



STRAWBERRY CREST HIGH SCHOOL

Policies and Procedures



2023-2024

TARDY POLICY

School starts at 8:40 AM every day. Students arriving after the tardy bell (each class) will accumulate a tardy. Tardies are counted on a cumulative basis, per 9 weeks.

| <u>Tardy #</u> | <u>Consequences</u> |
|----------------------------------|---------------------------------|
| 1 st -4 th | Warning by teacher |
| 5 th | Warning Letter & Parent Contact |
| 10 th | 2 Days Work Detail |
| 15 th | 2 Days Lunch Detention |
| 20 th | 1 Day ISS |
| 25 or more | AP discretion |

DELIVERIES (Food, Balloons, Flowers, etc.)

Students may not receive deliveries of any kind during school hours. This includes Doordash and Uber Eats. Any food delivered to the office will be disposed of.

CAFETERIA RULES

Students are to remain orderly in cafeteria lines and clean-up after themselves after eating. Discipline will be assigned to students who do not follow the rules of the cafeteria (skipping Line, throwing food, leaving trash, etc). Students **MUST** report to the cafeteria during their assigned lunch periods. Roaming the campus is not permissible. No student should be in the halls, parking lot, gym, restroom or media center.

DRESS CODE POLICY

Students violating dress code will be assigned discipline. This includes: pants not at waist, tank tops (all male's shirts must have sleeves), midriffs, bare shoulders, excessive cleavage, head coverings (hats or hoodies), short-shorts and mini-skirts, clothing with inflammatory or derogatory statements, pajamas, clothing with excessive rips/tears, house slippers, wallet chains.

First Offense Consequences: notification to parent or guardian, and/or; change of inappropriate attire.

Second Offense Consequences: notification to parent or guardian; change of inappropriate attire; *and 1 day of detention.*

Third Offense Consequences: notification to parent or guardian; change of inappropriate attire; *and 1 day in- school suspension.*

Fourth and Subsequent Offenses: considered willfully disobedient and are subject to referral, which may include *out-of-school suspension.*

**** Jackets may not be used as "changing" inappropriate clothing.****

PROHIBITED ITEMS

Hats, headphones covering the ears, gang related items, drug paraphernalia, laser lights, noisemakers, confetti toys and skateboards, etc. are not permitted in school. Items will be confiscated, and student will be referred to Student Affairs Office for disciplinary action. Parents will need to pick up confiscated items in Student Affairs Office by the end of each semester. Items not picked up will be donated to a charity.

PERSONAL PROPERTY

The school is not responsible for the damage to or theft of personal property belonging to students. This includes electronic devices (BYOD), automobiles parked in the student parking lots, bicycles, personal property kept in school lockers, etc. STUDENTS ARE STRONGLY ENCOURAGED TO LEAVE VALUABLE PROPERTY AT HOME.

Students should report thefts to the School Resource Deputy (SRD) immediately.

BULLYING

Bullying will not be tolerated. Students should report any incidents of bullying to any teacher, school counselor, administrator and or School Resource Deputy (SRD) immediately. Bullying can also be reported at www.hillsboroughschools.org. Digital Citizenship (cyberbullying) policies will be monitored and enforced.

ELECTRONICS POLICY

During school hours and while on the bus, cell phones and other electronic devices are to be used under the supervision of district staff for educational purposes only. The use of electronic devices on school property and school sponsored transportation to record, photograph, transmit, or post images or videos of any student or staff without their permission is strictly prohibited.

The use of electronic devices with the ability to record or photograph are prohibited in restrooms and locker rooms. Cell phone conversations and video recording during the school day are prohibited unless under the supervision of staff/school personnel.

Inappropriate use of Technology/Wireless Communication Devices is when the possession of a wireless communication device disrupts the educational process. This includes the unauthorized use of a wireless communication device to capture images or recordings without permission during school hours, attaching power cords to school outlets/devices, and not following the classroom cell phone policies and procedures.

**Devices may only be used in approved areas and students must comply with the directives of teachers and staff regarding when and where electronic devices can be used. Violations of this policy may result in: The device being confiscated by the teacher for the period, the device being confiscated and brought to the office by the teacher to be handled by administration, parent*



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*pick up of the device, detention, work detail, ISS, and up to 5 days of OSS. Any student that refuses to turn over their device to teachers and staff will automatically receive a referral and a consequence. **

Vaping

Vaping is not allowed. Any student seen vaping or in possession of a vape device, even if they are "holding" it for someone, will be searched and receive up to 5 days OSS for the first offense. This includes blowing smoke out of your mouth even if you are not in possession of a device. Possession of more than one device may be treated as a drug sale with a change of school to an alternate location consequently.

Restrooms

The restrooms are for the sole purpose of going to the bathroom. You need to "go, wash your hands, and exit" as quick as possible. Stalls are intended for 1 person. If more than 1 person is in a stall, we will assume you are doing something against school rules and you will receive immediate disciplinary action which may include up to 5 days OSS. If a restroom is vandalized, that restroom may be closed indefinitely.

REPORTING ABSENCE BY PHONE

All student absences must be reported and explained by parents/guardians either by phone call or written notes. Notification must be provided by the parent on the day of absence or the day of return from an absence. Parents are urged to call the attendance line as soon as they determine their child will be absent. All absences, excused or un-excused will generate an automated call to inform parent. All non-reported absences will be considered unexcused.

CHANGE OF ADDRESS-TELEPHONE NUMBER

Any student who changes residence or phone numbers during the school year must record the change of address or phone number with the Student Affairs Office. Students who move out of the Strawberry Crest attendance area are required to withdraw and attend the school within the zone that they live.

SCHOOL HOURS/ AFTER HOUR ACTIVITIES

Students may be on campus from 8:00am until 3:55 pm. School/class hours are 8:40 am to 3:35 pm. Students should not be on campus when classes are not in session unless they are involved in a school sponsored activity and are under the supervision of a faculty/staff member (classrooms including the gym and locker room). Students are reminded that when attending school functions in the evening or weekends, care should be taken that parents and/or guardians be prompt and punctual in providing departure transportation at the conclusion of the event.

SIGN-IN POLICY

Students must sign in through the Student Affairs Office (SAO) as soon as they arrive on campus, if after 9:00 AM. A tardy with a doctor's note or when accompanied by a parent/guardian is considered excused; otherwise, the tardy is unexcused. Please see the District Student Code of Conduct (Handbook) for lists of excused and unexcused instances.

SIGN-OUT POLICY

Only those people listed on the student's emergency card are permitted to sign out students and they must show ID prior to the student being called out of class. Student Drivers may bring a signed parent note to SAO prior to the start of the school day to receive permission to sign out without a parent present. The note must include the reason for signing out, student's name, student number, time for sign-out, a parent signature, and a phone number. All sign-out notes will be confirmed via phone call. Due to safety, sign-outs over the phone are not permitted.

Students **MUST** physically sign-out through SAO or discipline will be assigned. No sign-outs after 2:00 pm on Mondays and Pep Rally Days, and 3:00 pm Tuesday – Friday. Excessive sign-in/sign-outs will require parent conference with Assistant Principal.

STUDENT DRIVERS POLICY

Every student who drives to school must purchase a hangtag. Forms can be found in the SAO and hangtags can be purchased any time of year. There will be no loitering in the parking lot and no student is allowed in an automobile or in the parking lot during school hours. Students who use their vehicles to leave school without properly signing out or to improperly transport other students off campus, (including lunch) will lose their driving privileges for up to 9 weeks and ALL parties will receive discipline.
