

WINTERBORO HIGH SCHOOL



Student Handbook

Core Purpose: We will provide a challenging, rigorous curriculum empowering all students to be successful in the 21st century.

Student Job Description

Winterboro students will strive to collaborate together through oral, written, and digital communication in order to become critical thinkers with a strong work ethic. This will enable all students to be creative, community minded leaders.

Created by the Winterboro Student Leadership Team and Winterboro Teachers

Trust Statement

As a scholar of WHS, I am responsible for my educational experience. I understand the level of professionalism and dedication that will be required to succeed not only at WHS, but also in the postsecondary and professional environments. With these expectations comes TRUST.

The Bulldog Creed

I am a scholar at Winterboro High School.
I have, I am, and I will continue to do my best and be my best.

My actions determine where I go and how much I progress.
My destiny is in my hands.

I realize the decisions I make today will affect the rest of my life.
Education is my ticket to success.

I will strive to achieve all goals.
If I say it will be done, done it shall be.

Yesterday's failures are behind me.
Today's success is now before me.

The education I receive today, will make me a better leader tomorrow.
I am an intelligent, bright student.

I am an open minded well-rounded individual.
I am a BULLDOG!

Winterboro High School

2018-2019 BELL SCHEDULE

(MODIFIED A-B/ "Skinny Friday")

A Day	Monday	Wednesday
8:00-9:36	1 st Period	1 st Period
9:40 – 11:16	2 nd Period	2 nd Period
11:20-1:20	3 rd Period	3 rd Period
1:24-3:00	Period	4 th 4 th Period

B Day	Tuesday	1. Thursday
8:00-9:36	5 th Period	5 th Period
9:40-11:16	6 th Period	6 th Period
11:20-2:34	7 th Period	7 th Period
12:38-2:12	8 th Period	8 th Period
2:12-3:00	9 th Period	9 th Period

Friday	
8:00-8:50	1 st Period
8:55-9:45	5 th Period
9:50-10:48	2 nd Period
10:53-12:22	6 th Period
12:27-1:17	3 th Period
1:22-2:12	8 th Period
2:16-3:00	4 th Period

*** Lunch will be served during 3rd/7th period Monday thru Thursday and 6th period on Fridays. Lunch periods will last 30 minutes.**

WINTERBORO SCHOOL

STATEMENT OF PURPOSE

It is the purpose of the Talladega County Board of Education to offer the best possible educational opportunities to all students in the Talladega County school district without regard to sex, race, religious belief, national origin, ethnic group, handicap, marital or parental status, or other classification.

No person shall be denied benefits of any program or activity on the basis of such classifications. All school activities are open to any student desiring to participate including female students who are parents.

WHS ALMA MATER

To thee, Dear Winterboro High School,
We'll always carry true,
The hopes and aims, and all the names,
That we once brought to you.
Through all our many cares and woes,
A shining light we'll see,
Our Alma Mater, Winterboro
Leads on to victory.

PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

I pledge allegiance to the Flag
of the United States of America
And to the Republic for which it stands
One nation under God
Indivisible, with Liberty and Justice for all.

PLEDGE OF ALLEGIANCE TO THE ALABAMA FLAG

Flag of Alabama
I salute thee.
To thee I pledge
My allegiance, my service, and my life.

WHS Faculty and Staff

ADMINISTRATION

Emily Harris..... Principal
Grayson Lawrence...Assistant Principal

FACULTY

Vonda Ashley
Alan Beckett
Keri Camp
Sara Crase
Stephanie Couey
Jesse Gable
Marianne Garrett
Johnnie Hughes
Anthony Jacks
Alex Johnson
Paula Johnson
Jessica Mathis
Hunter Milliard
Emily Nestor
Teri Shearer
Sheroderick Smith
Heather Studdard
Kevin Studdard
Amber Thomason
Sherry Vermilyer
Tina Wheeler
Brian Young

SUPPORT

Charolette Chandler
David Cook
William Duncan
Ann Epperson
Belinda Frost
Annie Fomby
Tanga Gaddis
Sonya Galloway
Charles Lilly
Lisa Peek

Pamela Sims
David Smith
Pam Turner

CNP STAFF

Sherry Riggins-CNP Manager
Annie Curry
Stacey Harry
Sherry Kissic

SCHOOL POLICIES

The Winterboro School Student handbook is intended to provide information that will assist parents and students of Winterboro School. Any information which is contradictory to the *Student Responsibilities and Privileges Code of Conduct and Attendance Booklet* is unintended. The Winterboro School Student Handbook reflects that which is unique to Winterboro School. Students and parents should refer to the Responsibilities and Privileges Code of Conduct and Attendance booklet for additional information concerning system policy on student conduct and attendance.

ATTENDANCE

Absences/Tardies

Attendance is required of all students. Policies regarding attendance are found in the Talladega County Student Responsibilities and Privileges Code of Conduct. Some areas to take special notice include:

- No more than ten (10) absences per school year authorized by a parent will be excused during the school year.
- After the accumulation of FIVE (5) absences which are not documented medically or legally, court summons, or doctor excused, all parties are subject for referral towards the truancy program.
- Students are expected to practice responsibility by reporting to school on time every day. **Failure to bring a note within three (3) days will result in an unexcused absence.** If a student misses an entire day and has a doctor's excuse, it should be turned in to the front office (Mrs. Epperson). **IT IS THE RESPONSIBILITY OF THE STUDENT TO BRING AN EXCUSE WHEN RETURNING TO SCHOOL FROM AN ABSENCE. This is a state mandated requirement.** The note must have the following information:
 - Child's full name
 - Date to be excused
 - Reason for absence
 - Phone number to contact parent/guardian
 - Signature of parent or doctor

