

# Grainger High School



## Student Handbook

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**Grainger High School  
2201 Highway 11-W South  
Rutledge, TN 37861  
(865) 828-5291**

Principal . . . . .	Mark Briscoe
Assistant Principals . . . . .	Brett Coffey Chad Tate
School Counselors . . . . .	Amanda Johnson Jill Denton
Secretary . . . . .	Robin Hodge
Bookkeeper . . . . .	Valerie Combs

***Alma Mater***

Mater, we love thy name  
Be thou our guide  
With deep affection and recollection  
Our Alma Mater thou

Under thy sheltering arms  
We stand always  
Singing the praises of our  
Dear high school.

Mascot - Grizzly  
Colors - Navy Blue and Orange

*Welcome  
to  
Grainger High School*

It is necessary that certain policies and regulations be established to operate a school efficiently and to best meet the needs of the student. The policies and procedures contained in this handbook are designed to help the school run smoothly so that students will have a successful year at Grainger High School. This information has been carefully prepared so that a mutual understanding will be established between the parents, students, and school officials. Our goal is for each student to become an integral part of Grainger High School.

The regulations of Grainger High School are relatively few. The school does not attempt to formulate regulations covering all situations that might arise. Students are considered to have reached an age of responsible citizenship and are expected to conduct themselves appropriately both on and off campus.

Our school buildings will be open from 7:30 am until 3:30 pm unless we have other activities scheduled. We will have faculty members here to supervise your child at these times. If students are dropped off or not picked up during these times the school/and or the system will not be responsible for the student.

We sometimes release "Directory Information" about students such as participation in recognized activities and sports, Degrees, Awards, Honors, and sometimes this information is in the form of pictures used in the newspaper, our website, and our district website. **If you do not want this information released you must contact our office each year as soon as school starts. (No later than Sept. 1)**  
If you have any questions or problems call or see me during school hours.

If we work together we will have a great school and an enjoyable time.

*Mr. Mark Briscoe*  
Principal

### **School Building Property**

The school facilities belong to the public, and it is a privilege that we have the school facilities for our youth to use in gaining an education. In the past years, the number one problem in our school has been the problem of caring for public property, such as breaking window panes, marking and cutting on desks and seats, and, in certain instances, damaging the electrical and plumbing systems of the school. The school is for the students, and we think there should be much pride in the efforts of the students in caring for school facilities and public property.

### **Questions or Complaints**

All questions or complaints concerning grades, discipline, etc. should be made to the office at 828-5291. The office is open from 8:00 a.m. until 3:15 p.m. during regular school days.

### **Class Load**

State Law requires every student to be enrolled in at least eight (8) classes, working toward eight (8) credits.

### **Schedule Changes**

Any changes in schedules must be made in the first week of the semester. The semester begins when the school's faculty returns to work. After the first week of school, all schedule changes must be faculty-initiated.

### **Classification of Students**

The grade level of a student is determined by the number of credits earned each year. A student must have earned the following credits in order to move to the next grade level: Sophomore-four (4); Junior-twelve (12); Senior-twenty (20).

### **Regular Daily Schedule**

The school will be in session each school day (8:15 a.m. - 3:15 p.m.). Faculty will be in attendance from 7:45 - 3:15. The school system will not be responsible for students unsupervised on school property before 7:40 or after 3:15.

Breakfast- 7:40 - 8:10  
Period 1 - 8:15 - 9:40  
Period 2 - 9:45 - 11:10  
Homeroom- 11:15 - 11:45  
Period 3 - 11:50 - 1:45  
Lunch Time during Period 3- (30 min)  
Period 4 - 1:50 -3:15

### **Cafeteria and Lunch Period**

Students are allowed 30 minutes to eat lunch. There are four (4) lunch periods. Movement to and from the cafeteria must be orderly. Students must return their trays, containers, and all trash to the proper location after eating. Acceptable noise levels, cleanliness, and table manners are expected in the school cafeteria.

### **Lockers and Locks**

Every student will be assigned a locker and will keep this locker throughout the entire year. The locker is school property and may be checked anytime by school officials. No student may change to another locker without office permission. A lock may be issued to every student at no charge. If the lock is not returned the student must pay \$5.00.

