The mission of Wyoming High School is to provide each student with a well-rounded educational program leading to college entrance and/or career paths and fostering economic independence, critical thinking, and social responsibility.

2013-2014

STUDENT HANDBOOK
&
ASSIGNMENT NOTEBOOK

106 Pendery Avenue
Wyoming, Ohio
45215
Telephone: (513) 206-7050

This agenda belongs to:

Name____________________________________
Address___________________________________
City ___________________ Zip __________
Phone ____________________________________________________________________

“Where Excellence Becomes a Way of Life”
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<td>8:44 - 9:33</td>
<td>9:40 - 10:22</td>
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<td>(Homeroom)</td>
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<td></td>
<td>10:32 - 10:42</td>
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<td>11:27 - 12:58</td>
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<td>AUGUST</td>
<td>SEPTEMBER</td>
<td>OCTOBER</td>
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<th>DECEMBER</th>
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Clemency Make-Up Days:
- May 10, 26
- June 9, 10, 11

1st School
Legal Holidays
| Beginning of quarter |
| End of quarter |
High School Exams
High School Exams 5 1 hr. Early Dismissal K-8
Full Day Professional Development - No school for students
C2 Day Professional Development - No school for students
K-12 Late Start - 9:30 a.m.

1st quarter = 47 days
2nd quarter = 46 days
3rd quarter = 47 days
4th quarter = 42 days
WYOMING HIGH SCHOOL
STUDENT COUNCIL
2013-2014

President: Joel Weis
Vice President: John Brown
Secretary/Treasurer: Ellen Koesterman

Senior Class - Class of 2014
President: Bo Graham
Vice President: Marta Stewart
Representatives: Jack Brown, Ryan Derge, Ian Goertzen, Marie Lippert, Cambray Smith

Junior Class - Class of 2015
President: Will Courtney
Vice President: Jeremy Smucker
Representatives: Stephen Barrett, Antonio Cruz, Taylor Lovejoy, Ilivia Munneke, Roslyn Rathbone

Sophomore Class - Class of 2016
President: Haley Stewart
Vice President: Daniel Tighe
Representatives: Matthew Bonner, Melissa Campbell, Michael Gibson, Maddie Henke, Alexander Nocks

Freshman Class - Class of 2017
President: Ellen Boster
Vice President: Charlie Donnelly
Representatives: Peter Barrett, Sean Madden, Madelyn Taylor, Zach Van Fossen, Katie Zackerman
GRADUATION REQUIREMENTS

The Board desires that its standards for graduation meet the minimum standards of the Ohio Department of Education as well as those of the North Central Association of Colleges and Secondary Schools and, further, that our high school will compare favorably with high schools recognized for excellence.

The minimum requirements for graduation from high school are as follows:

A minimum of 21 credits is required for graduation, 15 of which must be in academic units. As a part of the credit requirement, a student must receive full credit for:

- 4 units of English
- 4 units of mathematics
  (one unit of Algebra II or the equivalent of Algebra II)
- 3 units of science (one being a physical science and one being a biological science)
- 4 units of social studies (World Studies I and II, United States or A.P. United States History, American Political and Economic Studies or A.P. U.S. Government and Politics)
- 1/2 unit of Oral Communications
- 1/2 unit of Physical Education
- 1/2 unit of Health
  - For college admission purposes, it is strongly suggested that students complete two units of the same foreign language and a unit of Fine Arts.
- Pass all sections of the Ohio Graduation Test.

Graduation requirements for Great Oaks Career and Technical students are listed in the Course Guide. Great Oaks students must successfully complete their career block program in order to receive a diploma based upon the 21 credit requirement. Students who fail to successfully complete their career block are subject to the graduation requirements for students who remain on campus at Wyoming High School.
GRADE LEVELS

*In order for students to remain in their proper developmental sequence, the academic and elective courses are offered for specific grade levels. Except in unusual cases, students take only those courses designed for the grade level in which they are enrolled.

*Students will be assigned to homerooms on the basis of:
  - Grade 10 - satisfactory completion of 4 academic credits;
  - Grade 11 - satisfactory completion of 10 academic credits;
  - Grade 12 - satisfactory completion of 15 academic credits.*

For each of the above, a student must also have successfully completed the appropriate grade level English, history and math.

*To maintain Senior privileges, a student must be passing senior English, government and the appropriate grade-level math course. All of which are graduation requirements.

GRADING PROCEDURES

Teachers of all subjects will use the following grading standards on student progress reports:

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<th>Percentage Range</th>
<th>Grade</th>
<th>GPA Range</th>
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<tbody>
<tr>
<td>93.00 - 100.00</td>
<td>A</td>
<td>4.0</td>
</tr>
<tr>
<td>90.00 - 92.99</td>
<td>A-</td>
<td>3.65</td>
</tr>
<tr>
<td>87.00 - 89.99</td>
<td>B+</td>
<td>3.35</td>
</tr>
<tr>
<td>83.00 - 86.99</td>
<td>B</td>
<td>3.0</td>
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<tr>
<td>80.00 - 82.99</td>
<td>B-</td>
<td>2.65</td>
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<tr>
<td>77.00 - 79.99</td>
<td>C+</td>
<td>2.35</td>
</tr>
<tr>
<td>73.00 - 76.99</td>
<td>C</td>
<td>2.0</td>
</tr>
<tr>
<td>70.00 - 72.99</td>
<td>C-</td>
<td>1.65</td>
</tr>
<tr>
<td>67.00 - 69.99</td>
<td>D+</td>
<td>1.35</td>
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<td>D</td>
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<td>60.00 - 62.99</td>
<td>D-</td>
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<tr>
<td>00.00 - 59.99</td>
<td>F</td>
<td>0</td>
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The following code letters will also be used for the purpose of reporting pupil progress: P=Pass; F=Failure; W=Withdrawal; WF=Withdrawal Failing; N=Incomplete.
COURSE CREDIT

* In order to be granted credit in a semester course, a student must earn a semester average of .50 or better and pass the second quarter of the course. In order to be granted credit in a year-long course, a student must earn a yearly average of .50 or better, a second semester average of D- or better and pass the 4th quarter or the final exam.

A student, who fails to complete an assignment that has been established as a course requirement, will receive an “Incomplete” on the report card. The teacher will then establish a reasonable length of time by which the assignment must be completed and turned in to the teacher. A student who fails to remove an “N” (Incomplete) will receive an “F” and no credit will be awarded for the course.

CREDIT FLEXIBILITY

In accordance with the District’s Credit Flexibility Program, credit may be earned by:

A. completing coursework;
B. testing out of or demonstrating mastery of course content;
C. pursuing one or more educational options;
D. any combination of the above.

Application available online or in the Guidance Office. Application deadline is March 1st. Although Honors or AP credit can be earned through credit flex, no additional weight will be calculated in the GPA.

SUMMER SCHOOL CREDIT/NIGHT SCHOOL CREDIT/ONLINE CREDIT

If a student fails a course during the school year, the course credit may be made up at an accredited summer school, night school or online course, with approval of the student’s counselor or the High School Principal. Both grades will remain on the transcript and both will be calculated into the cumulative GPA.

NO GRADE REPLACEMENT CREDIT WILL BE PROVIDED IN SUMMER SCHOOL OR OTHERWISE.

Original credit may be earned through credit flexibility. Please note that although Honors or AP credit can be earned through credit flex, no additional weight will be calculated in the GPA.
POLICY FOR SCHEDULE CHANGES

Schedule Changes
In order to allow time for proper planning, students and parents are asked to make course choices well in advance of the next school year. These choices are finalized on the basis of thorough student, teacher and parent consultation, examination of the Course Guide booklet, and opportunities for student-counselor-parent conferences. The teacher, facility, and budget commitments are then made. Therefore, schedule changes are discouraged and will be made only under these special circumstances:

- An obvious schedule conflict or error, such as an omission of an optioned course.
- Inability of school to schedule one or more option courses necessitating alternate selection
- Failure in a subject, not made up in summer school, which is required before the sequence may be continued.
- Teacher recommendation for change of placement.

Once enrolled, students must remain in an Honors or Advanced Placement class through the end of the first quarter.
- Students, on the recommendation of the teacher and counselor, who do not meet the level of competence (in June) expected for continued success in a sequential course.