- ***STUDENTS IN GRADES 9-12 ABSENT 10 OR MORE UNEXCUSED DAYS FROM ANY ONE CLASS WILL NOT RECEIVE CREDIT FOR THAT CLASS. THEY MAY TAKE A CREDIT RECOVERY CLASS IF IT BECOMES AVAILABLE**
- Perfect Attendance Awards will be delegated through the discretion of the administration

Truancy Program

Students at Winterboro High School are subject to the Truancy and Attendance Laws of the State of Alabama. This law gives responsibility of attendance and control to the parent or any custodial adult. Any parent or custodial adult prosecuted for failure to compel their child to attend school is guilty of a misdemeanor and upon conviction may be fined and jailed. Children who are prosecuted for Truancy may be placed in a Juvenile Facility or long term residential care. Parents will be notified of unexcused absences by letter. The following applies:

1. First unexcused absence-a letter will be mailed to the student's home. Letter will be sent to the address on record at school. If a student's address changes during the school year, parents must inform school officials immediately.
2. Third unexcused absence- a letter will be mailed to the student's home requesting a parent conference to clarify any unexcused absences and inform parents of consequences of future unexcused absences.
3. Fifth unexcused absence-School officials will file a truancy complaint with juvenile court officials. Juvenile court officials will send a letter to the student's home informing them that a truancy complaint has been filed in juvenile court. Court officials will notify parents of the date and time of the School/Court Early Warning Meeting.
4. Seventh unexcused absence-School officials **will sign a warrant** on parents of students in elementary school through grade 6. **School officials will file a petition in juvenile court on students in grades 7-12.**
5. Ten or more unexcused absences will result in contributing to the delinquency charge being filed against the parent(s) or guardian(s) of all students.

Important: School officials will follow procedures for School/Court Early Warning meeting before filing a complaint or a warrant.

CHECK IN POLICIES

When a student is tardy to school, the student must report of the office to check-in and obtain a tardy pass. The student must have either a written excuse from his/her parents explaining the tardy or bring a form from the doctor or dentist if he/she had an early appointment. Most medical facilities have these forms especially for students to verify their appointments.

CHECK OUT POLICIES

1. Students who leave school for any reason **MUST** obtain permission to do so in the principal's office.
2. In order to leave school during the school day, students must be signed out in the school office by a custodial parent, guardian, or other adult who has been properly designated in **writing** by the parent/guardian on the enrollment form. The parent/guardian or designated adult must come in person to the school office. **Students will not be permitted to sign out on the basis of a note or phone call from parent (s) or others.** Written documentation (parent excuse, medical excuse, etc.) must be left at the time of the check-out or returned to the attendance secretary. Failure to do so will result in unexcused absences from the course(s) missed.
3. The School Registration/Information Form should be used by the parent/guardian to designate adult(s) who may sign the student out of school. An adult who is identified by the parent/guardian as an emergency contact person on the School

Registration/Information Form is deemed authorized to sign the student out of school. By designating such person(s) the parent/guardian is authorizing the school to release the student at any time a designated person comes to the school office to sign the student out. Nevertheless, administrators may exercise discretion to contact the parent/guardian as deemed appropriate or necessary. Except for periodic updates which may be requested by the school, a parent/guardian desiring to update or change the listing of persons designated to sign the student out of school should visit the school office. Such updates or changes shall be the responsibility of the parent/guardian.

4. If a high school student is to be allowed to leave campus for an appointment without a parent/guardian or designated adult present, the parent/guardian must come by the school office in advance of the check-out time (i.e. before school or on the day before the desired check-out time) to sign the check-out sheet of other pre-release form in the presence of school personnel.
5. The attendance policy shall be applied to determine whether absences from individual classes are excused or unexcused and whether the student is eligible to make-up work.
6. Students who check out must report to the office immediately if they return to campus during the school day.

***** A custodial parent in a divorce situation is the one designated by prevailing court order as having sole or joint custody of the child. A non-custodial parent must be designated or authorized by the custodial parent in order to sign a child out of school.**

******Chronic tardies will result in a referral to the Juvenile Court system. The child will also be monitored by a designated Talladega County Interventionist.**

MAKE UP WORK

Make up work is explained in the Student Responsibilities and Privileges Code of Conduct and Attendance. Students absent for any excused reason will be allowed to make up work missed at an appropriate time as determined by the teacher. The RESPONSIBILITY FOR MAKE UP WORK RESTS WITH THE STUDENT. Make up work will be scheduled and/or completed within THREE SCHOOL DAYS after returning to school. Special arrangements may be made in extenuating circumstances. Students on school approved trips will be counted PRESENT & EXCUSED and allowed to make up any work missed.

OSCAR

“Other School Classroom for Additional Resources”

A disciplinary referral to OSCAR can only be made by the principal or assistant principal with the exception of minor dress code violations and academic study hall. Disciplinary referrals to OSCAR are considered In-School-Suspension. While assigned to OSCAR, students are given credit for being in school and assignments completed for class work. Students in OSCAR are counted present for attendance and are eligible for perfect attendance recognition. Students are counted present while in OSCAR for classroom attendance purposes. Students assigned to OSCAR may not be able to participate in extracurricular activities if the event that is scheduled occurs on the day(s) they are assigned. Also, assignment to OSCAR may jeopardize membership in some school organizations.

OSCAR may also be used as an area for students to quietly complete a test, project or other work assigned by a teacher. Referrals of this nature are considered academic and are not documented as disciplinary actions.

Violation of rules in OSCAR will result in suspension. Students that are suspended must

finish their stay when they return to school. Students will be released from OSCAR only at the end of a class period.

A student who is returning to the base school from an alternate placement will be transitioned through the OSCAR program. The period of transition will be determined by administration.

STUDENTS OF THE WEEK

One high school or middle school and one elementary student card will be nominated by Faculty and Staff each Monday. These students will be our "Students of the Week." Rewards and certain privileges will be awarded to these students. All students will be eligible to earn leveled incentives throughout the year. Incentives will be based on behavior, attendance, etc...

