



NORTHAMPTON AREA SCHOOL DISTRICT

SECONDARY STUDENT/PARENT HANDBOOK 2025-2026

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SUMMARY OF MAJOR CHANGES

The following is a list of major changes made to the Secondary Parent-Student Handbook from the previous school year. This summary of changes is not a comprehensive list of all changes in the current handbook.

Board of Education

(Updated) Members of the School Board have been updated.

School Personnel

(Updated) Links have been included to directly access the staff directory for each school.

Nondiscrimination In School and Classroom Practices

(Updated) Removal as it is duplicate information located on page 83

Attendance Procedures

Language updated to be consistent with Act 29.

Bell Schedule

Middle School 2-hour delay schedule

Cafeteria

Lunch price: \$3.10

Library

Description updated

Parking

Permitted parking locations were updated

Keystones

Updated Keystone Exams 2025-2026 testing window dates

Northampton Cyber Academy

NCA handbook now included.

PSSA (MS ONLY)

Updated PSSA testing window dates for Spring 2026

Middle School Students Taking High School Courses

Updated language and more descriptive procedures

Credit Recovery

Updated courses to align to the Program of Studies

Dances/Proms

Updated eligibility of participation and procedures for entrance/exit

Skipping Class

Added a timeframe that may result in a skipped class referral

Tobacco and Vaping Products

Language updated to align with applicable law and consequences for both nicotine and THC vapes

Out of School Suspension OSS

Updated the timeframe of suspension and work completion requirements

New Sections

- Surveys

Other Changes

- eHall pass changed to a school-issued pass
- Policy references throughout the handbook were updated
- Removed Olweus Bullying Prevention Program Section
- Updated NCAA approved courses



INTRODUCTION

MESSAGE FROM ADMINISTRATION



Northampton Area School District

2014 Laubach Avenue
Northampton, PA 18067
Phone (610)-262-7811

Students and Parents:

The Northampton Area Middle School and Northampton Area High School administrations, faculties, and support staff welcome you and wish you a productive, exciting, and successful school year.

This Student Handbook provides you with an overview of our procedures, responsibilities, activities, and policies at the middle school and high school. Students should take some time to discuss this handbook with their parents so that they may become aware of the many opportunities and experiences they will encounter this school year.

At Northampton Area Middle School and Northampton Area High School we are committed to excellence. As we accept the adventures of a new school year, we ask every student, parent, and teacher to work together in striving towards excellence.

The Northampton Area Middle School Administration and Faculty

The Northampton Area High School Administration and Faculty



SUPERINTENDENT'S MESSAGE



Northampton Area School District

Joseph Kovalchik
District Administration Office
2014 Laubach Avenue
Northampton, PA 18067
Phone (610)262-7811 (Ext. 20200) Fax (610)262-1150

Dear Students and Parents,

Welcome to the Northampton Area School District. The Mission of the Northampton Area School District is: Northampton Area School District, in partnership with families and our community, is committed to educating and empowering all students to become respectful contributing members of society who learn from the past, listen to the present, and lead our future. Learn, Listen, and Lead.

The Northampton Area School District strives to provide a safe and orderly environment as well as the highest quality learning opportunities. Because students and parents play an important role in this partnership for excellence, we look forward to a team approach and to your input and support of our schools. It is important for students not only to come to class prepared with pens and books, but also with a positive attitude and a willingness to work. Learning is as much the student's responsibility as it is ours. Your commitment to educational excellence means you accept your responsibility to render your best effort in both curricular and co-curricular activities.

This handbook has been prepared to familiarize you with the many aspects of the Northampton programs and procedures. We encourage parents and students to discuss, with each other, the important information included in the handbook. We are certain it will answer many questions and be used as a guide throughout the year. Please feel free to contact the school building administrators if you have any questions about its contents.

The faculty, support staff, administration, and school directors are looking forward to a challenging and rewarding year. We are here to help you achieve your goals and aspirations. We wish you much success during your school years at Northampton.

Sincerely,

Joseph S. Kovalchik
Superintendent



NORTHAMPTON AREA SCHOOL DISTRICT

Mission

Northampton Area School District, in partnership with families and our community, is committed to educating and empowering all students to become respectful contributing members of society who learn from the past, listen to the present, and lead our future.

Learn, Listen, and Lead

Belief Statements

1. We believe every individual has value and deserves to be treated with dignity and respect.
2. We believe a safe and positive environment is essential to learning.
3. We believe in forging positive relationships among students, staff, parents, and the community.
4. We believe student success is cultivated through physical, emotional, social, and intellectual development.
5. We believe high expectations promote high achievement.
6. We believe all students deserve an educational experience that provides relevant and challenging academic and extracurricular activities.
7. We believe educational excellence requires continuous improvement and is the shared responsibility of students, staff, parents, and the community.
8. We believe instructional strategies should be student-centered and evidence-based, and all students should be challenged to develop to their fullest potential.

Vision Statement

The Northampton Area School District will provide a dynamic and supportive environment to empower students to cultivate their strengths and passions to achieve their individual goals within a culture of excellence.



Northampton Area School District Profile of a Graduate



An NASD Graduate is a...

- | | |
|--|---|
| | Communicator <ul style="list-style-type: none"> • Write clearly • Speak effectively and listen attentively |
| | Collaborator <ul style="list-style-type: none"> • Work productively with others • Build trust and solve conflicts |
| | Inquisitive Learner <ul style="list-style-type: none"> • Research and ask questions • Always striving to learn more |
| | Innovator <ul style="list-style-type: none"> • Generate ideas, experiment • Devise unique solutions and alternatives |
| | Leader <ul style="list-style-type: none"> • Inspire others to achieve goals • Develop a team, remain flexible |
| | Critical Thinker <ul style="list-style-type: none"> • Open-minded • Gather evidence, make informed decisions |

An NASD Graduate has...

- | | |
|--|---|
| | AMBITION <ul style="list-style-type: none"> • Strong desire to be successful • Determination and hard work |
| | CHARACTER <ul style="list-style-type: none"> • Kindness and compassion • Strives to always do what is right |
| | INTEGRITY <ul style="list-style-type: none"> • Strong moral principles, honesty • Taking responsibility and accountability for actions |
| | EMPATHY <ul style="list-style-type: none"> • Care about others • Listen to and understand different perspectives |



Northampton Area School District • 2014 Laubach Ave
Northampton, PA 18067 • www.nasdschools.org



Board of Education

Kristin Soldridge, President
Nathan Lichtenwalner, Vice President
Michael Baird, Ed.D.
John Becker
Parker Flamisch
Joshua Harris
Ross Makary
Brian McCulloch
Doug Vaughn

District Administration

Joseph S. Kovalchik, Superintendent of Schools
Dr. Michelle Schoeneberger, Assistant Superintendent
Craig Neiman, Business Administrator
Dr. Michael Alogna, Director of Human Resources
Nicolette Teles, Curriculum Supervisor, Grants, and Special Programs
Katie Trach, K-6 Elementary Supervisor
Scott Oste, 7-12 Secondary Supervisor
Sally Fredericks, Supervisor of Transportation
Victoria Kropf, Director of Special Education
Tiffany Eberhart, Assistant Director of Special Education
Kaitlyn Hoffman, Supervisor of Special Education Curriculum
Kurt Paccio, Director of Technology
Jonathan Jenny, Director of Maintenance

High School Administration

Luke Shafnisky, Principal
Randy Burger, Assistant Principal
Stefani Fink, Assistant Principal
Jonathan Ortwein, Assistant Principal

Middle School Administration

Michael Lopata, Principal
Kayla Cowitch, Assistant Principal
Barry Schultz, Assistant Principal

ADMINISTRATIVE RESPONSIBILITIES

For a list of current administrative responsibilities please visit the [NAHS](#) and [NAMS](#) websites.

FACULTY/STAFF

For a list of faculty/staff please visit the link below for each respective school.

[Northampton Area High School](#)

[Northampton Area Middle School](#)

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DISTRICT CALENDAR

NORTHAMPTON AREA SCHOOL DISTRICT 2025-2026 SCHOOL CALENDAR

July						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August 18, 19, 20, & 21, 2025.....In-Service Days
August 25, 2025.....First Day for Students
September 1, 2025.....Labor Day
October 13, 2025.....In-Service Day
November 24 & 25, 2025.....No School for Grades K-5
November 26, 2025.....In-Service Day
Nov. 27 & 28/Dec. 1 2025.....Thanksgiving Holiday
(Commences at Close of School on Tuesday, November 25, 2025)
December 2, 2025.....School Reopens
Dec. 24-31, 2025/Jan. 1-2, 2026.....Winter Holiday
January 5, 2026.....School Reopens
January 19, 2026.....Martin Luther King Holiday
February 13, 2026.....In-Service Day
February 16, 2026.....Presidents' Day
April 2 - 6, 2026.....Spring Recess
(Commences at Close of School on Wednesday, April 1, 2026)
April 7, 2026.....School Reopens
May 25, 2026.....Memorial Day
June 1, 2026(1/2 Day).....Last Day for Students
June 2, 2026.....In-Service Day

Instructional make-up days will be scheduled using the following dates at the discretion of the Superintendent:
1st - June 2, 2026; 2nd - June 3, 2026; 3rd - June 4, 2026;
4th - June 5, 2026; 5th - April 2, 2026

*Other Possible Make Up Days: December 1, 2025,
April 6, 2026, February 16, 2026, and January 19, 2026*

ACT 80 DAYS (All Dates are Subject to Change)
August 19 & 20, 2025.....In-Service Days
October 13, 2025.....In-Service Day
November 24 & 25, 2025 (Full Days).....Elementary Conf.
February 13, 2026.....In-Service Day
May 27-29, 2026.....1/2 Days
June 1, 2026.....1/2 Day

Month	Instr.	(Cum.)	Staff	(Cum.)
August	5	5	9	9
September	21	26	21	30
October	22	48	23	53
November	17	65	18	71
December	16	81	16	87
January	19	100	19	106
February	18	118	19	125
March	22	140	22	147
April	19	159	19	166
May	20	179	20	186
June	1	180	2	188

□ In-Service ○ No School △ Act 80 ◇ Last Day
Section 1502 - Official District Holidays

January						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Board Approved: 1/13/25



PARENTAL SUPPORT

NASD believes that the education of our children is a joint responsibility, one it shares with the parents of the school community. To ensure that the best interests of the child are served in this process, a strong program of communication between home and school must be maintained. NASD feels that it is the parents who have the ultimate responsibility for their children's in-school behavior, including the behavior of students who have reached the legal age of 18, but are still for all practical purposes under parental authority. During school hours, the designated administrators act *in loco parentis* or in place of the parents.

Guidelines to encourage parent-school cooperation are:

- Parent-teacher conferences to permit two-way communication between home and school.
- Open houses in District schools to provide parents with the opportunity to see the school facilities, meet the faculty, and sample the program on a first-hand basis. Each school in the District will hold an open house at least annually.
- Meetings between parents and staff members to explain and discuss matters of general interest with regard to child-school, child-home, or child school-home relationships.
- Meetings between staff members and groups of parents of those students having special abilities, disabilities, needs, or problems.
- Special events of a cultural or topical nature, which are initiated by parent groups, involve the cooperative effort of students and parents, and are of general interest to the schools or community.

For the benefit of children, NASD believes that parents have a responsibility to encourage their child's career in school by:

- Supporting the schools in requiring that the children observe all school rules and regulations, and by accepting their own responsibility for children's willful in-school behavior.
- Sending children to school with proper attention to their health, personal cleanliness, and dress.
- Maintaining an active interest in the students' daily work and making it possible for the student to complete assigned homework through providing a quiet place and suitable conditions for study.
- Reading all communications from the school, and signing and returning them promptly when required.
- Cooperating with the school in attending conferences set up for the exchange of information on the child's progress in school.
- Participating in in-school activities and special functions.

Guidelines for Communication between Parents and School-District Staff:

- Communication between parents and school district staff is necessary for effective student learning and is therefore encouraged.
- Mutual respect between parents and staff is required for effective communication.
- Parents are encouraged to make their initial contact with the teacher when an issue arises.
- Parents may communicate with staff members by written note, email, phone, voice mail, or in person. Phone calls, face-to-face, or virtual meetings will be accommodated during the teacher's scheduled preparation time, or at another agreed upon time. Check with the teacher for his/her availability.
- Notes or email should be used to convey brief factual information. A major issue should be communicated face-to-face or by phone.
- Appointments must be made if a parent wishes to meet with his/her child's teacher or administration. The parent is asked to state the purpose of the meeting in advance.
- Building sign-in procedures must be followed in order to ensure a safe school environment. Depending on the teacher and administration's availability, it may be impossible to accommodate requests for unscheduled meetings.
- Parents are a vital part of the team that is working toward the success of the student. Discussion and communication should focus on the student's needs and not on the character or personality of the parent, staff member, or other students.
- Use of sarcasm, profanity or harassing statements is not acceptable in professional communications.
- Teachers and administration will make every attempt to respond to parents within 48 hours. There may be circumstances (such as teacher absence or technical/computer problems) that may extend the teacher's response time.



PARENT VISITATION *Refer to NASD Board Policy 907 - <https://www.nasdschools.org/policies>*

School Visitors

- All visitors must report directly to the security desk/building office upon entering school property to show identification, a State ID card or license. Visitors will be scanned through the RAPTOR system, to register and secure permission to conduct a visitation, and to receive a visitor's pass. If the visitation is for a parent/guardian or teacher-initiated parental conference concerning the parent's/guardian's child, the meeting must be scheduled in advance with the teacher. Upon arrival at school, a person visiting for this purpose shall register at the security desk/building office of the principal prior to proceeding to the conference site.
- All visitors must have scheduled appointments. Appointments may be scheduled during a teacher's planning time, before or after school, or at a mutually convenient time. Exceptions may be made in the case of emergencies. Parent-Teacher Organization meetings and building-wide programs with open invitations from building administration are considered scheduled appointments.
- All non-NASD staff are asked to state their purpose, show picture identification, sign in, and wear a visitor's pass.
- Students from other schools are not allowed to visit the high school or middle school during the school day, excluding school-sanctioned activities, clubs, or events.
- Outside speakers and guests who supplement class instruction or a curricular activity or event must be approved by the building principal and should follow all school clearance requirements, if applicable.
- Unscheduled visits or conferences with teachers or students during the school day result in interruption of the overall educational process and are generally discouraged except in an emergency or unusual circumstances. Visitors may not interrupt a teacher who is teaching a class or supervising students.
- No visitor may confer with a student in school, other than a student of whom he/she is the parent/guardian, without prior permission of the building principal.
- No visitor shall be allowed to photograph or videotape any person or any part of any building or to tape record any conversation of any kind without prior approval of the Superintendent or his/her designee.
- Teachers should not discuss individual students or the performance of those students with any non-school persons, except the student's parent/guardian, unless written permission is granted by the parent(s)/guardian(s) or the parent/guardian is in attendance. Teachers may discuss individual students with law enforcement officials and probation officers or as required by law for student assistance purposes.
- Staff members shall require that a visitor has duly registered at the security desk/school office and received authorization to be present for the purpose of conducting business.
- Should an emergency require that a student be called to the security desk/school office to meet a visitor, the principal or his/her designee shall be present during the meeting.
- All persons, including but not limited to parents/guardians, visitors, and members of the general public, are prohibited from the use of foul, profane, abusive language and hand gestures whether spoken or written when visiting a school or on school property. If the language or actions are professed in a loud, offensive or disruptive manner as observed by other persons, the visitor(s) may be removed from District property and could be subject to a citation.
- Private vehicles are not to be driven in the parking lots while buses are loading or moving.
- Under no circumstances are parents permitted to bring weapons onto school property.

STUDENT ENROLLMENT *Refer to NASD Board Policy 200 - <https://www.nasdschools.org/policies>*

Northampton Area School District will enroll school age students eligible to attend district schools, in accordance with applicable laws and regulations, Board policy and administrative regulations. To start the student enrollment process please call the school main office.

STUDENT RESPONSIBILITIES *Refer to NASD Board Policy 235 - <https://www.nasdschools.org/policies>*

Student responsibilities include regular school attendance, conscientious effort in classroom work, and conformance to school rules and regulations. Most students share with the administration and faculty a responsibility to develop a climate within the school that is conducive to wholesome learning and living. No student has the right to interfere with the education of his/her fellow students. It is the responsibility of each student to respect the rights of teachers, students, administrators and all others who are involved in the educational process. Students should express their ideas and opinions in a respectful manner so as not to offend or slander others. The District will follow all federal, state, and district policies regarding student rights and expression.



It is the responsibility of the students to:

- Be aware of all rules and regulations for student behavior and conduct themselves in accord with them.
- Be willing to volunteer information in matters relating to the health, safety and welfare of the school community and the protection of school property.
- Adhere to the rules in their entirety until waived, altered, or repealed.
- Assist the school staff in operating a safe school for all students enrolled therein.
- Be aware of and comply with state and local laws.
- Exercise proper care when using public facilities and equipment.
- Attend school daily, except when excused, and be on time at all classes and other school functions.
- Make all necessary arrangements for making up work when absent from school.
- Pursue and attempt to satisfactorily complete the courses of student prescribed by state and local school authorities.
- Avoid inaccuracies in student newspapers or publications and indecent or obscene language.

STUDENT RIGHTS Refer to NASD Board Policy 235 - <https://www.nasdschools.org/policies>

No student is deprived of equal treatment and equal access to the educational program, due process, a presumption of innocence, and free expression and association in accordance with these guidelines. Students have the right to express themselves unless such expression materially and substantially interferes with the educational process, threatens immediate harm to the welfare of the school or community, encourages unlawful activity, or interferes with another individual's rights. Students may use publications, handbills, announcements, assemblies, group meetings, buttons, armbands, and other means of common communication, provided that the use of public school communications facilities is in accordance with the regulations of the authority in charge of those facilities.

Students have the responsibility to obey laws governing libel and obscenity and to be aware of the full meaning of their expression.

- Students have the responsibility to be aware of the feelings and opinions of others and to give others a fair opportunity to express their views.
- Identification of the individual student or at least one (1) responsible person in a student group is required on any posted or distributed materials.
- School officials require students to submit for prior approval a copy of all materials to be displayed, posted, or distributed on school property.

Bulletin Boards

- School authorities can restrict the use of certain bulletin boards.
- Bulletin board space is provided for the use of students and student organizations.
- School officials can require that notices or other communications be officially dated before posting, and that such materials be removed after a prescribed reasonable time to assure full access to the bulletin boards.

School Newspapers and Publications

- Students have a right and are as free as editors of other newspapers to report the news and to editorialize within the given provisions.
- School officials can supervise student newspapers published with school equipment, remove obscene or libelous material, and edit other material that would cause a substantial disruption or interfere with school activities.
- School officials can't censor or restrict material simply because it is critical of the school or its administration.
- Prior approval procedures regarding copy for school newspapers identifies the individual to whom the material is to be submitted and establishes a limitation on the time required to make a decision. If the prescribed time for approval elapses without a decision, the material is considered authorized for distribution.
- Students who are not members of the newspaper staff have access to its pages. Written criteria for submission of material by non-staff members is developed and distributed to all students.

The wearing of buttons, badges, or armbands is permitted as another form of expression within the given restrictions. School officials can set forth the time and place of distribution of materials so that distribution does not materially or substantially interfere with the requirements of appropriate discipline in the operation of the school.

- A proper time and place is set for distribution which gives the students the opportunity to reach fellow students.



- The place of such activity can be restricted to permit the normal flow of traffic within the school and at exterior doors.

MAINTAINING PROFESSIONAL ADULT/STUDENT BOUNDARIES *Refer to NASD Board Policy 824*

All adults (district employees, volunteers, student teachers, and independent contractors and their employees who interact with students or are present on school grounds) shall be expected to maintain professional, moral, and ethical relationships with district students that are conducive to an effective, safe learning environment. This policy addresses a range of behaviors that include not only obviously unlawful or improper interactions with students but also precursor grooming and other boundary-blurring behaviors that can lead to more egregious misconduct. Any behavior that could be construed as a violation of this policy should be reported following our Title IX reporting procedures.

SCHOOL BOARD POLICIES

All policies are available online through the Northampton Area School District Home Page.

<https://www.nasdschools.org/policies>

IMPORTANT TELEPHONE NUMBERS FOR HIGH SCHOOL

Safe to Say	1-844-723-2729	
Main Office:	610-262-7812	(fax) 610-262-3024
Guidance Office:	610-262-7813	(fax) 610-262-6595
Attendance Office:	610-262-7812 (ext. 11001)	(fax) 610-262-3024
Discipline Office:	610-262-7812 (ext. 11104)	
Nurse:	610-262-7815	
Athletic Office:	610-262-7816	
Library:	610-262-7812 (ext. 11304)	
Community Education	610-262-7812 (ext. 11115)	
District Website:	http://www.nasdschools.org/	
School HS Website:	https://www.nasdschools.org/o/nahs	

IMPORTANT TELEPHONE NUMBERS FOR MIDDLE SCHOOL

Main Office:	610-262-7817	(fax) 610-262-6583
Guidance Office:	610-262-7817 (ext. 14256)	(fax) 610-262-6583
Attendance Office:	610-262-7817 (ext. 14264)	(fax) 610-262-6583
Discipline Office:	610-262-7817	
Nurse:	610-262-7819	
Library:	610-262-7817 (ext. 14376)	
Community Education	610-248-0797	
District Website:	http://www.nasdschools.org/	
School MS Website:	https://www.nasdschools.org/o/nams	



ATTENDANCE

ATTENDANCE PROCEDURES *Refer to NASD Board Policy 204 - <https://www.nasdschools.org/policies>*

This section may change during the course of the year in accordance with the Pennsylvania Department of Education (PDE). The NASD views appropriate school attendance as the keystone for beneficial educational experiences. It is of the utmost importance that all students attend school on a regular basis with unnecessary disruption and interruption. It is imperative that parents recognize their inherent responsibility to

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nurture and foster good attendance habits. Attendance is a key to your child's success. Schools are responsible for teaching your child, but cannot do their job if your child is absent. Research shows that attendance is the single most important factor in school success. Avoid scheduling family trips or doctor appointments during school hours. Parents are reminded that the state of Pennsylvania has established specific criteria for ensuring that students attend school on a regular basis.

Reporting Student Absences

In most cases, an automated call, text or email from the school will notify parents when their child has been marked absent for the day. Parents/guardians should not call the school to notify them that their child will be absent from school that day.

Parents must submit an absence excuse, with a valid reason for the absence, within 3 days of their child's absence. Valid reasons include illness, medical or dental appointment, death of a family member, family emergency, court hearing with documentation, authorized school activities, and educational travel with prior approval. Be advised that a parental phone call will not take the place of a written or electronic excuse.

The preferred method to submit excuses is electronically through the Sapphire Community Portal. For your convenience, we have provided the link below to expedite the "Absence Excuse" process. Please allow at least 2 days for the excuse note to be processed.

[Sapphire Community Web Portal Parent Account](#)

Once logged into your parent account, you can locate the Absence Excuse under Student Data Forms in the left-hand column if you are using a desktop computer or by cell phone touching the circle with 3 lines at the bottom of the screen. Medical notes can be attached by using the Attach File link at the bottom.

If you need assistance with your login information, please contact the Guidance Office at 610-262-7812 option 4.

Northampton Area School District's Attendance Policy states that after ten (10) days of cumulative absence from school in any one (1) school term, each day of absence must be documented by a licensed physician's certificate for sickness or illness related reasons, a licensed psychiatrist, a licensed psychologist, a licensed therapist, a licensed counselor or similar licensed person for mental health related conditions. If a doctor's medical excuse is not received within three (3) days of the student's return to school, the absence will permanently be added to the student's file as unexcused/unlawful.

Unlawful Absences:

- These absences will accumulate and result in the application of the Compulsory Attendance Laws and other school district policies. Absences that are not due to illness can be classified as unlawful/unexcused; three (3) unlawful/unexcused absences are cause for a first offense letter from the school district.
- Truancy is defined as absence from school during any part of the school day without the consent of parent and/or guardian or knowledge of proper school officials. Truancy from school will result in the absence being marked "unlawful."
 - When a student has accumulated more than 3 unlawful absences, District staff may notify the person in parental relation in writing and by telephone of the date and time of the School Attendance Improvement Conference. The purpose of the School Attendance Improvement Conference is to examine the student's absences and reasons for the absences in an effort to improve attendance with or without additional services.
- Outlined below is the sequence of communication between NASD and the parent(s)/guardian(s) when a student is absent.
 - Notification to parent(s)/guardian(s) for every student absence:
 - Phone call;
 - Detailed Email including information on online submissions;
 - Short text message that includes link to Sapphire online submission.
 - Notification to parent(s)/guardian(s) for Truancy:
 - 1st unlawful absence - phone call and 1-Day Unlawful Letter uploaded to Sapphire
 - 2nd unlawful absence - phone call and 2-Day Unlawful Letter uploaded to Sapphire
 - 3rd unlawful absence - phone call and 3-Day Unlawful Letter uploaded to Sapphire and mailed home
 - 4th Unlawful absence - SAIC (Student Attendance Improvement Conference) Meeting scheduled



Cumulative Consecutive Absences -Refer to Section 1326 of *Pa Public School Code*

- Students who are unlawfully absent from school for 10 consecutive school days shall be dropped from the active membership roll unless the school is provided with evidence the absence is legal or compulsory attendance prosecution is being pursued.