### **Care of Valuables**

The school cannot be responsible for valuables and other items belonging to students. Students who carry large sums of money or who are careless with their books, coats, etc. must assume responsibility for the items lost. Please turn in objects found to the principal's office.

### **Personal Liability**

Students in the gymnasium are responsible for their own safety. The gym is used for play-type activities and different types of balls or game equipment could stray toward a student at any time. Also, people running could bump into other students. Stay alert at all times.

### **Textbooks**

Parents or guardians shall accept full responsibility for the proper care, preservation, return, or replacement of textbooks issued to students.

### **Closed Campus**

GHS operates a closed campus. Students must stay on the school grounds from the time they arrive, even if the first period has not yet started, until dismissal or until they are picked up by the bus or their parents.

### **Parent Transport and Pickup of Students**

Prior to the beginning of the school day and at the conclusion of the school day, all arrivals and pickups must be made at the rear of the school (gym entrance) unless directed otherwise by the school's administration. Between 8:15-3:10, students must come through the front office and sign in/out if tardy. GHS will be open each day at 7:30 for drop-offs and we ask that you not pick up students until 3:10 (end of last class) unless it is an emergency.

### **Visitors**

Parents and guardians are always welcome. All persons visiting Grainger High School must obtain a visitor's pass from the office. School grounds are private when school is in session. Students are not permitted to bring visitors to school.

### **Assemblies and Special School Programs**

The students of Grainger High School should give undivided attention to the assembly program and respect to the speaker at all times. There should be no talking when anyone is standing in front of the group.

### **Severe Weather**

In case of severe weather, snow, ice, sleet, etc., the official announcement for school closing may be heard over the radio and television stations. Listen to these stations and do not call the school personnel. WIVK is the first station notified.

### **School Telephone**

Only in case of emergency should the office telephone be used. Students must turn off cell phones during the school day; In case of an emergency, students must come to the office and request permission to use their cell phones during the school day.

### **Counseling Department**

Counseling services are available for every student. These services include assistance with educational planning, interpretation of test scores, occupational/career information, study helps, help with home, school, and/or social concerns, or any question students would like to discuss with a counselor. Any student who wishes to visit a counselor must make an appointment before school or between classes.

## Grading System

Grainger High School uses a number scale for all grades. Any student who has an average of 85 and has no more than two (2) absences each semester will be excused from semester exams.

### Grading Scale

93 - 100	A
85 - 92	B
75 - 84	C
70 - 75	D
Below 70	F

## Graduation Requirements

To meet the requirements of graduation, a pupil shall have attained an approved attendance, conduct, and subject matter record which covers a planned program of education and have a minimum of 28 credits.

The Tennessee Diploma Project was implemented for students beginning high school in the Fall of 2009. In addition to better aligning our academic standards with national standards, there was an implementation of more rigorous graduation requirements. These changes were made to challenge our students and to better prepare them for college and the workforce.

### Students must complete:

	<b>Credits</b>
<b>Math</b> (Includes Algebra I, II, Geometry, and a fourth higher level math.)	<b>4</b>
<b>English</b>	<b>4</b>
<b>Science</b> (Biology, Chemistry or Physics, and a third lab course)	<b>3</b>
<b>Social Studies</b> (U.S. Government, U.S. History, Economics, World History/World Geography)	<b>3</b>
<b>Physical Education and Wellness</b>	<b>1.5</b>
<b>Personal Finance</b>	<b>.5</b>
<b>Elective **Foreign Language</b>	<b>2</b>
<b>**Fine Arts</b>	<b>1</b>
<b>Elective Focus</b>	<b>9</b>
	<b>TOTAL 28</b>

**Elective Focus:** Must have a minimum of 3 credits in one area: Math/ Science, Career and Technical Education, Fine Arts, JROTC, or Humanities.

**\*\*(May be waived for students not going to a university to expand and enhance the elective focus.)**

## General College Admission Requirements

English	4
Algebra I and II	2
Geometry or other advanced math course with Geometry as major component	1
Physical Science including one unit with lab of Biology, Chemistry, or Physics	2
Social Studies; World Geography, World, Ancient, European, or Modern History	1
United States History	1
A Single Foreign Language	2
Visual and/or Performing Art	1

## Athletics

Grainger High School is a member of Tennessee Secondary School Athletic Association in the following sports: football, golf, volley ball, soccer, basketball, softball, baseball, cross country, track, and cheerleading. Students participating in any sport are under the direct supervision of the coach of that sport. In addition to policies of this handbook, athletes are subject to any other rules of conduct and training as instituted by the coach.