STUDENT DISCIPLINE

Parents and students should refer to the Student Responsibilities and Privileges booklet for additional information regarding disciplinary procedures and policies. The student discipline file will list all infractions and dispositions for each student. Progressive discipline will be administered when deemed appropriate due to repeated offenses. Acts of intimidation, sexual harassment or threats should be reported to the principal, assistant principal, counselor or teacher.

- Students are expected to display appropriate behaviors at all times. It is our goal at Winterboro to provide a safe and orderly environment to ensure the highest quality learning environment possible.
- Students who accumulate seven Class II infractions will be subject to a discipline hearing.
- The administration and faculty make it a priority to practice fair and consistent disciplinary measures.

TRUST CARD

Students are issued a trust card in August. If a trust card is lost, a new one can be purchased for \$5.00. Students must wear a trust card around his or her neck using a school issued lanyard at all times, unless taken by a member of the faculty or staff. The teacher or administrator may hold the trust card for a reasonable amount of time. Students with two failing grades in any class at progress report time may have his or her card taken until the grades are improved. Students are allowed privileges such as business casual Fridays, signing out for the restroom, extra break time, and choice seating at lunch. These privileges and others, including many school assemblies, will be revoked without a trust card. Loss of a trust card will result in silent lunch and the possibility of lunch in a separate location.

SPORTSMANSHIP

Winterboro School expects sportsmanship among its many participants, players, coaches, officials, parents, and spectators. Everyone is expected to support and cheer for their team in a responsible and courteous manner that demonstrates fairness, civility, and grace. Disrespect, abusive language, and disorderly conduct are unwelcome and unacceptable. Winning and losing last only a moment—integrity and dignity are characteristics worthy of a lifetime. Any student ejected from a game will receive a \$300.00 fine issued from the AHSAA. A second ejection will result in a \$600.00 fine and a suspension from play will occur.

CORPORAL PUNISHMENT

Corporal punishment (Paddling) is a disciplinary option. Corporal Punishment will only be administered by the **Principal, Assistant Principal or Designee**. Corporal Punishment shall not be administered in the presence of other students. It shall be the responsibility of the parents to

notify the principal in writing if the parent does not want their child to receive corporal punishment as a consequence for violation of the student code of conduct.

HALL PASSES

All students MUST have appropriate documentation from a school board employee with them if they are in the hallways. Any student who is in the hall without appropriate documentation could be assigned OSCAR. This will also include students who are found in a location other than the one stated on their documentation.

CARE OF SCHOOL PROPERTY

A student at WHS should be proud of our school facilities and should practice a policy of taking care of them. It is the responsibility of each of us to help keep WHS as clean and attractive as possible. Writing on school property - "autographing" restrooms, lockers, walls, tables, chairs, desks, etc. - will be dealt with accordingly. **STUDENTS WILL BE REQUIRED TO PAY FOR REPLACEMENT COSTS OF DAMAGED PROPERTY. ALL FORMS OF VANDALISM ARE CONSIDERED SERIOUS INFRACTIONS AND WILL BE DEALT WITH ACCORDINGLY.**

FOOD AND DRINKS

NO food or beverages are allowed in any classroom. Any food or beverages MUST be consumed in areas designated by teachers. **Food/drink items purchased off campus are not allowed. Birthday parties are not allowed in the classroom.**

TELEPHONE AND TELEPHONE MESSAGES

STUDENTS may not use the office telephone except in cases of **extreme emergency**. A time limit of one minute applies to the use of this telephone. Students must have the permission of office personnel before using the telephone. School telephones are for school office use ONLY. Should a student receive a telephone message during class time and the message is of a non-emergency nature, the message will be delivered only at the end of the period. Office personnel will use their discretion in determining whether a message should be sent to the student immediately or held until the end of the period. Students should not expect to use the office as their personal answering service.

MEDICATIONS

Students who need to bring medications (prescription and non-prescription) to school must have a release form signed by a parent prior to bringing the medicine. The medicine container should be properly labeled - student's name, doctor, and dosage taken. Medication will be administered by the principal or his designee. All medication should be left in the secretary's office. Any medications left in the office will be disposed of after June 1. **Any prescription medication or over-the-counter (OTC) medication found on a student will result in disciplinary action.**

TEMPORARY HEALTH DISABILITIES

Students with temporary health disabilities **shall not** be subject to discriminatory treatment. A student who desires to enroll or continue his/her enrollment until the temporary health disability has been alleviated may do so by providing documentation to the principal or his designee that a condition does exist. Appropriate proof of the disability may be a written statement from the attending physician. Notification to the school should be done promptly upon the onset of the disabling condition.

DEMOGRAPHIC INFORMATION

Parents and students must immediately inform Winterboro School of any changes of demographic information such as changes of address and home, cell, and work telephone numbers. Also, parents must update the student's Medical Information history whenever necessary. This information is critical because the school may need to communicate with parents for academic or emergency reasons.

STUDENT PREGNANCY

Students who become pregnant must report this condition to the school principal and school counselor for safety and health reasons. A doctor's statement is required to be turned in to the principal verifying the health status of the pregnant student. The statement from the doctor should stipulate what activities the student may safely participate in. If there are any complications due to the pregnancy, the school authorities must be notified as soon as possible in writing.

VALUABLES

Students are cautioned not to bring large amounts of money or valuables with them to school. Expensive bracelets, rings, necklaces, headphones, electronics, etc. should be left at home. The school is not responsible for lost or stolen items. Students are responsible for their personal property. **Cell phones and other electronic devices that are stolen are not the responsibility of Winterboro School.**

CELL PHONES.

Please refer to the Students Responsibilities and Privileges Code of Conduct and Attendance for policies and procedures concerning cell phones, pages, and other electronic devices.

Cell Phones/Devices

- Cell Phones and devices should be stowed away at all times.