Requests to Drop/Add a Course:
1) Completion of drop/add form with parent signature;
2) May not add after the deadline unless approved by the teacher and the counselor;
3) May not have more than one study hall [seniors may have a study hall or be an aide in addition to senior privilege];
4) May not drop a required course;
5) May not fall below 6 courses [5 courses for seniors with senior privilege],
6) No student may be able to have a study hall and be an aide. (Juniors and Seniors only)
7) Course changes will not be made to accommodate student’s or parent’s choice of teacher.

Please note that in order to drop an academic course a student must meet one of the criteria appearing under “Schedule Changes”.

The procedure for dropping an elective course is as follows:
- Any student may request to be withdrawn from a course through the first three days of that course depending on class size. After the third day, a class may be dropped only with teacher permission.

After these dates, courses dropped without administrative approval receive a grade of “Withdrawn Failing.”

Students must continue to attend class until notified that the paperwork is complete and a decision is made. Students will be summoned to the counseling office to be notified of the decision.
GRADE POINT AVERAGE AND CLASS RANK
For current Wyoming High School students, courses completed through Wyoming High School (taught on campus by Wyoming High School instructors) and courses taken through the Flexible Credit program will be considered when determining the student’s grade point average and class rank. New enrollees’ records will be evaluated, included in grade point averages, and ranked as appropriate.

Starting with the class of 2014, class rank will be used for internal purposes only in determination of Valedictorian and Salutatorian. This change has been made in response to current trends in college admissions. Use of class rank does not benefit our students and will cease to exist. Valedictorian and Salutatorian GPAs will be truncated to the third decimal point, and no rounding will occur. The GPA for the Valedictorian and Salutatorian will be determined by end of the year grades in all classes.

HONOR ROLLS
There are two honor rolls generated each quarter. All grade levels (9-12) are eligible, as well as students enrolled in the Vocational School programs. All courses are included and no weighting of courses is involved. High Honors: All “A’s” Honors: G.P.A. 3.0 or higher (with no “D’s” or “F’s”)

INTERIM REPORTS
At approximately the midpoint of each quarter, teachers will inform parents of the progress of their students. On the scheduled day, interim reports will be mailed to homes. The report will contain information as to the student's class performance and additional comments that relate to effort, attitude, attendance, and any additional information deemed appropriate. Parents are asked to review the report and to discuss the contents with their child. Parents should keep their copy for future reference. Each year the interim reporting dates are included on the school district calendar.
TESTING
Quizzes over the preceding day's lesson or homework, or quizzes which normally occur on the same day of the week (e.g., spelling or vocabulary) and take fewer than thirty minutes shall not be considered tests, but rather quizzes.

It is our desire that no student be required to take more than two major tests during a single day. A test shall be defined as an accumulative evaluation of at least five instructional lessons requiring at least thirty minutes to complete.

Due to the complex scheduling at the high school, it is the student’s responsibility to inform the teacher at least one day in advance when he/she is scheduled for more than two tests so that an alternative plan can be made to move the test to another day. The responsibility for scheduling an alternative testing period rests with the teacher who assigned the third test.

MID-YEAR AND SEMESTER EXAMS
POLICIES AND ROUTINES
*Days are set aside in December and June for course examinations. Exams are required of most students. Exceptions may be made for those courses substituting term papers for exams, for special elective courses (art, music, etc.), for students in Advanced Placement courses, or for second semester seniors who have a second semester grade point average of 3.0 or better in the course.

Examination grades count as 20% of the final semester average. Examinations can be a beneficial measure of student achievement over a given period of time. Students are encouraged to develop study habits and skills commensurate with continual self-examination that will prepare them for the most strenuous types of examinations.
EXAMS

1. If students must bring textbooks, study guides, etc. that are not indigenous to the exam, these materials should be placed out of sight and reach until the exam is turned in.

2. Students are expected to remain in the exam room and quiet for the entire exam period. Students finishing early normally turn in their exam materials and study or read quietly until the end of the period.

3. Students who arrive late for exams will be permitted to take their exams, however, no additional time will be granted. Exam make up for a legitimate reason will be arranged by the administration, teacher or counselors.

EXAM EXEMPTION POLICY

Grades 9-11: No Exam exemptions will be made for grades 9-11, with the exception of students taking AP exams. Students taking AP exams are exempt from final exams in that course.

Grade 12: Seniors earning a 3.0 average through 4th quarter will be eligible to exempt from the final semester exam and earn the rounded value of the 3rd and 4th quarter grade average for the exam. Teachers of seniors may excuse seniors from final exams if the student has a 3.0 or better cumulative average for the second semester in that subject. Seniors may also be excused from exams in semester courses taken during the first semester if the semester average is 3.0 or better. Students taking A.P. exams are also exempt from the final exam in that course. The exam grade will be the higher of the 3rd and 4th quarter grades (if consecutive) or the average of the 3rd and 4th quarter grades. Final determination for exam exemption rests with the individual classroom teacher.

The exam schedule continues when school resumes due to cancellation.
ATTENDANCE

POLICY STATEMENT REGARDING SCHOOL ABSENCE

*Every student shall attend school regularly. In many cases, irregular attendance is the major reason for poor school work.

*State law presently provides these reasons for which absences will be excused: 1. Personal illness of the student; 2. Illness in the student’s family; 3. Death in the family; 4. Quarantine for contagious disease; 5. Religious reasons; 6. Emergency or a set of circumstances which, in the judgment of the superintendent of schools, or his or her designee, constitutes a good and sufficient cause for absence from school.

A student whose school absence is approved must, however fulfill the school’s requirement for advancement. For each absence, notification must be given to the school explaining the reason for the absence or tardiness; the student’s parents or legal guardians must provide the notification. The annual school calendar provides for a limited number of instructional days as mandated by State law. Accordingly, each day of instruction is viewed as crucial for the completion of curricular assignments and regular school attendance is essential to that end. As defined in statute (ORC 3321.191): A student will be considered habitually truant if the student is absent without a legitimate excuse for five or more consecutive school days, for seven or more school days in one month, or twelve or more school days in one year. A student will be considered chronically truant if the student is absent without a legitimate excuse for seven or more consecutive school days, for ten or more school days in one month, or fifteen or more school days in one year.

Wyoming School District reflects state standards of 93% attendance or above for our students. In order to implement Board Policy 5200 the following procedures have been established:

(1) Absences due to school-sponsored activities or disciplinary actions do not count in defining habitual or chronic truancy.
(2) College visits may accumulate to three days per year during the junior and senior years and will not be counted as unexcused. Those in excess of three days per year will be counted as unexcused.
(3) Teachers are responsible for reporting attendance and tardiness. Attendance secretaries will maintain the database for attendance.
(4) Whenever possible, interventions for attendance are provided as a pattern of absences is developing. These may include referral to guidance counselors, attendance contracts, and/or a letter from the building administrator.
(5) When a student reaches 10% absenteeism during the school year, that student may be asked to furnish a note from an attending physician upon any subsequent absences or the absence(s) will be treated as unexcused.
(6) Students who experience a long-term illness or hospitalization (five or more consecutive school days), or who have a physical impairment and/or a medically substantial problem which entails repeated absences, can be granted an attendance allowance based upon a review of the medical documentation of the individual case by the responsible building administrator. (7) Any student assigned to a program of other guided learning experiences will be considered in regular attendance for the program provided that s/he reports to such staff member s/he is assigned. (8) Referral to the Hamilton County Court is required for habitual and chronically truant students who accumulate unexcused absences and establish unsatisfactory attendance patterns. (9) Parents may request an attendance allowance or appeal a decision regarding excessive absence by contacting the administrator in charge of attendance to request a review of the case. Parents may pursue the appeal process through the building level to the Superintendent to the Board of Education. (10) During a period of unexcused absence, students are held accountable for all content, assignments, and major tests. All work completed will be computed in grades without penalty unless the unexcused absence involves code of conduct violations which may result in the missed work recorded as a failure. (11) The Board does not believe that students should be excused from school for non-emergency trips out of the District. Students who are taken out of school for trips or vacations will not be given permission to do so by the school. The responsibility for such absences resides with the parents, and parents must not expect any work missed by their child to be re-taught by the teacher.

