

Whitwell High School



WHITWELL
HIGH SCHOOL
Home of the Tigers

2022 – 2023

Student
Handbook

August 2022

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. Respect it-treat it well-take PRIDE in it. Have fun this year and make the most of every opportunity. Consider this a new beginning: a time for new friends, responsibilities, and goals. Enjoy becoming skilled and confident in your abilities. Get involved and take part in new activities. Explore your interest and talents, and take time to decide what you would like to do after graduation. Make academics important over the next several years and you will find success.

Our school motto's this year: Only the best.. nothing less..

We hope all of you had a wonderful summer and are ready for the 2022-2023 school year at Whitwell High School.

Sincerely
Ms. Teena T. Casseday, Principal

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 level thinking. The curriculum will meet the needs of each student from cognitive to physical so that students are better equipped to make informed, realistic decisions, and contribute to society in a positive manner."

Methods of Communication with WHS

Email: first name initial/last name (example: tcasseday) @mctns.net or@whitwelltigers.org

Facebook: Whitwell High School

Website: www.whitwelltigers.org

Remind101: for updates from the principal please signup to remind by texting: 81010 & in message type the following for your grade level: 9th - @2026fr 10th. @daa97h 11th. @a23d7gc 12th. @fk4dfk

WHS BELL SCHEDULE

1ST BLOCK	8:00	8:55
TIGER TIME	9:05	9:35
2ND BLOCK	9:40	10:35
3RD BLOCK	10:40	11:35
4TH BLOCK	11:40	12:55
1ST LUNCH	11:40	12:05
2ND LUNCH	12:05	12:30
3RD LUNCH	12:30	12:55
5TH BLOCK	1:00	1:55
6TH BLOCK	2:00	2:55

School Hours: School hours for students are from 8:00 a.m. to 2:55 p.m. Classes begin promptly at 8:00 a.m. The school office is open from 7:45 a.m. to 3:15 p.m.

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

ACADEMICS

Class Ranking - View full policy 4.602 on MCBOE website

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

1. Attendance and Grade Requirements for exemption

"A" average - No more than two (2) absences per Semester "B/C"
average -- No more than one (1) absence per Semester

Absences from class for 30 minutes or more, count as one (1) absence from that class. Five (5) tardies and/or early dismissals will be treated as one unexcused (1) absence.

Students in EOC, Dual Credit, Dual Enrollment, AP, CLEP, or Industry Certification classes MUST adhere to the testing/attendance requirements of those classes.

2. Grading Scale

A- (90-100)	8- (80 - 89)	C-(70-79)	D-(60-69)	F - (59 or Below)
Principal's List – 90-100- All A's				
Honor Roll – 80 and above – All subjects A's & B's				

3. Incomplete-(No Credit)

In the event of an incomplete on a student's grade card at the end of any reporting period, the deficiency must be removed by the time deadline designated by the student's teacher. If circumstances warrant additional time, it can be granted by principal approval.

If a student fails due to absenteeism, he/she will receive a 59 on his/her grade card. If that student's actual performance grade is below 59, the student will receive the lower grade.

Cheating

Any one of the following items will be classified as "Cheating."

1. To use the work of another person as your own.
2. To copy information from another student's assignment to include, but not limited to test, examination, composition, quiz, homework, book report, project or term paper.
3. To plagiarize: Plagiarism means to use another person's idea, expression, or words without giving credit to the original author.
4. To prepare for cheating in advance involves such actions as: (1) having in your possession a copy of a test to be given or already given by a teacher, (2) using a copy of a test or notes during a test or examination, and (3) talking while taking a quiz, test, or examination.
5. To fail to follow test procedures or instructions announced by a teacher or any other person administering/proctoring the test, such as "No talking," "No turning around in your seat," "Raise your hand to ask a question," etc.

CHEATING IS A CATEGORY II OFFENSE. PUNISHMENT WILL FOLLOW MARION COUNTY SCHOOLS DISCIPLINE POLICY.

MARION COUNTY SEAL OF EXCELLENCE

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

1. Complete at least one (1) Program of Study (POS).
2. Achieve a grade of 85 or above in at least ten (10) accelerated/honors courses.
3. Achieve at least 3.2 GPA on a 4.0 GPA scale.

