

Wahkiakum High School



Home of the Mules

Today's decisions create tomorrow's successes!

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Stand Up, Stand Out, Take a Risk

Handbook Highlights 2017-18

Cell Phones

Students will be expected to be responsible cell phone users.

This means:

- Students may use their cell phones before school, after school and at lunch.
- If students need to address business pertaining to themselves, they may quickly use their device between classes.
- All electronic devices brought into the classroom will be turned off and stored out of site or in a teacher designated area during class time.
- No cell phone use during class time without teacher approval. This includes in the hallway, bathroom and library.

If a student is found in violation of this policy the student will be asked to turn in their phone and the incident may be reported to the office as a discipline issue. Detention minutes may be assigned and the confiscated phone returned at the end of the period or school day, depending on the teacher's preference. Subsequent violations will result in further detention, loss of phone for the remainder of the school day. If there is a third violation, the phone will be confiscated and the student's parent will be asked to come to school to pick up the phone. The behavior will be treated as insubordination. We want our students to learn to use technology in a positive and responsible way without interrupting the educational process.

Attendance and Grades: As stated in RCW 28A.600.030 it is permissible for a teacher to consider a student's attendance when determining his/her grade. When a student has excused absences, in most cases, he or she will be given the opportunity to make up the missed portion of the grade. However, if the class is designed such that participation is required, an excused absence may also result in the loss of a portion of the student's grade. If a student has excessive excused absences (more than 7 in a semester), the student and parent will be required to attend a conference with school officials. During the conference reasons for the absences will be discussed and a plan will be created to improve attendance and increase success.

Excused Absence: Absences due to illness, medical appointment, family emergency or disciplinary action shall be excused. The principal may, upon request by a parent, grant permission in advance for a student's absence if deemed appropriate. If an absence is excused, the student shall be permitted to make up all missed assignments outside of class under reasonable conditions and time limits established by the appropriate teacher(s). Since missed assignments due to absenteeism can seriously impair a student's educational progress, the school board strongly supports the school staff in requiring that missed assignments be made up.

Unexcused Absence: Unexcused absences are those absences of a class period or more that are not approved by the principal, occur with or without parent or guardian knowledge or approval, and/or do not meet the school district's policy for excused absences. As a means of instilling values of responsibility and personal accountability, students whose absence is not excused shall experience the natural consequence of their action. They shall not be permitted to make up missed work assignments, and any graded activities which occur during the absence shall be graded as if the student had chosen not to participate in them.

A court petition will be filed if a student reaches 5 unexcused absences in a month or 10 unexcused absences in a school year. RCW28A.225.010

A failure to bring a note within three days of an absence may result in the absence being recorded as a truancy/unexcused absence indefinitely.

BE ON TIME - Tardies: Students will be on time to every class, every day. When students are late to class, they disrupt the instruction in the classroom. When a student arrives to school after classes have started the student is expected to go to the office and check in. Tardies will be treated like absences in terms of considering viable excuses. Students being tardy at the start of a class or absent at the end of a class in excess of 10 minutes will be counted absent for the period. Unexcused tardies will incur detention time as described below.

Students will receive a warning for the first two tardies of each quarter. For any subsequent tardy a 30 minute detention will be issued. After three tardy detentions, progressive discipline may include suspension from sports and/or activities. Detention is to be made up within one week!

Skip Days: Wahkiakum High School does not sponsor or support skip days. Every school day is important to a student's education. If a student misses school for a skip day, the absence will be treated like all other unexcused absences and the attendance policy will be followed.

Being a TA – Teacher Assistants: Juniors and Seniors may enroll as T.A.'s with the approval of the principal and teacher willing to have a TA. Seniors will be given priority. Students who have failed required classes and/or are not on track to graduate will not be considered. Students will be required to follow all regular school rules and complete assignments as requested by the teacher. A Pass/Fail will be given for credit, and in some cases letter grades. If the student is taking the class for a letter grade, the teacher and student must determine this along with specific grading criteria within the first week of the class.

General Rules of Conduct

11. Students shall refrain from fighting. Violent acts will likely involve the notification of law enforcement. Encouraging, attending, texting plans or videoing fights is not permitted and will also result in consequences. Fighting is disruptive to the educational process and will not be tolerated.