If a student is using the phone, let Mr. Lawrence or myself know and we will come retrieve the student, the phone, and provide disciplinary action for the infraction.

PEP RALLIES

Visitors are limited to parents, grandparents or currently enrolled students and graduates of Winterboro School. Anyone else must obtain permission to attend in advance. ALL VISITORS MUST SIGN IN AT THE DOOR BEFORE PROCEEDING TO THE Auditorium FOR THE PEP RALLY. **Any student without a trust card during the week of a pep rally will not be allowed to attend. Students must have their TRUST card to enter any school assembly.**

STUDENT DEBTS

Any student who owes a debt will be unable to purchase a parking permit. Debts will also prohibit a student from participating in **any** extra-curricular activities.

VISITOR PASSES

ALL visitors to Winterboro School MUST report to the main office before proceeding out into the school for ANY reason. NO ONE WILL BE ALLOWED ON THE SCHOOL GROUNDS WITHOUT PERMISSION. Students will not be able to receive visitors unless those persons have been listed on the Student Enrollment form. Trespassing charges may be filed against any person who fails to first report to the school office at anytime during and after school hours.

LUNCH REGULATIONS

All students must go to the lunchroom even if they bring their own lunch to school or do not plan to buy a lunch in the lunchroom.

Students are not to go to their lockers or restroom on the way to or from lunch without permission from teacher. Students are to remain quiet in the hall areas to and from lunch and should remain in the lunchroom during their lunch period. Students are not to be in any other area during their lunch period. No food or drinks are allowed to leave the lunchroom. Students are not allowed to bring soft drinks, candy, chips, etc. into the lunchroom. Students are expected to practice proper etiquette that is necessary to maintain an orderly dining environment.

FREE AND REDUCED PRICE MEALS

Students on the Free and Reduced Meal Program must apply for free or reduced price meals at the beginning of each new school year. Even if they participated in the program last year, they **MUST REAPPLY** for this year. **NO EXCEPTIONS.** Applications may be obtained from the homeroom teacher or from the office.

ALL students (including free and reduced) are encouraged to pre-pay money into their lunch account (for meals, tea, lemonade, etc.) - when paying with check, please include student's name and lunch account number on the check - Students may pay in the morning before school. Credits towards cafeteria accounts are prohibited.

Also, students may prepay for a week, month, or longer at one time. Having money in the lunch account eliminates problems with having to carry money to the lunchroom each day. This makes the lines go faster and gets everyone through as quickly as possible.

On April 21, 2009 The Talladega County Board of Education approved an increase in **lunch** meal prices for paid students and adults. They are as follows:

Breakfast Meal Prices		Lunch Meal Prices	
Reduced Priced	\$.30	Reduced Priced	\$.40
Paid Students	\$ 1.00	Paid Students	\$2.50
Visitors	\$ 1.50	Visitors	\$3.75

CHANGE OF SCHEDULE

Class load, books, teacher load, and accreditation requirements must be considered when requests are received for a change in a student's schedule. Schedules will be changed only when there is an extreme emergency such as graduation requirements which must be met, or when approved by the principal.

A *Change of Schedule* form must be obtained from the counselor's office for students who want to apply for a change of schedule. Students must write down their request and the reason. The student will be contacted by the counselor or an administrator if action has been taken on his request. It is the responsibility of the student to get the change of schedule sheet signed by all teachers involved and turn it into the office.

No student will be allowed to change his or her class schedule until all teachers and parents involved agree. A teacher initiating a change will fill out a Change of Schedule form and give it to the principal for his approval and signature. When the form has been signed by the principal or counselor, the schedule on file in the office will be changed and the teachers notified. **THE STUDENT WILL CONTINUE THE REGULAR SCHEDULE UNTIL THIS HAS BEEN DONE.** Schedules that must be changed will be changed during the first two weeks of the course. Dropping a class after that deadline may result in an "F" for that semester regardless of the student's grade average in that course. After a student remains in a class for two weeks the earned grade will be entered on the permanent record card.

Due to the number of textbooks needed and subject demand determined by registration, it is difficult and sometimes impossible to make changes after the master schedule has been made. Requests to make a change will not be considered except as made necessary by failure or educational plans. A change cannot be made if that change will either overload any specific class or teacher load (or under-load it). **ABSOLUTELY NO SCHEDULE CHANGES WILL BE MADE AFTER THE FIRST TWO WEEKS OF SCHOOL.** A student who registers for a course will be expected to continue that course until the end of the term.

TEXTBOOKS

Free textbooks - except in certain elective courses - are provided for students by the State of Alabama. Books are issued and rated at the beginning of each school term. Students are then responsible for the books until the end of the term. Students should take care of each of their books and see to it they are neither lost nor damaged. At the end of the year all textbooks will be returned to the appropriate school personnel. If a book has been damaged, a charge of \$2.00 and up to the full price of the book may be charged. If the book has been lost then the student must pay the full cost of the book. If the lost book is later found and is in good condition then the money will be refunded. Students must have the Talladega County Textbook card signed by their guardian and returned before they are issued a textbook.

CHROMBOOK INFORMATION

Every student is issued a chromebook. It is a requirement that students and parents have a face to face meeting with Administration or Staff Member. \$40.00 lease fee for the chromebook and protection plan. For additional chromebook or Talladega County issued device information see www.tcboe.org/technology.

CAREER DAYS FOR SENIORS

Any senior desiring to take a trip to a college will be limited to one day during the school year. A scheduled Armed Forces physical or aptitude test will be counted as a career day. To take a career day the student must bring the counselor a permission note from the parent or guardian before taking this day. Also, proof of the appointment should be given to the counselor upon returning to school. No career day will be permitted on the last day of school, the last day of school before a holiday, or during semester exams. Students taking a career day will be marked excused. This absence will count against exemptions and perfect attendance. Students may not transport other students to and from campus for Career Days or for any other reason.