Act 29:

- Act 29 of 2018, also known as the Truancy Reduction and Prevention Act, was signed into law in Pennsylvania by Governor Tom Wolf. The goal of this law is to address and reduce chronic absenteeism in schools. It provides more focused and structured intervention for students who are frequently absent from school without a valid reason (truancy).
- The law clarifies the definition of truancy, which is generally defined as a student missing three or more days of school without a valid excuse within a single school year.
- The law states that a person convicted of habitual truancy may be fined:
 - Up to \$300 per offense, with the court costs, for the first offense
 - Up to \$500 per offense, with the court costs, for the second offense
 - Up to \$750 per offense, with court costs, for a third and any and all subsequent offenses.
- A child is considered habitually truant if the child is subject to compulsory school laws and have incurred six or more school days of unexcused absences during the current school year.
- Other provisions allow the district justice to suspend a sentence given to the parent(s) or child if the child is no longer habitually truant. The district justice may order the parent(s) to perform community service for up to six (6) months. The law also grants to state, municipal, port authority, and transit authority, housing authority, or school police officers the arrest powers as attendance officers and home and school visitors.
- In addition, Act 29 removes from truant juveniles their car/vehicle driving privileges for 90 days for a first offense and six (6) months for a second offense. Juveniles who are unlicensed are prohibited to apply for a learner's permit for 90 days and six (6) months for the second offense, commencing upon their 16th birthday. Finally, students and parents involved with home education programs are exempt from the provisions of Act 29.

Appointments:

The school realizes that there are occasions when parents/guardians will find it necessary to request permission for their child to leave the building to keep an urgent medical appointment during the school day. Most medical appointments can and should be made after school hours. However, if it is absolutely impossible to schedule an appointment for after-school hours, the following procedure must be followed.

Submit a written parent note the day of appointment:

- Parents/Guardians must send in a written parent note along with the child into school the morning of the appointment. Please do not use the Sapphire Community Portal to submit a note for your child to leave early.
- The parent note needs to include the student name, time and reason for leaving and a parent signature. The note should be taken to the main office immediately upon arrival to school by the student and an Appointment Pass will be given.
- When leaving for the appointment, the student will show the pass to their teacher at the designated time on the pass and go to the main office to scan out using their student ID. The pass must be shown to an office secretary and front security prior to leaving the building.
- The student will be permitted to leave the building and meet the parent waiting outside or the student may drive themselves to the appointment.

When a written parent note is NOT provided:

- If a parent note is not provided to the main office prior to the appointment, the parent/guardian must come inside the building with their photo ID to sign their child out of school. Once ID has been checked, the student will be called out of class to go to the main office for dismissal. Only parents/guardians are allowed to pick up students without a written parental permission note.

Returning to school the same day:

- If the student is returning to school after their appointment, the student must report immediately to the attendance office to receive a pass for admission to class.

Submit a medical note or provide documentation from appointment:

- When the pass is for a doctor or dentist appointment, a medical note must be submitted within 3 days of the appointment or the time will be considered unexcused/unlawful.

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- If the appointment is non-medical, documentation must be submitted from the appointment. Please consider using the Sapphire Community Portal to submit and upload all notes.

Tardiness to School:

- High School and Middle School students arriving between 7:24 and 9:29 AM are considered late. The students need to report to the Main Office immediately and sign-in. The student is issued an admittance pass for entrance to class. Students who are tardy to school more than ten (10) days, although previously accepted as excused via parent note, will be required to provide a physician's validation for any future tardiness to be recorded as excused.
- Students arriving at school prior to 9:30 AM are considered excused/unexcused tardy. Arrival after 9:30 AM will be documented as an excused/unexcused ½ day absence, and arrival after 12:30 PM will be documented as excused/unexcused full day absence.
- Students must have a parental note to receive an excused late. Acceptable reasons for lateness to school are:
 - Medical or dental appointments with medical office excuses. The physician's note must include the time of the appointment and the time the student left the office.
 - Illness verified by a physician or parent's note.
- Unacceptable reasons for lateness are car trouble, traffic, missing the school bus, and oversleeping. Unexcused lateness will be addressed by the Student Code of Conduct.
- An absence excuse for the tardiness should be submitted to the attendance office within 3 days of the absence using the Sapphire Community Portal or the tardy will be considered unexcused/unlawful. Please consider using the Sapphire Community Portal to submit and upload all notes.
- Students are ineligible to be involved with any extracurricular activities or sports on a day of absence or when the student has accumulated six (6) lates to school according to the attendance requirements outlined in the Student/Parent Handbook.

Excessive Unexcused Tardies to School:

- 6th tardy (student receives a warning)
- 7th-9th tardies (student receives detentions)
- 10th tardy (student receives in-school suspension)
- Upperclassmen (HS only): loss of parking pass and/or late arrival/early dismissal upon the 10th tardy for the remainder of the current semester or a time period no less than 45 school days.

Illness During the School Day:

- In case of illness or other medical, health, or personal problems during the school day, students need to report to the Nurse's Office.
- Under no circumstances should a student who is ill leave school without first seeing the school nurse. The students should not use their cell phone to call or text their parents. The nurse will notify the parent that his/her child is sick. If the nurse determines that the student is too ill to remain in school and, with parental permission, sends the student home, the student's absence is considered a "medically-excused" absence. It is important to remember that if a student goes home through the nurse's office, the student is ineligible to play or practice in any extracurricular activities or sports that day.

Homebound Instruction:

- Students, who will be absent for an extended period of time (two weeks or more) because of illness or accident with doctor's verification, are advised that the school district will provide homebound instruction. Please call the student's guidance counselor for assistance and information about this procedure.

Non-Illness Educational Trip: Refer to NASD Board Policy 204.2 - <https://www.nasdschools.org/policies>

All trip days and college visits require forms to be completed and submitted to the Attendance Office **prior to the first day** of the trip/visit. The electronic version of these forms can be found on the [NAHS Website](#) under the Students and Families tab in Forms and Information. You also have the option of printing the form and handing it into the Attendance Office. A paper copy is available in the Attendance Office.

[Non-Illness Absence Educational Trip Form](#)

In any given school year, the amount of time allowed for educational trips shall **not exceed 5 days**, consecutively or cumulatively. Any additional educational trip days requested will be classified as unexcused/unlawful absences. Absences excused as Educational Trip days **will be factored into the maximum of 10 days** of cumulative lawful absences verified by parental notification during a school



year. Once the form has been processed, the status of the days can be viewed on the Sapphire Community Portal under Attendance.

College/University Visits:

A college visit is a **2 part process**. Both parts must be completed for the absence to be considered a non-absence and, therefore, not factored into the maximum 10 days of cumulative lawful absences verified by parental notification during a school year. In a given school year, the amount of time allowed for college visits shall **not exceed a total of 5 days**, consecutively and cumulatively. Additional college visit days may be classified as unexcused/unlawful. Only students in grades 11 and 12 are eligible for college visit non-absences.

Part 1 - Before the visit

Students in grades 11 and 12, who are visiting a college or university, must complete a College Visitation Request Form and submit the form to the Attendance Office prior to the visit.

Part 2 - After the visit

During your visit, please obtain signed documentation, on college letterhead, with the student's name and date of the visit which must be submitted to the Attendance Office within 3 days of the student's return to school after the visit or the visit will be considered an unexcused/unlawful absence. Accepted Student Day visits will also require signed documentation.

College Visitation Request Form - 11th and 12th Grade

Make-Up Work:

- Students who are absent are responsible upon returning to school to see each of their teachers and make arrangements to make up work missed.
- Students should access Schoology for missed work or see each of their teachers during absences less than 3 days. Please allow 24 hours for teachers to assemble missed assignments. Students are to complete all make-up work within three (3) days from the date of their return to school. Teachers may extend the 3-day limit for extenuating circumstances such as length of absence and/or importance of work missed. This applies only to excused absences. Days of OSS and absences are treated equally in terms of a student's responsibility and right to make up work and tests.

Attendance Codes:

Code	Description	Type	Details	Reason
A	Absent - Full Day	Unlawful	Student absent - 3 days to submit excuse	
AP	Appointment	Excused	Student arrives between 7:24-9:29 (HS) or 7:24-9:29 (MS) or leaves school and returns within two-hour duration	medical appointment with DR note OR court or other non-medical appointment with verification
E	Excused - Full Day	Excused	Student absent all day, arrives after 12:30, or leaves before 9:30 and does not return	parent note for illness (limited use) OR court or other non-medical appointment with verification
EA	Excused - Half Day AM	Excused	Student arrives between 9:30-12:30	parent note for illness (limited use) OR court or other non-medical appointment with verification
ED	Excused Early Dismissal	Excused	Student leaves after 12:30	medical appointment with DR note OR court or other non-medical appointment with verification
EP	Excused - Half Day PM	Excused	Student leaves between 9:30-12:30	parent note for illness (limited use) OR court or other non-medical appointment with verification
FT	Field Trip	Excused	Does not count as an absence	School-Sponsored Field Trip
IS	In-School-Suspension	Excused	Does not count as an absence	Full-day ISS
ISA	In-School-Suspension- AM	Excused	Does not count as an absence	ISS in AM only
ISP	In-School-Suspension- PM	Excused	Does not count as an absence	ISS in PM only
L	Unlawful - Full Day (under 16) - Truant	Unlawful	Student absent all day, arrives after 12:30, or leaves before 9:30 and does not return	non-illness or no excuse received within 3 days

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LA	Unlawful - Half Day AM (under 16) - Truant	Unlawful	Student arrives between 9:30-12:30	non-illness
LD	Unlawful Early Dismissal	Unlawful	Student leaves after 12:30	non-illness
LP	Unlawful - Half Day PM (under 16) - Truant	Unlawful	Student leaves between 9:30-12:30	non-illness or no excuse received within 3 days
M	Medical - Full Day	Excused	Student absent all day, arrives after 12:30, or leaves before 9:30 and does not return	medical appointment with DR note or NASD Nurse approval
MA	Medical - Half Day AM	Excused	Student arrives between 9:30-12:30	medical appointment with DR note
MP	Medical - Half Day PM	Excused	Student leaves between 9:30-12:30	medical appointment with DR note or NASD Nurse approval
SA	Suspension - Half Day AM	Excused	Does count as an absence	OSS in AM only
SP	Suspension - Half Day PM	Excused	Does count as an absence	OSS in PM only
SU	Suspension - Full Day	Excused	Does count as an absence	Full-day OSS
TE	Tardy - Excused	Excused	Student arrives between 7:39-9:29 (HS) or 7:24-9:29 (MS)	parent note for illness (limited use)
TU	Tardy - Unlawful	Unlawful	Student arrives between 7:39-9:29 (HS) or 7:24-9:29 (MS)	non-illness
U	Unexcused - Full Day (over 16)	Unexcused	Student absent all day, arrives after 12:30, or leaves before 9:30 and does not return	non-illness or no excuse received within 3 days
UA	Unexcused - Half Day AM (over 16)	Unexcused	Student arrives between 9:30-12:30	non-illness
UP	Unexcused - Half Day PM (over 16)	Unexcused	Student leaves between 9:30-12:30	non-illness or no excuse received within 3 days
UD	Unexcused Early Dismissal	Unexcused	Student leaves after 12:30	non-illness
N	Non-illness Educational Trip - Full Day	Excused	Does count as an absence	Non-illness Educational Trip Form submitted (limited use) - Unlawful without form completion or if exceeds limit.
NA	Non-illness Educational Trip - Half Day AM	Excused	Does count as an absence	Non-illness Educational Trip Form submitted (limited use) - Unlawful without form completion or if exceeds limit.
NP	Non-illness Educational Trip - Half Day PM	Excused	Does count as an absence	Non-illness Educational Trip Form submitted (limited use) - Unlawful without form completion or if exceeds limit.
CO	College Visit	Excused	Does not count as an absence	College Visitation Form is completed by parent and Letter from College is returned to school within 3-days of visit.

*Attendance Codes are subject to change based on NASD Health & Safety procedures and state guidelines.

SCHOOL ATTENDANCE IMPROVEMENT PLANS (SAIP): Refer to NASD Board Policy 204 -

<https://www.nasdschools.org/policies>

Although schools and nonpublic schools should notify the person in parental relation to a child[1] after each unexcused absence, schools and nonpublic schools must notify, in writing, the person in parental relation to the child within 10 school days of the child's third unexcused absence. The parental notice must contain a description of the consequences that will follow if the child becomes habitually truant, must be in the parent's preferred language, and may include the offer of a School Attendance Improvement Conference (SAIC). When this notice is sent to an individual who is not the child's biological or adoptive parent, the school or nonpublic must also provide the notice to the child's biological or adoptive parent if the address is on file with the school and that person is not precluded by a court order from receiving the information.

If the child continues to incur additional unexcused absences after the school or nonpublic school has issued the notice, the school or nonpublic must, if not already offered, offer the student and parent a SAIC.

A SAIC is a conference where the child's absences and reasons for the absences are examined in order to improve attendance, with or without additional services. All of the following individuals must be invited to the conference:

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1. The child
2. The child's person in parental relation
3. Other individuals identified by the person in parental relation who may be a resource
4. Appropriate school personnel
5. Recommended service providers

There is no legal requirement for either the child or person in parental relation to attend a SAIC. However, schools and nonpublic schools should make every attempt to conduct the SAIC with the person in parental relationship present. The school or nonpublic school must hold the SAIC conference even if the person in parental relation declines to participate or fails to attend after the school or nonpublic school provides advance written notice and makes attempts to communicate with the individual via telephone. Additionally, the school or nonpublic school must invite recommended service providers to the SAIC. However, the SAIC shall not be delayed pending a response from the service provider(s).

The school or nonpublic school must document the outcome of any SAIC in a written school attendance improvement plan (SAIP). The SAIP should include accessing academic and social/health supports from the school and community organizations, an outline of family/parent and student responsibilities, and levels of performance monitoring that include rewards and consequences. School and nonpublic schools must use the School Attendance Improvement Plan Form created by PDE or a similar form to document the SAIP.

Schools may not expel or suspend (out-of-school) a student, or reassign or transfer a student to an alternative education for disruptive youth (AEDY) program, for truant behavior and these actions may not be included in a SAIP. An in-school suspension is not considered a disciplinary reassignment. Additionally, schools may not initiate truancy proceedings (e.g., the filing of a truancy citation) until after a SAIC is held.



HEALTH SERVICES

DESCRIPTION

The District will follow the regulations of the PA Department of Health or guidance from state or local health officials. The goal of the health room staff is to improve the health and academic success of our students. Health room services are available during normal school hours. Students are required to present a pass upon entering the health room and are required to follow health room rules and regulations. All student injuries/illnesses that occur during the school day are treated with the standard “First Aid” procedure approved by the school physician and School Board. The school nurse is not responsible for treating injuries/illnesses that occur outside of the school day.

After a nursing assessment, if the student’s condition warrants dismissal from school, a parent or emergency designee will be contacted to pick the student up. Unless medically indicated, every attempt is made to keep the student in school.

There is a health professional readily available at all times during the school day. If a student becomes ill during a class period, the teacher in charge of the class writes a pass for the student to go to the nurse’s office. If it becomes necessary for the student to go home, the school nurse notifies the parents. Under no circumstances should a student who is ill leave school without seeing the nurse. Students should not use their cell phones to call or text their parents instead of reporting to the nurse.

Students must have a school issued pass from the teacher referring them to the nurse, except in emergency situations. Emergency telephone contact cards must be completed online for all students at the beginning of the year, and kept up to date with current information (including phone numbers and email addresses) throughout the year. All students are required to have a completed emergency card. These cards are accessible online and must be completed prior to the first day of school. Parents should update the card with any changes throughout the year. Parents/guardians can purchase school insurance that provides additional coverage for injury due to an accident during school. Participation in the program is optional, but is worthy of careful consideration.



ASTHMA INHALERS and EPINEPHRINE AUTO-INJECTORS *Refer to NASD Board Policy 210.1 -*

<https://www.nasdschools.org/policies>

The Board shall permit students in District schools to possess asthma inhalers and epinephrine auto-injectors and to self-administer the prescribed medication in compliance with state law and Board policy.

COMMUNICABLE DISEASES *Refer to NASD Board Policy 203 - <https://www.nasdschools.org/policies>*

In order to safeguard the school community from the spread of certain communicable diseases, the School Board requires that established policy and guidelines be followed.

Education

Instruction regarding prevention of communicable and life threatening diseases is provided by the schools in the educational program for all levels, in accordance with state regulations. Parents/guardians are informed of and are provided with opportunities during school hours to review these curriculum materials.

Health Records

A comprehensive health record is maintained for each student enrolled in the District. The record includes the results of required tests, measurements, screenings, and regular and special examinations. The District requires that prior to admission to school for the first time that the parent/guardian will complete a medical history report form which will include information regarding known communicable diseases. The nurse or school physician may use such reports to advise the parent/guardian of the need for further medical care. All health records are confidential and their contents are divulged only when necessary for the health of the child or to a physician at the written request of the parent/guardian. As part of the health record, a certificate of immunization for each child enrolled is maintained as established by the Pennsylvania Department of Health. The school district requires on an annual basis that the parents/guardians complete a medical history report form which includes information regarding known communicable diseases.

DIABETES MANAGEMENT *Refer to [NASD Board Policy 209.2](#)*

An effective program of diabetes management in school is crucial to the immediate safety of students with diabetes, the long-term health of students with diabetes, ensure that students with diabetes are ready to learn and participate fully in school, and minimize the possibility that diabetes-related emergencies will disrupt classroom activities. The NASD Diabetes Management policy can be found on the District website. Additional questions can be brought to the school nurse.

FEVER

A “fever” is the body's way of destroying germs that are making it sick, and it's a common symptom of an infection. Please keep your child home if their temperature is 100 degrees or greater. Your child can return to school after he/she has been fever-free for 24 hours without the use of fever-reducing medications such as Tylenol or Motrin. Symptoms indicating a communicable intestinal disease can include vomiting and or diarrhea. Students who are exhibiting these symptoms should be kept home. They may return to school after they have been symptom-free for 24 hours with the use of symptom-reducing medications. If a student is sent home from school with symptoms indicating a communicable infectious disease, such as fever, vomiting, or diarrhea, they may not return to school the next day.

IMMUNIZATIONS *Refer to [NASD Board Policy 203](#)*

All students are required to be fully immunized according to the Pennsylvania State School Health Law. Any student who does not comply with the immunization requirements will risk exclusion from school. Please visit www.health.pa.gov/topics/Documents/School%20Health/SIR8.pdf for more information on which immunizations are required.

Non-Attendance for the Health and Safety of the School

All students/parents must follow the Northampton Area School District Health and Safety procedures. As directed by the Pennsylvania Department of Health Act, The Disease Prevention and Control Law of 1955 (35 P.S. 521.1-521.21) a child will be excluded from school if it is suspected that the student has a communicable disease. Northampton Area School District will follow all Pennsylvania Department of Health guidelines and state statutes.

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FOOD ALLERGY MANAGEMENT - Refer to [NASD Board Policy 209.1](#)

It is important to provide a safe and healthy environment for students with severe or life-threatening food allergies. The NASD Food Allergy Management policy can be found on the District website. Additional questions can be brought to the school nurse.

HEALTH EXAMINATIONS AND SCREENINGS - Refer to [NASD Board Policy 209](#)

In compliance with the School Code, the School Board requires that students of this District submit to health and dental examinations to protect the school community from the spread of communicable disease, to ensure that the student's participation in health, safety, and physical education courses meets his/her individual needs, and that the learning potential of each child is not lessened by a remediable physical disability.

The following Health Services are provided annually for Secondary Students:

- State mandated scoliosis screening, grades 6 and 7
- State mandated height and weight screening, grades 6 - 12
- State mandated dental inspection, grade 7
- State mandated vision screening, grades 6 - 12
- State mandated hearing screening, grade 7 and grade 11

Physical Exams

The Pennsylvania School Health Law requires physical examinations for students upon entry into school (K or 1), grade 6, grade 11, and upon transfer from another district without evidence of a current physical. The school district recommends that your private physician do these examinations since he/she can best evaluate your child's health. If a private physical exam is not submitted to the school nurse, the student has an opportunity to be examined by the NASD school physician, with written consent from the parent/guardian. Any student who does not comply with this state mandate risks exclusion from school. Students who are eligible to participate in the Special Education Olympics Program are required to have a current physical exam on file.

Note: It is the parent's responsibility to inform the school nurse in writing at the beginning of the school year to decline the state mandated services and to have the services delivered by a personal physician/dentist. This request must be declared each new school year. The written request must be submitted to the school nurse by the beginning of the school year.

MEDICATIONS Refer to [NASD Board Policy 210](#)

The NASD strongly prefers that medication be given at home, before and after school hours. The administration of medication to a student during school hours, in accordance with the physician and parent directive, is permitted in the nurse's office when the health of the student would be jeopardized if said medication were not made available during school hours.

If it is medically necessary that medication be administered during school hours, the following is required:

- Physician's written request on the appropriate school form
- Parent's written request on the appropriate school form
- Medication must be brought in to school by the parent/guardian and delivered to the school nurse in a properly labeled pharmacy container, and picked up from school by a parent/guardian; no medication can be sent to or from school with a student

Nurse's forms can be obtained on the District website or from your child's school nurse.

Specific Guidelines

- It is required that the following forms be completed for all prescription medication. Separate consent forms are provided for short-term medications and Tylenol/Advil.
- All medication brought to school must be in a properly labeled current pharmacy bottle. If medication is over-the-counter, it must be in the original container.
- No medication is administered if it is brought to school in a baggie without a container.
- All medications are stored in a locked cabinet in the health room.

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- The supply of medication to be kept at school is as follows:
 - A single day supply brought in for short-term illness (i.e. antibiotics)
 - One (1) to four (4) weeks supply for a long-term chronic illness
- Self-administration of medication (i.e., inhalers or insulin) by a student is permitted as per the written request of the physician.
- Self-administration should be under the supervision of the school nurse or her designee.
- Tylenol (Acetaminophen) or Advil (Ibuprofen) can be administered for minor discomfort under the standing order of our school physician at the discretion of the school nurse. A written consent form with parent signature must be on file in the student's health record.
 - Only one dose may be administered during the school day and a maximum of 3 doses may be administered during the school year. If additional doses are required, a form must be completed by the child's physician.

Medical Excuse from Participation in School Classes/Activities

All students restricted from participating in any school classes and/or activities must give the school nurse a physician's note describing their condition/illness, and advising the kind and type of restriction necessary. The dates and duration of the restriction must be included on the medical statement. The school nurse shares this information with the student's teacher(s), assistant principals, and appropriate staff. Permanent medical excuses must be submitted annually.

NALOXONE *Refer to NASD Board Policy 805.3*

Naloxone is a medication indicated for reversal of opioid-related overdose that is the result of consumption or use of one or more opioid-related drugs. As a means of enhancing the health and safety of its students, staff and visitors, the district may obtain, maintain and administer doses of an opioid antagonist and other facilities, specifically Naloxone, for emergency use to assist a student, staff member or other individual believed to be experiencing an opioid-related overdose. A Drug overdose event or opioid-related overdose or drug overdose is an acute medical condition, including, but not limited to, severe physical illness, coma, mania, hysteria or death, which is the result of consumption or use of one or more controlled substances causing an adverse reaction. An individual's condition may be deemed to be a drug overdose if a prudent person, possessing an average knowledge of medicine and health, would reasonably believe that the condition is in fact a drug overdose and requires immediate medical attention. Suspected overdoses should be immediately reported to the nearest District employee. Immunity is afforded if the reporting person made the report in good faith to a law enforcement officer, the 911 system or emergency services personnel and the report was made on the reasonable belief that another person was in need of immediate medical attention and was necessary to prevent death or serious bodily injury due to a drug overdose; the reporting person provided their real name and location and cooperated with the law enforcement officer, 911 system or emergency services personnel; and the reporting person remained with the person needing immediate medical attention until a law enforcement officer or emergency services personnel arrived. A licensed healthcare professional who, acting in good faith, prescribes or dispenses an opioid antagonist shall not be subject to any criminal or civil liability or any professional disciplinary action for such prescribing or dispensing or any outcomes resulting from the eventual administration of the opioid antagonist. The immunity under paragraph (1) shall not apply to a health professional who acts with intent to harm or with reckless indifference to a substantial risk of harm. A person, law enforcement agency, fire department or fire company under subsection (b)(2) or (c) who, acting in good faith and with reasonable care, administers an opioid antagonist to another person whom the person believes to be suffering an opioid-related drug overdose: Shall be immune from criminal prosecution, sanction under any professional licensing statute and civil liability for such act. Shall not be subject to professional review for such act. Shall not be liable for any civil damages for acts or omissions resulting from such act. Receipt of training and instructional materials that meet the criteria of subsection (a) and the prompt seeking of additional medical assistance shall create a rebuttable presumption that the person acted with reasonable care in administering an opioid antagonist.



