contribute to society.

Academics

Class Ranking – View full policy 4.602

Examination Exemptions-Grades 9-12- View full policy 4.6001 on the MCBOE website.

“A” average- No more than two (2) absences per semester

“B” average- No more than one (1) absence per semester.

Grading Scale- A- (90-100) B- (80-89) C- (70-79) D- (60-69) F- (59 or Below)

Principal’s List All A’s (90-100) **Honor Roll** 80 and above-All Subjects A’s and B’s

Cheating- Any one of the following items will be classified as “Cheating”. Cheating is a Category II offense and will follow Marion County Schools Discipline Policy.

- 1) To use another person’s work as your own 2) To copy information from another students’ assignment to include, but not limited to test, essay, homework, or project. 3) Plagiarism 4) Preparing and using an answers or test already given by the teacher. 5) Failing to follow test instructions such as “No Talking” or “Don’t turn around” 6) Using Automated Intelligence (AI) to complete an assignment unless given specific permission by the teacher.

Marion County Seal of Excellence

In order for a student to receive the Marion County Seal of Excellence, he/she must:

- 1) Complete one (1) program of study.
- 2) Achieve a grade of B or above (80 or above) in at least ten (10) honors courses.
- 3) Achieve at least a 3.2 GPA on a 4.0 GPA scale.

Arrival/Departure

Whitwell High School (WHS) student class hours will be from 8:00 a.m. to 2:55 p.m. School building doors will open daily at 7:15 a.m. Any student that arrives before 7:50 a.m. will report to the cafeteria. **Once a student arrives on the WHS campus, he/she must remain on the school premises for the remainder of the school day, unless the student's parent/guardian gives permission for him/her to leave and/or signs the student out of school in the office.** Students must be seated in the cafeteria until the bell rings. Before 7:50 a.m., a student must receive permission from the teacher on bus duty to leave the cafeteria.

Car Riders – Car riders will be dropped off and picked up by the exterior doors facing the student parking lot (baseball field.) Any student arriving after 7:55 must enter through the front door following the bus pattern. Car riders will be dismissed at 2:55 and will need to be picked up before 3:15. All bus riders will be dismissed to the cafeteria or bus stop at 2:55.

Late Arrival/Early Dismissal/Absences

For the safety of all students, under no circumstances will a WHS student be allowed to leave with anyone without verified written, or verbal permission from the parent/guardian. Any person picking up your child needs to be listed on the emergency card which is provided to each student at the beginning of the year. Proof of identification will be needed as well. Emergency information must remain updated by the parent/guardian.

- 1) All notes pertaining to excuses, absences, and/or early dismissals must be turned into the office before 8:00 a.m. If a student is tardy they need to bring a note or excuse.
- 2) All notes for early dismissal should have a date, time, and contact name and number for follow-up.
- 3) **If a student needs to be dismissed early, the parent/guardian must provide the following proof: hand written note from parent/guardian, email from parent/guardian, phone call from parent/guardian, physical sign-out by parent/guardian. TEXT MESSAGES WILL NOT BE ACCEPTED.**
- 4) Students that arrive late to school will report to the office and sign in with the secretary or school administrator. The student will then receive a tardy slip.
- 5) Students will not be permitted to enter the classroom without a signed tardy slip.
- 6) Even if a student is eighteen (18), once on campus, parent permission is required for a student to leave school.

Assemblies

During all assemblies such as guest speakers or programs WHS students are expected to conduct themselves in a respectful manner free of side conversations or device usage. Students are to sit in their designated location. No student will be permitted to leave without a class sponsor's discretion.

Pep Rally Guidelines

- 1) The first two (2) rows of each side of the auditorium are reserved for the team.
- 2) Each class should sit together in designated areas. Sponsors should be nearby.
- 3) There will be no throwing of objects of any kind, including other students.
- 4) A happy and proud atmosphere is what we want to see. All should be on their feet!
- 5) The stage is reserved for the cheerleaders, band or other designates only.

- 6) NO NOISE MAKERS!
- 7) Use of profanity and/or inappropriate hand gestures prohibited.

Dance Guidelines

The Homecoming Dance, Winter Formal, and Prom are intended to be for WHS students; however, if anyone outside the WHS student body is invited, he/she must be a 9th grade student or above and no older than 19. Guests will only be allowed by approval from the principal. The following rules also apply:

- 1) If a student leaves a dance for any reason, he/she will not be allowed to return to the dance and must leave campus.
- 2) No alcohol, drugs, vapes, knives, weapons, or tobacco products are permitted on the campus of WHS.
- 3) Students serving suspensions will not be allowed to attend dances.