ARRIVAL/DEPARTURE

Whitwell High School student class hours will be from 8:00 a.m. to 2:55 p.m. School building doors will open daily at 7:30 a.m. Any student that arrives before 7:50 a.m. will report to the cafeteria. Students must be seated in the cafeteria until the bell rings. A student MUST get approval from the teacher on bus duty to leave the cafeteria before 7:50 a.m. Once a student arrives on the Whitwell High School 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 in the school office.

Car Riders – will be dropped off and picked up at the exterior doors facing the student parking lot (baseball field.) Any student arrival after 7:50 must be brought to 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 cafeteria and exit through front doors when bus is called.

The following rules and procedures also apply:

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 come to the school office to sign the student out.
4. Students that arrive late to school will report to the office for a tardy slip that is signed by an administrator prior to entering class.
5. Students will not be permitted to enter the classroom without a signed tardy slip.
6. All car riders will be dismissed at 2:55, bus riders will report to the bus room until his/her bus number is announced.

ASSEMBLIES

Please visit the school calendar of events, and/or on the website, www.whitwelltigers.org

Pep Rally Guidelines

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

Any other assemblies require all students to sit in their designated locations. No student will be permitted to leave the designated area.

Dance Guidelines

- Student dances are intended to be for Whitwell High School students; however, if anyone outside the WHS student body is invited, he/she must be a 9th grade student or above but no older than 19 and will only be allowed in the dance if they have been pre-registered and approved by the counselor. The counselor's decision on guest attendance is final.
- Dances begin when games are over, and will end promptly at 10:00 p.m., with the exception of the homecoming dance, with time TBD.
- If a student leaves the dance for any reason, he/she will not be allowed to return to the dance and must leave campus.
- No alcohol, drugs, or tobacco products are permitted on the premises of Whitwell High School.
- Students who are serving suspensions will not be permitted to attend dances.

ATTENDANCE

Whitwell High School believes that student attendance is essential for student achievement and academic success.

STUDENTS ARE EXPECTED TO BE PRESENT EACH DAY THAT SCHOOL IS IN SESSION.

VIEW THE FULL DETAILS OF THE ATTENDANCE POLICY ON MCBOE and on our website at: www.whitwelltigers.org.

Parent Notes **MUST** include the following information:

- Name of student
- The current date
- Date of student's absence
- Reason for absence
- Working phone number, and
- Parent/guardian's signature

Parent notes **DO NOT** automatically excuse the absence for the student

PARENT NOTES THAT DO NOT CONTAIN THE ABOVE INFORMATION WILL NOT BE VALID

STUDENTS HAVE A MAXIMUM OF THREE (3) DAYS TO TURN IN THEIR WRITTEN EXCUSES, UPON RETURNING TO SCHOOL.

FOR THE SAFETY OF ALL STUDENTS, UNDER NO CIRCUMSTANCES WILL A WHITWELL HIGH SCHOOL STUDENT BE ALLOWED TO LEAVE WITH ANYONE WITHOUT VERIFIED WRITTEN 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 EACH SCHOOL YEAR-THEY WILL ALSO NEED TO SHOW PROOF OF IDENTIFICATION.

It is very important that parents/guardians keep the emergency card information updated, especially with legal alerts and current phone numbers. Faxed or emailed notes or messages may be accepted if they can be verified by a phone call from the school office; therefore, a working parent phone number **MUST** be provided on the note for verification.

Excessive Absences

For Grades 9-12 where eighteen weeks constitutes one full credit, more than three (3) total unexcused absences per eighteen (18) week session shall constitute failure of the session. (per MCBOE policy) Where thirty-six (36) weeks constitutes one full credit, more than three (3) total unexcused absences per eighteen (18) week session shall constitute failure of the session in courses. (per MCBOE policy)

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."

Please view the Marion County Schools Attendance Policy in full detail at www.whitwelltigers.org for additional information concerning steps to discourage excessive absences such as, but not limited to the following:

- Credit Denial
- Attendance Contract
- Revocation of Driver's License/Permit
- Revocation of Parking Privileges
- Denial of Participation in school-based extracurricular activities (field trips, ball games, dances, graduation activities, etc.)