SCHOOL PROCEDURES

DAILY BELL SCHEDULES

High School

REGULAR SCHOOL DAY

Arrival	7:09	7:24
KBlock	7:24	8:04
Period 1	8:08	8:52
Period 2	8:56	9:40
Period 3	9:44	10:28
Period 4/Lunch	10:32	11:16
Period 5/Lunch	11:20	12:04
Period 6/Lunch	12:08	12:52
Period 7	12:56	1:40
Period 8	1:44	2:28
Buses Depart NAHS		2:40
Teacher Day Ends		2:50

SCHEDULE INFORMATION

AM BAVTS students will return to NAHS by 11:20 am for periods 5-8

PM BAVTS depart for BAVTS at 10:28 am after period 3

AM and PM BAVTS students will have lunch at BAVTS..

Your lunch period may change at the conclusion of the first semester, so please check your schedule for your assigned lunch period.

In the event of an early dismissal, all PM Vo-Tech students will remain at NAHS until dismissal.

Middle School Bell Schedule

Grade 6			Grade 7			Grade 8		
Arrival		7:09-7:24	Arrival		7:09-7:24	Arrival		7:09-7:24
HR/Block 1	Core	7:24- 8:54	HR/Period 1	Core	7:24-8:09	HR/Period 1	Core	7:24-8:09
KTT		8:56-9:26	Period 2	Core	8:11-8:56	Period 2	Related Arts	8:11-8:56
Block 2	Core	9:28-10:56	Period 3	Core	8:59-9:44	Period 3	Related Arts	8:59-9:44
LUNCH		10:58-11:28	LUNCH		9:47- 10:27	Period 4	Core	9:47-10:32
Period 3	Core	11:30-12:58	Period 4	Core	10:30-11:15	Period 5	Core	10:35-11:20
Period 7	Related Arts	1:00-1:43	Period 5	Related Arts	11:18-12:03	LUNCH		11:30-12:05
Period 8	Related Arts	1:45-2:28	Period 6	Related Arts	12:06-12:51	Period 6	Core	12:08-12:53
Dismissal		2:28-2:35	Period 7	Core	12:54-1:39	Period 7	Core	12:56-1:41
			Period 8	KTT	1:42-2:27	Period 8	KTT	1:42-2:27
			Dismissal		2:28-2:35	Dismissal		2:28-2:35

Early Dismissals- If there is a need to dismiss students prior to the regular scheduled time, administration will notify parents and students of the updated bell schedule.



Half Days- Start time: 7:24. End time: 10:35. No lunches.

HS- Two Hour School Delays

SCHEDULE INFORMATION

Teacher Day Begins	9:09		
K Block	9:24	9:40	No AM BAVTS
Period 1	9:44	10:16	
Period 2	10:20	10:52	
Period 3	10:56	11:28	PM BAVTS departs at 11:28
Period 4/Lunch	11:32	12:04	
Period 5/Lunch	12:08	12:40	
Period 6/Lunch	12:44	1:16	
Period 7	1:20	1:52	
Period 8	1:56	2:28	
Buses Depart NAHS	2:40		
Teacher Day ends	2:50		

MS - Two Hour Delay Schedule

Grade 6	Grade 7 (no KTT)	Grade 8 (no KTT)
Arrival: 9:09 - 9:24	Arrival: 9:09 - 9:24	Arrival: 9:09 - 9:24
Block 1: 9:24 - 10:39	HR/Period 1: 9:24 - 10:01	HR/Period 1: 9:24 - 10:01
Block 2: 10:41 - 11:56	Period 2: 10:03 - 10:40	Period 2: 10:03 - 10:40
Lunch: - 11:58 - 12:28	Period 3: 10:42 - 11:19	Period 3: 10:42 - 11:19
Block 3: 12:30 - 1:45	Period 4: 11:21 - 11:51	Period 4: 11:21 - 11:58
Period 8/9: 1:48 - 2:35*	Period 5: 11:53 - 12:30	Period 5: 12:00 - 12:37
* day 1- period 8	Period 6 - 12:32 - 1:09	Period 6: 12:39 - 1:09
*day 2 - period 9	Period 7: 1:11 - 1:48	Period 7: 1:11 - 1:48
	Period 8: 1:50 - 2:27	Period 8: 1:50 - 2:27

Arrival

- **Parent Drop-Off:** Students are to exit the vehicle at the **designated drop-off zone** only.
- **Bus Drop-Off:** There is a restricted **drop-off zone**. After exiting the bus, all students are to proceed directly into the building.
- **Walkers:** Students who walk to school are subject to the Student Code of Conduct during the time they leave home and arrive at school and the time they leave school and arrive at their home. Students should gain access to school property in an area where there is a crossing guard directing pedestrian traffic. Students are then to follow designated routes and sidewalks, staying clear of traffic, and crossing only at designated areas. Students are to enter the building at the Main Entrance. Students who walk to school should not arrive at the school building before 7:00 AM to ensure proper supervision.
- **Bikes/Scooters/Electric Scooters:** Students who ride a bike or scooter to school should secure it using the racks provided by each building.



Upon arrival in the morning, students are expected to move directly to the designated location without loitering in the hallways. Faculty, staff, or administrators will monitor student movement. Any student who appears to be loitering will be asked to move to his/her designated location or will be disciplined in compliance with the student Code of Conduct.

Any student not arriving to school or not in his/her first period location by **(7:24) AM (HS) 7:24 (MS)** will be considered late and will be marked as tardy. Any student arriving to school after **(7:24) (HS) 7:24 (MS)** will be required to sign in at the Main Office, will be marked late, and must get a pass. Students desiring to go to other areas of the building for approved business must get a pass. Students should take care of all office business (getting forms, paying debts, reporting early dismissals, etc.) before first period.

BOOK BAGS/BACKPACKS/BAGS

Mesh or clear plastic backpacks are preferred to be used throughout the school day. Athletic bags and equipment must be stored in designated areas (as per coach's instructions) prior to the start of the school day and picked up at the appropriate dismissal time.

Middle School (only)

Book bags/Backpacks/Bags will be kept in student lockers or designated area during the day.

BUS REGULATION *Refer to NASD Board Policy 810 - <https://www.nasdschools.org/policies>*

The NASD has “door to door” jurisdiction over its students. This means that from the time your children leave their homes in the morning until they return home in the afternoon, they will follow school and transportation procedures and regulations as set forth in the District Policy 810. These procedures and regulations are also published annually in the school district calendar. The bus driver is in charge of the students. If a student causes a safety risk to self, other students, or the bus driver, he/she is disciplined according to the Student Code of Conduct and school district policy. If he/she loses the privilege to ride the school bus, a parent/guardian will have to provide transportation to and from school for his/her child. If a student displays unusual, extreme, or criminal behavior on the bus, the bus company may bring formal charges against the student.

Video Cameras on School Bus *Refer to [NASD Board Policy 810.3](#)*

Student management has as its objective the securing of desirable behavior by all students riding the bus. Although the prime responsibility for a student’s conduct rests with the parents and the administrator of the school, the school bus driver is responsible for the health, safety, and welfare of each passenger while in transit. Video and audio recording may be in place on any bus.

Bus Passes

Emergency situations will be handled on a day-to-day basis. The Transportation Supervisor and the building principal are the only individuals authorized to make any bus changes. Therefore, NO NOTES are to be given to the bus driver at any time as a way of communicating this emergency information to the school. Students wishing to ride on a bus not assigned to them must have a permission note from their parent. The parent note needs to be signed by a building administrator. At this time, the student takes the signed note to the Main Office or designated area before the end of the school day for the official bus pass. The student gives this bus pass to the bus driver at the end or beginning of the day upon boarding the unassigned bus. Students without this pass cannot board or take this bus home. The bus transportation system is not to be viewed as “public transportation” and a pass is given only on a limited and necessary basis.

CAFETERIA

Food Services *Refer to NASD Board Policy 808*

The Board recognizes that students require adequate, nourishing food and beverages in order to grow, learn and maintain good health. The Board directs that students shall be provided with adequate space and time to eat meals during the school day.

Students are expected to follow the [Student Code of Conduct](#) and our building expectations while in the cafeteria. Cafeteria service is provided for student convenience.



Students are NOT permitted to have their backpacks with them while going through the serving line.

Cafeteria Payment Refer to [NASD Board Policy 808.2](#)

All students will be permitted to charge lunch menu meals. The student with a delinquent account will still be charged for this meal. The student will not be allowed to charge any extras or a la carte items. Parents shall be responsible for student debt owing to the school lunch program. If the family has been approved for free or reduced-price meals, any debt incurred prior to approval of free or reduced status must be paid in full. Families are expected to remit payment in full by June 30th of each school year. Debt for lunch service will be carried into the next school year per the above method by the family which has incurred the debt. The District will develop and enforce collection methods for lunch student debt.

Cafeteria Restriction

Students are restricted from eating in the cafeteria when they engage in disruptive and inappropriate behaviors observed by the cafeteria monitors, teachers, or building administrators. Students then eat lunch in another school-assigned room. The student may pack a lunch or a lunch can be purchased.

POS SYSTEM INFORMATION:

- When the account is prepaid, you can be sure that your child is only using that money for lunches or other food items served in our cafeteria.
- Prepaid accounts for all students allow parents to deposit money in their child's account, in any amount, at any time, and not have to be concerned with making sure they have money each morning.
- Parents may pay, by sending a check or money order to the Aramark Office, located at 100 Held Drive, Northampton, PA 18067. Make checks payable to NASD Lunch Fund. Please include your child's full name, school, and grade to ensure the money is credited into the correct account.
- Students may put money into their account every morning, in the cafeteria, before school begins.
- Advanced payments may also be made online through a secure website called [SchoolCafe](#). Credit card payments will be accepted at www.schoolcafe.com. This method is fast and easy to use. You will need your students' six (6) digit ID number to register them on the [SchoolCafe](#) website. The Aramark office will be able to supply you with that number. Please be aware, there is a fee for this service.
- The prices for meals are as follows: Secondary Schools - \$3.10 Reduced meals at all schools are \$.40. Students who receive a free or reduced meal are entered into the system the same way all other meals are handled. No one will know they are receiving discounted or no price meals. Please [click here](#) to apply for a free or reduced lunch program if you believe your child(ren) may be eligible for free or reduced meals.
- Lunch lines move faster when meals and a la carte is prepaid, thus providing students extra time to enjoy their lunch period.
- When an account gets low, parents will receive weekly email notifications. In addition, a phone notification may be sent.
- Please ask your child often, what their balance may be. Balances may also be checked on the www.schoolcafe.com website. Or, you may call the Aramark office, and speak to Denise at (610) 262-3258 for a current balance of your child's account.
- Restrictions and limits may be placed on your child's account by calling the Aramark Office. Restrictions will remain until the parent or guardian lifts them.
- Please reference our district website, www.nasdschools.org, click on the District tab, then on the Food Services link for the most up-to-date information.

Please feel free to call (610) 262-3258 or email aramark@nasdschools.org with any questions regarding this system.

ELECTRONIC DEVICES AND OTHER PERSONAL ITEMS NOT PROVIDED BY NASD Refer to NASD Board Policy 237 - <https://www.nasdschools.org/policies>

Follow District Policy 237 - Electronic Devices regarding the use of any electronic devices not issued by the School District during school hours.

Prohibitions Against the Use of PEDs in School

- Personal electronic devices (PEDs) are to be kept away and out of sight while in the classroom, including headphones and ear buds.



- Students shall not use personal electronic devices during instructional and non-instructional times during the school day unless a teacher or school administrator has authorized a student's use of a personal electronic device in the classroom for instructional purposes.
- Students shall not use personal electronic devices in locker rooms, lavatories, or the nurses' office for any reason.
- Students shall not engage in the unauthorized audio or video recording of another person during the school day.
- Students shall not use personal electronic devices to bully, harass, or threaten another person in violation of school district policies and rules.
- Students shall not use personal electronic devices to take, display, or transfer video images depicting nude or partially nude individuals. Students who have received such images, and who are not otherwise involved in taking or distribution of such images, shall report such activity to school officials without violating this policy.
- Unless covered by a school-based accommodation, students will not wear ear devices in school, unless given permission by a staff member.
- Students shall not airdrop, or distribute, photos or videos of any kind while on school property, district transportation, or at a school sponsored event.

Permissible Use of PEDs in School

- Students may use personal electronic devices in the classroom during the school day for instructional purposes if, and only if, they have the prior permission of the teacher or building administrator to do so.
- School administrators may establish a time of day and/or a technology zone within the building where students may use cell phones for non-instructional purposes. Students will be responsible to ensure this access does not happen during class time.
- Students may use personal electronic devices on school property outside of the school day, so long as such use does not disrupt school activities, violate any of the prohibitions set forth in Board policies, violate the state or federal law; or violate any other school policy or directive associated with a student's participation in interscholastic athletics, extracurricular activities, or school-sponsored trips.
- Students who serve as members of a volunteer fire company, ambulance, or rescue squad may use personal electronic devices during the school day for the exclusive purpose of being called by their company or squad in order to respond to an emergency, if the student has prior permission by their building principal.
- A student who has an Individualized Education Plan (IEP) or Section 504 Plan may use a personal electronic device during the school day, if the authorized IEP expressly outlines the student's use of the device for instructional purposes and the device is being used in a manner consistent with the stated purpose in the IEP.
- Coaches of interscholastic athletic teams and sponsors of extracurricular activities shall have discretion to regulate and limit student use of personal electronic devices while participating in interscholastic athletics, extra-curricular activities, and school-sponsored trips.

Penalties for Violations

School administrators, teachers, and security personnel are authorized to confiscate a student's personal electronic device when used in violation of *NASD Board Policy 237* - <https://www.nasdschools.org/policies>. All confiscated personal electronic devices shall be delivered to the building principal's office as soon as practical.

Devices will be confiscated and handled as stated in the Student Code of Conduct:

- 1st Offense: Warning
- 2nd Offense: Detention –student pick up at the end of the school day
- 3rd Offense: In-School Suspension or 2 hour detention (administrative discretion) - parent pick up

School administrators may impose additional disciplinary sanctions against students for policy violations, including suspensions from school or recommendations for expulsion from school as warranted by the facts and circumstances in a particular case.

Unauthorized Recording

In Pennsylvania, audio/video recording is covered under the Wiretapping and Electronic Surveillance Control Act. From time to time, students may attempt to record school staff without the knowledge that it is taking place. This can be disturbing especially when it may seem that the recording was done surreptitiously and the recording device is intentionally hidden from view. This type of undisclosed tape recording is illegal and may result in a felony charge.

Loss or Damage to Personal Electronic Devices

The school district **shall not** be liable for the loss, damage, or misuse of any personal electronic device that a student brings to school,



interscholastic athletic events, extracurricular activities, or school-sponsored trips or any financial loss stemming from the confiscation of a personal electrical device as a result of a policy violation.

Telephone Use

If students need to use the Office telephone, a school issued pass is necessary. The telephone may only be used for local calls and emergencies. If a student needs to use their cellphone to make or receive a call, that student should obtain a school issued pass to the main office or guidance office.

Enforcement of Policy and Development of Administrative Guidelines

The Superintendent of Schools or his/her designee shall develop administrative guidelines to implement this policy. The Superintendent or his/her designee shall ensure that students are made aware of this policy and any administrative guidelines by means of each school's student handbook or other reasonable means of written communication. Building administrators are authorized and required to enforce this policy and any administrative guidelines under this policy.

The school district is not responsible for any monetary fees incurred during the time the cell phone is in the possession of the District. Exceptions to the prohibitions set forth in this policy may be made for health, safety, or emergency reasons with prior approval of a building principal or designee, or when use is provided for in a student's individualized education program.

EMERGENCY SCHOOL CLOSINGS

In case of an emergency school closing, information will be broadcast over the radio, local TV, NASD social media accounts, and Sapphire Community Portal. Parents are requested to make arrangements for the supervision of their children in the event of any early dismissal, late start, or cancellation due to inclement weather conditions. It is important that students and parents listen to our local media stations for pertinent up-to-date information. School telephone lines must be kept open for emergency instructions and/or communications. Late starts can turn into cancellations, so parents and students are urged to follow initial instructions, but keep abreast of changing situations. In the event it becomes necessary to close school and dismiss students earlier than usual due to inclement weather or some other emergency, announcements to the public are made over the following local television stations, NASD social media accounts, and Sapphire Community Portal as soon as possible. Morning announcements are made by 6 AM or as early as possible.

Please visit the Parent Resources section on the District website for directions to customize your communication preferences.

NASD Website	TV	Social Media
http://www.nasdschools.org	WFMZ TV 69	Twitter: <ul style="list-style-type: none">• @NASDSchoolsSupt• @NASDschoools Instagram <ul style="list-style-type: none">• @nahs1619• @Kkidmiddleschool
	WNEP TV 16	

FOOD AND DRINK Refer to NASD Board Policy 246 - <https://www.nasdschools.org/policies>

No food, including gum, or open containers permitted in the hallways or classrooms, except for approved activities. Students may carry a closed beverage container and consume approved beverages with permission from a staff member. Violations of this policy or classroom rules may result in the confiscation or disposal of the food and/or drink and potential disciplinary action by the administration. Exceptions may be granted for special situations (medical, special events, etc.) with prior administrative approval and a pass from the nurse's office. NASD reserves the right to test any products/substances/beverages. Students may not order takeout to be delivered to the school. Any outside deliveries will be turned away.



HALL PASSES

Students must have a school issued pass to be in the halls during class time. A staff member must issue the pass. Students who do not have a hall pass may receive a referral for moving about without a pass. This applies to all classrooms and all students without exception. Students coming to the Main Office must have an electronic pass or they will be directed to a building principal for discipline. Passes are to contain the point of departure, destination, a time indication, and the name of the teacher issuing the pass. Students are not to use the lavatories during passing times and must report to class and get a pass first.

Students who misuse passes or are in the halls too much are placed on “hall restriction.” Students placed on “hall restriction” can leave classes on an emergency basis only. If they need to leave the class, a staff member must escort the student.

LOCKERS *Refer to [NASD Board Policy 226](#)*

Middle School/High School Lockers

All students will be assigned a locker. Students are not permitted to share lockers.

Only school locks are permitted unless deemed appropriate by the administration to use a different lock.

In the event the student loses the lock and wishes to secure a replacement, a fee of \$5.00 will be required.

The school is not responsible for lost or stolen valuables. Any damage to school lockers by students results in restitution for the locker and discipline addressed by the Student Code of Conduct by the offending student. Students are responsible for the contents of their assigned lockers.

Students should never:

- Enter another student's locker for any reason
- Leave their lockers unlocked for any reason
- Share their lockers with other students
- Store valuables or large sums of money in the lockers

Students should:

- Maintain the lockers
- Keep lockers locked at all times
- Report any damage or malfunction immediately to the Main Office

LOCKER SEARCHES

NASD acknowledges the need for safety in school storage of books, clothing, school materials, and other personal property and may provide lockers and cabinets for such storage. All lockers are and will remain the property of the school district. No student may use a locker as a depository for a substance or object which is prohibited by law or District regulations, or which constitutes a threat to health, safety or welfare of the occupants of the school building or the building itself.

NASD reserves the right to search a student's locker when there is reason to believe that the locker is improperly used for the storage of contraband, a substance or object the possession of which is illegal, or any material which poses a hazard to the safety and good order of the school. NASD reserves the right to test any products/substances/beverages. When school administration has reasonable suspicion that the locker contains materials which pose a threat, including but not limited to illegal drugs and weapons, to the health, welfare and safety of students or adults in the school, student lockers will be searched without prior warning. The school administration reserves the right to search any and/or all of the lockers periodically for matters of public/school safety, health, and welfare. Additionally, school administration conducts unannounced searches periodically throughout the school year in various locker and classroom locations throughout the building. Unannounced locker and student searches are a matter of public and school safety, health, and welfare of the student body at NASD.



LOITERING IN SCHOOLS

Loitering (standing for purposes other than allowing traffic to clear) is not permitted in school and on school grounds owned and/or maintained by NASD. Students are expected to respect school property and the property of the neighbors of the school. Students should not cut through, litter, loiter, or smoke/vape in neighboring yards and properties.

LOST AND FOUND

Report lost or found books, clothing, or any other articles to the Security or Main Office. Lost articles are disposed of after each marking period. If a book is lost, the student is responsible for replacement. We strongly recommend labeling personal belongings.

LIBRARY

The Library is an educational service center dedicated to meeting the needs of all students and staff.. The Library aids our students by providing access to information and resources and helping them to become self-directed in their pursuit of knowledge. The library also has a website that provides access to our Destiny online catalog and various other databases and online services.

The NASD website (www.nasdschools.org) provides students with access to the Middle School Library and the High School Library online resources. Passwords are available for home access.

The Middle School Library is open before and after school from 7:00 AM to 2:35 PM, with access to all materials and resources. The High School Library is open Monday through Friday from 7:00 AM - 3:00 PM. Please refer to the Library Handbook for further information.

PERMISSION TO LEAVE

Permission to leave the school building is granted only by the administration. Students discuss their needs with the principal/assistant principal should an emergency arise. Any student who leaves the school building or school-sponsored events off school property (i.e., field trip, off-campus testing) without permission for whatever reason will receive a disciplinary consequence and may be subjected to a search. Any student not feeling well must report to the nurse before going home.

PUBLIC ATTENDANCE AT SCHOOL EVENTS *Refer to NASD Board Policy 904 - <https://www.nasdschools.org/policies>*

The Board of School Directors welcomes the public at activities and events held by the school district, but the Board also acknowledges its duty to maintain order and preserve District facilities during such events. The Board has the authority to prohibit the attendance of any individual at a school event whose conduct may constitute a disruption. The Board prohibits gambling and the possession and use of alcoholic beverages, controlled substances, tobacco, and weapons on school property. There shall be no smoking or vaping at any public function held in a school building.

SCHOOL SAFETY

Safe2Say Something Anonymous Reporting:

- Safe2Say Something is a life-saving and changing school safety program that teaches students, educators, and administrators how:
 - to recognize the signs and signals of individuals who may be at risk of hurting themselves or others.
 - to anonymously report this information through the S2SS app, website, or 24/7 Crisis Center Hotline.



The following provides an overview of how the program works and is implemented in schools. Safe2Say Something works through 5 easy steps:

1. A tip is submitted via mobile app, website, or by calling the PA-based 24/7 Crisis Center.
2. The tip is then triaged by the Crisis Center to gather enough information to act on it.
3. The tip is delivered to the impacted school and, as needed, local law enforcement via 911 County Dispatch.
4. The school and, as needed, local law enforcement assess and intervene with the at-risk individual.
5. The school then closes out the tip and reports actions taken as a record for their school.

We expect our students to report any knowledge of safety concerns or threats. However, students who intentionally submit a false report are subject to disciplinary and legal consequences.

For more information on Safe2Say Something or to submit a tip or download the App, go to <https://www.safe2saypa.org/>.

The high school and middle school have Threat Assessment Teams that are trained in how to report and respond to threatening or at-risk behavior.

Appropriate conduct is expected during school drills. Students are provided with instruction/direction prior to any safety drills being conducted. Students are urged to use proper safety procedures in all activities and classes – particularly those courses (Vocational-Technical, Science, Family and Consumer Science, Physical Education, and Art) that involve the use of special equipment.

Some general safety regulations to follow are:

- Follow all teacher directives.
- Enter and leave the classroom in an orderly manner.
- Move to a designated area according to the building plan.
- Be courteous and respectful of others.
- Speak with a normal tone.
- Use equipment only when approved and supervised by the teacher.
- Concentrate on your work – refrain from “inappropriate behavior.”

ALICE

The Northampton Area School District updated its safety plan in the 2018-19 school year. As part of this initiative, the safety protocol called ALICE was implemented in the unlikely event of an armed intruder in one of our school buildings. This training encourages staff and students to respond based on their situation, rather than rely on centralized instructions in dynamic times of crisis.

ALICE is a federally endorsed safety protocol. **The letters ALICE stand for Alert, Lockdown, Inform, Counter and Evacuate:**

- **Alert** – inform people of the threat, giving as much information as possible.
- **Lockdown** – Students and Staff can choose to lockdown and barricade the room that they are in if they determine that it is not safe to evacuate.
- **Inform** – pass on as much information as possible to others and to First Responders, including contacting 911.
- **Counter** – an effort of last resort, if an armed intruder is able to get into the space that they are in; students are being trained to use every effort to stop the intruder instead of being passive victims.
- **Evacuate** – If it is safe to do so, all are encouraged to evacuate the building, and remove themselves from the threat.

The Northampton Area School District also uses specific wording to identify the level of threat and type of lockdown that needs to be conducted. If an announcement is made saying Evacuate, students/staff must leave the building immediately. Stay Put will require students/staff to remain in the classroom, no one should be in the hallways at this time. Lockdown is called when there is a threat or hazard inside the school building. Classroom doors need to be locked and lights turned out. Keep Out is called when a threat or hazard is outside the building. If students/staff are outside the building, students/staff will need to come into the building immediately. Movement is limited but not restricted.

Learn more about ALICE here: www.alicetraining.com. Under ALICE training, staff and students are oriented to different options to respond to



a school intruder who is intent on doing harm. In certain circumstances, the “lock the door and hide” strategy might be appropriate. In some cases, the teacher and students might take precautions to barricade the entrance(s) of the classroom. Under certain conditions, it might be the best decision for the teacher and students to flee the building. It is the intention of ALICE that the strategies we provide will increase the chances that our staff and students might survive if a terrible circumstance of an armed intruder ever were to occur.