Attendance

View full MCBOE Policy 6.200

WHS believes that student attendance is essential for student achievement and success therefore students are expected to be present each day that school is in session.

Parent Notes- Must contain the following: Name of student, current date, absence date, absence reason, phone number, parent/guardian signature.

- 1) All parent notes are to be turned into the office no later than three (3) days after a student returns to school.
- 2) **The first six (6) absences a student acquires, when an acceptable Dr/Parent note is not turned into the office with three (3) days, will automatically be counted as excused and eliminate one of their parent discretionary days.**
3. Only six (6) parent discretionary days, whether consecutive or not, can be excused in the one hundred and eighty day (180) school year.

Medical Notes- all illnesses must be accompanied by a medical note after the exhaustion of six (6) parent discretionary days.

- 1) Only dates specified on the note will be excused as medical.
- 2) All doctor/dentist notes are subject to be audited by the attendance coordinator.
- 3) If medical notes appear to be excessive ten (10) days, further review by the attendance coordinator and truancy board may be necessary.

Excessive Absences

Tennessee Code Annotated (T.C.A.) 49-6-3006, State School Compulsory Attendance Law, requires the school system to file a juvenile truancy petition once a student accrues five (5) unexcused absences from school. If a student is absent **18 or more days of school during a school year, they will be identified as "Chronically-Out-Of-School."**

Tennessee Code Annotated (T.C.A.) 49-6-3009, Any parent, guardian, or other person in control of a child, and who violates this part commits educational neglect, which is a Class C misdemeanor.

Make-up Work

- 1) Upon a student's return to school, the length of time for completion of make-up work shall be one school day per absence with a maximum of five (5) days.
- 2) All schoolwork missed by the student during postsecondary school visits must be completed in two days per school day, absence not to exceed six (6) school days. The student must acquire pre-approval and submit evidence from the date of visit.

Tardiness

- 1) Five (5) unexcused tardies = One (1) unexcused absence
- 2) If a student arrives at WHS after 8:00 a.m. and fails to provide the appropriate medical or parent note, he/she will be required to serve a fifteen (15)-minute same day after school detention beginning at 2:55.
- 3) If a note is not sent with the student the tardy will be unexcused.
- 4) Random Tardy sweeps will be conducted throughout the day during hall breaks. Students caught not in class or without teacher permission will receive a (15) minute same day after school detention beginning at 2:55.

Attendance Review Policies/Procedures

- 1) Please see the full description of the Marion County Tiered Intervention Plan located within the Marion County Attendance Policy that is located at www.whitwelltigers.org.
- 2) The Plan consists of three (3) tiers of intervention. If a student enters Tier III, then he/she will be referred to the external truancy board -the board will determine whether a petition/criminal summons will be filed.

Athletics

Whitwell High School Sports

Students may participate in the following sports (may vary based upon level of interest): Football, Basketball, Baseball, Softball, Volleyball, Wrestling, Cheerleading, Soccer, Fishing, and Track and Field.

- 1) Athletes, students, and parents are reminded that they represent WHS when attending or participating in an athletic event. We urge everyone to be enthusiastic and to set a positive example for all those around them.
- 2) All athletes at WHS are expected to set a positive example for their peers, both in the classroom and on the playing field.
- 3) Students are subject to all school rules at all athletic events.
- 4) Students with more than 13 absences will be denied school based extracurricular activities. Medical Notes will be taken into consideration if excessive.
- 5) Students must be present for 3.5 hours 50% of the school day to participate in after school activities.

TSSAA Eligibility Requirements

To be eligible to participate in athletic contests during any school year, a student must: Earn six (6) credits the preceding school year -- that is if 26 or more credits are required for graduation.

All credits must be earned by the first day of the beginning of the current school year. Academic eligibility for a student is based on the requirements of the school the student attended at the conclusion of the previous school year.

Automobile Regulations

Parking spaces at the front of the building are provided for teachers, other designated individuals, and visitors. Student parking is provided at the side of the building. The following regulations are necessary for the efficient and safe flow of traffic. Any student in violation of these regulations will not be allowed to drive to school and may be suspended. Driving on campus is a privilege.