**ATTENDANCE PROCEDURES**

*Parent(s) or guardian(s) must call the school on the day a student is absent between 7:30 a.m. and 9:30 a.m. (phone #206-7062) reporting the reason for the absence unless previous notification has been given in accordance with school procedure for excused absences. In the event that such notification is not given, the Principal or his/her designee shall contact the student’s parent(s), custodial parent, guardian, legal custodian, or other person responsible for him/her. If such a call cannot be completed, a note, signed by the parent or guardian is required before the absence is excused. This note, indicating the date(s) of the absence and the reason for the absence, is to be turned in by the student to the Attendance Office before school on the day the student returns.*
ENTERING/LEAVING BUILDING
Students needing to leave school for appointments during the school day are to bring a note to the Attendance Office at the beginning of the school day. Students will then be issued a release from class slip. Students are not to enter or leave the building during school hours without reporting to the Attendance Office. Failure to sign in or out of school will result in unexcused absence. Phone calls or notes to excuse a student after the student has left the building will not be accepted. Discipline will be assigned for violation.

Students with professional appointments (ex. doctor, dentist, court) need to bring a note to the school after the appointment. (This also applies to 18 year olds and older.) No students, regardless of their age, will be able to sign themselves out without permission from a parent or guardian. If an absence excuse is not presented within two days, the absence will be marked unexcused. Parent(s), guardian(s), or other responsible persons shall provide the school with their current home and/or work telephone numbers and home addresses, as well as emergency telephone numbers. If parents or guardians will be out of town, it is helpful for the school to be notified of the names and phone numbers of the adults responsible for the child.

TARDINESS TO SCHOOL
Beginning with the second tardy to school, students will serve a Lunch Detention each time they are tardy. Seniors with Long Lunch will be expected to serve Lunch Detention before they leave the building. Students will receive 0 points if they complete the lunch detention.

*A student who has a legitimate excuse for being tardy must, upon arrival, bring to the Attendance Office a note signed by a parent or guardian stating the reason for tardiness. A phone call to the office by the parent or guardian will serve in lieu of a note.
*Students arriving after 8:10 a.m. without an acceptable excuse will be subject to discipline for a class cut. Penalties will include: a “0” being assigned for any classwork missed and 3 points for each class missed.
*Seniors may lose their senior privileges for excessive tardiness. Students must go to their locker before they go to the attendance office in the morning.
<table>
<thead>
<tr>
<th>NUMBER OF FULL DAYS of UNEXCUSED ABSENCES (Please note that half days accumulate.)</th>
<th>SCHOOL ACTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Per administrator review, equivalent of 5 absences (doesn’t matter if excused or unexcused)</td>
<td>School sends “Letter A”.</td>
</tr>
<tr>
<td>Per administrator review, equivalent of 8 absences (doesn’t matter is excused or unexcused)</td>
<td>School sends &quot;Letter B&quot;. After this letter, a doctor’s note is required for every absence or it is considered unexcused.</td>
</tr>
<tr>
<td>Per administrator review, equivalent of 6 unexcused absences (no doctors’ notes provided)</td>
<td>School attempts a face-to-face attendance meeting and/or creates an attendance contract.</td>
</tr>
<tr>
<td>Per administrator review, equivalent of 3 additional unexcused days after attendance meeting and/or breaking of attendance contract</td>
<td>Within seven days, student/parent must schedule an appointment and attend a session with the Wyoming Youth Services Bureau. Verification form of attendance must be returned to school.</td>
</tr>
<tr>
<td>Per administrator review, equivalent of 9 unexcused absences</td>
<td>At the discretion of the administration, school privilege(s) may be revoked: School dances Long Lunch Early Leave or Late Arrival Extracurricular Activities Athletics (spectator or participation)</td>
</tr>
<tr>
<td>Per administrator review, equivalent of 10-12 unexcused absences</td>
<td>The Wyoming Police will make a visit to student’s house each day of unexcused absence.</td>
</tr>
<tr>
<td>Per administrator review, equivalent of 15 unexcused days; 10 consecutive unexcused days</td>
<td>Recommendation to Superintendent for suspension of license to the Department of Motor Vehicles.</td>
</tr>
<tr>
<td>Equivalent of more than 15 unexcused absences; more than 10 consecutive unexcused days</td>
<td>Superintendent submits a Truancy Report to Hamilton County Court.</td>
</tr>
</tbody>
</table>
MAKE UP WORK

*For each day of school approved excused absence, a student is automatically granted one day for make-up work. Tests/Quizzes are to be taken when a student returns from an excused absence or when determined by the teacher. Make up privileges are extended to students who are school approved absent from school on the day of a test.
*A student who cuts class to avoid the test is to be marked “0” on the test. This mark is then averaged with other marks for the appropriate grade period.
*Make up privileges will be permitted for those students whose school absences are unexcused.
*If a student is absent due to a parental request pre-planned absence, a form will be distributed to the student’s teachers. The following rules regarding such an absence will apply:
  - Students will be expected to make up any major tests given during the absence on the first day back in school or at the teacher’s convenience.
  - Major papers/projects due during the period of absence must be turned in prior to leaving.
All missed assignments must be turned in on the first day back in school or at the teacher’s convenience.

SUSPENSION (in regards to school work, tests, & quizzes)

Students who are given in-school suspension will be given full privilege on turning in work and taking quizzes and tests.

*Students suspended from school for disciplinary reasons are entitled to make up any exam, test, quiz, homework assignments, etc. missed due to the suspension.

The following rules regarding a student under out of school suspension will apply:
  - Students will be expected to make up any major tests, quizzes, exams during the absence on the first day back in school or at the teacher’s convenience.
  - Major papers/projects due during the period of absence must be turned in the first day back in school.
CLOSED CAMPUS

5 pts.
*Wyoming High School is a closed campus. Students involved in community resource programs, community volunteer programs, independent study programs, or special projects outside the school building may be permitted to leave campus during the school day to fulfill their commitments and research needs. With written parental permission, arrangements for these dismissals are made with the appropriate faculty member and the approval of the Assistant Principal or the Principal. All other students are to remain on campus for the entire school day. Students determined to be off school grounds during the school day without authorization could be subject to suspension from school.

HOME LUNCH PRIVILEGE
*Students who can walk to their home, eat lunch, and walk back to school in the period of time allotted for lunch, may apply for a Home Lunch Pass. Application forms are available in the Main Office and require parental signature indicating consent. Completed forms are to be returned to the Attendance Office. Students may not drive to their homes or anywhere else for lunch in a car or on a motorized vehicle. Upon return to school from lunch, students are to report to the cafeteria until it is time for the next class.
*The Home Lunch Privilege is simply that--and can be revoked as a disciplinary measure.

COLLEGE VISITATION
*Seniors and juniors will be given a maximum of three days each year to visit colleges to which they have applied, intend to apply, or in the opinion of the College Placement Dean, there is a valid reason for such a visit. A special form is available in the Guidance Office which provides for the name(s) of the college(s), the requested date(s) for the visit, and the parent/guardian signature. This form is then given to the College Placement Dean for approval in advance of the visit. The form also explains the procedure for notifying teachers of the college visitation days.
PRE-PLANNED ABSENCE

*Prior to the dates of absence, a form signed by the parent or a phone call to the Attendance Office indicating the reason for absence and the dates of absence is required. Teachers will be notified upon receipt of this note. A special form is available in the Attendance Office which provides the student’s name, the requested date(s), parent/guardian signature and signature of student’s teachers. The completed form is returned to the Attendance office prior to absence.

- Students will be expected to make up any major tests given during the absence on the first day back in school or at the teacher’s convenience.
- Major papers/projects due during the period of absence must be turned in prior to leaving.
- All missed assignments must be turned in on the first day back in school or at the teacher’s convenience.

Pre-planned absences will not be accepted during exam days unless Administrative approval.
REQUIREMENTS TO PARTICIPATE IN COMMENCEMENT CEREMONY

In order to participate in the Commencement ceremony a senior must:
- - have completed all academic requirements for graduation as stated above. (A student who fails to complete two or fewer credits and is able to show proof or demonstrate good faith of being able to complete all required coursework by the end of the summer school term, shall be permitted to participate in the ceremony; however, the diploma will be withheld pending successful completion of all graduation requirements.)
- - have passed all five sections of the Ohio Graduation Test (A student who has demonstrated significant effort by participation in all Ohio Graduation Test preparation and review sessions, may, at the discretion of the building principal, be permitted to participate in the ceremony; however, the diploma will be withheld pending successful completion of all graduation requirements.)
- - participate in graduation rehearsals scheduled by the building principal.
- - must follow the dress code for graduation.