HALO SENSORS

HALO Smart Sensors have been installed in all student bathrooms in the High School and Middle School. Used for health and safety, HALO is a vape detector, an air quality monitor, and a complete security device for privacy areas where you do not want to use a camera or microphone. With a single device HALO provides Building Health Monitoring, Indoor Air Quality Monitoring, Vape Detection, THC Detection, Gunshot Detection, Emergency Key Word alerting, Audible alerting, Light/Occupancy alerting, Chemical alerting, VOC alerting, Tamper alerting as well as Temperature, Humidity and Pressure alerting.

AEROSOLS/SPRAYS

Students are not permitted to possess or discharge any aerosols or sprays. This includes but is not limited to perfumes, colognes, body sprays, air fresheners, and breath sprays.

SEARCH AND SEIZURE *Refer to NASD Board Policy 226 - <https://www.nasdschools.org/policies>*

School administration can search a student’s locker, person, and/or automobile while on school property and seize any illegal or inappropriate materials or substances. Such materials or substances are used as evidence against the student in disciplinary, juvenile, and/or criminal proceedings. Parents and guardians are notified when a search has been conducted. The search of a particular person, locker, or automobile is made upon reasonable assumption or suspicion that the student may possess or be hiding evidence of an illegal material or substance that would prove harmful to self or others in the school environment.

Unannounced locker and student searches are a matter of public and school safety, as well as the health and welfare of the student body at NASD.

STUDENT COMPLAINTS *Refer to NASD Board Policy 219 - <https://www.nasdschools.org/policies>*

The student should first make the complaint known to the staff member most closely involved or, if none is identifiable, his/her guidance counselor or administrator; and both shall attempt to resolve the issue informally and directly. For complaints which must move beyond the first step, the complaint shall be made in a written statement which shall set forth the specific nature of the complaint and a brief statement of the facts giving rise to it. The complaint may then be submitted to the Assistant Superintendent, the Superintendent, and the Board with a suitable period of time allowed at each level for hearing of the complaint and preparation of a response. At each level the student shall be afforded the opportunity to be heard personally by the school authority. At each step beyond the first, the school authority hearing the complaint may call in the student’s parent/guardian. The student may seek the help of a parent/guardian at any step.

STUDENT PARKING

Any student who brings a motor vehicle onto the secondary campus during regular school hours must register that motor vehicle with the High School Main office. Students who drive to school must obtain a parking permit by submitting a copy of his/her driver’s license, registration, and insurance card. The student must also submit the year, make, model, color, and license plate number of their vehicle. When all this information is received, the student will receive, based on availability, a parking permit sticker.

Only authorized motor vehicles will be permitted in the student parking areas. Unauthorized vehicles may be ticketed. Students may only park their cars in the lot they are assigned.

Students must follow all parking regulations received upon registration. The NAHS rules, regulations, and Student Code of Conduct are



enforced in all parking areas.

- All students opting to park on campus during regular school hours must register their vehicle with the school.
- The student's vehicle is parked on school property at the owner's risk. The school is not responsible for any loss or damage occurring to the motor vehicle. The school is not responsible for items left in the car.
- Private vehicles are not to be driven in the parking lots while buses are loading or moving.
- The cost of a parking permit is \$14.
- Student parking is for 12th grade students only.
- Students are responsible for maintaining current registration and insurance cards on file. Cars with expired insurance or registration in Sapphire and are found on the lot are subject to be ticketed.
- The maximum speed permitted for motor vehicles driving on roads that are school property is fifteen (15) miles per hour. The speed limit is five (5) mph while driving through parking lots; driving recklessly is not permitted.
- All cars must have the parking permit displayed inside the front window above the inspection sticker with the numbers facing out.
- Parking permits are not transferable from person to person, but may be used for other cars listed on the application registered to the same address.
- **Students who want to drive to vo-tech, co-op, or college classes are NOT permitted to drive other students, unless they are siblings.** Parents/guardians must also submit the vo-tech driving permission form.
- Students will only be permitted to go to their car when permission is secured from an administrator, and they will be escorted to their car by the appropriate personnel.
- Students cannot move their car during the day without permission.
- Students must park their car and enter school; no loitering is permitted.
- Administration has the authority to search vehicles anytime there is reasonable suspicion that the vehicle and/or the contents therein may pose a danger to the health, safety, and welfare of the staff and students or if there is reasonable suspicion that its contents may be disruptive to the educational process.
- Students can only park a registered vehicle in their assigned lot.
- Student violators of any NAHS student parking or driving regulations face loss of privileges and discipline as addressed in the Student Code of Conduct.
- Students may lose their parking privilege as a consequence for 10 or more unexcused tardies to school.
Any student who uses a motor vehicle to leave school property during school hours, without parental and administrative permission, is subject to discipline as addressed in the Student Code of Conduct.
- Student parking is a privilege; therefore, students who violate the school's driving and/or parking regulations are subject to a ticket/fine, loss of parking privilege, towing, and/or a police citation.

STUDENT PHOTOGRAPHS

Each year photographs are taken of all students. These photographs are used by the school for identification purposes. Families may purchase these photographs. Students who are in foster care are not allowed to be photographed. Students are not permitted to take or use photographs of other students, faculty and/or staff for any purpose and/or use on the Internet, unless given permission by the individual.

STUDENT RECORD INFORMATION

In order to assist in the welfare, health, and safety of your child, accurate records are a necessity. It is the parent's responsibility to notify the school of changes in address, telephone numbers (home/work), and/or emergency contact information immediately. It is also the parent's responsibility to maintain current information in the Sapphire Community Portal, through the parent account.

It is the parent's responsibility to provide the most current legal custody agreement and/or Protection from Abuse Order concerning their child to the school. Please contact the guidance department with any questions or concerns.

If a student moves out of the district, it is necessary for the parent/guardian to withdraw the student from the school. Contact the Guidance Office immediately to update and obtain the necessary information.



STUDENT RECRUITMENT Refer to NASD Board Policy 250 - <https://www.nasdschools.org/policies>

In accordance with law, the School Board permits disclosure of required student information about secondary students to representatives of postsecondary institutions and representatives of the Armed Forces of the United States. Equitable access to secondary students is granted to postsecondary education representatives, military recruiters, and prospective employers. Post-secondary institutions and military recruiters have access to secondary students' names, addresses, and telephone numbers, unless the student or parent requests that such information not be released without prior written parental consent.

STUDENT WELLNESS Refer to NASD Board Policy 246 - <https://www.nasdschools.org/policies>

The Northampton Area School District recognizes that student wellness and proper nutrition are related to student physical well-being, growth, development, and readiness to learn.

The Board is committed to providing a school environment that promotes student wellness, proper nutrition, nutrition education and promotion, and regular physical activity as part of the total learning experience.

In a healthy school environment, students will learn about and participate in positive dietary and lifestyle practices that can improve student achievement. Information about the NASD Wellness Committee can be found on the District website.

STUDY HALL REGULATIONS (HS ONLY)

- All students are to be in assigned study hall areas on time.
- All students are required to scan in with their student ID for attendance
- If an assigned seat is given, students are required to sit in that assigned seat.
- All students are to be quiet and work on class assignments.
- All students may not engage in gambling.
- All students are to be courteous and respectful.
- All students are to secure a pass from the study hall moderator(s) before leaving the study hall for any reason.

THREAT ASSESSMENT TEAMS AND PROCESS Refer to NASD Board Policy 236.1 - <https://www.nasdschools.org/policies>

Act 18 of 2019 amended the Public School Code of 1949 by adding Article XIII-E, Threat Assessment. Among its provisions, Article XIII-E requires the establishment of threat assessment teams for all school entities in Pennsylvania and tasks the School Safety and Security Committee (SSSC) to research, develop and provide free threat assessment guidelines, training and informational materials, as well as model procedures and guidelines for school entities.

[Information for School Staff, Parents, and Guardians](#)

Threat Assessment Teams are responsible for "the assessment of and intervention with students whose behavior may indicate a threat to the safety of the student, other students, school employees, school facilities, the community or others." Threat assessment teams are comprised of administrators, school psychologists, guidance counselors, and special education case managers. Law enforcement personnel may become involved if a particular case warrants their involvement.

A threat assessment process is not designed to develop a profile focused on a set of traits or characteristics but to evaluate, on a case-by-case basis, whether situations, actions, and behaviors could result in a significant risk to the health and safety of individuals within a school community. In addition to an individualized assessment, these determinations must be made based on reasonable judgment relying on the best available objective evidence to determine the nature, duration, and severity of the risk; the probability that potential injury will actually occur; and whether reasonable modifications of policies, practices, or procedures could mitigate that risk.

It is important to note that the focus of a threat assessment process is to understand the situation and how best to mitigate safety concerns, and it is not the same as a criminal or disciplinary investigative process.



Any student who feels an individual may be a threat to themselves or others should immediately inform school officials by using the Safe2Say reporting mechanism. In addition to notifying the proper authorities, if you have any questions, please contact a school principal or guidance counselor.

TRESPASSING Refer to [NASD Board Policy 249](#)

Criminal Mischief is the intentional damage of tangible property of another, endangering a person or property by intentionally or recklessly tampering with tangible property, or intentionally or recklessly causing another to suffer financial loss by deception or threat. Criminal Trespass is when a person knowingly enters or gains entrance to a building or property without permission, license, or privilege or when a person remains in any place as to which notice against trespass is given. This also includes entering through unauthorized doors during school events.

The District will utilize the Pennsylvania Criminal Code and Criminal Procedures through the local magisterial court systems for infractions of the Northampton Area School District's rules, regulations, or policies when, in the opinion of the principal involved and the superintendent, this is the most effective procedure to remedy a problem, to correct an unacceptable behavior, or to recover costs incurred as a result of the misbehavior of students, visitors, or others covered by these regulations..

UNAUTHORIZED RECORDING - Refer to NASD Board Policy 815 - <https://www.nasdschools.org/policies>

In Pennsylvania, audio/video recording is covered under the Wiretapping and Electronic Surveillance Control Act. From time to time, students may attempt to record school staff without the knowledge that it is taking place. This can be disturbing especially when it may seem that the recording was done surreptitiously and the recording device is intentionally hidden from view. This type of undisclosed tape recording is illegal and may result in a felony charge. School-based consequences and a citation from the Northampton Area School District Police may be administered.

VOLUNTEER INFORMATION Refer to NASD Board Policy 916 - <https://www.nasdschools.org/policies>

Refer to School Board Policy 916 for all information regarding School Volunteers. The building principal is ultimately responsible for the strict adherence to Policy 916.

To find the NASD Volunteer procedure and required clearance information:

- 1) Visit the District website: www.nasdschools.org
- 2) Click on *Community*.
- 3) Click on *Volunteer Information*.

If you have any questions, please contact the Office of the Assistant Superintendent 610-262-7811 x 20021



STUDENT ACHIEVEMENT

ACADEMIC HONESTY

Honesty is a fundamental requirement for all academic endeavors. Dishonesty in tests or academic work and/or plagiarism is a serious offense. This offense violates standards of scholarship, which the NASD community believes are important. Dishonesty and plagiarism keep students from developing their abilities.



Plagiarism is the act of presenting, either intentionally or unintentionally, another person's work as one's own. Plagiarism occurs when students:

- Turn in another student's paper/homework as your own
- Copy portions of another student's paper, homework, assignments, and/or exams
- Use another person's exact words, ideas and/or expressions without acknowledging the source
- **Turnitin.com** is a web-based solution allowing students and teachers to check written work for improper content and plagiarism.

Students are responsible for maintaining their own intellectual integrity. They must realize that their work should reflect what they have thought out, understood, and written. They must give credit to the ideas and words of others while taking pride in their own contributions. There are several necessary ways students can strive for intellectual honesty. Students are strongly encouraged to:

- Allot the necessary time to complete assignments on one's own
- Refrain from giving other students their work to copy or use
- Ask teachers for assistance in determining what material must be cited

Assessment Procedures

- All cell phones, SMART watches, and electronic devices should be turned off and put away for the duration of the assessment. All assessments should be submitted prior to electronic devices being allowed out
- Students may be permitted to use electronic devices for assessments with teacher's permission
- If a student is absent on the day of an assessment, the teacher has the option to administer an alternative version of the assessment in order to uphold the academic integrity of the assessment

Technology Use

We are committed to teaching our students the knowledge and skills required to navigate and be successful in a society with increasing technological advancements. However, students must understand that using technology to misrepresent their own work is a violation of academic honesty. Unless permitted by the teacher, use of artificial intelligence, such as ChatGPT and others AI programs, to create student work is considered plagiarism. Use of online math applications, such as PhotoMath, Mathpapa, and Math etc. is also a violation of academic honesty unless students are given permission by the teacher.

Consequences

Plagiarism and other forms of academic dishonesty are considered serious offenses by the faculty and administration. Students who are found to be guilty of these offenses can expect a procedure to be initiated, which **may** result in the following actions:

- **Offense 1:** The student receives a zero for the quiz, test, paper, or exam. The teacher will notify the parent, guidance counselor, and the assistant principal. Students **will** be given the opportunity to redo assignments for partial credit at teacher's discretion.
- **Offense 2:** The steps under first offense are followed. In addition, a conference is held with the student, teacher, parent, and assistant principal.
- **Offense 3:** The steps under second offense are followed. In addition, the student will receive a failing grade for the course.

Consequences are cumulative in nature over all courses and are applicable during one school year. Egregious violations, such as obtaining and distributing assessments are subject to disciplinary action and academic penalties.

In addition to the above actions, consequences will be in accordance with the Student Code of Conduct.

CONFIDENTIALITY OF STUDENT RECORDS

All personally identifiable information regarding a student will be treated as confidential and disclosed only as permitted by the Family Education Rights and Privacy Act (FERPA), 20 U.S.C. §1232g; its implementing regulations, 34 C.F.R. Part 99; and Chapter 12 of the State Board of Education Regulations, 22 Pa. Code §12.33 Appendix A. For more information, please see the [FERPA website](#).



GRADING

Grade Conversion for Transfer Students

A = 95	B- = 80	
A- = 90	C+ = 77	D+ = 68
B+ = 87	C = 74	D = 65
B = 83	C- = 72	F = 64

The Grade Conversion scale is used for converting letter grades of transfer students. Transfer students passing in another district, due to a different set of numerical criteria, but not meeting the criteria of the NASD will receive credit for the course.

Grading for Transfer Students - Transfer student transcripts will be reviewed by building administration to identify transferable credits. All credit transfers are subject to administrative review and approval. The transfer student's grade will not receive credit for a failure even if that grade differs from our grading policy.

All variations to the minimum graduation requirements are initiated through the student's counselor and then approved by the school administration.

GRADING SYSTEM FOR GPA

Raw Grade	Grade	Standard Quality Points	Honors Quality Points	AP Quality Points
100-95	A	4.0	4.5	5.0
94-90	A-	3.6	4.1	4.6
89-87	B+	3.3	3.8	4.3
86-83	B	3.0	3.5	4.0
82-80	B-	2.6	3.1	3.6
79-77	C+	2.3	2.8	3.3
76-74	C	2.0	2.5	3.0
73-72	C-	1.6	2.1	2.6
71-68	D+	1.3	1.8	2.3
67-65	D	1.0	1.5	2.0

55% MINIMUM GRADE AND REMEDIATION CONTRACTS

- **Full-Year Courses:**
 - Students receiving below a 65% marking period grade will be offered a remediation contract during the marking period the first time this occurs. Upon successful completion, they will earn a minimum passing grade of 65% or higher for that marking period. Beyond that first time, if students receive below a 65%, it is up to the teacher's discretion whether they are given a remediation contract to earn a 65% or higher in corresponding marking periods. If students do not complete the remediation, they will receive a one time 55% minimum marking period grade. Remediation contract assignments must be completed within the two (2) weeks of receiving the contract.
 - Students can only receive the 55% minimum marking period grade once during marking periods 1, 2, or 3 of the school year. The 55% minimum or remediation contract cannot be used for the 4th marking period grade.
- **Semester Courses:**
 - A marking period grade lower than a 55% will not be replaced with a 55% minimum marking period grade in semester courses.
 - Students failing semester courses, below the 65%, will be provided with the opportunity to complete the remediation contract for the first marking period of a semester course to earn a marking period grade of 65%.
 - Remediation contracts cannot be offered to students who earn below a 55% marking period grade in a semester course for the 2nd or 4th marking periods.



HOMEWORK Refer to NASD Board Policy 130 - <https://www.nasdschools.org/policies>

The teachers post homework, assignments, projects, and tests on the Community Portal within two weeks of their grading completion. Excluded from the two-week deadline are major research papers and projects. Homework time guidelines will be specified in each teacher's classroom expectations. Students are encouraged to share these with their parents.

FINAL EXAMS (HS)

Final examinations combine performance assessments and objective testing. These examinations are comprehensive in nature and worth 8% of a student's overall grade.

Students are expected to take their exams at the designated times. However, if a student is too ill to take an examination, it is the responsibility of the parent/guardian to call the school before the scheduled examination time and request the rescheduling of the examination. All make-up exams will be given after the exam period. Any special circumstances that arise are subject to the review and approval of the building administration.

Students in 11th and 12th grade only may qualify to be exempt from one or more final exam(s) by maintaining a 90% average and good classroom attendance and discipline. The only exception to the grade-level exemption is for underclassmen enrolled in an AP course who maintained a 90% average and good classroom attendance and discipline. In the case of a semester course, exemption status is determined at the end of the second quarter and the final grade will count each quarter as 50% of the overall grade. In the case of a full-year course, exemption status is determined at the end of the fourth quarter and the final grade will count each quarter as 25% of the overall grade.

For courses that include quarterly exams, the student will have the option to use the quarterly exam average instead of taking the final exam if the student has taken all 4 quarterly exams.

REPORT CARDS

Report cards are issued four (4) times a year, and they are issued approximately ten (10) days after the close of each marking period. Report cards provide a record of a student's progress during the last nine (9) weeks of classes. Any incomplete "I" student work must be made up within ten (10) days after the end of the marking period. Any incomplete work not made up by the student will be assigned a zero. It is the student's responsibility to make necessary arrangements pertaining to make-up work. When an "I" is given in the fourth (4th) marking period, work must be completed by the end of June unless extended by the teacher and/or administration. An exempt "E" denotes exemption from work done during that marking period and can be authorized only by a building principal. Even though the parent portal/student progress report may display a grade average over 100%, student grades do not exceed 100% on District report cards or transcript.

STUDENT ACADEMIC PROGRESS

Parents have the ability to review up-to-the-minute information pertaining to their child(ren) on Northampton Area School District's Sapphire Community Web Portal. The Community Portal contains grades, attendance, discipline, and fees. Access to this portal is obtained by logging onto the NASD website (www.nasdschools.org) and clicking on Choose [Sapphire Community Portal](#). From this point, a username, password, and PIN are necessary. If you do not have an account, please click on "[Register a new student](#)". NASD creates accounts for all students and provides them with their own username, password, and PIN so that they, too, can track their academic progress.

TRANSCRIPT (HS ONLY)

Only Weighted (GPA-W) and Unweighted Cumulative Grade Point Averages (GPA-U) will appear on the student's transcript. Transfer students will receive the credits earned from the sending schools. The transfer student's grade will not receive credit for a failure even if that grade differs from our grading policy. Even though the parent portal/student progress report may display a grade average over 100%, student grades



do not exceed 100% on District report cards or transcripts.

HONOR ROLL

For a student to be considered for Honor Roll status, all criteria in any of the distinct categories below, must be met.

Distinguished Honors	<ul style="list-style-type: none">▪ At least one course with a marking period grade▪ 92% or higher marking period average AND no marking period grades lower than 90%▪ No grade of I for any course▪ Marking period grades of P, NP, and M are ignored
High Honors	<ul style="list-style-type: none">▪ At least one course with a marking period grade▪ 90% or higher marking period average AND no marking period grades lower than 83%▪ No grade of I for any course▪ Marking period grades of P, NP, and M are ignored
Honors	<ul style="list-style-type: none">▪ At least one course with a marking period grade▪ 87% or higher marking period average AND no marking period grades lower than 80%▪ No grade of I for any course▪ Marking period grades of P, NP, and M are ignored

CLASS RANK (HS ONLY) *Refer to NASD Board Policy 214 - <https://www.nasdschools.org/policies>*

Individual class rank will not be entered on student transcripts. A student's weighted grade point average, unweighted grade point average, and class rank decile range shall be entered on his/her record and are subject to the Board's policy on the release of student records. Grade point averages will be calculated at the end of each semester and will only include completed coursework. Decile ranges will only be posted on transcripts following a student's 6th, 7th, and 8th semesters. Students graduating in the top 5% of their class (following the 8th semester) will be honored at graduation, and this achievement will be noted "With Honors" on their diploma and transcript.

TESTING PROGRAMS

The following tests will be administered or made available by the high school guidance counselors at designated times:

- Preliminary Scholastic Aptitude Test (PSAT)
- Scholastic Assessment Test/SAT II (SAT I)/(SAT II)
- Armed Services Vocational Aptitude Test (ASVAB)
- American College Test (ACT)
- Advanced Placement Exams (AP)
- Benchmark Exams (grades 9, 10, and 11)
- Keystone Exams

KEYSTONE EXAMS

Keystone Exams for Algebra I, Biology, and English Literature

The Keystone exams were created to replace the Grade 11 PSSA and serve as one component of Pennsylvania's statewide high school graduation requirement. Keystone exams will help school districts guide students toward meeting state standards. The exams are end-of-course assessments designed to assess proficiency in the subject areas of Algebra I, Literature, and Biology.

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The Keystone Exams will be administered to students in grades 6 through 11 who take the following courses: Algebra 1, English Literature Grade 10, and Biology. Students who take these courses will be administered the Keystone Exams for those courses in May of 2026. For instance, students who take Algebra 1 in grades 6 through 11 during the school year must take this Keystone Exam for Algebra 1 in May of 2026.

Students are required to take the Keystone Exams. Keystone Exams testing window is as follows:

Winter Wave 1	December 3-17, 2025
Winter Wave 2	January 5-16, 2026
Spring	May 11-22, 2026
Summer	July 27-31, 2026

It is very important that students and parents understand the importance of the Keystone Exams because a proficient score on each exam is required in order to graduate from high school. All students should make every effort to do their best and to attend school on the scheduled Keystone Exam testing dates in May of 2026.

Parents/guardians may request to review the state assessments two (2) weeks prior to their administration, during regular district office hours. The district will ensure the security of the assessment documents. Parents/guardians are granted the right to have their child excused from state assessments that conflict with their religious beliefs, upon receipt of a written request to the Superintendent.

In addition, beginning with the class of 2023 and beyond, students are required to follow the statewide graduation requirement options as stated in the Statewide High School Graduation Requirement Guidance Act 158 of 2018 (PDE January 2019) including:

- Keystone Proficiency Pathway
- Keystone Composite Pathway
- Alternate Assessment Pathway
- Evidence Based Pathway
- CTE Pathway

These five (5) pathways are documented as a flowchart to be included in the NAHS Program of Studies.

Parents/Guardians will receive information regarding their child's state assessment scores and may obtain an explanation of assessment results from qualified school personnel.

PSSA (MS ONLY)

Students in Grades 3 through 8 are assessed using the Pennsylvania System of School Assessment (PSSA) in both English Language Arts (ELA) and mathematics. Students in grades 4 and 8 will also be assessed in science. The PSSA tests are aligned to the Pennsylvania Academic Standards and provide comparative data regarding the academic skills of NASD students and students throughout the state. All scores will be reported to parents and will help in the planning of district curriculum/instructional strategies for student academic success. For more information about the PSSA tests visit our [district website](#) or the [Pennsylvania Department of Education website](#).

Assessment	Dates	Grades
English Language Arts	April 20 - 24, 2026	Grades 3-8
Mathematics, Science and Make-ups	April 27-May 1, 2026	Grades 3-8, Science Grades 5 and 8



NATIONAL HONOR SOCIETY (HS ONLY)

Students interested in joining the National Honor Society must meet the following requirements, according to the Northampton National Honor Society Constitution:

- The minimum GPA requirement for entrance into the National Honor Society for both seniors and juniors is 3.90
- Must spend at least one semester as a Northampton student
- Only 11th and 12th graders can be inducted
- All candidates must participate in three activities, two activities being school related; if a candidate works 15 or more hours a week or is involved in a Vo-Tech Co-op program, he or she shall participate in two activities, one being school related
- All candidates must complete the application for membership
- All members must be approved by the Faculty Advisory Committee
- The conduct and character of each candidate must exhibit an exemplary discipline and attendance record

MIDDLE SCHOOL STUDENTS TAKING HIGH SCHOOL COURSES

Middle school students who request a high school course that is not offered in the middle school must be considered on an individual basis and must show academic evidence of appropriate placement for that course. Requests should be made to the building principal.

A high school course taken in the Northampton Area High School while a student is enrolled in the Northampton Area Middle School will not receive high school credit and the grade will not be calculated into the high school GPA. The high school course will appear on the high school transcript in the 9th grade year.

High school academic procedures, as listed in this Student/Parent Handbook, apply to all students taking a course at the Northampton Area High School, including those students currently enrolled in the Northampton Area Middle School.

PROJECT Pr.I.D.E.