- 1) All student vehicles are to be parked in the parking area east of the school - NONE inside the football fence during school hours.)
- 2) All vehicles are to be registered with the school. A hang tag (cost \$25.00) must be purchased and attached to the rear view mirror.
- 3) Students are not permitted to sit in parked vehicles before or during school hours.
- 4) Vehicles are not permitted to be moved from the parking area during school hours, unless permission is granted from the office.
- 5) Speed limit on campus is 15 mph.
- 6) Any student driving any motor vehicle to school must meet all state and school regulations. Students may NOT drive to school on a learner's permit.
- 7) Once students arrive on school grounds, they may NOT leave school property until school is dismissed, unless permission is granted through the office. Students are on WHS property when they turn onto the school driveways from Highways 283 or 28.
- 8) Any vehicle is subject to search by school personnel when having reasonable suspicion.

Loss of Campus Parking Privileges

- 1) When a student accumulates five (5) or more unexcused absences and/or 10 unexcused tardies, and/or 15 excused and unexcused absences total, in a semester, he/she may lose driving privileges on campus.
- 2) Violators will be towed at the expense of the owner.
- 3) Reckless driving will result in a loss of driving privileges.

Behavior Plans

Whitwell High School believes the primary obligation for developing self-discipline, responsibility, and respect for other people rests in the home, with parents. Children who have developed these qualities usually progress well in school. The faculty and staff are concerned with the development of attitudes, habits, and behavior and must provide a proper climate for learning; therefore, they strive to work cooperatively with parents in each pupil's achievement. Teachers want all students to learn, but this is difficult when some are disruptive. When students do not follow the rules of proper conduct, the faculty and staff have a responsibility to take action in the interest of all students in the school.

Consequences for discipline issues will be handled with the following options:

- 1) Warning- student-teacher conversation and/or note sent to parent

- 2) Before/After School Detention (contact parent)
- 3) Assignment to In-School Suspension (ISS) (contact parent)
- 4) DHA (contact parent)

For more details, view the MCBOE Code of Conduct policy 6.313 on the MCBOE webpage. The student code of conduct can be located at the end of the handbook.

Bullying

BULLYING/HAZING/HARASSMENT POLICY - See MCBOE policy 6.304

The Marion County Board of Education has determined that a safe, civil, and supportive environment in school is necessary for students to learn and achieve high academic standards. In order to maintain that environment, acts of bullying, cyber-bullying, discrimination, harassment, hazing or any other victimization of students, based on any actual or perceived traits or characteristics, are prohibited.

- 1) This policy shall be disseminated annually to all school staff, students, and parents.
- 2) This policy covers employees, employees' behaviors, students, and students' behaviors while on school property, at any school-sponsored activity, on school- provided equipment or transportation, or at any official school bus stop.
- 3) If the act takes place off school property or outside of a school-sponsored activity, this policy is in effect when the conduct is directed specifically at a student(s) and has the effect of creating a hostile educational environment, or otherwise creating a substantial disruption to the education environment or learning process.
- 4) Building administrators are responsible for educating and training their respective staff at the beginning of each school year as to the definition and recognition of violations of this policy, as well as strategies to address known violations.
- 5) Schools are also expected to make information relative to bullying prevention available to students and parents annually.

Definitions

Bullying/Intimidation/Harassment -An act that substantially interferes with a student's educational benefits, opportunities, or performance. The act has the effect of:

- 1) Physically harming a student or damaging a student's property
- 2) Knowingly placing a student(s) in reasonable fear of physical harm to the student or damage to the student's property
- 3) Causing emotional distress to student(s)
- 4) Creating a hostile educational environment

Bullying, Intimidation, or Harassment may also be unwelcome conduct based on a protected class (race, nationality, origin, color, gender, age, disability, religion) that is severe, pervasive, or persistent and creates a hostile environment.

Bullying, Intimidation, or Harassment of a student with a disability could constitute discrimination and violation of federal law and is prohibited. (IDEA, Section 504, ADA)

Cyber-bullying-A form of bullying through the use of electronic devices. Electronic devices include, but are not limited to telephones, cellular phones, or other wireless telecommunication devices, text messaging, emails, social networking sites, instant messaging, videos, web sites, or fake profiles. Cyber-bullying is a violation of Tennessee law and charges may be filed when these laws are violated.

Hazing -An intentional or reckless act by a student or group of students that is directed toward any other student(s) that endangers the mental or physical health or safety of the student(s) or that induces or coerces a student to endanger his/her mental or physical health or safety. Coaches and other employees of the school district shall not encourage, permit, condone or tolerate hazing activities.