To participate in a sport, the student must:

1. Have passed at least six (6) whole unit subjects per year
2. Presently be taking four (4) complete subjects per semester
3. Come under the proper age limit as set by TSSAA
4. Pass a physical examination as given by a doctor
5. Have insurance as specified by the school
6. Not use tobacco and/or tobacco products (prohibited by TSSAA)

Transportation will be furnished for players to away games. Buses will leave the school and come back to the school. Parents are responsible for getting students to school and back home. Students who ride the bus to games must return on the bus unless parents request either by phone or in person.

No athlete or cheerleader will be allowed to dress out for a game if he or she is absent from school the day of the game unless there is a doctor's excuse or death in the family, with evidence being given to the office.

## Cars and Student Driving

1. To drive a car on the Grainger High Campus, a student must have a driver's Permission form on file in the office and a parking pass hanging in his/her car (Cost is \$10.00).
2. The office reserves the right to revoke any driver passes given to a student if he/she fails to follow safe driving practices on school property or is habitually tardy or absent without just reason.
3. Grainger High School does not assume the responsibility of any student being brought to or taken from school in a private vehicle.
4. Traffic and highway safety standards and regulations are automatically the policy in dealing with traffic control at school.
5. Students driving on campus must park in the area designated for students and not be around their vehicle until the end of the school day.
6. Students transporting other students to or from school without permission from the office will lose their driving permit.

## Driver's License

The Department of Safety shall deny a license or instruction permit for the operation of a motor vehicle to any person under the age of eighteen (18) who does not at the time of application for a driver's license present a diploma or other certificate of graduation issued from a secondary high school of Tennessee or any other state, or documentation that the person is:

- A. Enrolled and making satisfactory progress in a course leading to a GED certificate.
- B. Enrolled in a secondary school of Tennessee or any other state and making satisfactory progress. **Enrolled and making satisfactory progress defined as: passing 3 classes per semester, absent less than 15 days per semester, and at no time missing 10 consecutive school days. Students in violation of this law will not be issued their license and if they already have their license, it will be revoked. TCA 49-6-3017**

Requests for Certificates of Attendance should be made before 1st period and may be picked up after lunch the same day. After having withdrawn from school for the first time, the student may not be considered in compliance and will not be issued a certificate until the student has completed at least thirty (30) days of attendance in school without any absences or attains the age of eighteen (18) years of age. For the second or subsequent withdrawals, a student shall not be issued a certificate.

### **Fire Drills**

The signal for fire will be the standard fire alarm. Students will walk out of the building to their designated exit at a steady pace. **ABSOLUTELY NO RUNNING**

### **State Laws Pertinent to Student Behavior**

These laws were passed by the Tennessee legislation and went into effect when passed.

Section 49-1309, Tennessee Code Annotated Suspension of Pupils by Principals.

A. Any principal or principal-teacher of any public school in this state is authorized to suspend a pupil from attendance at school, including its sponsored activities, or from riding a school bus, for good and sufficient reasons. Good and sufficient reasons for such suspensions may include, but shall not be limited to:

(1) Willful and persistent violations of the rules of the school or truancy, (2) Immoral or disreputable conduct or vulgar or profane language, (3) Violence or threatened violence against the person or any personnel attending or assigned to any public school, (4) Willful or malicious damage to real or personal property of said school, (5) Inciting, advising or counseling of others to engage in any of the acts herein or discipline in any public school, (6) Any other conduct prejudicial to good order or discipline in a public school, (7) Marking, defacing or destroying school property, (8) Possession of a pistol, gun, or firearms on school property, (9) Possession of a knife, etc., as defined in Section 39-4901 Tennessee Code Annotated, on school property, (10) Assaulting a principal or teacher with vulgar, obscene or threatening language, (11) Unlawful use of barbitol or legend drugs, as defined in Section 52-1202, Tennessee Code Annotated.