(Project based, Inquiry based, Digitally Enriched learning)

With the continual implementation of Project Pr.I.D.E, all students will be issued a 1:1 device for use during the-school year. Please visit the Project Pr.I.D.E. website (<http://projectpride.nasdschools.org>) for further information.

PROMOTION

A student in middle school may be retained if he/she fails two or more academic subjects, which include Math, Reading, Social Studies, Science, and English. If a student fails one or more of these subjects, the student may be required to make up the subject in order to progress to the next level.

High school requirements for promotion::

- 9th to 10th Grade 6.0 credits and must have passed English 9 - It is recommended for all grade 9 students to carry 7 credits
- 10th to 11th Grade 12.0 credits and must have passed English 10 - It is recommended for all grade 10 students to carry 6 credits
- 11th to 12th Grade 18.0 credits and must have passed English 11 - It is recommended for all grade 11 students to carry 6 credits

SCHEDULING OF FAILED COURSES

Any high school student who is scheduled to repeat a course with the same teacher with whom he/she previously failed, may report to the counseling office and request a change. Only one (1) level of English may be scheduled in any academic year with the exception of senior year.

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English level courses must be taken in sequential order (i.e., English 9, English 10, English 11, and English 12). Special cases will be reviewed on an individual basis by the building principal or designee. Whenever possible, students who are repeating any courses which they have failed and have not made up in summer school will make up such courses during the next school year.

NORTHAMPTON CYBER ACADEMY

The Northampton Cyber Academy (NCA) offers a flexible, comprehensive online K-12 education to students residing within the Northampton Area School District. Designed to meet the diverse needs of the student population, the program provides a rigorous, standards-based asynchronous curriculum that is both engaging and accessible. Attendance, daily lessons, and teacher-student communication are all conducted online. For more detailed information on the NCA program, please read the [NCA Parent/Student Handbook](#) located on the [NASD website](#).

CREDIT RECOVERY

Credit recovery courses are created and monitored by NAHS teachers using Schoology to provide students the opportunity to recover credits during the school year. Credit recovery courses are not for acceleration and can only be taken after the initial course has been failed. A student must have earned a minimum grade of 50% in the course in order to be eligible for credit recovery.

Math	Science	Social Studies	English	Other
- Algebra I - Algebra II - Geometry - Math Applications - Foundations of Algebra	- Physical Science - Biology - Oceanography - Ecology - PA Wildlife - People, Science, and the Environment - Chemistry	- US History II - US History III - Civics and Government - Psychology	- English 9 - English 10 - English 11 - English 12	-Health - Academic Success

SUMMER SCHOOL

Students in grades 9-12 may enroll in no more than two (2) courses during any summer. Summer School is primarily a remedial program provided by the NASD. Specific information is available in the Guidance Office at the end of the school year. It is the student's responsibility to check with his/her guidance counselor and/or teacher to know if summer school is necessary.

In order to be eligible for Summer School, the student must have earned a minimum grade of 50% for the final course average.

Students ineligible to attend Northampton summer school are:

1. Students who had excessive unexcused/unlawful absences and/or class cuts
2. Students who received multiple OSS
3. Students deemed ineligible for other reasons by the Administration

Summer School Grade

The grade they receive in Summer School will be averaged with their final course average in order to earn remediation credit for the course. For example, if a student earned a final course grade of 55 in Algebra I, s/he would need to earn an 80 in Summer School to earn a 68 average for remediation credit. If a student does not earn a 65 average for remediation credit, the student will not receive credit for the course and the new average will be recorded on the student's transcript. For example, if a student earned a final course grade of 50 in Algebra I, and s/he earns a 70 in Summer School, the new average that will be recorded on the student's transcript would be 60, which falls below the NASD-established passing grade of 65. Courses that are passed in Summer School will be designated by an "SS" on the transcript. Summer school courses require an additional fee.



STUDENT ACTIVITIES

HS - EXTRA-CURRICULAR ACTIVITIES AND STUDENT ATHLETICS

Activities which are sponsored or approved by the Board, but are not offered for credit toward graduation. Such activities will ordinarily be:

- Conducted wholly or partly outside the regular school day.
- Marked by student participation in the processes of initiation, planning, organizing, and execution.
- Available to all students who voluntarily elect to participate except that where eligibility requirements are necessary or desirable. The Board will be so informed and must approve the establishment of eligibility standards before they may be operable and will ordinarily include: intramural sports, band, chorus, and clubs.

The extra and co-curricular activities at NASD offer many opportunities for voluntary self-expression and service. This program is an important and integral part of the total school program and is open to participation by all students. Extra and co-curricular activities are defined as student organizations and activities that meet in the name of the NASD and are not considered part of the regular school program. These will include, but not be limited to, the following:



School	Activity		Athletics
NASD High School (HS)	Aevidum American Sign Language Amptennian Yearbook Art Club Baking Club Band Biology Club Caring KIDS Chess Club Chorus Class Council <ul style="list-style-type: none"> • Senior Class Advisor • Junior Class Advisor • Sophomore Class Advisor • Freshman Class Advisor Creative Writing Club Crochet Club Dance Team Debate Team DECA Drama Club Employment Prep Club Envirothon Executive Student Council Fall Play French Club Future Business Leaders of America (FBLA) Future Educators of America (FEA) German American Partnership Program (GAPP) Gay Straight Alliance (GSA) German Club Guitar Club	In Her Element Indoor Track Club Japanese Club Kids for Christ Kindness Crew Library Club Math Club Mock Trial Mythology Club National Honor Society National Music Honor Society (Tri-M) National Science Honor Society Northampton Volunteer Club Odyssey of the Mind Orchestra Outdoor Club Percussion Ensemble Physical Education Club PJAS (Pennsylvania Junior Academy of Sciences) SADD Scholastic Scrimmage Science Olympiad Select Ensemble Spanish Club Spring Musical Spring Reading Challenge Stage and Lighting Crew Step Team Support Our Armed Forces Technology Club Virtual Guild Vocal Club Volunteer Club	Baseball Basketball (Boys/Girls) Cheerleading/Competitive Spirit Cross Country (Boys/Girls) Golf Field Hockey Football Lacrosse (Boys/Girls) Soccer (Boys/Girls) Softball Swimming (Boys/Girls) Tennis (Boys/Girls) Track (Boys/Girls) Unified Track (Boys/Girls) Volleyball (Boys/Girls) Wrestling (Boys/Girls)
NASD Middle School (MS)	Band Chorus Christian Athletes Club Crochet Club Cultural Club Drama Kids Homework Club Indoor Twirlers Odyssey of the Mind	Orchestra Newspaper Science Fair Student Council Yearbook	Baseball Basketball (Boys) Basketball (Girls) Cross Country (Boys/Girls) Field Hockey Intramurals Soccer (boys/girls) Softball (Girls) Volleyball (Boys) Volleyball (Girls) Wrestling

All students participating in Pennsylvania Interscholastic Athletic Association (PIAA) sanctioned events are subject to PIAA regulations for eligibility. PIAA academic eligibility requires students to be passing four (4) full credit subjects, or the equivalent, as of each Friday during a [Return to Table of Contents](#)



grading period. At the middle school, any student failing 2 or more classes is ineligible to participate; all classes count toward eligibility. Students who fail to meet this requirement will lose eligibility from Sunday to the next Saturday. Students who fail to meet this requirement at the end of a marking period will lose eligibility for 15 school days of the next grading period, beginning on the first day report cards are issued. Students who are ineligible are able to practice but they are unable to participate in scrimmages or competitions. Students who are absent from school during a semester for 20 or more days will lose eligibility until they attend for 45 days following the 20th day of absence.

NCAA ATHLETIC ELIGIBILITY

In order for a student to be determined eligible to participate in Division I or II athletics in college, each student needs to take a required number of core courses that are approved by the NCAA. Division I and Division II have different requirements for eligibility regarding the amount of courses taken and GPA requirements. All specific information can be found in “The Guide for the College Bound Student Athlete” on the eligibility website. If your son/daughter is planning on participating in college athletics as a freshman in college, they need to be scheduling Northampton Area High School approved core courses as approved by the NCAA. Northampton Cyber Academy courses may not be approved by the NCAA. Please check with your Guidance Counselor at the time of course selection if you have any questions regarding courses and eligibility. Additional NCAA approved core courses can be found on the NCAA Eligibility website. The following are Northampton Area High School approved core courses offered for 2025-2026:

English

E100CP - English
E100H - Honors English 9
E101CP - English 10
E101H - Honors English 10
E101AP - English AP Seminar
E102CP - English 11
E102H - Honors English 11
E102-Online Honors English 11
E102AP - AP English 11: Language and Composition
E103CP - English 12
E103H - Honors English 12
E103CR- College-Ready English 12
E103AP - AP English 12: Literature and Composition
E103OL - Online English 12
E103- Online Honors English 12

Mathematics

M304 - Algebra I
M305 - Algebra II
M305H - Honors Algebra II
M306H - Honors College Algebra
M307 - Geometry
M307H - Honors Geometry
M310 - Pre-Calculus
M310AP - AP Pre-Calculus
M310H - Honors Pre-Calculus
M311 - Calculus I
M311AP - AP Calculus AB
M312AP - AP Calculus BC
M313 - Statistics
M313AP - AP Statistics

Science

S400 - Physical Science
S401 - Biology
S401H - Honors Biology
S401AP - AP Biology

Social Studies

H202 - United States History II
H202H - Honors United States History II
H226 – Civics and Government
H226H – Honors Civics and Government
H227 - United States History III
H227H - Honors United States History III
H203AP - AP United States Government
H205AP - AP United States History
H207AP - AP European History
H208 - Modern Global History
H208H - Honors Modern Global History
H209 - Psychology
H209H - Honors Psychology
H209AP - AP Psychology
H210 - Sociology
H210H - Honors Sociology
H212 - Criminal and Civil Justice
H213 - Discovering Global Perspectives
H224AP - AP Microeconomics
H225AP - AP Macroeconomics
H208OL - Online Modern Global History
H209OL - Online Psychology
H209OLH - Online Honors Psychology

World Languages

AH500 - French I
AH501 - French II
AH502 - French III
AH502H - Honors French III
AH503H - Honors French IV
AH504 - German I
AH505 - German II
AH506 - German III
AH506H - Honors German III
AH507 - German IV
AH507H - Honors German IV
AH508 - Spanish I



S402 - Chemistry S402H - Honors Chemistry S402AP - AP Chemistry S403 - Physics I S403H - Honors Physics I S403AP - AP Physics I S404AP – AP Physics II S405 - Environmental Science S405AP - AP Environmental Science S406H - Honors Anatomy & Physiology S408 - Earth/Space Science S409 - Oceanography S408OL - Online Earth/Space Science S409OL - Online Oceanography S411 - Genetics S412 - Ecology S413 - People, Science, and the Environment S414H - Honors Microbiology S417- PA Wildlife & Habitat S420 - Integrated Science	AH509 - Spanish II AH510 - Spanish III AH510H - Honors Spanish III AH511 - Spanish IV AH511H - Honors Spanish IV AH512 - Latin I AH514AP – AP German Language and Culture AH515AP – AP Spanish Language and Culture AH516AP – AP French Language and Culture
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Northampton Cyber Academy courses may not be approved by the NCAA. Please check with your Guidance Counselor at the time of course selection if you have any questions regarding courses and eligibility. Additional NCAA approved core courses can be found on the NCAA Eligibility website.

EXTRA AND CO-CURRICULAR CODE OF CONDUCT *Refer to NASD Board Policy 122 -*

<https://www.nasdschools.org/policies>

Philosophy Statement

The co-curricular activities program of the NASD is designed to promote the growth and development of our students. Since these programs are an integral part of the school's educational philosophy, participation in co-curricular activities is a privilege contingent upon compliance with established rules. The regulations set forth in this code are designed to positively promote the growth, development, and team spirit orientation of our students. The success of our programs will, therefore, depend upon each participating student developing himself/herself to the fullest extent and accepting his/her responsibility to the activity, while exercising the ability to develop and fulfill all classroom responsibilities.

A coach/advisor may distribute a separate code, no less than that which is set forth here, which will govern student/athletes who participate in a particular sport/activity. The student and his/her parent/guardian will also acknowledge receipt of the coach/advisor's code and return the acknowledgement to the coach/advisor at the same time as the consent form. The same standard of behavior and discipline for the regular student will apply to the athletic/activity student participant. Therefore, the Northampton Co-Curricular Code of Conduct will supplement the Northampton Area School District Discipline Code as printed in the Student/Parent Handbook and the Northampton School District Code for Student Conduct, Rights and Responsibilities, Board Policy 235.

Definition of a Participant in a NASD Co-Curricular Activity

Any student whose name appears on the athletic academic eligibility checklist or any club or school organization including intramural activities during the athletic season or period of activity in which they participate.

Period of Applicability

The regulations set forth in this code are in effect from the first legal practice date for fall co-curricular activities (or the first day of school for all other students) until the last day of the athletic season or period of activity. In the event that an individual or school-sponsored team/organization continues to participate beyond the last day of school, the student will be expected to adhere to all rules until the completion of the last year.

Co-Curricular Goals and Objectives

The ultimate goal of co-curricular offerings is to encourage each participant to become an effective citizen in a competitive, democratic society through the accomplishment of specific objectives:

- To provide opportunities for lasting friendships, not only within the Northampton community, but within other communities also

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- To give students an early understanding that participation in co-curricular activities is a privilege which has responsibilities
- To teach that a penalty follows the violation of a rule
- To provide students the opportunity to develop a desire to excel to the best of their ability
- To provide students the opportunity to practice good citizenship by developing emotional control, cooperation, and dependability
- To develop self-discipline, respect for authority, and the spirit of hard work; to place the organization and its objectives higher than any personal desires
- To enjoy co-curricular activities by acknowledging the personal rewards derived from co-curricular programs and to give sufficiently of oneself in order to preserve and improve all school programs
- To promote school spirit, loyalty, and morale by providing activities which the whole community can support
- To continue to improve oneself by establishing a goal and diligently practicing skills while adhering to desirable habits and characteristics necessary to develop the individual

Co-Curricular Activity Eligibility

To be eligible to participate in co-curricular activities at NASD, all students will be required to meet the following eligibility standards:

Appropriate School Behavior

- Appropriate student behavior as determined by the Co-Curricular Conduct Code, the Northampton Student/Parent Handbook, and Northampton Area School District Policy Handbook.

Attendance in School

- To participate in any co-curricular activity a student must be in attendance at school by 9:30am.
- Exceptions to the above rule would be a doctor appointment (doctor's note required), a family or medical emergency, or extenuating circumstances. These exceptions would require a note from the student's parent/guardian and would be reviewed by the administration and the coach/advisor. They would determine the eligibility of the student to participate.
- Students who are suspended from school or have multiple days of ISS may not participate until the suspension period has been completed. All students participating in PIAA sanctioned events are subject to PIAA regulations for eligibility.

Suspension/Resignation

- Should a participant athlete/student be suspended from an activity, he/she may not join another activity during that athletic season or semester co-curricular activity.
- Should a participant be cut or choose not to participate on one team, he/she may try-out for another team before that sport/activity season has ended.

Conduct of a Student Participant in Co-Curricular Activities

- Profanity is unacceptable at any time. The coach and/or advisor will address all offenses.
- Conduct unbecoming of a student participant, including ejection for misconduct during an activity or competition, will result in the following:
 - 1st offense – consequence at coach's and/or advisor's discretion or PIAA regulation, if applicable
 - 2nd offense – suspension from one activity or competition
 - 3rd offense – suspension from team/activity
- A co-curricular participant will abide by the NAHS Student Code of Conduct as printed in the Student/Parent Handbook. Any infraction by the participant will be handled by the administration and the coach or advisor:
- If the violation involves an exclusion, in school or out, the co-curricular participant will be suspended from co-curricular activities during the exclusionary period. He/She becomes eligible on the next calendar day immediately following the last day of exclusion. If multiple days of exclusion occur, the athlete/student is not eligible until the exclusion is completed.
- If a co-curricular participant has detention, after serving the required time, he/she will report to the coach or advisor directly.
- If an athlete/student is late to practice because of academic reasons he/she must bring a note from his/her teacher stating the time of dismissal.

Tobacco/ Vaping Products

The following regulations have been developed by the NASD in order to discourage our students from using, possessing, or distributing tobacco and vaping products:

- If the offense takes place on school property, administration will enforce the NASD Student Code of Conduct as printed in the



Student/Parent Handbook, which may include a citation.

- In addition, if the offense occurs on school property or at a school-sponsored/approved function, and the school administration has verified the offense, it will be addressed by the administration, and the result will be:
 - 1st offense – a three-week suspension from the sport or activity, which continues into the next sport or activity; if the season or semester ends in less than three weeks.
 - 2nd offense – will result in removal from the sport or activity for the rest of the athletic season or remainder of the semester for all co-curricular activities. In either case, the removal should not be less than six weeks and will continue into the next sport or activity in which the student participates; but not necessarily into the next school year.

Anabolic Steroids

The Board prohibits the use of anabolic steroids by students involved in school-related athletics, except for a valid medical purpose. Bodybuilding and muscle enhancement of athletic ability are not valid medical purposes. Human Growth Hormone (HGH) shall not be included as an anabolic steroid. Students shall be made aware of the dangers of steroid use; that anabolic steroids are classified as controlled substances; and their use, unauthorized possession, purchase, or sale could subject students to suspension, expulsion, and/or criminal prosecution. The following penalties are prescribed for any student athlete found in violation of the prohibited use of anabolic steroids:

- 1st offense – suspension from school athletics for the remainder of the season
- 2nd offense – suspension from school athletics for the remainder of the season and for the following season
- 3rd offense – permanent suspension from school athletics

No student should be eligible to resume participation in school athletics unless a medical determination has been submitted verifying that no residual evidence of steroids exists.

Alcohol and Other Drugs

The following regulations have been developed by the NASD in order to discourage our students from using, possessing, or distributing drugs and alcohol products. No student will use, possess, or distribute alcohol, drugs, and controlled or look-alike substances or possess drug-related paraphernalia on school property or during a school-sponsored/approved activity. In addition, if the offense takes place on school property or during a school-sponsored/approved activity, the following will apply:

Use or possession of alcohol, drugs, and controlled or look-alike substances:

- Referral to legal authorities.
- A three (3) to ten (10) day OSS.
- Recommendation for a formal school board hearing for expulsion.
- Removal from the sport or activity for the rest of the athletic season or remainder of the semester for all co-curricular activities. In either case the removal will not be less than six (6) weeks and will continue into the next sport or activity in which the student participates, but not necessarily into the next school year.
- Referral to SAP.
- Referral for a drug and alcohol assessment at a licensed drug and alcohol program within 10 days and compliance with its recommendations.

Note:

- If the participant does not follow the procedures and recommendations stated above, he/she will not be permitted to participate in any future NASD co-curricular programs until the student/athlete comes into compliance.
- Any student/athlete who has been charged as an adult or juvenile with a crime committed off school property which constitutes a misdemeanor or felony related to the use, possession, or distribution of alcohol, drugs, controlled or look-alike substances, and drug paraphernalia will be suspended from participation by the Administration pending the outcome of the legal proceedings.

Important: Prior to any investigation or involvement in a drug and alcohol offense on school property or during a school-sponsored/approved activity, a student with a drug and alcohol problem may voluntarily come forward to request assistance without consequence. He/she will be evaluated by a licensed drug and alcohol program and must follow the recommendations they set forth. However, once a student participant has been properly evaluated and appropriate recommendations are set forth, the student participant must cooperate with the recommendations to participate in co-curricular activities. If the participant does not follow the treatment, he/she will be dismissed from the current school activity and will not be permitted to participate in any future Northampton co-curricular activities until the participant comes into compliance.



Due Process

The following format of due process will be used in all co-curricular investigations to evaluate allegations of misconduct offenses as outlined in the NASD Student Code of Conduct.

- All allegations will be investigated by the high school principal, assistant principals, and appropriate coaches.
- If sufficient evidence is found to warrant a possible violation of the activities code, a student hearing will ensue. The hearing will be a meeting of all necessary administrative and educational staff, including athletic and/or activities coaches/advisors when necessary, along with the student and parents and/or guardians. It is at this meeting that the student and his/her parents or guardians have the right to share any information regarding the offense that may or may not affect the decision of the administrative team.
- Parents and students will be notified of the findings and given the opportunity to discuss the ramifications of the offense.
- Consequences will be reviewed and positive options discussed to modify the behavior.

Co-Curricular Code of Conduct Consent Form

A parent/guardian and the student participant must sign and return the Co-Curricular Code of Conduct Consent Form. The student will receive the form from the athletic office, coach, and/or advisor. The student must return the signed form before the opening day of the season or the semester. This will assure the coach and/or advisor that the parent/guardian and student will agree to uphold its standards. Athletics and co-curricular activities are a privilege and this form must be signed prior to any student participating.

The School Board advocate's guidelines and measures that promote high quality, safe care of students participating in athletics who suffer serious injury. As such, Concussion Policy 123.3 has been developed based on legislation from the Commonwealth of Pennsylvania.

DANCES/PROMS

Middle School Dances: Middle school dances are only for NAMS students. Activities, such as dances, are an important part of the social life of NAMS and are sponsored for the enjoyment of middle school students. Dances may be held periodically throughout the year for current NAMS students only. No guests are permitted to attend. Student attendance eligibility may be subject to factors such as, but not limited to, daily school attendance, academic performance, or discipline. Students must enter and exit through the designated locations and may be required to submit to security screening(s). Students are not permitted to enter through any other door, or let other students in using alternative doors. All students are expected to adhere to Code of Conduct expectations while in attendance.

High School Dances/Proms: Dances/proms are an important part of the social life of NAHS and are sponsored for the enjoyment of high school students. Middle school students are not permitted to attend high school dances. High school students requesting to bring **one (1)** guest must obtain a guest permission form and follow the guidelines specified on the form including the stated age restriction of guests. No guests over the age of 20 will be permitted to attend. Guests will be permitted at the discretion of administration. Individuals will not be allowed to enter the dance/prom later than **one (1)** hour after the start time unless prior administrative approval has been granted. Students and guests must utilize the main door to enter the dance and pass through the security screening checkpoint. Students are not permitted to enter through any other door, or let other students in using alternative doors. Any individual who leaves the event early will not be permitted to return. A guest must also leave when the NAHS student leaves. All individuals (both students and guests) will abide by all rules and regulations in this handbook and those established by sponsoring organization(s) specifically for the event. This includes parking lot areas and automobiles parked at the event. Failure to comply with the rules, regulations and/or requests by chaperones will result in removal from the dance and school disciplinary consequences.



STUDENT EXPENSES

FIELD TRIPS

Field trips throughout the year may require an additional expense to students. Parents or students with concerns about payment for field trips should contact the school office.



FINANCIAL OBLIGATIONS

Financial obligations that a student could incur would include field trips, lost lock, lost or damaged books, damage to school property, parking tickets, etc. Parents or students with concerns about any payments should contact the school office. All financial obligations must be paid prior to graduation.

USE OF SCHOOL BOOKS AND SUPPLIES *Refer to NASD Board Policies [708](#) and [224](#)*

The user of District-owned equipment (including books and other materials) or technology shall be fully liable for any damage or loss occurring to the equipment during the period of its use and shall be responsible for its safe return (NASD Board Policy 708).

Students who willfully cause damage to school property shall be subject to disciplinary measures and may have to make restitution by paying the cost incurred by the school district for the damage of any equipment lent to a student for educational purposes. Students who damage or deface school property may be prosecuted and punished under law (NASD Board Policy 224).

Students will receive written notification via Sapphire to pay all accumulated debts before graduation.



STUDENT SERVICES

8TH TO 9TH GRADE TRANSITION TO THE HIGH SCHOOL

Beginning in January, counselors from the high school work in conjunction with middle school counselors to facilitate the transition from the 8th to 9th grade. An informational presentation is shared with parents so that they are aware of graduation requirements and our online scheduling process.

High School counselors will hold team meetings at the Middle School to review the graduation requirements and the online scheduling process with the students in depth. The information presented to students is also available on the high school guidance website.

Counselors are available to help with this process. In August, a 9th Grade/New Student Orientation is scheduled to inform students of high school policies and procedures.

SPECIAL EDUCATION *Refer to NASD Board Policy 113 - <https://www.nasdschools.org/policies>*

Each student with a disability who is a resident of the District is provided quality educational programs and services that meet the student's needs for educational, instructional, and transitional related services. The special education program is designed to comply with the law, conform to District goals and integrate programs of special education with the regular instructional program of the schools. Students with disabilities who are provided special education programs by the District include all resident children who meet the criteria defined by law. The Board directs that all resident students with disabilities be identified, evaluated, and provided with appropriate educational services in accordance with federal and state laws and regulations. The District establishes and implements a system of procedural safeguards and parental notification.

The program to which each student with a disability is assigned is one that provides an appropriate education, seeks to assure success in learning, and offers the least restrictive environment in accordance with federal and state regulations. The Board directs that all procedures for implementing an Individualized Education Program (IEP) be designed to guard the privacy of the student and family.

Unless participation is not possible because of the handicap/disability, no student with a handicap/disability is denied participation in activities, programs or services offered or recognitions rendered to District students.