A student who participates in graduation without having completed all requirements for the awarding of a diploma will be given a diploma cover similar to all other graduating seniors at the graduation ceremony.

GRADUATION DRESS CODE

In order to preserve the beauty and tradition of our Wyoming graduation ceremony, the following dress code will be enforced as follows:

Girls
-- White full-length dress no more than 2-3 inches above the ankle
-- No off-white, cream or ivory
-- No strapless dresses
-- White, dressy heels, sandals or flats
-- No clogs, tennis shoes or flip-flops
-- Slip Required (Even if dress is lined, slip length should equal skirt length)

Boys
-- White tux jacket with black tux pants and black dress shoes
-- All boys must wear the same style, shirt and black shoes (no tennis shoes, sandal or flip-flops). Tuxedo arrangements must be made by each individual student through the school.

All Graduates
-- No sunglasses
-- No hats or visors
-- No personal fans
**ADMINISTERING MEDICINES TO STUDENTS**

Many students are able to attend school regularly only through effective use of medication in the treatment of disabilities or illnesses that will not hinder the health or welfare of others. If possible, all medication SHOULD BE GIVEN BY THE PARENT AT HOME. If this is not possible, parents may come to school to administer medications to their children. School personnel will be permitted to administer medications only when NO OTHER ALTERNATIVE IS AVAILABLE. In this circumstance, if a student is required by a physician’s order to take medication during the school day, the procedures listed below will be followed. (1) School personnel must be informed that the administration of any drug (prescription or over-the-counter) without the order of the physician and the permission of the parent or guardian could be interpreted as practicing medicine and is prohibited by law. (2) The principal or his appointed representative will supervise the storage and dispensing of the medications in the absence of the school nurse. (3) Medications should be brought to school by the parent or guardian and must be received in the container in which it was dispensed by the prescribing physician or licensed pharmacist. (4) Written permission must be received from the parent or guardian of the student requesting that the school district comply with the physician’s order. (5) A completed Medication Request Form, which complies with existing law, must be received and retained. (6) Accurate records must be kept of all medications administered to students by school personnel. (7) The school nurse will be the consultant and will be contacted when there are any questions about the type of drug, its administration, or possible side effects. At no time will medication be administered or taken at school when there are unanswered questions. (8) New Medication Request Forms must be submitted for each new school year and for any change in medication ordered. (9) No employee who is authorized to administer a prescribed drug and who has a copy of the physician’s statement will be liable in civil damages for administering or failing to administer the drug, unless he/she acted in a manner that would constitute gross negligence or wanton or reckless misconduct. (10) No employee will be required to administer a drug to a student except pursuant to requirements established under this policy. The Board of Education shall not require an employee to administer a drug to a student if the employee objects, on the basis of religious conviction, to administer the drug. (11) No student shall administer any medications to other students. **The intent of these procedures is to ensure that no medication will be taken at school without administrative approval. This includes prescription and non-prescription drugs. Medication orders can be faxed from your physician to the school nurse at 206-7132. **The role of the school will be one of cooperation with the parent and student. The school will dispense medication only if there is no other feasible way and all of the above guidelines have been followed.
STUDENT CONDUCT

Good conduct is based on respect and consideration for the rights of others. Students will be expected to conduct themselves in such a way that the rights of others are not violated. The students of Wyoming City School District will conform with school regulations and accept directions from authorized school personnel.

A student who fails to comply with established school rules or any reasonable request made by school personnel on school property and/or at school-related events will be dealt with according to approved student discipline regulations. The Board of Education has a "zero tolerance" for violent, disruptive or inappropriate behavior by its students; i.e., the Board will not tolerate violent, disruptive or inappropriate behavior by its students and such behavior is prohibited as set forth in the Student Code of Conduct. The Board also has "zero tolerance" for excessive truancy, and truancy from school or from study hall will result in disciplinary action as set forth in the Student Handbook.

WYOMING HIGH SCHOOL
DISCIPLINE CODE POINT SYSTEM

Wyoming High School uses a point system as the basis for its disciplinary action. As educational professionals, every effort is made to support and protect our students. It is always our goal to treat each situation with consistency. However, there are occasions where the use of flexibility within this plan will best serve the needs of the individual student and the student population in general. As details regarding specific incidences are not available for public scrutiny, the administrative staff at Wyoming High School reserves the right to be flexible with this plan and make decisions based on our experience and knowledge of individual cases.

Through the use of the point system, administrators, teachers, and guidance counselors will work together in an attempt to find causes of student misbehavior and hopefully prevent or eradicate it so that the students may benefit from the wide range of educational experiences and course offerings. The Wyoming High School staff is always available to provide professional guidance and offer understanding and assistance when necessary.

The Assistant Principal will have the responsibility of dealing directly with the discipline of student misconduct. Every attempt will be made to communicate to parents all necessary information concerning discipline or attendance problems. Parents and guardians should feel free to contact the Assistant Principal for assistance.
Copies of the Discipline Code and relevant board policies are available in the office, upon request, to students and parents. Disciplinary action will follow the Board of Education approved Discipline Code.

These discipline regulations apply to conduct: while school is in session; at school-sponsored activities on school premises; off school premises at any school-sponsored activity or event; in any vehicle whose use is controlled, organized, or arranged by the school; or, at any time when the student is subject to the authority of the Board of Education or school personnel. School-sponsored activities or events include, but are not limited to, graduation ceremonies and graduation-related activities.

During the time of suspension (not to include in-school suspension), expulsion, or removal, the parent, guardian, or custodian of the student (or the student if eighteen years of age or older) is responsible for the student. While suspended, expelled, permanently excluded, or removed from school, students are not permitted to attend curricular or extracurricular activities or to be on school premises for any reason unless a prior appointment has been made with school officials.

**HOW THE POINT SYSTEM WORKS**

A violation of school rules will result in the assignment of points. Based on the severity of the offense, final determination of a disciplinary consequence is at the discretion of the administration.

When a student reaches:

<table>
<thead>
<tr>
<th>Points</th>
<th>Consequences</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 points</td>
<td>One hour Friday Study</td>
</tr>
<tr>
<td>6 points</td>
<td>2 hour Friday Study</td>
</tr>
<tr>
<td>9, 12 points</td>
<td>Automatic three (3) hour Friday Study</td>
</tr>
<tr>
<td>15, 18, 21</td>
<td>Option A – 1 day in-school suspension</td>
</tr>
<tr>
<td></td>
<td>Option B – 2 three (3) hour Friday Study</td>
</tr>
<tr>
<td></td>
<td>Option C – 1 day out-of-school suspension</td>
</tr>
<tr>
<td>24 points</td>
<td>Option A – 3 day in-school suspension</td>
</tr>
<tr>
<td></td>
<td>Option B – 3 day out-of-school suspension</td>
</tr>
<tr>
<td>35 points</td>
<td>Option A – 5 day in-school suspension</td>
</tr>
<tr>
<td></td>
<td>Option B – 5 day out-of-school suspension</td>
</tr>
<tr>
<td></td>
<td>Option C – Combination of Option A and B may be</td>
</tr>
<tr>
<td></td>
<td>offered if deemed appropriate</td>
</tr>
<tr>
<td>40 points</td>
<td>Student will be placed on Principal’s Probation</td>
</tr>
<tr>
<td>45 points</td>
<td>Option A – 10 day out-of-school suspension</td>
</tr>
<tr>
<td></td>
<td>Option B – 10 day combination out-of-school</td>
</tr>
<tr>
<td></td>
<td>suspension and in-school suspension</td>
</tr>
<tr>
<td>60 points</td>
<td>Recommendation to the Superintendent to initiate</td>
</tr>
<tr>
<td></td>
<td>expulsion proceedings</td>
</tr>
</tbody>
</table>

21
STUDENTS MAY EARN A REDUCTION OF POINTS

Students who have accumulated over 12 points may reduce their points by meeting with the assistant principal and setting up a contract that will demonstrate improved behavior. Such a contract may include not being tardy for a specific period of time, not having a discipline referral to the office for a designated period of time. Contracts are void if points are assigned during contract.

Point reduction contracts may be requested once a semester and are student initiated. Points are cleared at the end of each school year.