### **Medication Policy**

All medications, both prescription and/or over the counter, must be delivered to the principal's office by the student's parent/guardian in the original container. Any alternate means of medication delivery requires prior notification, by the student's parent/guardian, for approval by the principal. All medication that is not picked up at the end of the school year will be destroyed.

### **Nondiscrimination Policy**

It is the policy of Grainger County School System not to discriminate on the basis of sex, race, national origin, creed, age, marital status, or disability in its educational programs or activities.

### **Attendance**

#### **Compulsory Attendance**

As of July 1, 1992, the Education Improvement Act requires compulsory attendance for ages six through seventeen, inclusive. This means that a child must attend school until his/her eighteenth birthday unless he/she has received a diploma or other certificate of completion from high school or is enrolled in a course of instruction leading to a GED.

1. It is the duty of the principal or teacher of every public, private or parochial school to report promptly to the Director of Schools, or the Director's designated representative, the names of all children who have withdrawn from school, or who have been absent five (5) days (this means an aggregate of five (5) days not necessarily five (5) consecutive days) without adequate excuse.

2. Such Director of Schools shall thereupon serve, or cause to be served, upon the parent, guardian or other person in Tennessee in parental relation to such children unlawfully absent from school, written notice that attendance of such children is required. A new notice shall be sent after each successive accumulation of five (5) unexcused absences.
3. If it appears that, within three (3) days after receipt of the notice, any child, parent, guardian or other person in parental relation has failed to comply with the provisions of this part, the Director of Schools , in the name of the local school system, shall report the facts of such unlawful attendance to the Sheriff, Constable, City Policeman, District Attorney General, or the foreman of the Grand Jury, who shall proceed against the parent, guardian or other person in parental relation in accordance with the provisions of this part, unless the parent, guardian or person having charge and control of the child shall at once place the child in some day school as aforementioned.
4. The Director of Schools of any local school system, after written notice to the parent or guardian of a child, shall report any child who is habitually and unlawfully absent from school to the appropriate judge having juvenile jurisdiction in that county, the child to be dealt with in such manner as the judge may determine to be for the best interest of the child. The judge may assess a fine of up to fifty dollars (\$50.00) or five (5) hours of community service, in the discretion of the judge, against the parents or legal guardians of K - 12 children if the child is absent more than five (5) days during any school year, unless the parent or legal guardian presents adequate excuse.

**Out-of-County Policy for Attendance**

All students enrolled in Grainger County Schools must reside in Grainger County. Any student who moves to or resides in another county or state shall lose the right to attend schools in Grainger County.

**Attendance Procedure**

Upon returning to school, a student with an excused absence must turn in any excuse to the office before 1st period. The excuse will remain on file in the office.

**Withdrawals and Transfers**

The school counselor must be consulted prior to being allowed to withdrawal or transfer. All books must be returned, and all fees must be paid before credits are transferred to another school or to an employer.

**Dropouts under 18**

If you quit attending school you will lose your **drivers license, SS benefits (at 18) and will have a hard time finding work without a high school diploma.**

**Homework/Absentee Work Makeup Policy**

- If a student is absent from school for any reason it is their responsibility to do any makeup work in the classes missed. (grades will drop,they will be behind in class)
- If homework is requested before 10:00 am, it will be available by 2:30 pm. If it is for several days it may not be ready until the following day at 2:30 pm. You may pick it up in the office at these times. Be sure that the student has their books or that you know the locker number or where the books are located.
- When a student is absent from school it is their duty to see their teacher ASAP and do any makeup for the work missed. If they need help they should ask a student in that class for help, or see the teacher before school.(7:45-8:10) We also have help sessions after school from 3:15-5:00 on scheduled days.(TBA)

**Plagiarism Policy**

Students who plagiarize any work, who cheat on or copy work, or who allow others to copy any assignment will receive a zero on that assignment. Cheating/Copying/Plagiarism is defined as taking the intellectual property of another and claiming it as personal thoughts/work without properly documenting the source/crediting the person who did the actual work.