MULTILINGUAL LEARNERS (MLs) Refer to NASD Board Policy 138 - <https://www.nasdschools.org/policies>

Limited English proficient students in grades kindergarten to twelve will be provided an appropriate planned instruction program. EL students are provided services that support them through the process of second language acquisition and the development of cognitive academic language skills. EL and regular education teachers teach English language skills including speaking, understanding, reading, and writing through content-based EL instruction, curriculum integration, cooperative learning, and other effective teaching strategies.

All EL students are given the opportunity to participate in all school-sponsored activities, clubs, after school sports, etc. EL students are also included in all school-sponsored activities such as field trips and special events.

GIFTED EDUCATION Refer to NASD Board Policy 114 - <https://www.nasdschools.org/policies>

In compliance with state regulations, notice is hereby given by the Northampton Area School District that it conducts screening and evaluation activities to locate and identify students within the district who are thought to be mentally gifted and in need of specially designed instruction.

The Gifted Multidisciplinary Evaluation (GMDE) is a process of gathering information that will be used to find out if your child qualifies for gifted education, and, if so, the types of programs and services needed. Part of this process includes an evaluation by a certified school psychologist. You may ask your school to conduct an evaluation at any time. You may ask for this evaluation by contacting the principal of your child's school.

Following the GMDE, a Gifted Written Report (GWR) is prepared that recommends whether your child is mentally gifted and needs specially designed instruction. Mentally gifted is defined as "outstanding intellectual and creative ability, the development of which requires specially designed programs or support services, or both, if not ordinarily provided in the regular education program."

PREGNANT STUDENTS Refer to NASD Board Policy 234 - <https://www.nasdschools.org/policies>

The purpose of this policy is to insure that no student, whether married or unmarried, who is otherwise eligible to attend District schools shall be denied an educational program solely because of pregnancy, childbirth, pregnancy-related disabilities, or actual or potential parenthood; nor shall a pregnant student under the age of seventeen be excused from the requirements of the compulsory attendance statute solely for reasons of her pregnancy or maternity. The Board reserves the right to require as a prerequisite for attendance in the regular classes of the schools and extracurricular programs of the schools that each pregnant student present to the Superintendent or his or her designee, her physician's written statement that such activity will not be injurious to her health nor jeopardize her pregnancy.

A pregnant student whose mental or physical condition prevents her from attending regular classes, when such condition is certified by a physician, may be assigned to an alternate educational program. A student who has received an alternate educational program for reasons associated with her pregnancy shall be readmitted to the regular school program upon her request and the written statement of a physician that she is physically fit to do so. The Superintendent or his or her designee shall develop procedures for implementing this policy.

SCHOOL COUNSELING SERVICES

The school counselors' primary focus is to assist students in achieving social, emotional, and academic success. Our counselors help students to develop the skills that are necessary to successfully transition through the developmental milestones of adolescence.

The services of a school counselor are available to all students and may be of help with concerns such as:

- adjustment to the middle school or high school
- at risk assessment/crisis management
- college/career exploration

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- development of successful study habits
- social/personal family adjustment
- interpretation of ability/achievement levels
- peer relationships
- homebound instruction

The school counselors encourage students and parents to follow student academic progress and attendance by using the Community Portal of Sapphire. If parents need to obtain a Community Portal Account for Sapphire, they should contact the guidance office.

A school counseling program is designed to promote positive changes in student behavior, perceptions, and learning. Providing education and intervention as needed encourages and assists students in achieving and reaching their greatest potential. A school counselor's impact can be seen in increased academic achievement, improved attendance, improved social skills, and meaningful involvement with family, friends, and society as a whole.

Parents/guardians are encouraged to contact their student's counselor any time between 7:09 AM and 2:50 PM to get information or to schedule a conference.

NAMS Guidance Department Organization

Accessing the School Counselor: [NAMS School Counselors Website](#)

Students may be referred to their school counselor through a parent, teacher, friend, or administrator. A student may also ask permission from any staff member to see their school counselor or may stop in the guidance office for assistance.

A parent that would like to speak with their child's school counselor may directly call their child's school counselor. Parents may also email their child's school counselor.

NAHS Guidance Department Organization

[NAHS Counseling Website](#)

Students will be assigned as follows:

Mrs. Wright:	A - Ce
Mr. Brobst:	Cf - Fn
Mrs. Butryn:	Fo - J
Ms. Rupp:	K - Mc
Mrs. Thrash:	Md - Re
Mr. Winchenbach:	Rf - Sr
Mr. Remaley:	Ss - Z

The school counselors coordinate PSAT, SAT, AP, ASVAB, Benchmark, and Keystone testing. The school counselors present a College and Financial Aid Night and a Grade 8 Parent Information Night during the school year. The school counselors encourage students and parents to follow student academic progress and attendance by using the Parent Portal of Sapphire K12. If parents need to obtain a password for Sapphire K12, they need to apply for one through the District website or call the counseling office for assistance. Parents are also encouraged to explore career, college, and financial aid information. This information can be accessed with the website address, www.nasdschools.org, under the high school "Guidance Services" section. The Guidance Department Handbook is online for parents and students.

College Applications

The Guidance Office is responsible for processing all college applications. Please allow five (5) school days to process college applications. Students are cautioned to pay close attention to application deadlines so that the students submit their applications with sufficient time to meet the deadline. If a student applies to college online, he or she is responsible to notify the Guidance Office so that an official transcript can be sent. An online application is not complete until the college has received the official transcript. Students must use the Naviance program to complete the application submission and transcript request process.



STUDENT ASSISTANCE PROGRAM (SAP)

The SAP is designed to assist school personnel in identifying issues that pose a barrier to a student's learning and school success. These issues include but are not limited to: alcohol, drugs, and other concerns. The SAP is not a treatment program; it is a systematic process using effective and accountable professional techniques to mobilize school resources to remove barriers to learning. If the problem is beyond the scope of the school, SAP will provide the parent and student with information about services available within the community. Student Assistance Team members do not diagnose, treat or refer for treatment; but they may refer for an assessment for treatment.

The parents have a right to be involved in the process and have access to all school records under applicable state and federal laws. Parent involvement in all phases of SAP emphasizes the importance and responsibility in the decision-making process affecting their child's education and is the key to the successful resolution of the problem.

The core of the program is a professionally trained team, including school staff and liaisons from community agencies. Team members receive rigorous training and certification from a provider approved by the Commonwealth Departments of Education, Health and Public Welfare. This ensures appropriate compliance with state and federal laws protecting the privacy rights of parents and students. The Commonwealth of Pennsylvania under section 1547 of the Pennsylvania School Code, enacted as Act 211, requires the SAP.

Resource Phone List

NASD Police Department	610-262-7812 (Ext. 11101)
Alcoholics Anonymous	610-882-0558
ChildLine (report child abuse)	800-932-0313
Crime Victims Council	610-437-6611
Kidspeace	610-799-8000
Lehigh County Drug and Alcohol Intake	610-432-2228
Suicide Prevention Crisis	610-782-3127
Narcotics Anonymous	610-439-1998
Turning Point (Family Violence)	610-437-3369
Valley Youth House (Runaways)	610-691-1200

WORKING PAPERS

- Working papers can be obtained in the High School Guidance Office between 7:30 AM and 3:30 PM
 - MS students can access working papers online
 - MS students must turn working papers in at the High School Guidance Office with a parent
- The **Application for Work Permit** [PDE- 4565 (1/13)] will be filled out by the issuing school in the presence of the student or parent/legal guardian
- The application must be signed by the parent/guardian before a work permit can be issued
- The student must present acceptable evidence of age:
 - Transcript of birth certificate
 - Passport
 - Baptismal certificate or transcript
 - Other documentary evidence
 - Affidavit of parent or guardian accompanied by physician's statement of opinion as to the age of the minor
- The school will complete the **Work Permit** [PDE- 4566 (1/13)] based on the information recorded on the **Application for Work Permit**.
- The issuing school must witness the minor's signature at "**Signature of Minor**".
- The minor will be instructed that they are to keep the blue permit in their possession until their 18th birthday. The permit is transferable to any PA employer. It may be shown to the employer to be photocopied but must be returned to the student.
(These instructions are on the reverse side of the blue permit.)



STUDENT BEHAVIOR

ACT 30

Act 30 of Special Section #1 of 1995 requires the court, through the juvenile probation department, to provide to the building principal any school information concerning the adjudication of an enrolled child. Such reports would include a list of descriptions of the delinquent acts committed by the child, disposition of the case, probation or treatment reports, prior delinquent history, the supervision plan for the student, and any other information deemed necessary. The principal is required to share the information with the child's teacher or with the principal of another school to which the child may transfer.

CARE OF SCHOOL PROPERTY

The faculty and administration believe that we should help students learn to respect property and develop feelings of pride in community institutions. Each student is charged with the responsibility for the proper care of school property and the school supplies and equipment entrusted to his/her use.

Students found responsible for improper or negligent care of school property, other than fair wear and tear, are subject to administrative actions outlined in the Student Code of Conduct.

DRESS CODE Refer to NASD Board Policy 221 - <https://www.nasdschools.org/policies>

School is a place to learn. The Board of School Directors, administration, and faculty of the NASD believe that in order to provide for the health, safety, and welfare of the students and maintain an appropriate and positive learning environment, the **students will dress and be groomed in accordance with the Administrative Regulations.**

We believe that the appropriate dress and grooming of students positively affects the total school program. We believe a student's dress and grooming should be neat and clean and not distracting to students, teachers, or the educational process of the school. Parents and students are equally responsible for the dress and grooming of the student.

Due to the vast array of clothing styles available in today's marketplace, it would be impossible to list everything that would be acceptable to wear to school. As a general statement, all clothing must be of appropriate size and must fit neatly. **The following list identifies the items of clothing or apparel that are not acceptable in school during the school day:**

1. Hats or any head coverings (e.g., sweatbands, scarves, and bandanas of any kind), unless the student can verify that they are part of his/her established religious beliefs or necessary due to medical circumstances
2. Undershirts, shirts, tank tops, dresses, or any other apparel that does not cover the shoulders (e.g., a spaghetti strap top or dress is not acceptable without a cover-up top)
3. Blouses or shirts that expose the midriff, see through tops or blouses, revealing tops, or low necklines (tops and bottoms must overlap at all times, including when arms are raised)
4. Any clothing style that displays undergarments (e.g., oversized pants)
5. Oversized clothing that may be unsafe for the student to wear (e.g., baggy pants that fall below the normal waist area)
6. Clothing that has been torn, cut, or ripped in a fashion that displays the body, with or without leggings or under-attire (e.g., sweatpants, jeans, or jean skirts)
7. Spandex, leggings, stirrup pants, or bike shorts unless worn under an article of clothing that complies with the dress regulations
8. Clothing or accessories which display vulgar, obscene, profane pictures and/or slogans with a double meaning including those related to sex, weapons, alcohol, tobacco, or drugs
9. Wording or logos on the derriere portion of clothing



10. Clothing, accessories, and/or insignia related to racism, hate groups, or offensive to other social groups
11. Apparel or usage of apparel characteristically associated with gang affiliation (e.g., one pant leg up)
12. Pajamas, loungewear, and underwear worn as outer garments (e.g., boxer-style shorts)
13. Slippers, flip-flops, roller sneakers, and bare feet
14. Hair length or styles, including facial hair, that constitute a health or safety hazard unless the student has been authorized to wear a type of cover approved by the administration.
15. Hair lengths or styles, including facial hair, which cause disruption to the educational process
16. Clothing styles or accessories that can be dangerous, damage school property, or be considered a weapon (e.g., studded jewelry or studded clothing of any kind, chains – jewelry and non-jewelry alike – attached to or hanging from clothing)
17. All body piercing jewelry is subject to administrative review. Decisions regarding such jewelry will be based on the safety of the student
18. Shorts, skirts, dresses, or similar types of clothing that are more than 3” above the top of the knee
19. Sunglasses, except with prior administrative permission or medical verification
20. Outerwear (e.g., coats, scarves, hats, gloves, etc.) must be removed upon entering the school and placed in the student’s locker or at his/her desk. In cold weather, the students will be allowed to wear outer garments as necessary
21. Clothing and/or insignias that falsely represent military service and/or legal authority uniforms
22. Jeans or pants may be no longer than the bottom of the heel of the shoe (pants cannot be dragging on the floor)
23. Hooded sweatshirts or hoodies may be worn; however, the hood may not cover the head

For the safety and welfare of everyone, teachers may limit the kind of clothing that may be worn by students in classes such as Physical Education, Science, and Vocational-Technical classes. When a student’s dress presents a danger to his/her health and safety or creates a distraction to the learning process, the student will be requested to make changes. Violation of the dress code may result in disciplinary action. **The administration is the final judge as to whether a student’s dress or grooming is appropriate.** The problem will be handled privately with the individual student. Students dressed inappropriately may be required to change into alternate clothing available at school or call home for a change of clothing. In the event that a student’s parent or guardian cannot bring acceptable clothing to school, the student may be assigned to ABS for the remainder of the day.

PHYSICAL CONTACT/FIGHTING Refer to NASD Board Policies 249 - <https://www.nasdschools.org/policies>

Any student who engages in physical contact/physical aggression with another student or students is subject to consequences. School-based consequences will be assigned as well as a referral to Northampton Area School District Police. School-based consequences may include suspension from school.

PUBLIC DISPLAY OF AFFECTION

School is not the appropriate place for displays of affection between students. Such displays are in poor taste and do not reflect proper respect for the individuals involved. Students who are unwilling to comply are assigned discipline according to the Student Code of Conduct. A parental conference may be scheduled if a student continues not to cooperate.

SKIPPING CLASS

Students are expected to attend all classes according to their schedule. If a student needs to visit the nurse or guidance office during a class, he/she must obtain a hall pass to do so. Additionally, if a student is out on a bathroom pass for longer than 10 minutes, this could result in a skipped class referral. Skipped classes are considered unlawful absences and the student could receive zeros for any work or assessments in classes he/she skipped. Disciplinary consequences may also be assigned.

TARDY TO CLASS

Students are expected to arrive on time to each class. Students will receive a detention issued by the teacher upon their 4th tardy to class and for



any subsequent tardies thereafter. Additional consequences, such as being placed on escort, may also be assigned.

TOBACCO AND VAPING PRODUCTS *Refer to NASD Board Policy 222 - <https://www.nasdschools.org/policies>*

The Board recognizes that tobacco use by students presents a health and safety hazard, which can have serious consequences for both users and nonusers and the safety of the schools and is of concern to the Board.

State law defines the term tobacco product to broadly encompass not only tobacco but also vaping products including Juuls and other electronic cigarettes (e-cigarettes). Tobacco products, for purposes of this policy and in accordance with state law, shall be defined to include the following:

1. Any product containing, made or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed or ingested by any other means, including, but not limited to, a cigarette, cigar, little cigar, chewing tobacco, pipe tobacco, snuff and snus.
2. Any electronic device that delivers nicotine or another substance to a person inhaling from the device, including, but not limited to, electronic nicotine delivery systems, an electronic cigarette, a cigar, a pipe and a hookah.
3. Any product containing, made or derived from either:
 - a. Tobacco, whether in its natural or synthetic form; or
 - b. Nicotine, whether in its natural or synthetic form, which is regulated by the United States Food and Drug Administration as a deemed tobacco product.

The Board prohibits possession, use, or sale of tobacco and electronic cigarettes by students at any time in a school building and on any property, buses, vans, and vehicles that are owned, leased, or controlled by the School District. The Board prohibits possession, use, or sale of tobacco, and/or electronic cigarettes by students at school-sponsored activities that are held on or off school property. The School District may initiate prosecution of a student who violates the tobacco use policy.

The Superintendent or his/her designee shall annually notify students and parents/guardians about the District's tobacco use policy by publishing such policy in the student handbook, posted notices, and other efficient means. The Superintendent or his/her designee shall develop procedures to implement this policy. Incidents of possession, use, and sale of tobacco in violation of this policy by any student on school property shall be reported to the Office of Safe Schools on the required form at least once each year.

The Board prohibits tobacco use and possession by students at any time in a school building and on any property, buses, vans, and vehicles that are owned, leased, or controlled by the school district. The Board prohibits tobacco use and possession by students at school-sponsored activities that are held off school property. The school district may initiate prosecution of a student who violates the tobacco use policy.

Consequences for Possession/Use of Vaping Materials

Nicotine Vape:

- Offense 1: Student receives 3 days of in-school suspension, SAP referral, and must complete a 1 hour vaping education course. If a student does not complete the course, there could be additional disciplinary consequences. Offense is referred to NASD police for citation.
- Offense 2: Student receives 5 days of in-school suspension, SAP referral, and must complete a 6 week vaping education course. If a student does not complete the course, there could be additional disciplinary consequences. Offense is referred to NASD police for citation.
- Subsequent offenses will result in additional disciplinary and legal consequences, including an additional on-going vaping cessation course.

THC Vape:

- Offense 1: Student receives a 3-10 day out of school suspension and must complete a 1 hour vaping course. If a student does not

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complete the course, there could be additional disciplinary consequences. Student must also undergo a drug and alcohol assessment and is referred to the Student Assistant Program (SAP). Referred to NASD police for citation.

- Offense 2: Student receives a 3-10 day out of school suspension. Referral to superintendent for possible expulsion.
- Subsequent offenses will result in additional disciplinary and legal consequences, including an additional on-going vaping cessation course.

SCHOOL-WIDE POSITIVE BEHAVIOR SUPPORT

What is School-Wide Positive Behavior Support?

Improving student academic and behavior outcomes is about ensuring all students have access to the most effective and accurately implemented instructional and behavioral practices and interventions possible. SWPBS provides an operational framework for achieving these outcomes. More importantly, SWPBS is NOT a curriculum, intervention, or practice, but is a decision making framework that guides selection, integration, and implementation of the best evidence-based academic and behavioral practices for improving important academic and behavior outcomes for all students. Expansion of SWPBS at the MS includes the intervening strategies addressed in the school's Tier 2 and Tier 3 programs.

At Northampton Area Middle School students and staff follow "SMART" expectations:

- S** Safe Environment
- M** Make Everyone Matter
- A** A+ Attitude
- R** Responsible Actions
- T** Treat Yourself and Others With Respect

At Northampton Area High School students and staff consider the following principles:

- Pride**
- Respect**
- Responsibility**

STUDENT EXPRESSION

NASD respects the rights of students to express themselves in word or symbol and to distribute materials as part of that expression, but recognizes that exercise of that right must be limited by the school's responsibility to maintain an orderly school environment and to protect the rights of all members of the school community. The school administration reserves the right to designate and prohibit manifestations of student expression that are not protected by the right of free expression, because they violate the rights of others. Furthermore, the school administration reserves the right to halt the distribution of inappropriate and unprotected materials. It is the responsibility of the building administration to provide an atmosphere in which students can exercise their right of freedom of expression via bulletin boards, assemblies, publications and personal paraphernalia. To protect individuals from obscene and non-school commercial influences, the principals must first endorse the utilization of any of the avenues of the communications media. All such materials must be pre-approved by an administrator.

Student Expression should not:

- Libel any specific person or persons
- Seek to establish the supremacy of a particular group, religious denomination, sect, or point of view
- Advocate the use or advertise the availability of any substance or material that may reasonably be believed to constitute a direct and substantial danger to the health of students
- Be obscene or contain material deemed to be harmful to impressionable students who may receive them
- Incite violence, advocate the use of force, or urge the violation of law, District policy, or school regulations
- Solicit funds for non-school organizations
- Advocate drug, alcohol, and tobacco usage



STUDENTS AND LAW ENFORCEMENT AGENCIES

When police request permission to interrogate a student at school, the principal will determine why such interrogation could not occur at the student's home, and attempt to inform the student's parents.

Whenever it is determined that the police have a legitimate purpose in interrogating a child within the confines of a school building, the principal or his/her designee will be present throughout the proceedings, but will not be considered the responsible person for the purpose of the Juvenile Act.

When the police request permission to arrest a student at school, the principal will inform the Superintendent, to the degree possible, determine why such arrest could not be made at the student's home, attempt to inform the student's parents, and request and inspect the arrest warrant. No child will be released to police authorities without proper warrant, appropriate evidence or parental permission, except in the event of emergency, or for the protection of life or property as determined by the principal.

WEAPONS AND ANTI-VIOLENCE *Refer to NASD Board Policies 218.1* <https://www.nasdschools.org/policies>

The term weapon shall include but not be limited to any knife, cutting instrument, cutting tool, nunchaku, firearm, shotgun, rifle, replica of a weapon, and/or any other tool, instrument, or implement capable of inflicting serious bodily injury. A student is in possession of a weapon when the weapon is found on the person of the student; in the student's locker; under the student's control while he/she is on school property, on property being used by the school, at any school function or activity, at any school event held away from the school; or while the student is on his/her way to or from school.

The Board prohibits students from possessing and bringing weapons and replicas of weapons into any school district buildings, onto school property, to any school-sponsored activity, and onto any public conveyance providing transportation to school or a school-sponsored activity. The school district shall expel for a period of not less than one (1) year any student who violates this weapons policy. Such expulsion shall be given in conformance with formal due process proceedings required by law. The Superintendent may recommend modifications of such expulsion requirements on a case-by-case basis. In the case of a student with disabilities, the Superintendent or designee shall take all necessary steps to comply with the Individuals with Disabilities Education Act.

Weapon Guidelines

- Weapons offenses are reported to the building principal and/or designee according to administrative regulations and also are reported to the local or NASD Police department.
- Any person discovering possession, transmission, handling or use of a weapon, facsimile or look-alike, or a threat to use a weapon immediately notifies the building principal and/or designee of the apparent violation.
- Violations involving possession, transmission, handling or use of a weapon, result in immediate suspension at the discretion of the building administrator(s), and can result in a recommendation for expulsion from school by the School Board in accordance with the District's policies/regulations. Violations involving handling or use of a firearm results in suspension for ten (10) days and results in a recommendation for permanent expulsion. In addition, counseling can be required as a condition for readmittance to school.
- Violations involving possession, transmission, handling or use of a facsimile or look-alike can result in immediate suspension at the discretion of the building administrator(s), and can result in a recommendation for expulsion from school by the Board, in accordance with established policies/regulations. In addition, counseling is required as a condition for readmittance to school.



STUDENT DISCIPLINE

DETENTIONS

Detentions may include but are not limited to lunch, classroom, or before and after school. Administrators, as well as staff members have the

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authority to assign detentions.

It is the responsibility of the student to notify their parent/guardian.

If a student is absent on the day of an assigned detention, the detention will be rescheduled after the student's return to school. Excusal from the detention may be granted for legitimate cause only if the request is presented prior to the scheduled time of detention.

If a student is a no show for a scheduled detention,

High School

The student will be assigned 3 lunch detentions.-Students who fail to report lunch detentions or do not follow lunch detention rules or procedures will be assigned additional lunch detentions or placed in in-school suspension (ISS) for a period of time.

Middle School

A missed after school detention will result in the detention being reassigned plus an additional after-school detention assigned to the student. If a student fails to report to the reassigned consequence the student might also receive an in-school suspension in addition to the detentions. One-hour detentions are held after school from 2:35 to 3:35 PM or 2:35-4:35 PM. Parents are responsible to provide transportation for their children receiving detention.

DISCIPLINE OF STUDENTS WITH DISABILITIES *Refer to NASD Board Policy 113.1 -*

<https://www.nasdschools.org/policies>

The district shall develop and implement Positive Behavior Support Plans and programs for students with disabilities who require specific interventions to address behaviors that interfere with learning.

Students with disabilities who violate the Code of Student Conduct, or engage in inappropriate behavior, disruptive or prohibited activities, and/or actions injurious to themselves or others, which would typically result in corrective action or discipline of students without disabilities, shall be disciplined in accordance with state and federal laws and regulations and Board policy and, if applicable, their Individualized Education Program (IEP) and Positive Behavior Support Plan. Please refer to policy 113.1 for additional information.

DISMISSAL FROM CLASS

Teachers may dismiss a student from class for engaging in any behavior that is disruptive, threatening, or dangerous. The student will be assigned to an alternate placement for the remainder of the class period. Additional consequences may also be assigned. The teacher will contact home within 24 hours of dismissing a student from class.

ESCORT

Students who are skipping class, leaving class often for extended periods of time, chronically tardy, causing a disruption in the hallways, or are a safety concern may be placed on full or partial escort. Students who are on full escort will be accompanied by a staff member any time they request to leave class and as they are walking to and from their daily classes. Students who are on partial escort may not leave the classroom during class time without being accompanied by a staff member.

EXPULSION

Expulsion is exclusion from school by the Board for a period exceeding 10 school days and may be permanent expulsion from the school rolls.

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All expulsions require a prior formal hearing under Annex X Title 22, Education, Sec. 12.8 Hearings (b). Examples of offenses for which expulsion may result are:

- Possession/trafficking an illegal controlled substance
- Inflicting or attempting to inflict physical harm to a student or a school district employee
- Possession of weapons
- Terrorist threats to include bomb threats
- Second offense for which OSS could be imposed

Students may be suspended or excluded from school where his/her presence in school would constitute a threat to the health, morale, or welfare of others.

It is the student's responsibility to be aware of all rules and regulations for student behavior and to be in accordance with the rules and regulations at all times. It should be assumed that until a rule is waived, altered or repealed, the rule is in full effect.