Harassment - a severe, persistent, or pervasive act that creates a hostile environment or interferes with or limits a student's ability to participate in or benefit from the services, activities, or opportunities offered by a school; and involves one or more of the following protected classes; race, color, national origin, disability, gender.

Complaints and Investigations

- 1) Alleged victims of the above referenced offenses shall report these incidents immediately to a teacher, counselor, or building administrator.
- 2) All school employees are required to report alleged violations of this policy to the principal/ designee.
- 3) All other members of the school community, including students, parents, volunteers, and visitors are encouraged to report any act that may be a violation of this policy to a school administrator. Written complaints may be requested.
- 4) While reports may be made anonymously, an individual's need for confidentiality must be balanced with obligations to cooperate with police investigations or legal proceedings, to provide due process to the accused, to conduct a thorough investigation or to take necessary actions to resolve a complaint. The identity of parties and/or witnesses may be disclosed in appropriate circumstances to individuals on a need-to-know basis.
- 5) The principal/designee at each school shall be responsible for investigating and resolving complaints.

The principal/designee is responsible for determining whether an alleged act constitutes a violation of this policy, and such act shall be held as a violation of this policy when it meets one of the following conditions:

- 1) It places the student in reasonable fear of harm for the student's person or property;
- 2) It has a substantially detrimental effect on the student's physical or mental health;
- 3) It has the effect of substantially interfering with the student's academic performance; or
- 4) It has the effect of substantially interfering with the student's ability to participate in or benefit from the services, activities, or privileges provided by the school.

Upon the determination, the principal/designee shall conduct a prompt, thorough, and complete investigation of each alleged incident. Within the parameters of the federal Family Educational Rights and Privacy Act (FERPA) at 20 U.S.C. § 1232g, a written report on the investigation will be delivered to the parents of the complainant(s), parents of the accused student(s), and the Director of Schools.

Any Bullying, Hazing, or Harassment should be reported immediately to a staff member and school administration. He/She will be asked to complete a WHS Bullying/Hazing/Harassment Report. Reports are available from any teacher, administrator, or in the school office.

Anti- Bullying Rules:

- 1) We will not bully others
- 2) We will try to help students that are bullied
- 3) We will try to include students who may feel left out
- 4) If we know that someone is being bullied, we will tell an adult at school and an adult at home.

Class Changes/Cafeteria

The traffic pattern is always to the right. Class changes should be used to visit lockers and restrooms. Students may also purchase soft drinks and snacks. NO soft drinks or snacks are allowed in the cafeteria during lunch. NO outside food containers are allowed in the school. Vending machines cannot be used during 4th Period.

Class Officers-Requirements

In order to hold a class office, the student must meet the following requirements:

- 1) Maintain an A/B average
- 2) Will obtain no more than 5 unexcused absences or tardies for the 2025-2026 school year.
- 3) Complete the recommendation and application process involving students, teachers, and administration.

Clubs/Organizations

All clubs must have a faculty sponsor and be approved by the administration and MCBOE. Club meetings must be held before school, after school, or during an activity schedule. Any meetings to be held on an activity schedule must be scheduled in advance with the Principal. At the beginning of each year, when clubs are formed, a list of members must be turned in to the office. The following clubs are available and others may be added:

- 1) Beta Club, Interact Club, Fellowship of Christian Athletes (FCA), Student Government, Marion Youth Leadership, TN Strong, Family, STEM, Future Farmers of America (FFA) and Tiger Pride Council.

Computer/Chromebook/Network Use

The network is provided for students and teachers to conduct research and communicate with others.

- 1) Independent access to network services is provided to students and teachers who are considerate and responsible in the use thereof.
- 2) Access is a privilege, not a right, and entails responsibility. Violations may result in the loss of access, as well as other disciplinary or legal action.
- 3) Chromebooks/computers will be used in various classrooms. Students must always follow policies and procedures while using the device.
- 4) Students have no privacy interests or any expectation of privacy in the device.

- 5) Students must use the device for educational purposes, and any inappropriate use of the device will not be tolerated.
- 6) Students should report any harassment, illegal, or inappropriate findings while using the device to the teacher or administration immediately.
- 7) Any destruction or damage to a device is the responsibility of the student/parent to repair or replace. The cost to replace a destroyed or damaged Chromebook or computer is \$200.00.
- 8) If a student needs to check out a Chromebook for use at home, he/she must check out with the homeroom teacher and return within 24 hours.