Make-up Work

- Upon a student's return to school, the length of time for completion of make-up work shall be one school day per absences with a maximum of five (5) days.
- 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.

Early Dismissal

- Any student who is leaving early is required to bring a note from parent(s)/guardian(s) with the date and time of dismissal, as well as a **working parent/guardian phone number for verification.**
- The note must be given to the secretary in the office.

- Students will stay in their classroom until a parent/guardian comes to the office to sign him/her out.

Tardiness

- A student is considered tardy if he/she is not in class with textbook and required materials when the bell rings.
- Students will NOT be permitted to enter the classroom until they acquire a tardy slip that is signed by an administrator.
- If a student is tardy 3 times or more in one week (to class or school) he/she will be given before/after school detention by the teacher/principal.
- Five (5) tardies will equal one (1) unexcused absence for the student.
- Please send a note with student as an excuse for the tardy. If a note is not present, the tardy will be unexcused.

Attendance Review Policies/Procedures

- 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.
- 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 Cross Country.
- 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.
- All athletes at WHS are expected to set a positive example for their peers, both in the classroom and on the playing field.
- Students are subject to all school rules at all athletic events.

- If a student athlete has an unexcused absence, tardy or an early dismissal, he/she will not be allowed to participate in an athletic event on that day.

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 24 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.

- All student vehicles are to be parked in the parking area east of the school - NONE inside the football fence during school hours.)
- 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.
- Students are not permitted to sit in parked vehicles before or during school hours.
- Vehicles are not permitted to be moved from the parking area during school hours, unless permission is granted from the office.
- Speed limit on campus is 15 mph.
- 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.
- Students who drive to school should not arrive before 7:30 a.m.
- 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.
- Any vehicle is subject to search by school personnel when having reasonable suspicion.

REMEMBER THAT DRIVING ON SCHOOL PROPERTY IS A

Loss of Campus Parking Privileges

- When a student accumulates five (5) or more unexcused absences and/or six (6) unexcused tardies in a semester, he/she shall lose driving privileges on campus and to any and all school related activities or events in a grading period.
- Violators will be towed at owner's expense.

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- note sent to parent
2. Before/After School Detention (contact parent)
3. Saturday School Assignment/Alternative School (contact parent)
4. DHA (contact parent)

For more details, view the MCBOE Code of Conduct policy 6.313 on the MCBOE webpage. The policy is included in the handbook. (page 17)

Class Changes

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 or drink containers are allowed in the school.

CLASS OFFICERS - REQUIREMENTS

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

- A candidate must have an average of 80 or above from the preceding term with no more than one

(1) failed class

- Any student seeking office must have approved conduct and good attendance.
- Freshmen candidates will only be approved after receiving records of grades, conduct, and attendance from the Middle School. Class Officers may be removed from their position due to failing grades, poor conduct, or poor attendance.
- Each candidate must deliver a 3-5 minute speech (must be approved prior to election).
- All speeches must include:
 1. List of 4 to 5 activities in which the student has participated.
 2. Describe the role he/she played in those activities.

CLUBS/ORGANIZATIONS

All clubs must have a faculty sponsor and be approved by the administration. 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:

- Beta Club, Interact Club, Fellowship of Christian Athletes (FCA), Student Government, Future Business Leaders of America (FBLA), Marion Youth Leadership, Health Occupations Students of America (HOSA), Family, Career and Community Leaders of America (FCCLA), STEM, and Tiger Pride Council.

COMPUTER/CHROMEBOOK/NETWORK USE

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

- Independent access to network services is provided to students and teachers who are considerate and responsible in the use thereof.
- 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.
- Chromebooks/computers will be used in various classrooms. Students must always follow policies and procedures while using the device.
- Students have no privacy interests or any expectation of privacy in the device.
- Students must use the device for educational purposes, and any inappropriate use of the device will not be tolerated.
- Students should report any harassment, illegal, or inappropriate findings while using the device to the teacher or administration immediately.
- Any destruction or damage to a device is the responsibility of the student/parent to repair or replace.

DELIVERY OF STUDENT GIFTS

Items must come through the office and will not be available for pick up by the student until the end of the school day.

DETENTION

Detentions may be assigned by an Administrator/Teacher and scheduled before and/or after school. Students must have classroom material to work on and be on time. Failure to do either could result in an additional time at principals' discretion.