CAMPUS DRIVING AND STUDENT PARKING AUTOMOBILES

Students with a valid State of Alabama driver's license and automobile insurance may park in the student parking area. An application for a parking permit may be obtained from the school bookkeeper. Parking permits are \$10.00, and the application must show insurance company name and policy number, as well as other automobile information and parent or guardian signature. Any student parking without a permit will be subject to stay in OSCAR. The student parking area is rented to seniors first and then to underclassmen. After receiving a parking decal, students will report to the designated school official for an assigned parking space. Parking passes are not transferable to another student.

1. Upon arrival on campus, students must park in the provided area surrounding the gym and leave the car immediately.
2. All cars **MUST** park in their assigned space in the student parking area. Excessive tardies will suspend or revoke driving privileges.
3. To help protect cars, the parking lot is designated as off limits to all students during school hours without prior permission.
4. Winterboro school is **NOT** responsible for theft or damage to automobiles during school hours or at school functions. These damages include but are not limited to dents, scratches, break-ins, broken glass, theft of property, etc.
5. Students must have a pass from an administrator in order to go to their car for any reason during the school day.
6. Speeding, reckless operation, or making excessive noise on school property or in the vicinity of the school will not be tolerated and can result in suspension of driving privileges. Disciplinary action will be taken when music is excessively loud. No music should be audible to anyone outside the vehicle while the vehicle is parked on campus or following the traffic flow on campus.
7. The speed limit on campus is 5 miles per hour.
8. Parking is a privilege and not a right. Privileges may be revoked at any time when students are not in good academic standing.

VIOLATION OF RULES MAY RESULT IN LOSS OF PARKING RIGHTS!

BUS REGULATIONS

Below are some general rules for those students who ride buses.

1. No bus driver shall be required to wait for a student after scheduled departure time.
2. No bus driver shall allow any student to load or unload except on the school grounds and at his/her designated stop.
3. Students are considered in school ***when they arrive at the designated bus stop*** and/or enter the bus and must observe all school rules and the bus driver's regulations.
4. No one will be permitted to ride buses except students assigned to that bus unless he/she has written permission from a parent with approval from the administrators.
5. Students are expected to help keep the bus clean and should never write on or deface the bus in any way.
6. Students should never use the rear door to load or unload except in case of an emergency.
7. Drivers have the right to assign seats and make other reasonable rules for their buses as they deem necessary.
8. Students whose poor conduct results in a report to the principal will be subject to disciplinary action. Repeated violations can result in temporary or permanent removal from the bus.
9. Students are subject to disciplinary action which could result in removal from classes or school for violation of the rules.

CAR RIDERS

Students will be dismissed to car riders on the 3:00 bell. Parents are asked to form two lanes of traffic. Parents are also asked to remain in these lines and not to park in the parking lot areas. Students are to load their cars immediately and leave following the flow of traffic. Parents/guardians may report any violations to the front office at 315-5370.

BREAKFAST RESPONSIBILITIES

Upon arrival to school each day, all students must report directly to the gym or lunchroom. Students who are in grades 5-6 will report immediately to a designated classroom unless they are eating breakfast. Students who are in grades 5-6 and are eating breakfast will go immediately to the lunchroom to eat. Any students grades 7-12 who are eating breakfast must eat and then be dismissed to the gym. Any student caught in other areas of the building/campus will be considered skipping. Students will not be allowed in the gym or lunchroom before 7:35. They may not go to lockers or be in the hallways until 8:00.

LOCKERS

ALL students MUST pay a locker maintenance fee of \$10.00 per year. Textbooks may not be given to students who do not have a locker or owe a school debt. Students may visit lockers before homeroom, between classes and after school. **There will be no loitering tolerated around the locker area.**

PHYSICAL EDUCATION

All participants in physical education are required to wear uniforms as designated by the teacher. All students are required to pay a locker maintenance fee. The amount of this fee is determined by the Physical Education Department.

FEES

Required fees - all fees are payable to WINTERBORO SCHOOL and are set according to the Talladega County Board of Education Policy:

Driver Education	\$TBD
Business/Accounting/Keyboarding	\$20.00
Parking	\$10.00
PE Locker Maintenance Fee	\$10.00
Prom Dues	\$80.00
Senior Dues	\$80.00Paid to Balfour

***These fees are due within the first TWO weeks of the class.**

NO FIGHT / NO ASSAULT POLICY

The Talladega County Board of Education is obligated to provide a safe and orderly environment that is conducive to learning. Therefore, fighting or any other act of assault as herein defined, in a school building, on a school campus, at any school function, or on a school bus will not be tolerated and shall constitute a Class III Violation of the Code of Student Conduct.

The procedures are as follows:

Step 1. The principal or designee shall investigate the fight and take the appropriate action as identified in the Code of Student Conduct as follows:

3.08 FIGHT: Any physical altercation between two or more students that is intended to cause injury.

3.11 ASSAULT: Striking another person by attacking the person with the intent to cause injury.

Step 2. The principal or designee shall identify, record and document the names of witnesses to the fight and, to the extent practicable, secure written statements from all witnesses.

Step 3. The principal or designee shall call the police or sheriff's department for appropriate action.

Step 4. If the student is to be removed from the school by a law enforcement officer, a reasonable attempt will be made to notify the parents or legal guardian.

Step 5. Students involved in fighting or assault offenses will be suspended out of school for a minimum of three (3) days up to a maximum of ten (10) days. Depending upon the severity of a fight or assault as determined by an Administrator, a student may be referred to the Genesis Alternative School and/or be subject to a juvenile court petition. If the student is 18 years of age or older, they may be arrested and charges filed with the appropriate law enforcement.

Step 6. While assigned to the OSCAR classroom, the student will be required to participate in conflict resolution training and the development of an individual conflict resolution plan.