## **Cellular Phones/Electronic Devices Policy**

Students may have cellular phones/electronic devices in school with the following guidelines and discipline measures. ***All devices must be out of sight and completely turned off during the regular academic school day. (8:15 am to 3:15 pm or from tardy bell 1<sup>st</sup> period until bell to end 4<sup>th</sup> period.***

Minimal exceptions to this rule must be approved by the Principal or Assistant Principal.

***Any student choosing to violate this policy will be issued an office referral and the device will be taken up for ten (10) days. Each subsequent violation will add an additional ten (10) days of confiscation to the previous offense.*** (i.e. A student who gets a cell phone/electronic device taken up for the third time will have the cell phone/electronic device confiscated for thirty (30) days.) ***A parent/guardian (only) must pick up the cell phone/electronic device during regular school hours. Students violating this policy will also be punished under the Office Referral Policy.***

The administration of any Grainger County school has the right to view a student's cell phone/electronic device if a staff member has reasonable suspicion that there is a problem as the result of the student's cell phone/electronic device. Cell phones/electronic devices may be searched for inappropriate messages, pictures, etc. If any inappropriate material is found on the student's cell phone/electronic device, it will be turned over to the Grainger County Sheriff's Department for further investigation, and the student will be punished at the principal's discretion.

Students bring cell phones/electronic devices to school at their own risk. Grainger County Schools and its employees are ***NOT*** responsible for any damaged, missing, or stolen cell phones/electronic devices. If a student has a cell phones/electronic device and it is damaged or stolen, school staff will not utilize administrative/academic time to investigate the incident nor will Grainger County Schools take any financial responsibility for the cell phone/electronic device or any charges that may incur for the device.

## **Office Referral Policy**

It is our philosophy that school is a place where teachers have a right to teach and students have a right to learn. To assist with putting this philosophy into action, we have adopted a School-Wide Referral Plan to guide student behavior and to assist teachers in limit-setting and rewards.

### **School-Wide Rules**

- ***Be Respectful***
- ***Be Responsible***
- ***Be Ready***

***In addition to the school-wide rules:*** Each teacher will have his/her own classroom rules posted in his/her room.

Any action which is deemed a violation of school rules will have the following consequences as determined by the administration of GHS. The administration maintains the right to impose suitable procedures based on the activity, action, or disturbance, deemed as being disruptive to the school environment.

**ALL DISCIPLINARY ACTION WILL BE AT THE DISCRETION OF THE PRINCIPAL AND SCHOOL ADMINISTRATION.**

## Infractions Point System

### **Level I (10 points infractions)**

1. Improper use of hall pass
2. Violation of parking and driving regulations (results in revocation of driving permit)
3. Violation of safety rules
4. Distribution of materials unauthorized by the administration (candy sales, fliers, etc)
5. Locker misuse/failure to stay in assigned lockers
6. Chewing gum within the school building

### **Level II (20 point infractions)**

1. Violations of classroom rules (above classroom assertive discipline plan)
2. The use of obscene/profane language and/or gestures/materials
3. Gambling
4. Use of cell phone (incoming/outgoing phone calls/text messages, or clock), radios, tape/CD/MP3 players, pagers, iPods, TV remotes, PSP's, etc. ***These items must be stored out of sight and turned off.*** (See policy page 10)

***The cell phone will be confiscated for 10 days plus 10 additional days for each violation. The school is not responsible when/if these items are lost or stolen.***

5. Failure to do discipline assignment for classroom discipline and/or level 1 detention
6. Disrespect, insubordination, or lying to a teacher or a member of the staff
7. Willful destruction of property or any other misdemeanor (plus restitution)
8. Deliberate failure to attend classes after reporting to school
9. Failure to sign in when tardy or sign out when leaving school early
10. Being in an unauthorized area of the building or grounds
11. Violation of the tardy limit (Tardy to class, tardy to school, and signing out of school)
12. Dress code violation (see policy page 13)
13. Relationship violation (see policy page 11)

### **Level III (40 point infractions)**

1. Threatening, bullying, intimidating, harassing, blackmailing, hazing, or extorting any person
2. Falsification of a parental permission, doctor excuse, or school record (forgery)
3. Violation of the tobacco policy (student referred to Juvenile Court)
4. Violation of the Internet Acceptable Use Policy
5. An illegal walkout from a class or building
6. Any acts of disobedience/misbehavior in schools, school trips, or athletic functions
7. Acts of discrimination are strictly prohibited (see page 15)