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.

1st Offense= Written Warning and change of clothing.

2nd Offense = Two {2} days of afterschool detention and a change of clothes.

3rd Offense= Alternative school for no less than five {5} days.

EXTRACURRICULAR 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.

School Related Activities (SRA)

- 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.
- School Related Activities (SRA) do not count as an absence from school.
- Any student who participates or serves as a representative of Whitwell High School will conduct himself/herself properly.
- Students who violate regulations while attending these activities are subject to disciplinary action as defined in the Student Code of Conduct.
- 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.
- During junior year, the school counselor will arrange campus visits at the University of Tennessee at Chattanooga {UTC} and Chattanooga State Community College {CSCC}.
- 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 2022-2023. Also, a copy of the document is provided in the registration packet.

FIELD TRIPS

School Field Trips are approved at the Principal's discretion. All school rules apply.

HALL PASS

Any student leaving class must have a pass indicating the destination, time of departure from the classroom, and the teacher's signature.

HOMEWORK

If any parent has a question about homework assignments, please contact the office at (423) 658- 5141 and leave a message for the teacher with the school secretary. The teacher will respond before or after school with a phone call or email.

Homework is a supportive learning activity designed to promote academic achievement, reinforce or apply a skill previously taught, and to extend learning into the home.

INCENTIVE PROGRAMS

Whitwell High School will use various incentives to boost student morale and achievement.

- Honor Roll/Principal's List - Recognized each grading period.
- Exam Exemption
- Tiger Pride Recognition
- 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. The student must then go to all remaining classes and have each teacher initial an early dismissal slip. Students are to return the early dismissal slip to the office before signing out.
- 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.

LOCKERS

- Locks must be leased for school lockers. NO personal locks (only school locks) may be used.
- Lease of a lock will be \$10.00.
- Combinations will not be given to anyone other than the person to whom the lock is issued.
- There will be a charge of \$10.00 for replacement of stolen or vandalized locks.
- The person to whom a lock is issued will be responsible for any damage done to the lock or locker.
- 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.

- Students are not allowed to share lockers.
- If there are problems with locks or lockers, see office personnel for help.
- At the end of the school year, students will clean out lockers and return locks to the office.
- No objects are to be left on top of the lockers at any time.

LOCKERS ARE SUBJECT TO SEARCHES AT ANY TIME

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 insure 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.

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

Twitter: @WhitwellHigh

Website: www.whitwelltigers.org

Facebook: Whitwell High School WHS

Gmail platform @whitwelltigers.org &

mctns.email

PARENT/COACH RELATIONSHIPS

Both parenting and coaching are extremely challenging responsibilities. By establishing an understanding of each position, we are better able to accept the actions of each other and provide a greater benefit to children. As parents, when your children become involved in athletics, you have the right to understand what will be expected of them. It begins with clear communication from each coach of your children's programs. Please see the school website for a detailed report on this topic.

PRESCRIPTION/OTC 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

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

SCHOOL CLOSINGS

In the event of adverse weather:

- School closings will be announced on the major radio and television stations
- Students/Parents will be notified by the WHS Gmail platform, Remind, and other media options
- School phone lines must be kept open to receive information about changes in bus schedules, etc.; therefore, please do not call the school for this information.

STUDENT 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.

CATEGORY I: 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 | 6. Inappropriate dress or appearance
considered disruptive to the school |
| 2. Tardiness (to class or to school) | 7. Unauthorized presence on another
school campus |
| 3. Refusing to participate in required school
activities (wellness activities, reading
instructions, etc.) | 8. Loitering (no student should remain at
school beyond last bus departure) |
| 4. Minor violations of school or classroom
rules | 9. Inappropriate public display of
affection |
| 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.) | 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
- 3rd Category II Offense: Referral to Board of Education for expulsion