WYOMING CITY SCHOOLS
Wyoming, Ohio 45215

CODE OF REGULATIONS FOR CONDUCT OF PUPILS

This code of regulations is adopted by the Wyoming Board of Education pursuant to § 3313.661, Ohio Revised Code.

Any pupil engaging in the types of conduct either specifically or generally like the kinds of conduct listed below is subject to expulsion, suspension, emergency suspension or removal from curricular or extracurricular activities pursuant to Ohio Revised Code § 3313.661 and Policy 5610 of the Wyoming Board of Education.

The types of conduct prohibited by this code of regulations are as follows:

1) 5-60 pts. Damage or destruction of school property, on or off school property.

2) 5-60 pts. Damage or destruction of private property on school premises or in areas controlled by the school.

3) 15-60 pts. Assault on a student or other person on school premises while in the custody or control of the school, or in the course of a school-related activity.

4) 60 pts. Assault on a school employee on the school premises while in the custody or control of the school.

5) 60 pts. Possession, use, sale or distribution of a firearm on school property, in a school zone, or in any other areas controlled by the school during school activities.

6) 60 pts. Possession, use, sale, or distribution of a dangerous object (which may render physical harm to another if improperly used) on school property, in a school zone, or in any other areas controlled by the school during school activities.
7)  **15-60 pts.** Possession or use of a “look alike” counterfeit weapon or instrument on school property, in any other areas controlled by the school.

8)  ************ Unauthorized bodily contact (Level I, II). The act of physically touching or hitting, or making physical threats to a student or employee of the school system or any other person while on school property or while attending a school-sponsored event.

<table>
<thead>
<tr>
<th>Level</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>15-24 pts.</td>
<td>Level I - Students end physical altercations on their own.</td>
</tr>
<tr>
<td>30-45 pts.</td>
<td>Level II - Physical altercation had to be ended by bystanders or an act of assault is involved.</td>
</tr>
</tbody>
</table>

Level I and Level II violations will be determined by the number of points a student has as a total.

9)  **3-24 pts.** Verbal, written, or electronic threatening, bullying or intimidating of students or other persons on school premises or in the course of a school-related activity.

10)  **15-24 pts.** Verbal, written, or electronic threatening bullying or intimidating of school employees on school premises or in the course of a school-related activity.

11)  **3-15 pts.** Chronic misbehavior which disrupts or interferes with any school activity.

12)  **3-9 pts.** Disregard of reasonable directions or commands by school authorities including school administrators and teachers.

13)  **3 pts.** No backpacks are allowed in classrooms during the school day. Students are encouraged to store backpacks in their school lockers during the school day. A backpack is defined as a “pack” or briefcase used to carry textbooks and notebooks to class. Students will be permitted to have purses (with no textbooks inside), binder notebooks, etc.

14)  **3-15 pts.** Any disruption or interference with school activities.

15)  **3 pts.** Presence in areas during school hours where a student has no legitimate business without permission or supervision of school administrators or teachers.
16) 10 pts. Presence in areas outside school hours where a student has no legitimate business without permission or supervision of school administrators or teachers after 3:05 p.m.

17) 3 pts. The student, staff, and municipal parking lot is off limits during the school day. Students may go out to their cars with permission from the administration. Seniors with lunch passes may come and go only during lunch, but should be off-campus the entire lunch period.

18) 5 pts. Leaving school during school hours without permission of the proper school authority.

19) 3 pts. Distribution or placement of pamphlets, leaflets, buttons, signs, insignia, etc. on school property without the permission of the proper school authority.

20) 5-10 pts. Demonstrations by individuals or groups causing disruption to the school program.

21) 6-24 pts. Disrespect to a teacher or other school authority.

22) 3 pts. Skipping detention.

23) 5-10 pts. Refusing to take detention or other properly administered discipline.

24) 6-10 pts. Falsifying information given to school authorities in the legitimate pursuit of their jobs.

25) 15-60 pts. Possessing, distributing, transmitting, concealing, consuming, showing evidence of having consumed, using or offering for sale any alcoholic beverages including non-alcoholic beers, tobacco products, illegal drugs, un-prescribed drugs, look-alike drugs or any mind-altering substance while on school grounds or facilities; at school sponsored events; in other situations under the authority of the school or in school-controlled vehicles. (See Chemical Health Rules and Smoking Rules.)
26) 15-30 pts. Sexual harassment. Sexual harassment has no place in the Wyoming City School District and will not be tolerated. Examples of sexual harassment-type conduct may include, but are not limited to, unwanted sexual advances; demands for sexual favors in exchange for favorable treatment; repeated sexual jokes, flirtations, advances, or propositions; verbal abuse of a sexual nature; graphic verbal commentary relating to an individual’s body, sexual prowess or sexual deficiencies; coerced sexual activities; any unwanted physical contact; sexually suggestive or obscene comments or gestures; or displays of sexually suggestive obscene objects or pictures. Whether any such act or comment may constitute sexual harassment-type conduct is often dependent on the individual recipient.

27) 35-40 pts. Turning in or threats of false fire, tornado, bomb, or disaster alarms.

28) 15-60 pts. Extortion of a pupil or school personnel.

29) 15 pts. Forgery of documents.

30) 3 pts. Each class cut.

31) 6-30 pts. Cheating or plagiarizing. (See Code of Academic Integrity)

32) 15 pts. Hazing.

33) 15 pts. Gambling.

34) 3-9 pts. Public display of affection.

35) 15-60 pts. Engaging in sexual acts/sexual touching on school premises.
<table>
<thead>
<tr>
<th>No.</th>
<th>Points</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>36</td>
<td>15-60 pts.</td>
<td>Unwelcome sexual conduct.</td>
</tr>
<tr>
<td>37</td>
<td>15-30 pts.</td>
<td>Publication of obscene, pornographic, or libelous material.</td>
</tr>
<tr>
<td>38</td>
<td>6-15 pts.</td>
<td>Use of indecent or obscene language in oral or written form or gestures/cursing.</td>
</tr>
<tr>
<td>40</td>
<td>15-60 pts.</td>
<td>Setting or attempting to start a fire, or using or possessing smoke bombs, fireworks, incendiaries, etc.</td>
</tr>
<tr>
<td>41</td>
<td>15-60 pts.</td>
<td>Theft and/or possession of stolen property.</td>
</tr>
<tr>
<td>42</td>
<td>3-6 pts.</td>
<td>Failure to abide by reasonable dress and appearance codes set forth in student handbooks or established by administration or the Board of Education.</td>
</tr>
<tr>
<td>43</td>
<td>3-10 pts.</td>
<td>Failure to abide by rules and regulations set forth by administration for student parking.</td>
</tr>
<tr>
<td>44</td>
<td>6 pts.</td>
<td>Disobedience of driving regulations while on school premises.</td>
</tr>
<tr>
<td>45</td>
<td>3-15 pts.</td>
<td>Willfully aiding another person to violate school regulations.</td>
</tr>
<tr>
<td>46</td>
<td>6-45 pts.</td>
<td>Any type of prohibited activity listed herein engaged in by a student on school premises, on a school bus, or in the control or custody of the school district regardless of whether on or off school premises, or at a school-related or extracurricular activity regardless of location.</td>
</tr>
<tr>
<td>47</td>
<td>6-45 pts.</td>
<td>Any other activity by a pupil, which the pupil knows or should know will disrupt the academic process or a curricular or extra-curricular activity while in the control or custody of the school district regardless of whether on or off school premises, or at a school-related activity regardless of location.</td>
</tr>
<tr>
<td>48</td>
<td>6-45 pts.</td>
<td>Commission by a pupil of any crime in violation of the Ohio Criminal Code, Ohio Traffic Code, Ohio Juvenile Code, and/or any municipal criminal or juvenile ordinance.</td>
</tr>
</tbody>
</table>
STUDENT PARKING

Violation = 3-10 pts.
The City Council of Wyoming is allowing students to park in the Municipal lot on a "first come, first served" basis.
The gym lot and the lower east lot (both lots located on school property) are for staff, selected seniors and school employees only. A student found parking in either of these two lots (or in a visitor parking spot in front of the building) without proper authorization, will run the risk of having his/her vehicle towed (at owner's expense) and will have disciplinary points assigned.

