

STUDENT DRESS CODE POLICY

Students are expected to come to school neat and clean, as if they were going to work.

Head coverings shall not be worn in the building unless required for religious or health related reasons.

All pants (and shorts) shall be fastened at the waist. Shoes shall be worn and securely fastened to the feet and have a low heel height. No flip flops, slides or house slippers.

Clothing that exposes undergarments, tank tops (boys' shirts must have sleeves), spaghetti straps, see-through or mesh shirts, or shirts with obscene words, vulgar graphics, alcohol or controlled substance motifs should not be worn.

Clothing shall not expose the mid-chest area. Mini-skirts, mini dresses, and short shorts shall not be permitted. Hemlines shall be no shorter than fingertip length.

Clothing or jewelry which could create a disruption to the educational process, or which could be a safety or health issue is not acceptable.

Clothing or articles determined to be gang-related will not be allowed on campus, including bandanas.

Students must wear their Student ID while they are on campus with the appropriate lanyard for their grade level.

Failure to adhere to these guidelines will result in the consequences outlined by the district and/or loss of privileges. Please refer to the HCPS Student Code of Conduct for more clarification.

ELECTRONIC DEVICES POLICY

Cell phones and other electronic devices are to be used responsibly for educational purposes only in the classroom with teacher permission.

Students are allowed to use electronic devices responsibly as needed during morning arrival, and afternoon dismissal. Students may use them during breakfast and lunch with permission from the administration or staff on duty.

Students are not allowed to record anyone (adult or student) without their consent before doing so with said permission captured on video.

Students must adhere to HCPS Student Code of Conduct as it pertains to Electronic Devices.

Failure to adhere to these guidelines will result in the consequences outlined by the district and/or loss of privileges.

CONSEQUENCES:

First Offense: The device may be confiscated by the staff member, labeled, and given to the administrator. The staff member will notify the parent/guardian and the administrator will return the device to the student at the end of the day.

Second Offense: The device may be confiscated by the staff member, labeled and given to the administrator. A mandatory conference is scheduled and the electronic device is returned to the parent. This may be a phone conference.

Third Offense: The device may be confiscated by the staff member, labeled, and given to the administrator. This will result in disciplinary (detention, work detail, etc.)

Any future offenses will result in the device being confiscated and further disciplinary action for disobedience and possible out-of-school suspension.

TARDY POLICY

Classroom Tardy: an unexcused tardy exists when a student is not in his/her assigned class or roll call area when the tardy bell rings.

Individual teachers will mark students unexcused tardy while taking period attendance at the beginning of each period. Teachers should notify the student affairs office (SAO) if a student attempts to enter their room without a pass following the first 15 minutes of any class period. Students arriving late to school (after 9:35 am), must sign in at the SAO. Teachers and grade level teams should encourage students to arrive on time using PBIS incentives.

Consequences (per class by quarter)

1 ST TARDY	VERBAL WARNING & MARKED IN ATTENDANCE
2 ND TARDY	VERBAL WARNING & MARKED IN ATTENDANCE
3 RD TARDY	VERBAL WARNING & MARKED IN ATTENDANCE
4 TH TARDY	1 DAY OF DETENTION OR WORK DETAIL
5 TH TARDY	2 DAY OF DETENTION OR WORK DETAIL
6 TH TARDY	1 DAY OF SATURDAY SCHOOL
7 OR MORE TARDIES	2 DAYS OF SATURDAY SCHOOL

Further unexcused tardies will be considered disobedience and result in further disciplinary action to be determined by the Student Affairs Office.

Passes: no passes the first ten or last ten minutes of any class period.

Pass Procedures:

1. During a class period, while in the hall for any reason, each student must have a written pass. This includes "quick" trips.
2. Remind students that they may only use the restroom in the building that matches your classes assigned restroom pass.
3. Student passes can be in one of two forms.
4. Restroom pass.
5. District/office pass for any other location (must have a teacher signature).