Delivery of Student Gifts, Food, and or Drinks

- 1) Items must come through the office and will not be available for pick up by the student until the end of the school day.
- 2) Food and drinks should not be dropped off and given to students. These items will be refrigerated or stored for students to pick up after school.
- 3) If a student forgets to bring their lunch and a parent is dropping it off, it should be in a lunch box or sack. No restaurant packaging will be allowed.

Detention

Detentions may be assigned by an Administrator and or Teacher and scheduled before and/or after school.

Dress Code

View the full policy on MCBOE website and www.whitwelltigers.org

THIS DRESS CODE APPROVED AND ADOPTED BY THE MARION CCOUNTY BOARD OF EDUCATION SHALL SUPERSEDE ALL PRIOR DRESS CODE POLICIES AND SHALL APPLY TO EACH SCHOOL WITHIN THE MARION COUNTY SCHOOLS SYSTEM.

Students shall dress and groom in a clean, neat, and modest manner so as not to distract or interfere with the operation of the school. When a student is attired in a manner which is likely to cause disruption or interference with the operation of the school, the principal shall take appropriate action, which may include suspension.

Consequences for Violating Dress Code

If a student comes to school in clothing that is not appropriate, the following corrective/disciplinary action will be taken.

- 1) The **first** offense will result in a written warning and a change of attire from Tiger Threads.
- 2) The **second** offense will result in a one (1) hour after school detention.
- 3) The **third** offense will result in an assignment to one (1) day of ISS.

Extra-Curricular Eligibility

Any student who participates in any extracurricular activity who is tardy to school, absent, or has an early dismissal that is unexcused under the guidelines of the school board will not be eligible to participate that day. In the event of extenuating circumstances, an appeal may be made to the Principal.

- 1) School Related Activities {SRA} includes field trips, athletic contests, tournaments, conventions, academic competitions, home or away social activities, college days, workshops, and any other related function recognized by the school, which is held on or off the campus.
- 2) School Related Activities (SRA} do not count as an absence from school.
- 3) Any student who participates or serves as a representative of Whitwell High School will conduct himself/herself properly.
- 4) Students who violate regulations while attending these activities are subject to disciplinary action as defined in the Student Code of Conduct.
- 5) NO student currently assigned to In-School-Suspension {ISS}, Out-of-School-Suspension {OSS}, or Alternative School may attend or participate in any school-sponsored activity on any day that he/she is in suspension.
- 6) During junior year, the school counselor will arrange campus visits at the University of Tennessee at Chattanooga {UTC} and Chattanooga State Community College {CSCC}.
- 7) Seniors will be issued a college day on a "needs basis" and only with prior approval

Family Involvement and Engagement Plan

Please see WHS Website for a complete copy of the Family Involvement and Engagement Plan for 2025-2026. Also, a copy of the document is provided in the registration packet.

Field Trips

School Field Trips are approved at the Principal's discretion and may require MCBOE approval. All school rules apply.

Classwork Assignments/Teacher Contacts

If a parent has a question regarding their student's classwork, homework, tests (etc.) the following procedure can be used: 1) call WHS at 423-658-5141, and leave a message that will be forwarded to the teacher. 2) Email the teacher directly using the staff directory at Whitwelltigers.org.

Incentive Programs

WHS will use the following incentives to reward good academic performance, attendance, and behavior: 1) Principal's List 2) Honor Roll 3) Tiger Pride Recognition, 4) Attendance Rewards

Leaving Campus

If a student (driver, bus rider, car rider) needs to leave school and is not on the early dismissal list, a parent/guardian must come in to sign the student out or call and give verbal permission for the student to leave.

If a student becomes ill or injured during school hours, the emergency contact person listed on the student's information form will be contacted in the event we are unable to reach the parent/guardian. If it is not possible to contact any of the persons listed, the student will remain at school. If a student needs emergency care, an ambulance will take him/her to the hospital and a parent/guardian will be contacted as quickly as possible.

Students are not permitted to leave campus for the purpose of purchasing lunch, if a student leaves for lunch he or she must use an unexcused early dismissal for the day. The time cannot be made up.