PERMANENT EXCLUSION

When a student who is age sixteen or over commits one of several serious crimes, which are specified by law, the superintendent may seek to have that student permanently excluded from school. The offenses for which permanent exclusion is authorized are as follows:

1) 60 pts. Conveying deadly weapons onto school property or to a school function.
2) 60 pts. Possessing deadly weapons on school property or at a school function.
3) 60 pts. Carrying a concealed weapon on school property or at a school function.
4) 60 pts. Trafficking in drugs on school property or at a school function.
5) 60 pts. Murder or aggravated murder on school property or at a school function.
6) 60 pts. Voluntary or involuntary manslaughter on school grounds or at a school function.
7) 60 pts. Assault or aggravated assault on school grounds or at a school function.
8) 60 pts. Rape, gross sexual imposition, or felonious sexual penetration on school grounds, at a school function, or when the victim is a school employee.
9) 60 pts. Complicity in any of the above offenses, regardless of location.

ALL LOCKERS IN THE SCHOOL BUILDINGS OF THIS SCHOOL DISTRICT ARE SCHOOL PROPERTY AND ARE SUBJECT TO SEARCH AT ANY TIME.
**CHEMICAL HEALTH**

**NO SMOKING**

1st offense – smoking school + 15 pts.
2nd offense – 24 pts.

Student possession and/or use of tobacco in any form while on school grounds constitute(s) a violation of the Code of Student Conduct. Any student determined to be in possession or using tobacco in the building or on school grounds (including the student parking lot) should be referred to the administration for discipline.

**ADMINISTRATIVE RULES - Curricular Program**

In the event that a student is suspected of using drugs or alcohol, an I.A.T. member will immediately be made aware of the suspicion. In addition, an administrator will be involved so that necessary steps can be taken to evaluate the condition and behavior of the student and to determine what follow-up action is appropriate.

The evaluation of the student should involve observation of the student’s general behavior with particular attention given to movement, speech, eyes, and significant odors.

If, based upon the assessment, suspicion regarding the use and/or abuse of drugs or alcohol is confirmed, the administrator handling the case will initiate action as dictated by the Administrative Rules section of the Chemical Dependency policy.

**ADMINISTRATIVE RULES - Extra-curricular Program**

In the event that suspicion arises that a student is using drugs or alcohol as a participant or spectator in a school-sponsored extra-curricular activity, the advisor or coach shall conduct an assessment of the student as outlined above.

If, after assessment, the advisor or coach believes suspicions have been confirmed, he/she should send for an administrator, an I.A.T. member, or the athletic director. The administrator, I.A.T. member, or athletic director will initiate the steps outlined above.

If an administrator, I.A.T. member, or athletic director is not available, the faculty advisor or coach should take the following steps:

1. Prohibit the student from participating.
2. Contact parent, or if parent is not available, contact police to escort student from premises.
3. File with an administrator a written report of the incident outlining the reason for the suspicion as well as the results of the assessment. The administrator will initiate action as outlined in the Administrative Rules.
CONSEQUENCES FOR SELLING, DEALING, OR GIVING AWAY ILLEGAL DRUGS OR ALCOHOL

(1) First Offense – 45 pts.
   a) Parent notified. b) Student suspended for ten school days. c) A professional evaluation of student’s chemical dependency is required prior to reinstatement along with a written statement from the assessor stating the date of assessment and recommendations. d) The student will be reinstated at a parent conference with a principal and I.A.T. member present. A behavior contract will be signed by a parent and student at the reinstatement conference. The contract will be based on the recommendations of the diagnosis and/or treatment center. e) Police and district superintendent notified. f) Expulsion from school requested.

(2) Second Offense – 60 pts.
   a) Parent notified. b) Student suspended.
   c) Police notified. d) Expulsion from school requested.

CONSEQUENCES FOR USE OR POSSESSION OF ILLEGAL DRUGS, COUNTERFEIT CONTROLLED SUBSTANCES (aka look-alike drugs), OR ALCOHOL

(1) First Offense – 35 pts.
   a) Parent notified and student taken to a detox center hospital, or released to parent, if student appears high or drunk. b) Student suspended for five school days or longer. A professional evaluation of student’s chemical dependency is required prior to reinstatement along with a written statement from the assessor stating the date of assessment and recommendations. c) The student will be reinstated at a parent conference with a principal and I.A.T. member present. A behavior contract will be signed by a parent and student at the reinstatement conference. The contract will be based on the recommendations of the diagnosis and/or treatment center. d) Failure to follow these regulations will result in a request for expulsion from school. e) Police may be notified.
2) **Second Offense** - 45 pts.
   a) Parent notified and student taken to a detox center hospital, or released to parent, if student appears high or drunk.  
   b) Student suspended for ten school days or longer.  
   c) A professional evaluation of student’s chemical dependency is required prior to reinstatement along with a written statement from the assessor stating the date of assessment and recommendations.  
   d) The student will be reinstated at a parent conference with a principal and I.A.T. member present. A behavior contract will be signed by parent and student at the reinstatement conference. The contract will be based on the recommendations of the diagnosis and/or treatment center.  
   e) The police and the district superintendent will be notified.  
   f) Failure to follow these regulations will result in a request for expulsion from school.

(3) **Third Offense** – 60 pts.
   a) Parent notified and student taken to a detox center hospital, or released to parent, if student appears high or drunk.  
   b) Student suspended and expulsion from school requested.  
   c) Police notified.

A student’s disciplinary record in regards to the consequences for violations of Chemical Health will be maintained continuously throughout his/her high school enrollment.

**CODE OF ACADEMIC INTEGRITY**

6-30 pts.
Through the years Wyoming High School has achieved a reputation for maintaining high standards of academic excellence. This reputation was gained through high levels of student performance and achievement. Although standards are set for groups of students, performance levels are attained by individuals.  
Each student at Wyoming High School is responsible for his or her own academic achievement. Each student is expected to be honest and to avoid any violation of academic trust such as

1. giving or receiving aid during an examination, test, quiz or similar type of evaluation.
2. using unauthorized learning aids, study materials, cheat sheets, etc., during a test. Proper test taking procedures dictate that students must put all study materials, learning aids, textbooks, etc., out of sight and reach prior to the beginning of testing. A violation of academic integrity may occur if any item such as those described above is found to be in close proximity to the student during testing, to the extent that the test proctor may be led to believe that cheating may have occurred.
3. obtaining, circulating or using an examination, test, quiz, answer key, etc., without permission.
4. plagiarizing or falsifying information; knowingly providing materials to aid in plagiarism.
5. submitting work prepared by another; copying work prepared by another.
6. defacing books or other instructional materials.
7. removing library and department resource materials without authorization.
8. any other action which would not be representative of a student’s own academic effort.

Should violations of this Code of Academic Integrity occur, students may expect prompt disciplinary action. A student’s status and reputation may be seriously damaged by violations of this nature.

Individual teacher expectations must be explained by the classroom teacher. Since study habits, “paper trail” requirements and procedures, documentation procedures, the kind of collaborative work, etc., may vary from teacher to teacher, these expectations need to be clearly delineated so that students are clear on the Code of Academic Integrity. In cases involving writing, students are expected to document their work by maintaining a “paper trail” of their notes and rough drafts.

Students will be required to sign the Code of Academic Integrity acknowledging receipt and participation at the beginning of each school year.

**CONSEQUENCES FOR ACADEMIC INTEGRITY VIOLATIONS**

6-30 pts.

Violation of the Code of Academic Integrity must be reported to the Assistant Principal who will record this information in the student’s discipline record. The teacher is expected to notify the student’s parents of the violation and academic consequences.

In cases where a suspected violation of the Code of Academic Integrity occurs, a consultation meeting with the faculty member and Assistant Principal will take place. Decisions regarding disciplinary measures will be made after meeting with the Assistant Principal, the teacher and the student.
When it has been judged that plagiarism has occurred, the offending student, in the case of a first offense, will be assigned the appropriate point consequences. A second offense of plagiarism may result in suspension from school. Students involved with plagiarism will also be expected to properly complete the plagiarized work. Failure to complete this work will result in course failure for the quarter. Even though the assigned work will be completed, the assignment grade will be a "zero." Repeated violations could result in lengthened periods of suspension.

Since academic integrity is viewed as an essential student quality, a student’s discipline record (while held in confidence by the administration) will be considered when determining eligibility for special honors and recognition.

A student’s disciplinary record in regards to the consequences for violations of the Code of Academic Integrity will be maintained continuously throughout his/her high school enrollment.