### **Level IV (75 points infractions)**

1. Fighting (student referred to Juvenile Court) (1 day suspension)
2. Gross immorality and/or sexual harassment (student may be referred to court)
3. Falsely pulling a fire alarm (student referred to Juvenile Court)
4. Leaving school grounds without authorization
5. Language or profanity toward a teacher or staff member
6. Possession of any form of pornography (will be turned over to SRO)

## After School Detention

Any student assigned to After School Detention is required to bring class assignments to complete during this time. Failure to do so will result in additional points assigned to student.

<b>20 + points</b>	<b>1 hour after school</b>
<b>40 + points</b>	<b>2 hours after school</b>
<b>60 + points</b>	<b>3 hours after school</b>
<b>75 + points</b>	<b>4 hours after school</b>
<b>100 points</b>	<b>Student will be assigned to Alternative School for 8-45 days.</b>

***Points are accrued for the entire school year and not each semester.***

Students who return to the school from Alternative School and receive additional infractions will be subject to return to Alternative School for 20-45 days. Students assigned to Alternative School for the third time will be required to finish the semester or a minimum of 30 days. The administrator will assign a punishment depending on the point value of the infraction or upon the accumulation of points from previous infractions. (Infractions which break a law will be reported to the proper law enforcement official and may result in suspension from school.)

### **Temporary Suspension of Students**

All suspensions will be sent in writing on the day of occurrence to the Director of Schools with a copy being sent to the student's parents. The written notification shall contain the reason for the suspension and the exact day on which the student should return to school or can again ride the bus.

***Students with disabilities identified by IDEA and/or Section 504 will be disciplined in accordance with applicable laws and guidelines.***

### **Code of Conduct**

Students at Grainger High School are encouraged to make friends and establish long lasting relationships; however, undue displays of affection are discouraged. Hugging and kissing among students will not be permitted on school property during school hours.

### **Standards for Dress and Grooming**

Student dress should be such that it ensures a natural environment conducive to learning that protects the educational process. We always encourage our students to dress appropriately and wear clothing that is not disruptive to the school operation and that does not interfere with classroom procedures. With these principles in mind, the following guidelines are in effect during instructional hours:

#### **1. Facial Piercings**

- Facial piercing is limited to the ears and the piercing must be no larger than that required by a standard earring. Tongue piercing is not permitted.

#### **2. General Requirements**

- All outerwear should be removed and put in the student's assigned locker upon arrival at school. ***Trench coats are not allowed.***
- ***Clothing that exposes underwear or body parts in an indecent manner will not be permitted. TCA 49-6-40***
- Students may not have a hat or headwear in their possession during the school day. These items should be placed in their locker upon arrival.
- All clothing should be clean and in good repair.
- See through clothing and cut-outs are not permitted.
- Head coverings, including hats, scarves, sweat bands, stockings, etc. are not permitted.
- Students are not allowed to wear industrial or pet chains/collars around the neck, wrist, or waist. Chains must not be attached to wallets.
- Clothing that displays the names or advertisements of drug, alcohol, or tobacco products, profane, vulgar, violent, illegal, immoral, or hate messages, or sexual innuendo is prohibited. Examples of some inappropriate displays include, but are not limited to the following:
  - Sexual innuendos (Hooters, Big Johnson, Coed Naked, etc.)
  - Hate symbols (Nazi emblems, KKK, etc.)
  - Illegal Activities (Drink 'til you drop, The more I drink, the better you look, etc.) There can be and are many other examples of inappropriate advertisements or

messages. Students who have a question about the appropriateness of their clothing should consult a building administrator.

- Accessories must not disrupt the educational process or draw undue attention to the individual. They must be free of offensive or suggestive words or graphics and contain no reference to drugs, alcohol, tobacco, illegal/immoral substances, or activities.
- Shoes must be worn at all times.
- Students are not allowed to wear, carry, or display gang paraphernalia or items associated with gangs. Attire cannot be modified (i.e. rolling up pant leg) to display gang affiliation.
- Sunglasses cannot be worn or be visible during the school day.
- Spirit Week outfits worn to attend class must meet all dress code requirements.