- | | |
|--|--|
| 1. Fighting (all parties, unless one was attacked for no apparent reason) | 14. Misuse/destruction of school property |
| 2. Use of foul or abusive language | 15. Extortion |
| 3. Disrespect to teacher/staff/peer | 16. Sexual misconduct (See Board Policy) |
| 4. Harassment (verbal or physical) | 17. Participation in school disruption |
| 5. Assault (verbal or physical) (reported | 18. Receipt, sale, possession or distribution or stolen property to legal authorities) |
| 6. Use or possession of tobacco in any form | 19. Trespassing on school property |
| 7. Use or possession of any incendiary device (lighter, matches, etc.) | 20. Prescription drug policy violation |
| 8. Insubordination (refusing to follow a directive from a teacher, administrator, or other school system employee) | 21. Unauthorized possession or use of school keys |
| 9. Leaving school grounds or class without permission, including the lunch period | 22. Gambling (pitching pennies, dice, etc) |
| 10. Repeated refusal to do assigned work | 23. Computer hacking or tampering |
| 11. Chronic disruption | 24. Stealing (may be reported to police) |
| | 25. Bullying, threatening, hazing, or intimidating behavior |
| | 26. Defiance |

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

- | | |
|--|--|
| 1. Pulling a fire alarm or otherwise causing an alarm to sound when no fire or smoke is visible | 3. Destruction of school property |
| 2. Possession or detonation of an incendiary or explosive material (firecracker or greater, as well as stink/smoke bombs, poppers, etc.) | 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 (O) tolerance, and they will be reported to the Director of Schools and Board for expulsion. They will also be reported to law enforcement officers.

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| 1 Possession/use of alcohol, and/or drugs (will be reported to law enforcement, pursuant to the provisions of T.C.A. 52-1439, as amended May 1981) | 5. Possession, sale, use, or distribution other of alcohol, illegal drugs, or controlled substances |
| 2 Possession/sale/distribution of drug paraphernalia (including, but not limited to rolling papers) | 6. Possession and/or use of weapons, any instrument used as a weapon to injure someone intentionally, or any instrument or toy intended to be a weapon |
| 3 Arson | 7. Indecent exposure |
| 4 Bomb threat | 8. Battery on a school employee |

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.

- This policy shall be disseminated annually to all school staff, students, and parents.
- 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.
- 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.
- 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.
- 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:

- Physically harming a student or damaging a student's property
- Knowingly placing a student(s) in reasonable fear of physical harm to the student or damage to the student's property
- Causing emotional distress to student(s)
- 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.

Complaints and Investigations

- Alleged victims of the above referenced offenses shall report these incidents immediately to a teacher, counselor, or building administrator.
- All school employees are required to report alleged violations of this policy to the principal/designee.
- 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.

- 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.
- 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:

- It places the student in reasonable fear of harm for the student's person or property;
- It has a substantially detrimental effect on the student's physical or mental health;
- It has the effect of substantially interfering with the student's academic performance; or
- 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.

Antibullying 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.**

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 operation of the schools under Tennessee Law concerning suspension and disciplinary action.
- Tennessee Law allows principals to suspend student(s) for up to ten (10) days for good and sufficient reason upon satisfaction of due process.
- 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.

TELEPHONE USE

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.withwelltigers.org

Research has shown that cell phone use distracts from the educational environment.

- "If I see it, I will take it" during class time.
- Students are required to keep cell phone or devices in backpacks during class time.

UNAUTHORIZED POSSESSION OR INAPPROPRIATE USE OF A DEVICE WILL RESULT IN THE
CONSEQUENCES LISTED BELOW:

- 1st Offense - Administration keeps the device until end of day
- 2nd Offense - Administration keeps the device and parent/guardian must pick up
- 3rd Offense - Referred to Alternative School (5) days

Students will be allowed to use cell phones during lunch and in the hallways.

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.

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:

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

TOBACCO FREE SCHOOLS

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

1st Offense: 5 days alternative school

2nd Offense: 10 days alternative school 3rd Offense: Referral to Board of Education for Expulsion

- All uses of tobacco and tobacco products, including smokeless tobacco, are prohibited in all of the buildings of the school district
- Smoking shall be prohibited in any public seating areas, including, but not limited to bleachers used for sporting events, or public restrooms.
- 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.

VISITORS

State law requires all parents or other visitors to report to the school office with the exception of those attending school athletic events, open house or any other similar events. All visitors must sign a visitor's log and 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. Guest are require to follow school identification procedures for school entry which includes presenting photo identification. **See Policy 1.501**

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.

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.