GENERAL RULES AND REGULATIONS CONCERNING STUDENT CONDUCT

TECHNOLOGY USE

Violation = 5-60 pts.

Wyoming City School District believes access to technology greatly benefits students and educators. As one security method, our Internet provider, Hamilton/Clermont Cooperative Association, provides a "firewall" for all World Wide Web searches. The firewall blocks access to specific sites that have been deemed inappropriate and that list is updated regularly. However, there always exists the possibility that a student might choose to access material that is questionable.
Along these lines, we will guide students to web sites, which support and enhance the curriculum. The use of technology is a privilege and the student must accept the responsibility that comes with using this valuable resource wisely. Students will be expected to maintain a high standard of conduct on-line. *Students may not:*

- Use inappropriate language.
- Use offensive or inflammatory speech.
- Abuse the rules of copyright.
- Attempt to use the computer for any illegal activities (i.e., “hacking”).
- Knowingly or inadvertently spread computer viruses.
- Share passwords.
- Impersonate or use pseudonyms.
- Send harassing e-mail.
- Cause any physical alteration or movement of technology.
- Refer to teachers or students in a derogatory manner.

Blatant abuse or misuse will be dealt with like any other violation of school rules and could result in discipline or revocation of network privileges.

**ELECTRONIC AUDIO, VIDEO EQUIPMENT, BEEPERS, PHONES, ETC.**

Violation=3-60 pts.

Electronic devices are acceptable at Wyoming High School if used appropriately and/or for instructional purposes. Students may not use electronic devices to knowingly/unknowingly violate the Code of Regulations for Conduct of Pupils in anyway. The teaching staff will explicitly state his/her electronic device policy verbally and in written form. The disregard of a reasonable request by the teacher will result in an office referral and appropriate points.

Wyoming High School is committed to teaching students the importance of appropriate uses of technology in the academic setting.

Examples of electronic devices include but are not limited to: MP3; iPods; CD Players/Tape Players; Gameboys/PSP’s; Digital Cameras; Laptops; cell phones, Blackberries, iPhones; and Video Cameras.

Students are responsible for the safekeeping of electronic devices brought to school.
STUDENT DRESS CODE

Violation – 3-6 points
Students are expected to dress in a manner appropriate for school and conducive to a healthy, safe, and orderly environment. Inappropriate dress is deemed such because it either (1) interferes with the student’s safety, health, and welfare or that of other students, or (2) causes disruption or directly interferes with the educational process, or (3) is excessively revealing or distracting (i.e. too tight, shows undergarments), or (4) is an article of clothing, button or badge that contains the following: offensive / obscene / vulgar words, phrases, or illustrations; derogatory statements toward the purpose of education, political, religious, racial, or national groups; references to drugs, alcohol, weapons, violence, gangs; sexual references; and/or advertises any product or service not permitted to minors by law.

Top Wear: Upper body articles of clothing should cover the shoulder to the waist. No skin should be shown above or below the waistline, front or back, while sitting, standing, or walking. No spaghetti straps.

Shirts must not extend past mid-thigh. Boys may not wear tank tops, muscle shirts, or sleeveless shirts. Undergarments must not be exposed. No off- the- shoulder shirts, coats, or backpacks.

Bottom Wear: Shorts and pants must be worn at the waist. No “saggin” (baggy) pants/shorts. Belts must be worn if needed. Shorts, skirts, and dresses should reach mid-thigh or longer. Undergarments must not be exposed.

Headgear: No hats, hoods, or headgear (i.e. du-rags) will be worn in the school building.

Students arriving at school dressed inappropriately will be required to call home to arrange for suitable clothing.

No dress code can address changing styles and fads. A determination will be made by an administrator whether a student’s dress or garments meet the school’s requirements.
SYMBOLIC EXPRESSION
Symbolic expression is defined herein as that type of expression which conveys the personal ideas, feelings, attitudes, and opinions of an individual in a manner more remote but no less valid than verbal expression itself. Under this definition, some element of subjectivity is attached to the concept of symbolic expression. If some form of symbolic expression is used, consideration must be given to the intention of the person who is expressing himself in symbolic manner.

(1) Symbolic expression through buttons and badges:
   a) Students have the right to wear any insignia so long as it does not cause disruption of the educational process.
   b) The wearing of any insignia with obscene or libelous words, phrases, or pictures is prohibited.
   c) No flags or banners may be flown from the flagpole or publicly displayed except those approved by the Board of Education or its designated agents.

(2) Symbolic expressions through physical gestures:
   a) Gestures, which convey a connotation of obscene or highly disrespectful acts or which infringe on the rights of others, are forbidden.
   b) Politically oriented gestures are acceptable unless such gestures are given to call or begin an overt and immediate disruption of the educational process.
   c) A student has the right to refrain from saluting the flag, repeating the Pledge of Allegiance, singing The National Anthem, or standing during any of these activities. However, a student does not have the right to prevent others from participating in these activities.

WRITTEN EXPRESSION
The Horizon, Round-Up, and Icarus provide an authorized outlet under faculty supervision for students with an interest in creative writing, research, and publication.

Non school literature will not be distributed on school property.
FRATERNITIES, SORORITIES, AND ASSOCIATED ACTIVITIES

Fraternities and sororities are not school-sponsored nor approved. Fraternity or sorority activities may not be conducted on school property and if found to be disruptive to the educational process, will be treated as disciplinary concerns. The right and responsibility to make decisions concerning participation in any organized activity or group belong to parents and student. Other outside, non-school or non-district sponsored activities may not use school facilities.

HAZING

Violation – 15 pts.
Students taking part in initiation activities for a social club such as a fraternity or a sorority who engage in any act “that causes or creates a substantial risk of causing mental or physical harm to any person” are guilty of hazing. (Ohio Revised Code 2903.31)

Board Policy 5516: The Wyoming School District believes that hazing activities of any type are inconsistent with the educational process and shall be prohibited at all times. No administrator, faculty member, coach, or other employee of the school district shall encourage, permit, condone, or tolerate any hazing activities. No student, including leaders of student organizations, shall plan, encourage, or engage in any hazing.

Hazing is defined as doing any act or coercing another, including the victim, to do any act of initiation into any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person.

Administrators, faculty members, and all other employees to the school district shall be particularly alert to possible situations, circumstances, or events which might include hazing. If hazing or planned hazing is discovered, involved students shall be informed by the discovering school employee of the prohibition and shall be required to end all hazing activities immediately. All hazing incidents shall be reported immediately to an administrator.
BULLYING AND AGGRESSIVE BEHAVIOR
Harassment, intimidation, or bullying toward a student, whether by other students, staff, or third parties is strictly prohibited and will not be tolerated. This prohibition includes aggressive behavior, physical, verbal, and psychological abuse. The Board of Education will not tolerate any gestures, comments, threats, or actions which cause or threaten to cause bodily harm or personal degradation. This policy applies to all activities in the District, including activities on school property or while enroute to or from school, and those occurring off school property if the student or employee is at any school-sponsored, school-approved, or school-related activity or function, such as field trips or athletic events where students are under the school’s control, in a school vehicle, or where an employee is engaged in school business.

To access the entire Board of Education policy on Bullying and Other Forms of Aggressive Behavior, please see the district website under Policies or see the posting in district buildings.

DANCE RULES
1) In order to attend a dance, a student must be in attendance for at least 5 out of 7 bells
2) Once you leave the dance, you may not re-enter.
3) Students will submit to drug/alcohol screening, including the use of a portable breathalyzer, upon the request of school authorities.
4) Students will NOT sell, purchase, possess, or show evidence of having consumed intoxicants.
5) Students will comply with all school rules, regulations, and reasonable requests from school authorities.
6) The dance is open only to Wyoming High School students and one invited guest with approved guest form.
7) A photo I.D. is required of all guests.
8) No inappropriate contact or gestures permitted on the dance floor.
9) The school is not responsible for lost articles.

All rules and regulations also apply to the parking lot areas and automobiles. Testing positive for the use of intoxicants and/or failing to comply with all rules and regulations will result in removal from the event, suspension and/or expulsion from school, and/or legal action.
VISITOR POLICY
Students wishing to bring a visitor to school must clear the visit with an administrator twenty-four hours in advance of the visit. Visitors will only be allowed in extremely limited circumstances. The student will take a permission slip to all teachers for approval of visitor to classroom.