## **2. Shirts**

- Off the shoulder shirts are not allowed.
- Shirts worn outside the waistband must be of a sufficient length that no flesh is exposed when the student fully extends one arm above the head.
- All shirts must have sleeves.

## **3. Shorts, Skirts, Skorts, Dresses, and Jumpers**

- All skirts, dresses, jumpers, and shorts must reach below mid-thigh or longer. (Pajamas or other lounge wear is not permitted.)
- The top of the dress must meet the shirt requirements of the dress code or have beneath it a shirt that does.

## **4. Sweaters**

- Off the shoulder sweaters are not allowed.
- Sweaters are permitted as long as they meet the dress code or are worn over a shirt that does.

## **5. Pants**

- Pants must be worn at the waist and be sized appropriately.
- Holes, rips, and tears are not permitted above mid-thigh.

### **Standards of Dress and Grooming Policy**

**It is the discretion of the administration and/or faculty as to what is appropriate for the learning environment. This includes whether garments are inappropriately tight or revealing. Violation of the standards will result in a referral, and parents may be requested to bring appropriate clothing. If not possible, students may be isolated and/or given one (1) day of suspension.**

**Repeated offenses will result in disciplinary action!!!.**

### **Knives/Box Cutters, etc.**

Students shall not possess Knives/ Box cutters, etc. on school grounds, or at any school function. ***This includes cars, buses, etc.***

### **Smoking and Tobacco Products**

Students shall not use or possess tobacco products in any form on school premises or on school buses. To "use" shall mean any holding of a cigarette, cigar, pipe, or any other paraphernalia used for smoking, chewing, or dipping of any tobacco product. "School Hours" shall mean the time between 7:30 a.m. and 3:30 p.m. "School Bus Hours" shall begin with the first pick-up in the morning and end with the last bus drop-off in the afternoon. Law enforcement officials or the principal will issue a Juvenile Court citation for students who unlawfully possess tobacco products

## **Bus Policy**

The Grainger County Board of Education has the discretion to furnish transportation service to students of the local community. The students have the privilege of riding a school bus to and from school, provided the students conduct themselves within the rules and regulations as defined by the State Board of Education. The school bus driver is responsible for the safety and discipline of the students while transporting them to and from school. **If students do not conduct themselves in the proper manner while riding a school bus, the only action a bus driver or principal can take in such cases is to have the student furnish his/her own transportation.**

1. Bus drivers command the same authority on the buses as do your parents while you are at home or your teachers while you are at school.
2. Once you are seated, you will not change seats without permission from the driver.
3. Drivers may assign seats.
4. No dangerous toys, drink bottles, or glass in any form is permitted.
5. The use of tobacco in any form is not permitted.
6. Excessive noise is prohibited.
7. Pupils will not be let off the bus except at home or school. If parents wish otherwise, ***they must send a note to the principal.***
8. Buses will not stop at stores for purchases. (In Violation of State Law)
9. No objects will be thrown on or from the bus.
10. Pupils will pay for deliberate damage to the bus or destruction of property.
11. Students will obey drivers, will not backtalk, be rude, discourteous, or annoying.
12. Vulgar language is prohibited.
13. No student is to have any part of his or her body out the window.
14. No student is to stand in the doorway.
15. Fighting, pushing, and tripping are prohibited.
16. Only students and employees of the Grainger County Board of Education are allowed to board the bus.

## **Interquest Detection Canines**

Grainger County Schools has contracted with Interquest Detection Canines and "Loretta", a dog, to routinely inspect our school for prohibited items. This has been done to provide our students the safest learning environment possible. Grainger High School was inspected and cleared of any contraband by Interquest during the 2<sup>nd</sup> week of July. Contraband is defined as drugs, alcohol, medicines, and guns. Interquest will routinely come to our school and inspect our school. Grainger High School is proud to be contracting with Interquest and having them available as a means of helping us provide a safe learning environment.

## **Alcohol Policy**

A student shall not possess, distribute or be under the influence of alcoholic beverages in school buildings, on school grounds, in school vehicles or buses, or at any school-sponsored activity at any time, whether on or off school grounds.