Lockers

- 1) Locks must be leased for school lockers. NO personal locks (only school locks) may be used.
- 2) Lease of a lock will be \$10.00.
- 3) Combinations will not be given to anyone other than the person to whom the lock is issued.
- 4) There will be a charge of \$10.00 for replacement of stolen or vandalized locks.
- 5) The person to whom a lock is issued will be responsible for any damage done to the lock or locker.
- 6) Do not write nor mark on the lockers, place stickers on or inside the lockers, etc., as this is vandalism of school property. No food or drinks are allowed in lockers.
- 7) Students are not allowed to share lockers.
- 8) If there are problems with locks or lockers, see office personnel for help.
- 9) At the end of the school year, students will clean out lockers and return locks to the office.
- 10) No objects are to be left on top of the lockers at any time.

Locker Searches

New Tennessee laws authorize the Principal and Assistant Principal to conduct searches of students and any visitor entering the building for reasonable suspicion of any violation of illegal drugs, weapons, or items not allowed by school rules. This law extends to cover the search of all automobiles, lockers, book bags, purses, or other items brought onto school grounds. These are subject to search by school officials, police, or police drug-dogs, or bomb-sniffing dogs at any time. (T.C.A. 40-6-4201)

Knives are not allowed on school property. See MCBOE policy 6.303

Lunch

WHS breakfast and lunch will be free this year. Extra items are available for students to purchase. Students may enter the cafeteria from either side. **They are not to run to the cafeteria.** Students are expected to wait their turn and not to break into serving lines. Marion County Schools operate on a closed breakfast and lunch period. **Students are not permitted to leave campus for lunch.** Only school breakfasts, school lunches, and sack lunches brought from home can be eaten in the cafeteria. In order to promote the National School Lunch Program and to ensure that each child receives a nutritious meal, **carry in or deliveries from commercial restaurants will not be allowed.** Also, students are not allowed to bring birthday cakes or soft drinks to the cafeteria. **Students are not allowed to purchase soft drinks from the vending machines during 4th period.**

Any questions regarding the lunch program should be directed to Mrs. Molly Dawson, Cafeteria Manager, (423) 658-5132. The administrator in charge will handle any misuse of this facility or disruptive behavior at lunch.

Media Sources

Gailm platform @whitwelltigers.org & mctns.net

Join the principals REMIND to stay up to date on all things WHS by texting the code below to 81010.

Remind 9th @2029whs 10th @87ef2d3 11th @6ch2bd 12th @2026fr

Website: www.whitwelltigers.org

Facebook: Whitwell High School

Personal Communication Devices

Use of Personal Communication Devices in School - MCBOE policy 6.312. Policy included in registration packet and can be viewed on MCBOE website and www.whitwelltigers.org

It will be the policy of WHS to not allow the use of personal communication devices during instructional time.

Instructional time is defined as the time period during which students are actively engaged in learning activities under the guidance of a teacher.

- 1) The following disciplinary procedures will be taken if a student is in violation of the MCBOE personal communication policy. Or if the student is using their phone in what the WHS administration views as counterproductive to creating a positive school climate.

1st Offense -Administration keeps the device until end of day

2nd Offense -Administration keeps the device and parent/guardian must pick up

3rd Offense-Student will be assigned ISS for one (1) day

4th Offense - Referred to Alternative School (5) days

- 2) If a student's phone is taken up and suspected of being used for criminal activity, the parent may not receive the phone upon request if he or she enters the building trying to do so.
- 3) Students will be allowed to use their cellphones in lunch and during hall breaks.
- 4) **If a student uses his or her phone to film an incident between two or more students, he or she will be sent to the Alternative School for a minimum of 5 days. He/she may also be referred to the Disciplinary Hearing Authority (DHA).**

The Marion County Board of Education will not be liable for any devices lost, stolen, or destroyed.

Accountability and maintenance for the device will be the sole responsibility of the student, parents/guardians.

Parents are welcome to call the office to leave their child a message (423) 658-5141.

Prescription Drugs

When a student has a prescription medication, he/she is responsible for taking all medications and completed forms (registration packet) to the office upon arrival at school. This medication(s) may only be dispensed by the office personnel. Over-the-counter drugs are not to be dispensed by students or faculty.

Prom

WHS Prom venue and ticket price may vary from year to year. Only WHS Juniors and Seniors may purchase Prom tickets. They are allowed to purchase their own ticket and one (1) other ticket for a guest. The guest must be a 9th grade student or above but no older than 19 in order to attend the Prom. **ALL** prom attendees **MUST** have completed a Prom participation form and turn it in the day before the Prom - **NO EXCEPTIONS**.