CAFETERIA
Bringing outside food orders into the cafeteria without prior approval is prohibited. Students may be permitted to go outside in designated areas or to the gym during lunch provided there is supervision by lunch duty personnel. Food & drink are not permitted in the gym, gym lobby, Pendery Lobby, or Rotunda.

FOOD AND DRINK IN CLASSROOMS
No food or drink (except for clear water in clear water bottles) may be brought into classrooms without teacher permission. Students are permitted to eat during Study Hall in the Cafeteria.

WHS ATHLETIC ELIGIBILITY REQUIREMENTS
In order for a student to be eligible for athletics, the student must have received passing grades in a minimum of five one credit courses, or the equivalent, in the immediately preceding grading period. This is an Ohio High School Athletic Association regulation. There is no appeal for an athlete who does not meet this requirement each quarter. (Physical education, with the exception of Strength & Conditioning, does not count as one of the 5 courses.)

Student-athletes must also have 1.6 Grade Point Average (GPA) grades 9/10, 1.8 GPA for grades 11/12 for the preceding quarter. If the student does not meet the GPA requirement, then he/she is ineligible. There is, however, an appeal procedure available for those students affected. Appeal procedure: After 1 week, and/or after interim grades are submitted, the student may appeal to a committee made up of the athletic director, counselor, and one teacher. The committee will review the student’s performance to see if needed improvements have been made. The committee will rule on the student’s eligibility and report to the Principal, and his/her decision is final. The student may appeal only these two times during the quarter. If eligibility is re-institated, the student may begin participation immediately.
CODE OF CONDUCT FOR
WYOMING ATHLETIC DEPARTMENT AND
EXTRA CURRICULAR ACTIVITIES

The following rules and regulations constitute violations of the Code of Conduct for student athletes of Wyoming City Schools. Whereas the circumstances surrounding suspected violations must be examined, the coach or advisor must use his/her judgment in determining discipline, which should be consistent with the team or organization overall disciplinary code.

I. Specific Rules and Regulations

1. Violation of any rules contained in the Code of Student Conduct approved by the Board of Education.

2. Failure to maintain training rules which prohibit the possession or use of tobacco (including smokeless tobacco), alcoholic beverages, or illegal drugs at any time during the athletic season. (See II and III below.)

3. Failure to maintain or return equipment and uniforms owned by the athletic department of the Wyoming City Schools.

4. Disrespect to officials or other school personnel before, during, or after an athletic contest/extracurricular activity.

5. Refusal to use transportation provided to and from athletic contests/extracurricular activities.

6. Failure to maintain the academic requirements established by the Wyoming City Schools and the Ohio High School Athletic Association.

7. Failure to attend required practices, meetings, activities, performances, or athletic contests at the specified time.

8. Disregard of reasonable directions or commands by school authorities.

9. Conviction for violation of any state or community laws.

10. Failure to follow eligibility standards set forth by the Ohio High School Athletic Association.

11. A student who is disciplinarily removed from or who quits a sport or activity after the season has begun will forfeit the right to any awards connected with that program and is ineligible to participate in other sports, conditioning programs, or other extra-curricular activities until the end of that season unless approved by the Athletic Director or the administration.

12. In addition to these regulations, each coach or activity sponsor may have additional regulations, which will be explained and distributed to each participant.
SCHOOL ATTENDANCE FOR EXTRACURRICULAR PARTICIPATION:

A guiding principle in terms of absence from school is that “if a student is too ill to attend school, he/she is too ill to participate in extracurricular activities.”

In order to participate in an extra-curricular activity on a school day, a student must be in attendance for at least 5 out of 7 bells. All other arrangements must be made at the discretion of the principal and the school activity sponsor or coach.

II. Tobacco, Alcohol & Illegal Drugs

Failure to maintain school rules which prohibit the possession, distribution, or use of tobacco products, alcoholic beverages, or illegal drugs, 24 hours a day, 7 days a week, from the date of the first official practice until the end of last contest of that particular season, will result in the following specified consequences.

1. Self-Referral Policy

   The self-referral option is only available to students and/or parents on the first infraction. A self-referral must be made to the coach/sponsor and administration before the school officials have knowledge of a code of conduct violation. If a student or parent seeks assistance for dealing with a tobacco, alcohol, or other drug problem by self-referral to their coach and school administrator, and they agree to participate in an education/diagnostic program approved by the school administration, there shall be no prohibition from athletic activities or extracurricular activities. Proof of attendance at the diagnostic assessment must be submitted to the administration prior to reinstatement. Refusal or failure to complete the education/diagnostic program will result in the full penalty as provided in this code of conduct. Self-referrals, which result in no prohibition from participation, are still considered first violations in the event of a subsequent second violation.
2. **Tobacco Products**
   
   A. First Violation with Self-Referral – student will be required to complete an educational session about tobacco abuse to be conducted at the discretion of the school administration. Failure to complete the educational session will result in denial of participation for a period of 2 school days.
   
   B. First Violation (no self-referral) – student will be denied the privilege of participating for a period of 2 school days and will be required to complete an educational session about tobacco abuse to be conducted at the discretion of the school administration. Failure to satisfactorily complete this requirement will result in an additional 3 school day denial of the privilege of participating, which must also include a denial of participation in a minimum of one game, practice, activity, meeting or performance.
   
   Second Violation – student will be denied the privilege of participating for the remainder of the current season. Successful completion of an outside (non-school district) educational program about tobacco abuse to be conducted at the discretion of the school administration will result in the denial of participation for 20 school days which must also include denial of participation in a minimum of 4 games, practices, activities, meetings or performances.
   
   C. Subsequent Violations – student will be denied the privilege of participating in athletics or extracurricular activities for the remainder of the time the student attends Wyoming Schools.

3. **Alcohol or Illegal Drugs**
   
   A. First Violation with Self-Referral – student will be required to complete an assessment. This diagnostic assessment must include, if recommended, a treatment program to be conducted at the discretion of the school administration. Failure to complete the assessment will result in denial of participation for a period of 5 school days, which must also include denial of participation in a minimum of one game, practice, activity, meeting or performance.
B. First Violation (no self-referral) – student will be denied the privilege of participating for a period of 5 school days which must also include a denial of participation in a minimum of one game, practice, activity, meeting or performance. The student must also complete an assessment. This diagnostic assessment must include, if recommended, a treatment program to be conducted at the discretion of the school administration. Failure to complete the assessment will result in denial of participation for a period of 10 school days, which must also include denial of participation in a minimum of 2 games, practices, activities, meetings, or performances.

C. Second Violation – student will be denied the privilege of participating for 180 school days (one school year from the date of second violation). Successful completion of a second assessment will result in the denial of participation for 20 school days, which must also include denial of participation in a minimum of 4 games, practices, activities, meetings, or performances.

D. Subsequent Violations – student will be denied the privilege of participating in athletics or extracurricular activities for the remainder of the time the student attends Wyoming Schools.

The above violations of the tobacco, alcohol, and illegal drug policy are cumulative through a student’s athletic career. However, violations are not cumulative from the middle school to the high school.

III. Denial of Participation

1. When a student is suspected of having violated the Code of Conduct of the Wyoming Athletic and Extracurricular Department, a disciplinary hearing will be held before an administrator, or athletic director. At this time, the student will be informed of the specifics of the suspected violation(s) and will have the opportunity to present information on his/her own behalf. Due process rights will be afforded the student athlete or extracurricular activity participant.
2. Any pupil determined to have engaged in the types of conduct either specifically or generally like the kinds of conduct listed above will be subject to disciplinary action, which may include denial of participation or removal from the team/organization.

3. A denial of the privilege of participating in athletics or extracurricular activities is a total restriction of activity. Students, during the period of denial, will not be permitted to attend practice, use school transportation provided for the activity, sit on the team bench, or any other similar activity.

4. The denial of the privilege of participation extends through the evening hours of a school day. If a weekend separates school days of denial of the privilege of participation, the student MAY NOT PARTICIPATE during the weekend. If the denial of the privilege of participation extends through Friday, the student MAY PARTICIPATE beginning Saturday morning.

5. A student denied the privilege of participating in athletics or extracurricular activities during a period of tryout, or similar activity for an upcoming sport or organization, will, as a consequence of this policy, be denied the privilege of participating in the activity determined by the tryout, etc.