POSSESSION OF KNIVES AND OTHER DANGEROUS INSTRUMENTS

No student shall bring to school or have in his/her possession a knife, or other object that can be used as a weapon including pepper spray or similar products. This applies not only to the school buildings or grounds, but also to the school bus and any function sponsored by Winterboro High School. **Periodic searches for such items may be made by the principal or designee.**

Any student found guilty of violating the above policy or who intimidates, threatens, or interferes with the welfare of any other student shall be subject to expulsion by the Talladega County Board of Education.

POSSESSION OF A FIREARM ON SCHOOL PREMISES

A Student who is found to be in possession (i.e. on the person, in a locker, automobile, or other location) of a firearm in a school zone (a school zone is defined as the grounds of a public, private, or parochial school, or within 1000 feet of a school), on school property, or at any school sponsored event, will be at minimum, recommended for expulsion from school for the remainder of the present academic year, or a period of time to be determined by the school system. Additionally, local law enforcement will be immediately contacted and the student will be prosecuted to the fullest extent of the law. A committee appointed by the Superintendent may determine any exception to this policy.

See Talladega County Board of Education Responsibilities and Privileges pamphlet.

At the end of the suspension period, the student may apply for reinstatement. Application procedures may be obtained from the local school administrator. Legal Reference: The Code of Alabama 16-8-10

**INTERNET POSTINGS, BLOGS, EMAILS, TEXT MESSAGES,
PUBLIC FORUMS VIA INTERNET ACCESS AND
OTHER FORMS OF ELECTRONIC COMMUNICATION**

No student should post, forward or send comments, photos, or other information that would be considered offensive, slanderous or illegal through internet postings, blogs, emails, text messaging, public forums (i.e. MySpace, Facebook, etc.), or any other means of electronic communication. While school authority is more limited regarding these activities when conducted off campus and during non-school hours, **any of these activities that result in harassment of other students or that in any way cause a disruption to the normal school day will be dealt with through appropriate disciplinary action and will be reported to the appropriate authorities for any necessary legal action.**

UNIFORM DRESS CODE

For more information refer to the Talladega County Student Responsibilities and Privileges Book

Good grooming and personal appearance are essential in the teaching and learning process. Therefore, it is expected that students dress in such a manner that will ensure health, safety, and not detract from the learning environment. Furthermore, dress and personal appearance are not to be disruptive or interfere with the educational interest or welfare of the students or the purpose of public education. The Talladega County Board of Education uniform dress code will be strictly enforced. Students in violation of the dress code will be reported to the principal's office and subject to suspension from school. The school administration has the authority to determine compliance with the dress code. ALL WINTERBORO SCHOOL STUDENTS MUST BE IN COMPLIANCE WITH THE UNIFORM DRESS CODE AS MANDATED BY THE TALLADEGA COUNTY BOARD OF EDUCATION. The school uniform will consist of the following items:

UNIFORM DRESS CODE FOR BOYS/GIRLS (GRADES 5 – 12)

Dress Code Shirt: Solid color shirt with collar-no writing or graphics other than 1"X1" logo or approved school logo.

1. **Solid pullover or button-up shirt with a collar.** Turtleneck or mock turtleneck shirt is not acceptable. Collar must be same color as shirt. However, solid trim on collar or sleeve is acceptable.
2. Sleeveless shirts or blouses are not permitted. All shirts must be tucked in at all times unless it is designed to be un-tucked.
3. Undergarments should not show through the outer shirt.
4. Emblems, graphic designs or logos that show through the outer clothing are prohibited.
5. LOGOS AND LABELS MUST BE SMALL AND UNOBTRUSIVE - APPROXIMATELY THE SIZE OF A QUARTER (1" x 1") *EXCEPTION: School logo shirts sponsored by the school and approved by the principal. School logo shirts approved by the principal may be in school colors and have larger logo than 1" X 1".
6. T shirts and other undergarments must be white, neutral or the color of the outer shirt and must not show through the outer shirt.

Pants/skirts/skorts:

7. Denim jeans are not permitted except on days designated by principal.
8. Fleece sweatpants or other athletic wear is not permitted.
9. Pants/skirts/jumpers/dresses must be solid navy blue, khaki, or black. No writing or graphics other than small and unobtrusive pants label.

Belts: Belts are required and the buckle cannot be larger than a driver's license. Belts must be appropriate length and not excessively long.

10. Must be solid color (solid trim is acceptable).

Shoes: Shoes must be worn.

11. Shoestrings must be tied and/or Velcro fastened.
12. Students must wear appropriate shoes for physical education classes.
13. The following shoes are not permitted: cleated shoes, open toe shoes, bedroom shoes, roller skate shoes or shoes with sharp protruding objects.

Sweaters and indoor jackets :(may be worn inside the school building)

14. Solid color, open front or pullover sweater, vest, sweatshirt. Shirt with collar must be worn underneath pullover sweaters or sweatshirts. Solid trim on collar or sleeve is acceptable.
15. Fleece jackets are acceptable.

Coats: Any color jacket or coat can be worn to school and placed in a locker or designated area. Only approved sweaters and jackets can be worn to class (see above).

In addition to the above policies regarding dress code, please take note of the following:

1. Pants must fit properly. Pants worn below the waist and oversized uniforms are not allowed. Over-alls or bell bottoms are not permitted. Pants with extra pockets such as cargo pants are not permitted in long to short length. Pants must be solid color. Pants may be pleated, cuff or no cuff. Labels must be small and unobtrusive - approximately the size of a quarter (1" x 1"). Pants worn below the waist are not permitted.
2. Clothing may not have cuts, slits, or holes.
3. Shorts, skorts, skirts and jumpers should be hemmed and may not be worn more than approximately three (3) inches above the top of the knee. All items must be solid color.
4. **Book bags/back packs: CLEAR OR MESH** book bags backpacks are permitted for grades 5-12. The use of rollers on book bags or backpacks is prohibited. "Zipper" styled notebooks are acceptable.
5. **Male students may not wear earrings or other body piercing jewelry or objects. Female students may not wear body piercing jewelry or objects other than in the ear.**
6. Students who transfer from other school districts will be given a period of five (5) school days to come into compliance with the uniform dress code.
7. The principal with faculty input shall decide days during the school year in which students will be given the opportunity to wear other attire in adherence with the Talladega County Board of Education Dress Code.
8. In addition to the uniform attire, students must adhere to the school system dress code as stated in the Talladega County Schools Student Rights and Responsibility Code of Conduct and Attendance.