Report Cards

- 1) Principal's List – 90 and above in ALL classes (A's)
- 2) Honor Roll – 80 and above average in all classes (A's & B's)
- 3) The grades above are computed with **NO ROUNDING** of the average
- 4) See the school calendar for dates and additional information

School Closings

In the event of inclement weather:

- 1) School closings will be announced on the major radio and television stations.
- 2) Students/Parents will be notified by the WHS Gmail platform, Remind, and other media options.
- 3) School Phone lines must be kept open to receive information about changes in bus schedules, etc.

Student Grievance Procedures

Student complaints and grievances shall first be made to the teacher and then to the principal. If not resolved, the matter may be appealed to the Director of Marion County Schools, and ultimately to the Marion County Board of Education.

Suspension

The Administration of Marion County Schools is authorized to carry out disciplinary and related procedures necessary for the successful operations of the schools under Tennessee law concerning suspension and disciplinary action. Tennessee law allows principals to suspend student(s) for good and sufficient reason upon satisfaction of due process.

- 1) All Category III and Category IV offenses can result in long-term suspension by the principal or expulsion by the Marion County Board of Education.

Textbooks

Textbooks used in the school are the property of the Marion County Board of Education. The following fees will be charged to the student in the event the book is lost, stolen, or damaged:

- 1) A lost or damaged book (1- 2 years old) that is no longer usable, the student will be charged 100% of the replacement cost, plus shipping and handling charges

- 2) A lost or damaged book (3 - 4 years old) that is no longer usable, the student will be charged 75% of the replacement cost
- 3) A lost or damaged book (5 years old or older) that is no longer usable, the student will be charged 50% of the replacement cost

Failure to return school property, Chromebooks, textbooks, etc may result in a hold on diploma.

Tobacco Free Schools

Tobacco use is a CATEGORY II offense with the following consequences:

1st Offense: 5 days at alternative school

2nd Offense: 10 days at alternative school

Final Offense: Referral to the (DHA)

- 1) All uses of tobacco and tobacco products, including smokeless tobacco (including vapes), are prohibited in all of the buildings of the school district.
- 2) Smoking shall be prohibited in any public seating areas, including, but not limited to bleachers used for sporting events, or public restrooms.
- 3) Students enrolled in any district school will not be permitted to use tobacco or tobacco products, including smokeless tobacco, while participating in any class or activity in which they represent the school district.

Toys

Toys will not be permitted inside the school. This includes stuffed animals, drones, RC cars, large toys on backpacks, etc. Toys will be taken up.

Visitors

State law requires all parents or other visitors to report to the school office and sign in using their driver's license. **All visitors must wear a name tag.** Students will not be permitted to bring friends or relatives to visit during school hours, since visitors in a classroom may result in disruptions and/or disturbances of the class procedure. Guests are required to follow school identification procedures for school entry which includes presenting photo identification. **See Policy 1.501**

- 1) If it is necessary for a parent to speak with a teacher or their child, the parent must first call the office to schedule an appointment. Classroom teachers are not to be interrupted by outside visitors for any reason.
- 2) Regarding In-school and extra-curricular activities: If you step foot on the playing surface of a sporting event you will face a one year (365) ban from WHS Campus and WHS activities.

Visitors Code of Conduct Policy 1.501

Except at school programs, athletic events, open house and similar public events, all visitors must report to the

school office when entering any Marion County Department of Education (MCDOE) school and sign a logbook.

Passes shall be issued to all persons other than students and employees of MCDOE after submitting approved

forms of identification and receiving approval from the school's security monitoring service. The Principal or

his/her designee shall exercise discretion in determining the areas of the school that persons are permitted to visit.

To maintain the conditions and atmosphere suitable for learning, no other person shall enter onto the grounds or

into the school buildings during the hours of student instruction except students assigned to that school, MCDOE

staff members parents of students assigned to the school, and other persons approved by the principal.

Individuals who come onto school premises are expected to behave respectfully and lawfully. Specifically, actions of school visitors that are prohibited include, but are not limited to:

Cursing and using obscenities;

Disrupting or threatening to disrupt school operations;

Acting in an unsafe manner that could threaten the health or safety of others;

Verbal or written statements or gestures indicating intent to harm an individual or property; and

Physical attacks intended to harm an individual or damage property.

Any person improperly on the premises of a school or District-owned or leased facility or who violates this Visitors' Code of Conduct shall depart at the request of the school Principal or his/her designee or the Superintendent or his/her designee.

The Principal or his/her designee or the Superintendent or his/her designee shall contact law enforcement officials when he/she believes the situation warrants such measures.

NOTICE*

(1) This Visitors' Code of Conduct shall be posted on the MCDOE website.