**First Offense:** ***Assignment to the Grainger County Alternative School for a 45 to 90 day placement. (Student referred to Juvenile court)***

**Second Offense:** ***Assignment based on the discretion of the school's Administration and the recommendation of the local Board of Education. (Student referred to a rehabilitation clinic)***

## **Zero Tolerance Policy**

In order to ensure a safe and secure learning environment free of drugs, violence, and dangerous weapons, any student who is found to have violated this policy shall be subject to expulsion from all Grainger County Schools for a period of not less than one (1) calendar year.

The Director of Schools may allow another individual or entity to carry out preliminary information gathering functions and to prepare a recommendation. Following this process, the Director of Schools shall have the authority to modify the expulsion requirement on a case-by-case basis.

For the purpose of this policy, the term "*Expulsion*" shall mean the removal of a student for a designated time from all Grainger County Schools. This policy shall include any student while on a school bus, on school property, or while attending any school event or activity.

### **ZERO-TOLERANCE ACTS ARE AS FOLLOWS:**

1. A student under the influence of, or in possession of, an illegal or controlled drug.
2. A student who brings or possesses a firearm or dangerous weapon.
3. A student committing assault on a teacher or other employee of the school.
4. A student who transmits by an electronic device any communication containing a credible threat to cause bodily injury or death to another student or school employee and the transmission of such threat creates actual disruptive activity at the school that requires administrative intervention.

## **Harassment Policy**

The Grainger County Board of Education is committed to safeguarding the rights of all students and employees within the school system to learn and work in an environment that is free from all forms of harassment. The school system prohibits any form of sexual harassment or harassment based on age, religion, disability, or race/national origin.

## **CHILD FIND**

The Grainger County Board of Education provides special education and related services and special accommodations to all children with disabilities between the ages of three (3) and twenty-two (22) as part of the requirement to provide such children with a free, appropriate public education. Anyone who knows of a child who may qualify for and is not now receiving these services is asked to call Lisa Setsor, Special Education Supervisor or Kip Combs, 504 Coordinator, at 865-828-3611

or write: Grainger County Board of Education  
P. O. Box 38  
Rutledge, TN 37861

Grainger County Schools prohibit discrimination in all its programs and activities on the basis of race, color, national origin, sex, disability or age.

## **Grainger County School System Grievance Procedure for Students, Parents, or Legal Guardians**

The Grainger County School System will comply with the grievance procedure as set forth under Title VI of the Civil Rights Act of 1964, Title XI or the Education Amendments of 1972, Title II of the American with Disabilities Act (ADA), and Section 504 of the Rehabilitation Act of 1973.

A grievance must be filed with the school principal within thirty (30) days of the occurrence of the alleged violation. A copy of all grievance procedures is posted in all school offices and may be obtained upon request.

## School Web Page

Visit our School Web Page, <http://www.grainger.k12.tn.us/ghs/> , for links to educational activities, School Calendar, Pictures, Information on activities, Sports Schedules, etc. **If you don't want your child on this page please contact our office at 865-828-5291.**

For information on all Grainger County Schools; <http://www.grainger.k12.tn.us/>

## Parents "Right-to-Know"

Parents have the right to request information regarding the professional qualifications of classroom teachers and any paraprofessional providing support to their child or children. A school must also give timely notice if a student has been assigned or has been taught for four or more consecutive weeks by a teacher who is not highly qualified.

Parents, upon request, will be provided the following information about the qualification of professional and paraprofessional personnel who provide services to their child/children.

- (a) Whether the teacher has met state qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction
- (b) Whether the teacher is teaching under an emergency or provisional status through which state qualification or licensing criteria have been waived
- (c) The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher and the field of discipline of the certification or degree
- (d) Whether the child is provided services by paraprofessionals and, if so, their qualifications

Parents may request this information from the principal of the school or it may be accessed via the Internet by going to the web site of the Tennessee Department of Education Teacher Licensing Web Site: <http://www.state.tn.us/education/lic>.

Parents shall receive written notification if their child should become the victim of a violent crime at school. He/she will have the right to transfer to another school within the school district. At such time that any school within Grainger County School System was to be placed in school improvement, parents will be notified and informed of their right about school choice and supplemental services which may be afforded the children who attend that school.