IN-SCHOOL SUSPENSION (ISS)

Students have a right to public education without being hindered by students who misbehave. Students who violate school policy and are assigned to ISS must do the schoolwork while in the room or they do not get credit for the day. ISS is an exclusion from classroom instruction and all school activities for a period of 1 to 10 consecutive school days. Students will be assigned to an alternate education program designed to modify the student's unacceptable behavior, and at the same time provide the student an opportunity for a learning experience during the exclusion from classes. Students who are assigned to ISS for more than one day will be given additional assignments from their teachers.

Students' misbehavior in the room will not be tolerated. A student who violates the rules of ISS will be given an additional two (2) days of ISS and/or one (1) day OSS; it may be accompanied by a citation. If an OSS is given, the student is still responsible to finish the originally assigned ISS. Continued violations of ISS rules will result in up to 10 days of OSS. A parental conference may be necessary with a school administrator before the student will be reinstated.

Examples of offenses on school premises for which ISS may result are:

- Inappropriate behavior which interferes with the educational process
- Disregard and/or disrespect for authority
- Deliberate destruction of school materials or school and/or personal property. Restitution of property will be pursued
- Leaving the school building without permission. This permission can only be granted by an administrator
- Possession or use of vaping products
- Violation of school rules and regulations

ISS/Rules

Failure to follow any of the ISS rules will result in a referral to an administrator or school police officer, renewed writing of the ISS rules, more time in ISS, an OSS, and/or a police citation.

- The students report to the main office in the morning. Afterwards, they will be escorted to the ISS room.
- The students must follow all school rules while in ISS. Additional ISS or OSS is assigned if the student is uncooperative or refuses to do work, which could result in a police citation.
- The student must remain in his/her seat at all times.
- The student is not permitted to possess or use his/her cell phone.
- The student needs to raise his/her hand to ask a question. The student doesn't speak unless directed to do so.
- The student may not sleep in ISS
- The student must bring all necessary materials to ISS
- The student is escorted to the bathroom by the ISS proctor or, if necessary, a hall monitor.
- The student is required to work the entire day and complete all assignments.
- If all of the student's assignments are completed, he/she must find work to do. If not, the proctor can assign work to be completed.
- The student receives an OSS and is referred to an administrator if he/she refuses to do assigned work.
- There are no early dismissals from the ISS room unless directed by administration.
- The student is not permitted to participate in sporting events, extra-curricular activities, or practices.



- If the student does not spend the entire day in the ISS room, the student must make up the time missed.
- The student is escorted to the nurse in the case of an emergency.
- In case of a fire drill, the students need to leave with the ISS proctor in an orderly fashion.
- If the student is uncooperative in any way during his/her ISS the result may be OSS and/or a police citation.
- The student is responsible to make up any tests, projects, assignments, and reports.

There is an attempt to notify parents of each offense requiring ISS, and on the third (3rd) and subsequent offense resulting in ISS, a parent or guardian may be required to accompany his/her child to school and report to the office before the student is allowed to attend regular classes. If a parent or guardian does not accompany the student to school, the student remains in ISS until such time that the parent meets with the building administrator. Parents, please keep in mind that ISS and OSS are used as a last resort for discipline.

OUT-OF-SCHOOL SUSPENSION (OSS)

OSS is an exclusion from school for a period of 1 to 10 consecutive school days. When the suspension may exceed three (3) school days, the student and parent will be given the opportunity for an informal hearing consistent with the requirements set forth in Annex X Title 22, Education, in Sec. 12.8 Hearings (c).

The building administration assigns OSS. The student will be informed of the reason for the OSS. The parents/guardians will be notified by phone, via Sapphire, and mailed a written notice. Prior notice of the intended OSS need not be given when it is clear that the health, safety, or welfare of the school community is threatened.

Examples of offenses on school premises for which OSS may result are:

- Conduct by the student which disrupts class work and promotes disorder, or invades the personal rights, or jeopardizes the safety of others
- Use or possession of illegal controlled substance or paraphernalia; alcohol; tobacco products; and of matches, lighters, firecrackers, explosive devices or other types of flammable materials
- Theft of school property or personal property of students or school district employees
- Second offense for which ISS could be imposed
- Continued unmodified behaviors of misconduct
- Inappropriate, abusive, or profane language

Students will be permitted to make up work missed while being disciplined with OSS within the following guidelines:

- All work that is accessible through Schoology, and be completed at home, must be completed by teacher assigned due dates. For assignments that can not be completed online, students must request and complete the missed work within a period equal to the length of the suspension.
- Failing grades will be given for all work not completed by the due date
- Teachers are not responsible for re-teaching the missed material

OSS Rules

1. A letter will be sent to the parents/guardians stating the reason for the OSS and the date range of the OSS.
2. When the OSS exceeds three (3) school days, the student and parents will have the opportunity to participate in an informal hearing consistent with the requirements set forth in Section H (4), "Formal and Informal Hearings", of the Student Rights and Responsibilities Policy, Board Policy, Section 5:03.
3. Students must request and complete the missed work within a period equal to the length of the suspension, but no greater than three days from the time he/she returns to class to request and complete the assigned work.
4. Students with OSS are not permitted to attend and/or participate in any school-sponsored activities during the suspension.
5. Students are not permitted in school or on school property at any time during the OSS. If found in school or on school property without permission from the school principal or assistant principals, the student will be considered to be illegally trespassing.
6. Students who have three (3) or more offenses requiring OSS may have a disciplinary review by the school administration and/or the Superintendent. The student may subsequently have an expulsion hearing.



STUDENT BEHAVIOR - ACT 167

In accordance with Pennsylvania Act 167, the possession of a weapon on school property or on a school bus has been classified as a misdemeanor of the first degree. Similarly, assault on a fellow student or school staff member is a misdemeanor of the first degree. Students and parents should be aware of several conditions in this law:

1. A misdemeanor of the first degree is punishable by a fine up to \$10,000 and/or imprisonment up to five (5) years.
2. A weapon is defined broadly as any instrument that can do bodily harm.
3. Any attempt to cause bodily injury to a member of the school staff, a school official, or a fellow student is classified as aggravated assault and is also a misdemeanor of the first degree.
4. Mace is not permitted.

Students are advised to refrain from carrying any instrument, which may be considered a weapon. Likewise, students are advised that assaulting a fellow student or school employee may result in charges of aggravated assault. In either instance, the legal consequences may be serious. Any legal charges, which may result from either offense, are in addition to the disciplinary action in compliance with the Student Code of Conduct

STUDENT CODE OF CONDUCT *Refer to NASD Board Policy 218 - <https://www.nasdschools.org/policies>*

Following is the NASD Student Code of Conduct. The policy is divided into three (3) discipline code levels and is designed to provide an environment that is conducive to learning and safe for everyone. The objective of our discipline code is to help our students develop a sense of citizenship and social responsibility. The Student Code of Conduct applies to all school activities.

Classification of Student Misconduct

In order to protect the rights of all students to receive the best education possible in a safe and orderly learning environment, inappropriate behaviors are prohibited. Student misconduct is classified in three (3) levels based upon frequency and seriousness of the occurrence and disruptive effect upon the safe and orderly learning environment. Students attending the Bethlehem Area Vocational-Technical School (BAVTS), Lehigh Career Technical Institute (LCTI), and Career Institute of Technology (CIT) are accountable to NASD and their respective Student Codes of Conduct. Attendance at the vocational-technical schools is a privilege. Students who continually defy the Student Code of Conduct rules will be withdrawn from the vocational-technical program.

A student on suspension is not eligible to participate in any extra-curricular activities or sports during the term of the suspension. However, if a suspension ends on a Friday or is only one day on a Friday, the student can participate in activities or sports on the weekend before being readmitted to school on Monday.

Student Code of Conduct Probation

A student who has multiple Student Code of Conduct offenses can be placed on Student Code of Conduct Probation by the school's administration with a "behavioral contract."

Student Code of Conduct Terms

- **DET** Detention/Student Notification
- **AD** Administrative Detention/Parent Notification
- **ISS/ABS** In-School Suspension/Academic Behavior Support/Parent Notification
- **OSS** Out-of-School Suspension/Parent Notification

The following Code of Conduct is not all inclusive, or encompassing. Student behavior is unique and individual; therefore, no list can be complete. The following is put forth in order to give students and parents a clear idea of both appropriate and inappropriate behavior of students.

NORTHAMPTON AREA SCHOOL DISTRICT - CODE OF CONDUCT



NASD Code	Minor Problem Behavior	Definition	Policy Reference	PIMS Code
1000	Defiance/Disrespect/Non-Compliance (M-Disrespect)	Student engages in brief or low -intensity failure to respond to adult requests.	218	---
1100	Disruption (M-Disruption)	Student engages in low-intensity but inappropriate disruption.	218	---
1200	Dress Code Violation (M-Dress)	Student wears clothing that is near but not within the dress code guidelines defined by the school/district.	221	---
1300	Inappropriate Language (M-Inapp Lan)	Student engages in low-intensity instance of inappropriate language.	218	---
1400	Physical Contact/Physical Aggression (M-Contact)	Student engages in non-serious but inappropriate physical contact.	218	---
1500	Property Misuse (M-Prpty Misuse)	Student engages in low-intensity misuse of property.	815	---
1600	Tardy (M-Tardy)	Student arrives at class after the bell (or signal that class has started).	204	---
1700	Technology Violation (M-Tech)	Student engages in non-serious but inappropriate (as defined by school) use of cell phone, pager, music/video players, camera, and/or computer.	237, 249.1, 815	---

NASD Code	Major Problem Behavior (Not Reportable)	Definition	Policy Reference	PIMS Code
2000	Defiance/Disrespect/Insubordination/ Non-Compliance (Disrespect)	Student engages in refusal to follow directions, talks back and/or delivers socially rude interactions.	218	---
2010	Abusive Language/Inappropriate Language/Profanity (Inapp Lan)	Student delivers verbal messages that include swearing, name-calling or use of words in an inappropriate way.	218	---
2015	Disruption (Disruption)	Student engages in behavior causing an interruption in a class or activity. Disruption includes sustained loud talk, yelling or screaming; noise with materials; horseplay or roughhousing; and/or sustained out-of-seat behavior.	218	---
2020	Dress Code Violation (Dress)	Student wears clothing that does not fit within the dress code guidelines practiced by the school/district.	221	---
2025	Gang Affiliation Display (Gang Display)	Student uses gesture, dress, and/or speech to display affiliation with a gang.	221	---
2030	Inappropriate Display of Affection	Student engages in inappropriate, consensual		---



	(Inapp Affection)	(as defined by school) verbal and/or physical gestures/contact, of a sexual nature to another student/adult.		
2035	Inappropriate Location/Out of Bounds Area (Out Bounds)	Student is in an area that is outside of school boundaries (as defined by school).	204	---
2040	Lying/Cheating (Lying)	Student delivers message that is untrue and/or deliberately violates rules.		---
2045	Skip Class (Skip)	Student leaves or misses class without permission.	204	---
2050	Truancy (Truan)	Student receives an 'unexcused absence' for 1/2 day or more.	204	---
2055	Tardy (Tardy)	Student is late (as defined by the school) to class or the start up of the school day (and Tardy is not considered a minor problem behavior in the school).	204	---
2060	Technology Violation (Tech)	Student engages in inappropriate (as defined by school) use of cell phone, pager, music/video players, camera, and/or computer.	237, 249.1, 815, 816	
2065	Use/Possession of Combustibles (Combust)	Student is in possession of substance/objects readily capable of causing bodily harm and/or property damage (matches, lighters, firecrackers, gasoline, lighter fluid).	218	---
2070	Violation of District Policy Regarding Medication	Student is in violation of the district's policy regarding medication.	210, 227	---

NASD Code	Major Problem Behavior (Reportable)	Definition	Policy Reference	PIMS Code
2100	Physical Contact/Physical Aggression	Student is involved in minor aggressive physical contact with another student.	249	—
2101	Simple Assault on Student	Review PIMS Manual Volume II - Discipline	249	1
2102	Aggravated Assault on Student	Review PIMS Manual Volume II - Discipline	249	2
2103	Simple Assault on Staff	Review PIMS Manual Volume II - Discipline	249	3
2104	Aggravated Assault on Staff	Review PIMS Manual Volume II - Discipline	249	4
2118	Minor Altercation	Review PIMS Manual Volume II - Discipline	249	18
2121	Unlawful Restraint	Review PIMS Manual Volume II - Discipline	249	21
2217	Fighting (Fight)	Students are involved in mutual participation in an incident involving physical violence.	249	17



2324	Robbery	Review PIMS Manual Volume II - Discipline	218, 815	24
2325	Theft and Related Offenses	Review PIMS Manual Volume II - Discipline	218, 815	25
2330	Burglary	Review PIMS Manual Volume II - Discipline	218, 815	30
2337	Failure of Disorderly Persons to Disperse Upon Official Order	Review PIMS Manual Volume II - Discipline	218, 249,	37
2338	Disorderly Conduct	Review PIMS Manual Volume II - Discipline		38
2427 2416 2414 2415 2419 2422 2951	Harassment/Bullying/Cyberbullying	Student delivers disrespectful messages * (verbal, gestural, or technological) to another person that includes threats and intimidation, obscene gestures, pictures, or written notes. <i>The NASD conceptualizes bullying as defined by the evidenced based bullying prevention programs: OLWEUS & BP-PBS.</i> * Disrespectful messages include negative comments based on race, religion, gender, age, and/or national origin; sustained or intense verbal attacks based on ethnic origin, disabilities or other personal matters.	249.1, 815, 247, 249,	27 16 14 15 19 22 51
2531	Arson and Related Offenses	Student plans and/or participates in malicious burning of property.	353	31
2632	Institutional Vandalism	Student participates in an activity that results in destruction or disfigurement of property.	218, 224	32
2735	Bomb Threats	Student delivers a message of possible explosive materials being on-campus, near campus, and/or pending explosion.	237, 249, 218.2, 815	35
2947	Possession/Use/Under the Influence of a Controlled Substance	Student is in possession of or using illegal drugs/substances or imitations.	227	47
2948	Sale/Distribution of a Controlled Substance	Student is selling or distributing illegal drugs/substances or imitations.	227	48
2949	Sale/Possession/Use/Under the Influence of Alcohol	Student is in possession of or using alcohol.	227	49
2950	Possession/Use/Sale of Tobacco	Student is in possession of or is using tobacco	222	50
2953	Possession/Use/Sale of Vaping Materials	Student is in possession of or is using vaping materials	222	53
2954	Possession of Weapon	Misconduct - Illegal Possession of a Weapon	218.1	54
3005	Rape	Review PIMS Manual Volume II - Discipline	103	5
3006	Involuntary Sexual Deviate Intercourse	Review PIMS Manual Volume II - Discipline	103	6
3007	Statutory Sexual Assault	Review PIMS Manual Volume II - Discipline	103	7
3008	Sexual Assault	Review PIMS Manual Volume II - Discipline	103	8



3009	Aggravated Indecent Assault	Review PIMS Manual Volume II - Discipline	103	9
3010	Indecent Assault	Review PIMS Manual Volume II - Discipline	103	10
3011	Indecent Exposure	Review PIMS Manual Volume II - Discipline	103	11
3012	Open Lewdness	Review PIMS Manual Volume II - Discipline	103	12
3013	Obscene and Other Sexual Materials and Performance	Review PIMS Manual Volume II - Discipline	103	13
3020	Kidnapping/Interference with Custody of Child	Review PIMS Manual Volume II - Discipline		20
3023	Recklessly Endangering Another Person	Review PIMS Manual Volume II - Discipline	249	23
3033	Criminal Trespass	Review PIMS Manual Volume II - Discipline	249	33
3034	Rioting	Review PIMS Manual Volume II - Discipline		34
3036	Terroristic Threats (excluding bomb threats)	Review PIMS Manual Volume II - Discipline	218.2	36

CODE OF CONSEQUENCES

The Northampton Area School District adopted a revised Code of Conduct designed to complement our School Wide Positive Behavior Program. The Code has become a living document. The Department of Education has mandated that certain actions may be “reportable” as School Safety Incidents, which become part of the Safe Schools Report.

The Code of Conduct is divided into three major categories: Minor Infractions, Major Infractions non-reportable, and Major Infractions reportable. These can be differentiated by referring to the Code of Conduct “PIMS Code” column. Infractions with numbers in this column are reportable to the State. Infractions of each category are not listed in any particular order – infractions in the Code of Conduct may result in any consequence(s) listed in that category.

Minor Infractions (Teacher Discretion)

- Warning
- Hall/Pass Restriction
- Detention – may include but are not limited to lunch, before and after school, classroom
- 5TH Offense in Minor Moves Discipline to In-School Suspension

Major Infractions – Non Reportable (Administrative Discretion)

- Hall/Pass Restriction
- Administrative Detention
- 1 - 3 Days In-School Suspension
- 3 - 6 Days In-School Suspension
- 5TH Offense in Major Moves Discipline to Out-of-School Suspension
- All Major Offenses are subject to Administrative Review
- All Major Offenses are subject to Police Review and possible Citation/Arrest
- Electronic Notification (via Sapphire)



- OSS Notifications are by Telephone, Sapphire Notification, and Mail/Hand Delivery

Major Infractions – Reportable (Administrative Discretion)

- Suspension up to 10 Days Out-of-School
- Subject to Administrative and Police Review, Possible Citation, Arrest and SAP/D&A Referral
- Restitution, if appropriate
- Students suspended Out of School are not permitted on school grounds or to attend/participate in extracurricular activities
- The Principal and Assistant Superintendent have the Designated Authority to refer students to the Superintendent with a recommendation for a Hearing before the NASD Board of Directors which may result in Expulsion
- OSS Notifications are by Telephone, Sapphire Notification, and Mail/Hand Delivery

ALTERNATIVE CLASSROOM ASSIGNMENT/TIME OUT

Alternative classroom assignments/time outs are administered to students demonstrating an inability to adhere to classroom rules and procedures after teacher redirections. The teacher must notify administration if it is necessary for the student to have an alternative classroom assignment/time out. The duration of the severity of the removal from class or assigned area. The student is placed in the ISS room. The alternative classroom assignment/time out is a tool in the progressive development of appropriate student behavior. Serious infractions or continuous infractions are addressed with discipline according to the Student Code of Conduct.

CORPORAL PUNISHMENT

Every teacher, assistant principal, principal, and other persons employed or engaged by the NASD will have the right to exercise the same authority as to conduct and behavior over the students attending his/her school during the time they are in attendance, including the time required to travel to and from their homes, as the parents, guardians, or persons in parental relation to such students may exercise over them, subject to the limitations outlined in the Policy Requirements. No teacher, assistant principal, principal, or other person employed or engaged by the NASD will inflict or cause to be inflicted corporal punishment upon a student attending any school within the District. However, any such people may, within the scope of his/her employment, use and apply such amounts of physical restraint as may be reasonable and necessary:

- To protect himself/herself, the student, or others from physical injury
- To obtain possession of a weapon or other dangerous object from the student
- To protect property from serious harm
- To quell a disturbance
- To cease obscenities or abusive language directed at another person



DRUG AND ALCOHOL INFORMATION

Drug and Alcohol Information *Refer to NASD Board Policy [227](#) and [210](#)*

It is a coordinated effort by the NASD to openly and effectively respond to the potential and current use and abuse of drugs, alcohol, and other mood altering substances by members of the entire school population. There is a consistent administrative, faculty, and staff effort to educate, prevent, and intervene in the use and abuse of these substances. This is being achieved with revised curriculum, classroom activities, community support, SAP, and Student Code of Conduct procedures.

Drugs, alcohol, and other mood altering substances according to Act 64 include the following:

1. Alcohol and malt beverages
2. Anabolic steroids



3. Any capsules or pills not registered with the school nurse
4. Marijuana, hashish, cocaine, and heroin
5. Chemical solvents and glue
6. Look-alike alcohol and chemical substances

Any student who is under the influence of, possesses, dispenses, sells, or aids in the procurement of alcohol, drugs, or other mood altering substances while in school, on school grounds, or at a school sponsored activity will be disciplined according to the Northampton Area School District Drug and Alcohol Administrative Regulations, Board Policy, and the Student Code of Conduct. Student offenders will also be referred to the SAP.

DEFINITION OF TERMS

Drug/Mood Altering Substance/Alcohol

Includes any alcohol or malt beverage, any drug defined by law as a controlled substance, chemical, abused substance, or medication for which a prescription is required under the law and/or any substance which is intended to alter mood. Examples of the above include but are not limited to beer, wine, liquor, marijuana, hashish, chemical solvents, glue, look-alike substances, and any capsules or pills not registered with the school nurse, annotated within the student's health record, and given in accordance with the school district policy for the administration of medication to students in school.

Student Assistance Program (SAP) Core Team

Is a multidisciplinary team, hereafter called the SAP Core Team, composed of school personnel (teachers, administrators, nurses, counselors). This team has been trained to understand and work on the issues of adolescent chemical use, abuse, and dependency and will play a primary role in the identification and referral process of students coming to their attention through the procedures outlined in this policy.

Distributing

Delivering, selling, passing, sharing, or giving any alcohol, drug, or mood altering substance, as defined by this policy, from one person to another or to aid therein.

Possession

Possess or hold, without any attempt to distribute, any alcohol, drug, or mood altering substance determined to be illegal or as defined by this policy.

Cooperative Behavior

Defined as the willingness of a student to work with staff and school personnel in a continuing reasonable and helpful manner, complying with requests and recommendations of the members of the SAP Team.

Uncooperative Behavior

Defined as resistance or refusal, verbal, physical, or passive, on the part of the student to comply with the reasonable request or recommendations of school personnel. Defiance, assault, deceit, and flight constitute examples of uncooperative student behavior. Uncooperative behavior also includes the refusal to comply with the recommendations of the SAP Core Team.

Drug Paraphernalia

Includes any utensil or item, which in the school's judgment can be associated with the use of drugs, alcohol, or mood altering substances as defined by law. Examples include but are not limited to roach clips, pipes, bowls, and/or other items as defined by law.

Administrator(s)

The person(s) in charge of the individual school building in which the incident takes place.



RULES AND REGULATIONS

A student who is on school grounds, during school, or anywhere at a school-sponsored activity is under the influence of alcohol, drugs, or mood altering substances or possesses, uses, dispenses, sells, or aids in the procurement of alcohol, narcotics, restricted drugs, mood altering substances, or any such chemical substance restricted by law, or over the counter drug not registered with the school nurse, is subjected to discipline pursuant to the provisions and procedures outlined in Board policies, the Student Code of Conduct, and the Drug/Alcohol Administrative regulations.

A search of a student's person, locker, desk, car, or other possessions may occur under this policy where there are reasonable grounds for suspecting that the search may turn up evidence that the student has violated or is violating the law or the rules of the school with respect to possession or use of drugs, alcohol, or paraphernalia. The extent of the search is reasonably related to its objectives and is not unnecessarily intrusive in light of the age and sex of the student and the nature of the violation.

As an integral part of the NASD Drug and Alcohol Prevention Program, these guidelines represent one component in an effort to respond effectively to drug, mood altering substance, and alcohol related situations that may occur at school or at school-sponsored activities. These guidelines are intended to provide a positive means to respond to drug, mood altering substance, and alcohol related incidents. NASD provides a safe and healthy environment for students with due consideration for their legal rights and responsibilities. The Board reserves the right to use any reasonable measures deemed necessary to control substance abuse even if the same is not provided for specifically in any rule or regulation enumerated herein.

Resource Phone List

NASD Police Department	610-262-7812, x111101
Alcoholics Anonymous	610-882-0558
ChildLine (report child abuse)	800-932-0313
Crime Victims Council	610-437-6611
Kidspeace	610-437-1790
Lehigh County Drug and Alcohol Intake	610-432-2228
Suicide Prevention Crisis	610-782-3127
Narcotics Anonymous	610-439-8440
Turning Point (Family Violence)	610-437-3369
24 hour General Information Number	610-435-7111
Valley Youth House (Runaways)	610-691-1200

[NASD Drug & Alcohol Chart](#)

BREATHALYZER

To prevent our students from using alcohol at school events, the school district maintains the right to utilize a Breathalyzer instrument at school activities. School administration and/or school and local law enforcement can also use the Breathalyzer. The instrument measures the presence of alcohol in a person by having him/her breathe into it.

- Students demonstrating behavior or symptoms consistent with under the influence are selected for testing with the Breathalyzer upon entrance to the event. The Breathalyzer is sanitized after each use.
- Any student who refuses to use the Breathalyzer is not admitted to the event.
- During the event, any student who is suspected of using alcohol is asked to use the Breathalyzer.
- If the student refuses, he/she is asked to leave the activity, and the parent/guardian is called and informed of the student's decision. If the student's physical condition is a threat to the health or safety of the student, he/she is not allowed to leave the activity until a parent/guardian arrives.
- Any student who tests positive is referred to law enforcement, parent/guardian is called, and the student is subject to the Student Code of Conduct, and the D/A Policy which mandates an Out-of School Suspension (OSS) for a period of three to ten days, referral to the Student Assistance Program (SAP), and the superintendent for possible expulsion.

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It is the decision of the NASD to take a proactive position when it comes to the safety of our children. We hope the community, parents, and children support our efforts and actions.