(2) This Visitors' Code of Conduct shall be posted at each school entrance along with the telephone number of a member of the school's administration who can answer questions regarding this Visitors' Code of Conduct.

Page 2 of 2(3) Upon initial enrollment each parent/guardian of students shall be provided with a printed copy of this Visitors' Code of Conduct with the telephone number of the student's school administrator who

can answer questions regarding this Visitors' Code of Conduct. Each parent/guardian shall sign the Code of Conduct, acknowledging that the parent/guardian has read and understands it

Students Code of Conduct

View full policy 6.313 on MCBOE and www.whitwelltigers.org

All school personnel have the right and the responsibility to enforce school rules

Student offenses are separated into four (4) categories as prescribed by the Board of Education. Most of these are listed below. Administrators responsible for discipline will classify any offense not listed below unless directed by the Board of Education.

CATAGORY 1: Offenses to be administered by the school and may result in detention, loss of privilege, demerits, corporal punishment, or suspension based on the severity of the incident.

- 1 Refusing to do assigned work
- 2 Tardiness (to class or school)
- 3 Refusing to participate in required school activities, (wellness activities, reading instructions, etc)
- 4 Minor violations of school or classroom rules
- 5 Conduct which disrupts the peace or good order of the school or the learning environment (impudence, profanity, disorderly conduct, and disregard for authority, etc)
- 6 Inappropriate dress or appearance considered disruptive to the school
- 7 Unauthorized presence on another school campus
- 8 Loitering (no student should remain at school beyond last bus departure)
- 9 Inappropriate public display of affection
- 10 Open food or drink in school without permission
- 11 Unauthorized use of copy machines, computers, phones, or printers

CATEGORY II: Offenses may result in suspension or referral outside the school. *in the event that any student is placed in ISS or OSS, he/she will NOT be allowed to participate in or attend ANY school function, including, but not limited to field trips, athletic practices, contests, etc.**

- 1st Category II Offense: 5 days suspension
- 2nd Category II Offense: 10 days suspension

Final Category II Offense: Referral to Board of Education for expulsion

- 1 Fighting (all parties, unless one was attacked for no apparent reason)
- 2 Use of foul or abusive language
- 3 Disrespect to teacher/staff/peer
- 4 Harassment (verbal or physical)
- 5 Assault (verbal or physical) (reported)
- 6 Use or possession of tobacco in any form
- 7 Use or possession of any incendiary device (lighter, matches, etc.)
- 8 Insubordination (refusing to follow a directive from a teacher, administrator, or other school system employee)
- 9 Leaving school grounds or class without permission, including the lunch period
- 10 Repeated refusals to do assigned work
- 11 Chronic disruption

CATEGORY III: Offenses are not automatically considered zero (0) tolerance, but will be treated as such by the Principal, unless there are extenuating circumstance.

1. Pulling a fire alarm or otherwise causing an alarm to sound when no fire or smoke is visible
2. Possession or detonation of an incendiary or explosive material (firecracker or greater, as well as stink/smoke bombs, poppers, etc.)
3. Destruction of school property
4. Sexual harassment (as defined in school board policy)
5. Inciting a school disruption (i.e. stopping normal proceedings in school)
6. Repeated violations of school rules
7. Verbal or physical assault on a student

CATEGORY IV: Offenses are considered zero (0) tolerance, and they will be reported to the Director of Schools and Board for expulsion. They will also be reported to law enforcement officers.

- 1 Possession/use of alcohol, and/or drugs (will be reported to law enforcement)
- 2 Possession/sale/distribution of drug paraphernalia (including, but not limited to rolling papers)
- 3 Arson
- 4 Bomb Threat
- 5 Possession, sale, use or distribution of alcohol, illegal drugs, or controlled substances
- 6 Possession and/or use of weapons, any instrument used as a weapon to injure someone intentionally, or instrument or toy intended to be a weapon.
- 7 Indecent exposure
- 8 Battery on a school employee

WHS ALMA MATER

On the city's Southern border
Reared against the sky
Proudly stands our Alma Mater
As the years go by.
Forward ever be our watchword
Conquer and prevail!
Hail to thee our Alma Mater
Whitwell High, All Hail.
Cherished by our sons and daughters
Memories sweet shall throng.
Round our hearts, Oh Alma Mater,
As we sing this song.
Forward ever be our watchword
Conquer and prevail!
Hail to thee our Alma Mater
Whitwell High, All Hail.