Field Trips

13. No student may participate in a club or class activity (such as drama, music or FFA) that occurs during the school day or after school hours when the student has missed any portion of the school day for an unexcused absence. Students who are failing classes will not be allowed to attend club or class activities that involve missing any part of the school day. In special situations, by request of the advisor, the principal and teachers may waive this policy if all involved are in agreement.

Parking Lot

20. Students who drive to school are required to park their vehicles in the parking bays of the parking lot. Vehicles parked on school property are subject to search by administration if there is reasonable suspicion of illegal activity.

Dress Code

It is our belief that cleanliness, neatness, and appropriateness of the dress and personal grooming by our students are desirable qualities to be encouraged by both parents and school personnel. **School dress codes also apply to school sponsored events.**

1. Clothing must be neat, clean, and modest.
2. No bare midriff or visible cleavage while sitting or standing. Tank tops with spaghetti straps or large arm holes may not be worn at school. Sleeveless tops are permitted but straps must be a minimum of 1" and multiple straps cannot be counted as 1" straps.
3. Undergarments shall not be visible at any time. Sheer clothing or articles with holes must be accompanied with appropriate clothing underneath.
4. Cutoffs/shorts may be worn as long as they do not contain holes and are of reasonable length. (Both shorts and skirts must comply with the fingertip length rule - including any slit in shorts, skirt, dresses or other garments).
5. Hats, bandanas, head wraps, hoods and any other head coverings, shall not be worn in the classroom or library during school hours unless approved by the classroom teacher. Exceptions will be made for medical or religious reasons. It is permissible in the hallways before school, between classes, during lunch and after school.
6. Students shall not wear clothing with inappropriate slogans and graphics printed on them. This includes any material that is sexual, obscene, profane, drug, tobacco or alcohol related. (This also includes school sponsored events.)
7. Students participating in a contest, exhibition or representing a club shall dress according to the school dress code and adhere to any additional and reasonable dress request made by the advisor, coach or teacher.
8. Sunglasses are not to be worn in the building during the school day.

Lockers: Students will be issued lockers at the beginning of each school year. Students must stay with assigned partners and are expected to keep their lockers clean and orderly. The school is not responsible for items taken from lockers as locks are available in the high school office, and it is recommended that lockers be locked at all times. While privacy is an important right of each individual, the school is the owner of the lockers, and therefore maintains the right to search any locker at any time. Any lock or locker that does not function properly should be reported to the office so repairs can be made. Only school appropriate decorations will be allowed on lockers.

ALL LOCKER CHANGES MUST BE CLEARED THROUGH THE OFFICE.

Harassment, Intimidation, Bullying (HIB Policy)

RCW 28A.300.285 defines harassment, intimidation and bullying as any intentionally written message or image—including those that are electronically transmitted—verbal, or physical act, including but not limited to one shown to be motivated by race, color, religion, ancestry, national origin, gender, sexual orientation, including gender expression or identity, mental or physical disability or other distinguishing characteristics, when an act:

- Physically harms a student or damages the student's property.
- Has the effect of substantially interfering with a student's education.
- Is so severe, persistent or pervasive that it creates an intimidating or threatening educational environment.
- Has the effect of substantially disrupting the orderly operation of the school.

Schools are required to take action if students report they are being bullied. Since August 2011, each school district has been required to adopt the model Washington anti-bullying policy and procedure.

HIB Handbook Policy - Any unwelcome or unwanted comment, gesture or other behavior will not be tolerated at Wahkiakum High School and will be addressed in a serious manner. (Students found or suspected of harassment may be suspended or expelled from school. Law enforcement may also be contacted.)

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*Please sign and return **just this page** to your advisor.*

I have read and understand Wahkiakum High School's Handbook Policy and Washington State's Law on Harassment, Intimidation and Bullying. **I will do my best to create a caring and safe environment at Wahkiakum High School - taking a stance against bullying and following all rules. I will be a part of the solution, caring about all and pausing before I post. I can and will make a difference!**

I also understand that I am expected to follow all procedures listed in the Wahkiakum High School Handbook. The attached document is only an excerpt. The complete handbook is available in classrooms, in the office and online at <http://www.wahksd.k12.wa.us/>.

Name _____

Date _____

Student Signature _____

Go Mules!

Thanks for being a part of our school - you are important! 😊