IF A STUDENT HAS ANY QUESTIONS ABOUT WHETHER A PARTICULAR ITEM OF CLOTHING IS WITHIN DRESS CODE BOUNDARIES THEY SHOULD SEE THE PRINCIPAL, ASSISTANT PRINCIPAL, OR GUIDANCE COUNSELOR BEFORE WEARING THAT ITEM TO SCHOOL.

ENROLLMENT/WITHDRAWAL

The accreditation status of the school a student is transferring from as well as course content and course of study will be considered in the determination of student placement and/or credits accepted as meeting Winterboro School, Talladega County Schools, and State of Alabama graduation requirements. This policy is in alignment with the requirements of the Southern Association of Colleges and Schools. Students and parents are advised to make informed decisions when enrolling and withdrawing students.

Winterboro School will honor the discipline and punishment sanctions issued to students who are enrolling from other schools and reserves the right to determine appropriate placement for students who had behavior, discipline, and/or academic difficulties.

A parent must accompany the student when enrolling in or withdrawing from Winterboro School. The parent may contact the Guidance Counselor, at 315-5375, for specific information regarding enrollment and withdrawal.

Alabama State Law requires attendance of any student between the ages of 5-17 years of age. No students may withdraw themselves and any parent wishing to do so on or after a child's seventeen (17) birthday must participate in a counseling session with their child and school personnel regarding the disadvantages of failing to receive a diploma from a certified and accredited institution. Any student and/or parent failing to withdraw according to procedures or who fails to participate in the counseling session may be subject to violation of the truancy law as defined by the state of Alabama.

WORK PERMIT

Work Permit applications are available to eligible students in the Guidance Counselor's Office. The student must return the Work Permit application completed by the parent and the employer as well as proof of age (a birth certificate or Driver's License) before receiving a Work Permit. The student must sign the Work Permit when receiving it from the Guidance Office. Completed applications returned in the morning can be obtained that afternoon.

Winterboro High School reserves the right to deny or revoke an employment certificate (work permit) when the student's job appears to have an adverse effect on his or her educational performance and progress and/or attendance at school.

EQUAL EDUCATION OPPORTUNITY NON-DISCRIMINATION/ANTI-HARASSMENT STATEMENT

It is the policy of the Talladega County Board of Education and Winterboro School that no student will be discriminated against, harassed, denied a benefit, or excluded from participation in any of the school system's education programs or activities on the basis of sex, race, color, creed, religion, belief, national origin, ethnic group, or disability.

***REQUIREMENTS FOR THE ALABAMA HIGH SCHOOL DIPLOMA**

Requirements for DIPLOMA (24 credits)

Course

English
Four credits to include the courses of English 9, Eng. 10 Eng. 11, Eng. 12

Mathematics.....
Four credits to include the courses of Algebra 1 and Geometry

Science.....
Four credits to include the courses of Biology and a Physical Science

Social Studies
Four credits to include the courses of World History, US History I, US History II, Government/Economics

Physical Education, Health Education, Fine Arts, Computer Applications, Electives

.....

Requirements for DIPLOMA WITH ADVANCED ACADEMIC ENDORSMENT (24 credits)

Course

English.....

Four credits to include the courses of English 9, Eng. 10, AP Eng. 11, AP Eng. 12

Mathematics

Four credits to include the courses of Algebra 1, Geometry and Algebra 2 w/ Trigonometry/ AP Statistics..

Science

Four credits to include the courses of Biology and Physical Science and an Advanced level of another physical or life science.

Social Studies

Four credits to include the courses of World History, US History I, US History II, Government/Economics

Physical Education, Health Education, Fine Arts, Computer Applications, Foreign Lang. (2), Electives

The Alabama High School Diploma was approved by the ALSDE. . The Talladega County Board of Education adopted requirements for an Advanced Endorsement that includes the following:

1. Minimum of Algebra II w/ Trig
2. Chemistry
3. Foreign Language: two years of the same language
4. One half credit of Fine Art
5. Minimum of two AP courses (if offered) or the equivalent (dual enrollment or dual credit). One of the AP courses must be in core content.
6. Algebra A and B will not be counted towards this endorsement

*** FOR ADDITIONAL INFORMATION SEE THE TALLADEGA COUNTY STUDENTS RIGHTS AND RESPONSIBILITIES**

GRADUATION CEREMONIES

Participation in graduation and senior ceremonies is a **PRIVILEGE**. Students are subject to the rules and policies of Winterboro High School, the Talladega County Board of Education, and the State of Alabama.

A student must meet all Winterboro High School, Talladega County Schools, and State of Alabama requirements as well as pass the appropriate sections of the Alabama High School Graduation Examination to participate in graduation and senior ceremonies.

Participation in graduation activities is optional and is **NOT REQUIRED** to receive a diploma.

Students may be excluded from participation in any event as the result of behavior, dress, or any other reasons deemed necessary by Winterboro High School.

FORGERY

Any student who forges a parent or teacher's name or initials on any school document or who produces through handwriting or computer any counterfeit school document(s) is subject to OSCAR or suspension.

NINE-WEEK EXAMS

Every student will attend and take a 9-weeks exam unless an exam exemption is specifically earned for a class. No student is to take a 9-weeks exam before the scheduled time period. The under-classmen cannot take early exams with the seniors. Students must be at the assigned 9-weeks exam period unless they have received an exam exemption. A student not attending a 9-weeks exam period will be considered truant and receive a failing grade unless approved by the principal. All financial obligations of the student or parent need to be taken care of before the 9-weeks exams are taken (fees, lost/destroyed textbooks, etc.). The 9-weeks exam will not be

interrupted and students will not be allowed to leave or check-out once the 9-weeks exam period begins. The dress code will be enforced during 9-weeks exam periods.

TEST EXEMPTION POLICY

All students will be required to take Nine-Week Tests for the 1st and 3rd Nine-Week period. For the 2nd and 4th Nine-Week Tests, students will be exempt if they meet the following criteria. Missing class due to placement in OSCAR does count as an absence to class.

1. Any student that has an overall average of A and has no more than 3 cumulative absences from the class for the year will be exempt from the 2nd or 4th Nine-Week Test.
2. Any student that has an overall average of B and has no more than 2 cumulative absences from the class for the year will be exempt from the 2nd or 4th Nine-Week Test.
3. Any student that has an overall average of C and has no more than 1 cumulative absence from the class for the year will be exempt from the 2nd or 4th Nine-Week Test.
4. Any student that has an overall average of F will **NOT** be exempt from tests.

CLUBS AND ORGANIZATIONS

SENIOR BETA CLUB (Grades 10-12)

The Beta Club is a national honor society dedicated to the betterment of scholastic ability and school citizenship. Students become eligible for membership by achieving and maintaining a minimum average of 82 for students on advanced diploma and 85 for students on standard diploma. Grades for band and P.E. are excluded. Members must maintain all A's and B's each term and participate in Beta activities and projects.

Advisor: Tina Wheeler and Emily Nestor

JUNIOR BETA CLUB (Grades 7-9)

The purpose of this organization is to promote academic achievement and leadership in grades 7-9. Students are required to achieve and maintain all academic requirements.

Advisor: Paula Johnson and Vonda Ashley

'W' CLUB

The **W Club** is an organization of students who have lettered in any varsity sport. The main objective of the **W Club** is to stimulate interest in sports and encourage good sportsmanship.

Smith

Advisor: Coach Beckett/Coach

CACC / TALENT SEARCH and UPWARD BOUND

The CACC / Talent Search and Upward Bound program is designed for students who meet the criteria as established by Central Alabama Community College.

Mrs. Garrett

Advisor:

FELLOWSHIP OF CHRISTIAN ATHLETES

This organization focuses on serving the community by equipping, empowering and encouraging people to make a difference with positive Christian fellowship through athletics.

Smith

Advisor: Coach Beckett/Coach

SR.SCIENCE CLUB (Grades 9-12)

The Sr. Science Club promotes an interest in the study of science and helps sponsor the science fair participants each year. Any student with an overall "C" average in their science courses are eligible to join. Advisor: Brian Young

JR. SCIENCE CLUB (Grades 7-8)

The Jr. Science Club promotes an interest in the study of science and helps sponsor the science fair participants each year. Any student with an overall "C" average in their science courses are eligible to join.

Advisor: Amber Thomason

ELEMENTARY SCIENCE CLUB (Grades 5-6)

The Elementary Science Club promotes an interest in the study of science and helps sponsor the science fair participants each year. Any student with an overall "C" average in their science courses are eligible to join. Advisor: Jessica Mathis

STUDENT GOVERNMENT ASSOCIATION

The SGA is the Winterboro governing body and is the student's voice of the school. The members are made up of representatives from each grade according to the number of homerooms as well as the presidents of the various clubs and organizations. The purposes of the SGA are to provide for student participation in leadership roles, to initiate better student -teacher relations and to foster the development of good citizenship qualities.

Advisors: Hunter Millard (High School) Sara Crace (Elementary)

WINALA STAFF

The Winala staff consists of students who are appointed by the yearbook advisor. The purpose of this organization is to create a yearbook so that students can remember their high school years.

Advisors: Heather Studdard

SENIOR FBLA

This organization is an association of students preparing for careers in business and business-related fields.

Advisor: Jesse Gable

JUNIOR FBLA

This organization is an association of students preparing for careers in business and business-related fields.

Advisor: Jesse Gable

WINTERBORO Student Leadership Team

This organization includes students from grades 7-12. This team serves as a student advisory council to Mrs. Harris.

Advisor: Emily Harris/ Grayson Lawrence

FOCUS Club

This organization is dedicated to health awareness for grades 7-12.

Advisor: Marianne Garrett

Prom Committee

This organization is exclusive for juniors only. These students work to plan, prepare, and setup for prom.

Advisor: Kevin Studdard

MATH CLUB

Students will participate in math competitions and other math related activities throughout the school year. Advisor: Vonda Ashley/Johnnie Hughes /Teri Shearer

JR. BULLDOG/BULLDOG CLUB

This club promotes the athletic department and athletic programs offered at WHS. Advisor: Coach Smith/Coach Beckett

SR. CLASS SPONSORS: *Mr. Young and Heather Studdard*

JR. CLASS SPONSORS: *Mr. Millard and Mr. Studdard*

SOPHMORE CLASS SPONSORS: *Coach Jacks and Ms. Thomason*

FRESHMAN CLASS SPONSORS: *Ms. Ashley and Mr. Hughes*

*I hereby certify that I have received a copy of the **WINTERBORO HIGH SCHOOL STUDENT HANDBOOK** digitally and I will distribute a copy to my parents. I agree to the policies included in the handbook that has been adopted by the Talladega County Board of Education.*

Signature of _____ Date: _____
Student _____

*I hereby certify that I have received a copy of the **WINTERBORO HIGH SCHOOL STUDENT HANDBOOK** digitally and I will distribute a copy to my parents. I agree to the policies included in the handbook that has been adopted by the Talladega County Board of Education.*

Signature of _____ Date: _____
Student _____