DISTRICT INFORMATION

NASD

Northampton Area School District

District Administration Office

2014 Laubach Avenue

Northampton, PA 18067

Phone 610-262-7811

Fax 610-262-1150

To: District Parents/Guardians
From: Joseph S. Kovalchik, Superintendent
Re: FERPA and PPRA Notification

School districts are required by law to provide parents and students notice of their rights under the Family Educational Rights and Privacy Act (FERPA) and the Protection of Pupil Rights Amendment (PPRA). Attached are notifications of each of these regulations as amended under the No Child Left Behind Act of 2001 (NCLB).

If you have any questions, please contact 610-262-7811, extension 20020.

Notification of Rights for Elementary and Secondary Schools

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The right to inspect and review the student's education records within 10 days of the day the school received a request for access. Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask the school to amend a record that they believe is inaccurate or misleading. They should write to the school principal (or appropriate official), clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the school official decides not to amend the record as requested by the parent or eligible student, the school official will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right of a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the school has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school district to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605



5. As required by Federal law, parental consent is not required for the release of Directory Information, which is the information contained in an education record of a student that would not generally be considered harmful or an invasion of privacy if disclosed. The Northampton Area School District designates the following as Directory Information: the student's name, address, telephone number (with the exception of unlisted telephone numbers), date and place of birth. A parent/guardian or eligible student may notify the District in writing of their refusal to allow the District to release Directory Information without prior consent. Except for Directory Information, all personally identifiable records directly related to the student will be kept confidential, unless the parent/guardian signs a consent form releasing such information.

Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA)

PPRA affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

- *Consent* before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if a program of the U.S. Department of Education funds the survey in whole or in part:
 1. Political affiliations or beliefs of the student or student's parent;
 2. Mental or psychological problems of the student or student's family;
 3. Sex behavior or attitudes;
 4. Illegal, anti-social, self-incriminating, or demeaning behavior;
 5. Critical appraisals of others with whom respondents have close family relationships;
 6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
 7. Religious practices, affiliations, or beliefs of the student or parents; or
 8. Income, other than as required by law to determine program eligibility.
- *Receive notice and an opportunity to opt a student out of -*
 1. Any other protected information survey, regardless of funding;
 2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
 3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.
- *Inspect, upon request and before administration or use -*
 1. Protected information surveys of students;
 2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
 3. Instructional material used as part of the educational curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under State Law.

Northampton Area School District will develop and adopt policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. Northampton Area School District will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. Northampton Area School District will also directly notify through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation in the specific activity or survey. Northampton Area School District will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

- Collection, disclosure, or use of personal information for marketing, sales or other distribution.
- Administration of any protected information survey not funded in whole or in part by the Department of Education.
- Any non-emergency, invasive physical examination or screening as described above.



Parents who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5901

CHILD ABUSE Refer to [NASD Board Policy 806](#)

The Board requires district employees, independent contractors and volunteers to comply with identification and reporting requirements for suspected child abuse, as well as the training requirement for recognition and reporting of child abuse in order to comply with the Child Protective Services Law and the School Code.[1][2][3][4]

CHILD FIND NOTICE

Chapter 14: Special Education Services and Programs

In compliance with state and federal law, notice is hereby given by Northampton Area School District that the District conducts ongoing identification activities as part of its school program for the purpose of identifying students who may be in need of special education and related services. If your child is identified by the district as possibly in need of such services, you will be notified of applicable procedures. Individualized services and programs are available for children who are determined to need specially designed instruction due to the following disabilities:

- ☐ Autism
- ☐ Deafness
- ☐ Deaf-Blindness
- ☐ Emotional Disturbance
- ☐ Hearing Impairment
- ☐ Intellectual Disability
- ☐ Multiple Disabilities
- ☐ Orthopedic Impairment
- ☐ Other Health Impairment
- ☐ Specific Learning Disability
- ☐ Speech or Language Impairment
- ☐ Traumatic Brain Injury
- ☐ Visual Impairment (Including Blindness)



If you believe that your school-aged child (age 5 through 21) may be in need of special education or related services, the district offers screening and evaluation to assess the needs of your child. The assessment is offered at no cost to you. You may request screening and evaluation at any time, whether or not your child is enrolled in the district's public school program; including children who are homeless, wards of the state, or highly mobile, including migrant children. Requests for evaluation and screening are to be made to your child's principal or the Director of Special Education.

Children aged three through the age of admission to first grade are also eligible if they have developmental delays and, as a result, need Special Education and related services. A child is considered to have a developmental delay when at least one of the following exists: (i) The child's score, on a developmental assessment instrument which yields a score in months, indicates that the child is delayed by 25% of the child's chronological age in one or more developmental areas, or (ii) The child is delayed in one or more of the developmental areas, as documented by test performance of 1.5 standard deviations below the mean on standardized tests. Developmental areas include cognitive, communicative, physical, social/emotional, and self-help. For additional information, you can contact Colonial Intermediate Unit 20 at (610)252-5550.

Chapter 15: Protected Handicapped Students:

In compliance with state and federal law, the Northampton Area School District will provide to each protected, disabled student, without discrimination or cost to the student or family, those related aids, service or accommodations which are needed to provide equal opportunity to participate in and obtain the benefits of the school program and extracurricular activities to the maximum extent appropriate to the student's abilities. In order to qualify as a protected disabled student, the child must be school-aged with a physical or mental disability that substantially limits or prohibits participation in or access to an aspect of the school program. These services and protections for "protected disabled students" are applicable to all students enrolled (or seeking enrollment) in special education programs.

If you think your child may be in need of services through Chapter 15, contact his/her guidance counselor or building principal.

Confidentiality:

All information gathered about your child is subject to the confidentiality provisions contained in federal and state law. The District has policies and procedures in effect governing the collection, maintenance, destruction, and disclosure to third parties of this information. For information about these policies and procedures, as well as rights of confidentiality and access to educational records, you may contact the Special Education Office.

CURRICULUM REVIEW BY PARENTS/GUARDIANS AND STUDENTS - Refer to [NASD Board Policy 105.1](#)

Upon request by a parent/guardian or student, the District will make available existing information about the curriculum, including academic standards to be achieved, instructional materials, and assessment techniques following the guidelines outlined in NASD Policy 105.1.

HOMELESS - MCKINNEY VENTO

In compliance with the federal McKinney-Vento Homeless Assistance Act, our District is attempting to identify all children within the District that may be experiencing homelessness.

The term "Homeless Children and Youth" is defined as individuals who lack a fixed, regular and adequate nighttime residence. This includes individuals:

- Living in a shelter, domestic violence shelter, or a transitional home
- Living in a motel, hotel, campground, or vehicle due to lack of alternative adequate accommodations
- Living with relatives or friends due to an economic hardship (doubled up)
- Unaccompanied Youth



Children who are experiencing homelessness may qualify for assistance with free school lunch, school supplies/materials, tutoring, and transportation so that they can remain in their school of origin throughout the duration of their homeless situation. and adequate nighttime residence.

If you believe your child(ren) may qualify for this service, **please direct any confidential requests** to Mrs. Teles via the email and phone number listed below:

- **Nicolette Teles, NASD Homeless Liaison and Supervisor of Grants and Special Programs**
telesn@nasdschools.org - 610-262-7811 x20384
NASD - Administration Building
2014 Laubach Avenue, Northampton, PA 18067

Additional information regarding resources relevant to students experiencing homelessness can be found in the document entitled [Student and Parent McKinney-Vento Information](#) and on the District website: <https://www.nasdschools.org/page/homeless-youth-information>



Northampton Area School District ACCEPTABLE USE OF COMPUTING RESOURCES AND THE INTERNET

INTRODUCTION

We are pleased to announce that computer and internet resources continue to be available to students and teachers in our district. Our goal in providing this service is to promote educational excellence through innovation and communication.

SCOPE

With access to computers, computer networks, and people all over the world also comes the availability of materials that may not be considered of educational value in the context of the school setting. Northampton Area School District has taken reasonable precautions to restrict access to controversial materials through the use of blocking or filtering devices. However, on a global network it is impossible to control all materials and an industrious user may discover controversial information. We firmly believe that the valuable information and interaction available on this worldwide network far outweigh the possibility that users may access material that is not consistent with the educational goals of the Northampton Area School District.

PURPOSE

The smooth operation of an information network relies upon the proper conduct of the students and staff who must follow the guidelines. These guidelines are provided so that you are aware of the responsibilities of all NASD computer users. In general, your responsibilities require efficient and ethical use of the computers and network resources subject to all board policies.

The signature(s) at the end of this document indicate that the individual has read the terms and conditions and understands their significance and agrees to abide by these terms.

TERMS AND CONDITIONS OF THIS CONTRACT

1. **Privileges.** Inappropriate use of these resources may result in the loss of computer services, disciplinary actions, and/or referral to appropriate authorities. The systems administrator may close an account if necessary. An administrator or faculty member has the right to request, for cause, that the systems administrator deny, revoke, or suspend specific user accounts and/or access to resources.
2. **Acceptable Use.** Computer and network use must be in support of education, school business, and/or research and within the educational goal and objectives of the Northampton Area School District (these may be found in the District document entitled "Northampton Area School District Strategic Plan"). Each user is personally responsible for this provision at all times when using computer and network services.
 - a. Sending or requesting any material in violation of any laws of the United States or of any state is prohibited. This includes, but is not limited to: copyrighted material, threatening or obscene material, or material protected by trade secrets.
 - b. Commercial activities by for-profit institutions are not acceptable.
 - c. Use of product advertisement or political lobbying, including lobbying for student government office, is prohibited. All board policies apply to computer use.
 - d. While using district computers or the internet no games may be played unless you are explicitly directed to do so by a teacher or other faculty member as part of a learning activity.
 - e. Illegal activities of any kind are forbidden.
 - f. Do not reveal personal information, i.e., home address, phone numbers, passwords, or social security number; this also applies to others' personal information or that of organizations.
 - g. Do not use the network in any way that would disrupt network use by others.
3. **Network Etiquette.** Each account holder is expected to abide by the generally accepted rules of user etiquette. These rules include, but are not limited to, the following:
 - a. Be polite. Never send, or encourage others to send, abusive messages.
 - b. Use appropriate language. Remember that you are a representative of your school and district on a non-private system. You may be alone on a computer, but what you say and do can be viewed globally! Never use vulgar or inappropriate language.
 - c. Use electronic communications appropriately. Electronic mail (email) or other forms of electronic communication is not guaranteed to be or implied to be private. Messages relating to or in support of illegal activities must be reported to the authorities.
4. **Vandalism.** Vandalism is defined as any attempt to harm or destroy property of another user or of any other agencies or networks that are connected to the internet. Vandalism includes, but is not limited to, the uploading, downloading, or creation of computer viruses or other harmful code. Vandalism may result in cancellation of privileges and/or referral to other board policies.



5. **Security.** Security on any computer system is a high priority because there are multiple users. Do not use another individual's account nor log on to the system as the systems administrator. If you identify a security gap or discrepancy, notify the systems administrator or your teacher at once. Do not attempt to disable security programs or attempt to discover passwords to security programs. Attempts to log in to the network or local computer as a system administrator may result in cancellation of user privileges and other disciplinary action as outlined in board policy. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to network services including the Internet.
6. **Services.** The Northampton Area School District will make every effort to provide appropriate and dependable services. However, due to various factors we cannot make warranties of any kind whether expressed or implied, for the computing or internet service it is providing.
7. The complete policy (#815) entitled "Acceptable Use of the Computers, Network, Internet, Electronic Communications, and Information Systems" is available in your school office, at the administration center, or online in the board policy manual at <https://www.nasdschools.org/policies>. If you have questions or need clarification, please contact NASD Technology Services at 610-262-6815.



Northampton Area School District

District Administration Office

Office of the Superintendent

2014 Laubach Avenue, Northampton, PA 18067

Phone (610) 262-7811 Fax (610) 262-1150

ONLINE RESOURCES PERMISSION LETTER

Dear Parents / Guardians:

This school year, NASD students will be asked to use a school issued Chromebook together with online resources in support of classroom learning activities. Examples that students in grades K-12 may use are called Google Workspace for Education and Schoology. Schoology will continue to play a vital role in our schools.

Google Workspace for Education is a set of online tools for communication, collaboration, time-management and document storage. Provided by Google to the District at no cost, these tools include:

- Gmail: a full functioning web-based email program (grades 4-12 only)
- Calendar: a customizable calendar and to-do list
- Google Docs, Sheets, Slides, Drawing: a word processing, spreadsheet, presentation, and drawing program that allows multi-user access for document sharing and editing
- Google Drive: online data storage
- Google Keep: notes and reminders Google continues to add new tools to its applications, and the District will evaluate each for the educational potential
- Google Classroom: distribute assignments and facilitates classroom communication

In addition, classroom teachers will continue to utilize Chromebooks and online tools for textbook supplements, presentations, digital storytelling, and various other school projects. Some examples of online education tools used in the District are Savvas Realize, Amplify, Reflex Math, Class Dojo, Book Creator, Code.org, Schoology and many online resources provided by our textbook companies.

All of these tools are housed on the Internet and may be accessed from any Internet-connected computer, any time of day, with a relatively recent web-browser. No special software is required.

Our primary reasons for introducing these tools to students are:

- To provide our students practice using current technology application and tools
- To facilitate digital transfer of work between students and teachers
- To promote collaborative work among students for project creation, peer-editing of documents, and publishing documents for an audience

To help ensure the safety of our students and foster responsible online behavior, teachers and librarians will be reviewing our District's acceptable use policy, [lending policy](#), and Internet safety guidelines when they introduce online tools to students. Using online tools responsibly will be an important part of the learning experience for our students. Parents may wish to review the list of applications used by the District and examine their respective privacy policies and terms for use for our online resources at www.nasdschools.org/webapps.

The student/parent handbook will ask parents and guardians for authorization to use Chromebooks and online tools listed at www.nasdschools.org/webapps in support of learning activities that are aligned to our curricula and lessons. Parents/guardians should check back regularly at www.nasdschools.org/webapps to stay up to date on the latest apps and websites approved for use across the District.

Please contact us or your child's classroom teacher if you have questions about the use of any of our online educational resources.

Sincerely,

Dr. Michelle Schoeneberger
Assistant Superintendent
610-262-7811

Mr. Kurt Paccio
Director of Technology
610-262-6815



Northampton Area School District

District Administration Office

Office of the Superintendent

2014 Laubach Avenue, Northampton, PA 18067

Phone (610) 262-7811 Fax (610) 262-1150

To: All NASD Families
From: Joseph S. Kovalchik, Superintendent
Re: Sudden Cardiac Arrest Act

If you have a Student Athlete registered to play our PIAA sports, you may have already received and signed a copy of this form which will be held in the Athletic Department files. Please return this copy to your student's teacher so your student may participate in any school sponsored Club or Sporting Event.

Act 59 of the Pennsylvania Department of Health provides that each year families and coaches will be informed about Sudden Cardiac Arrest. Each year, there are approximately 300,000 cardiac arrests outside of the hospital. Of these, nearly 2,000 occur in people under the age of twenty-five and lead to premature death. Sudden cardiac arrest occurs when the heart stops beating suddenly and unexpectedly. When this happens, blood stops flowing to the brain and other vital organs, causing the heart to suddenly stop beating. -Refer to [NASD Policy 123.2](#)

Act 59 requires that:

- (1) Every student athlete and their parent/guardian must read and sign a standard form developed by the Pennsylvania DOH. The form must be returned to the school before participation in any athletic activity. **A new form must be signed and returned to the school each year.**
- (2) If a student athlete has signs or symptoms of sudden cardiac arrest, they must be removed from play - play means any and all athletic activities - and before returning to play, the athlete must be evaluated. Clearance to return to play must be in writing and the evaluation must be performed by a licensed physician, certified registered nurse practitioner, or cardiologist.
- (3) Act 59 also requires that coaches undergo mandatory annual training regarding sudden cardiac arrest and the law provides penalties for those coaches who do not comply.
- (4) Finally, the Act suggests that schools may hold informational meetings regarding sudden cardiac arrest. The meetings can occur before each athletic season and the meetings may include student athletes, parents, coaches, and school officials.

All of our coaches will attend mandatory training. Also, our students registered for PIAA sports have been given copies of this letter. The informational meeting for families is in planning stages with September dates to be announced.

We believe that the provisions of this Act can protect all our students during time spent in any school activity if staff and parents are fully informed. The attached page is for your reference. Please sign that you have read it and return this acknowledgement to your child's teacher.

Please contact my office at the number above with any questions.



Athlete/Parent/Guardian Sudden Cardiac Arrest Symptoms and Warning Signs Information Sheet and Acknowledgement of Receipt and Review Form

What is sudden cardiac arrest?

Sudden cardiac arrest (SCA) is when the heart stops beating, suddenly and unexpectedly. When this happens, blood stops flowing to the brain and other vital organs. SCA doesn't just happen to adults; it takes the lives of students, too. However, the causes of sudden cardiac arrest in students and adults can be different. A student's SCA will likely result from an inherited condition, while an adult's SCA may be caused by either inherited or lifestyle issues.

SCA is NOT a heart attack. A heart attack may cause SCA, but they are not the same. A heart attack is caused by a blockage that stops the flow of blood to the heart. SCA is a malfunction in the heart's electrical system, causing the heart to suddenly stop beating.

How common is sudden cardiac arrest in the United States?

SCA is the #1 cause of death for adults in this country. There are about 300,000 cardiac arrests outside hospitals each year. About 2,000 students die of SCA each year. It is the #1 cause of death for student athletes.

Are there warning signs?

Although SCA happens unexpectedly, some people may have signs or symptoms, such as:

- fainting or seizures during exercise;
- unexplained shortness of breath;
- dizziness;
- extreme fatigue;
- chest pains; or
- racing heart.

These symptoms can be unclear in athletes, since people often confuse these warning signs with physical exhaustion. SCA can be prevented if the underlying causes can be diagnosed and treated.

What are the risks of practicing or playing after experiencing these symptoms?

There are risks associated with continuing to practice or play after experiencing these symptoms. When the heart stops, so does the blood that flows to the brain and other vital organs. Death or permanent brain damage can occur in just a few minutes. Most people who experience SCA die from it.

Act 59 - the Sudden Cardiac Arrest Prevention Act (the Act)

The act is intended to keep student-athletes safe while practicing or playing. The requirements of the act are:

- All student-athletes and their parents or guardians must read and sign this form. It must be returned to the school before participation in any athletic activity. A new form must be signed and returned each school year.
- Schools may also hold informational meetings. The meetings can occur before each athletic season. Meetings may include student athletes, parents, coaches and school officials. Schools may also want to include doctors, nurses and athletic trainers.

Removal from play/return to play

- Any student-athlete who shows signs or symptoms of SCA must be removed from play. The symptoms can happen before, during or after activity. Play includes all athletic activity.
- Before returning to play, the athlete must be evaluated. Clearance to return to play must be in writing. The evaluation must be performed by a licensed physician, certified registered nurse practitioner or cardiologist (heart doctor). The licensed physician or certified registered nurse practitioner may consult any other licensed or certified medical professionals.



TITLE VI, TITLE IX, SECTION 504, ADA, AND AGE DISCRIMINATION *Refer to NASD Board [Policy 103](#) and [Policy 103.1](#)*

The Board declares it to be the policy of this district to provide an equal opportunity for all students to achieve their maximum potential through the programs and activities offered in the schools without discrimination on the basis of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, pregnancy or handicap/disability.

The Board also declares it to be the policy of this district to comply with federal law and regulations under Title IX prohibiting sexual harassment, which is a form of unlawful discrimination on the basis of sex. Such discrimination shall be referred to throughout this policy as Title IX sexual harassment. Inquiries regarding the application of Title IX to the district may be referred to the Title IX Coordinator, to the Assistant Secretary for Civil Rights of the U.S. Department of Education, or both.

The district is committed to the maintenance of a safe, positive learning environment for all students that is free from discrimination by providing all students course offerings, counseling, assistance, services, employment, athletics, and extracurricular activities without any form of discrimination, including Title IX sexual harassment. Discrimination is inconsistent with the rights of students and the educational and programmatic goals of the district and is prohibited at or, in the course of, district-sponsored programs or activities, including transportation to or from school or school-sponsored activities.

Violations of this policy, including acts of retaliation as described in this policy, or knowingly providing false information, may result in disciplinary consequences under applicable Board policy and procedures.

Reports of Title IX Sexual Harassment and Other Discrimination and Retaliation

The Board encourages students and third parties who believe they or others have been subject to Title IX sexual harassment, other discrimination or retaliation to promptly report such incidents to the building principal, even if some elements of the related incident took place or originated away from school grounds, school activities or school conveyances. A person who is not an intended victim or target of discrimination but is adversely affected by the offensive conduct may file a report of discrimination.

The student's parents/guardians or any other person with knowledge of conduct that may violate this policy is encouraged to immediately report the matter to the building principal.

If the building principal is the subject of a complaint, the student, third party, or a reporting employee shall report the incident directly to the Title IX Coordinator.

The complainant or the individual making the report may use the Discrimination/Sexual Harassment/Bullying/Hazing/Dating Violence/Retaliation Report Form attached to this policy for purposes of reporting an incident or incidents in writing; however, verbal reports of an incident or incidents shall be accepted, documented and the procedures of this policy and the relevant attachments followed. -Refer to [NASD Board Policy 247](#)

Inquiries should be forwarded to Dr. Michael Alogna- Title VI, Title IX, Section 504 and ADA Compliance Officer - Northampton Area School District, 2014 Laubach Avenue, Northampton, PA 18067, (610) 262-7811.

SURVEYS *Refer to NASD Board Policy 235.1 - <https://www.nasdschools.org/policies>*

The District is committed to protecting student privacy and ensuring that any surveys or collection of personal information, as addressed in the Pupil Rights Amendment (PPRA), follow legal guidelines. Parents/guardians will be notified of any surveys related to marketing, sales, or other distribution purposes, and they have the right to inspect instruments and opt-out of surveys. Written consent is required for surveys that reveal protected information, and parents/guardians will be informed of their right annually, with the option to request access to survey materials.



A Brief History of Northampton Area High School

Prior to the twentieth century, secondary education was rare in what would later become the Northampton Area School District. Elementary education was purely a local initiative, with area villages funding and dictating the school year. There was not much need for an education beyond 8th grade for an overwhelmingly agricultural nation. There were two notable secondary schools in our area. The “Academy,” near Bath, provided such an education from 1785-1826. Its most noteworthy student was George Wolf who became Governor of Pennsylvania, (1829-1835). Wolf was a champion of free public education and the namesake of the historic Wolf Academy building. The other school was the Weaversville Academy, (1840-1902), a co-educational boarding school that provided classes beyond the 8th grade.

The First Northampton High School

The opening of the Lehigh Canal in 1829 and the Central Railroad of New Jersey in 1866 spurred population growth in the villages of Siegfried, Newport, and Laubachsville (making up most of present-day Northampton). The greatest boost came with the establishment of the Atlas Portland Cement Company in 1895 and, later, the Lawrence

NHS Orchestra
In the 1920's the orchestra
had a banjo section.

Class of 1906
6 Students
All Girls!

Cement Company. In addition to these villages, numerous smaller neighborhoods dotted the area. One such neighborhood was called “Brooklyn,” which was the location of the building we now know as the Central Building at the corner of 15th and Main Streets. At that time, this school was called the Allen Township High School, the predecessor of Northampton High School. It was built between 1885-1886, with additions in 1898-1899 and 1902. This red brick structure housed the high school class in one room on the second floor and elementary and junior high in the remainder of the building. The high school’s first term was 1901-1902. Its sole faculty member was Mr. Abner Buck. The first graduating class, that year of 1902, consisted of Amy Scholl, Mary Howell, Edna Williams, and Harry Rice. Their diplomas were inscribed “Allen Township High School.” By this time, the growth of the three villages of Siegfried, Newport, and Stemton (previously Laubachsville) prompted a formal merging into the Borough of Alliance on May 6, 1901. The borough separated from Allen Township in June, 1902. At the same time, it was deemed desirable to have a board of education. The first Board of Education on April 28, 1902 was comprised of P.W. Troxell, President; H.T. Bilheimer, Secretary; E.T. Diefenderfer, Treasurer; R.F. Deibert, C.W. Heller, and William Reinert. E.J. Bernhardt was hired to be the first principal of Alliance High School, a post he held from 1902-1905. The Board also decided that children from Allen Township could attend the borough schools for 80 cents per month.

The year 1909 proved to be a landmark year for Alliance High School. Although school attendance was not yet mandatory through the 12th grade in Pennsylvania, for two reasons class size grew each year, as did the size of the faculty. First, the population of Alliance had grown to approximately 8,800. Secondly, outlying school districts that only went to 11th grade sent their students to Alliance High School for their final year. For example, Lehigh Township had its own high school in Berlinsville (1906-1948), but students could elect to go to Alliance. Bath High School and Coplay High School, likewise, only went to 11th grade. Those students wishing to complete high school came to Alliance High School by walking, trolley car or train. This same year, the school year was lengthened from 9 to 10 months.

The Second Northampton High School

Yearly increasing enrollment prompted the Board on April 15, 1909 to unanimously decide to build a new junior/senior high school “to accommodate 150 pupils, a basement to contain 2 laboratories and room for manual training, first and second floors, Director’s, Superintendent’s and Principal’s rooms, 8 class rooms, a supply room and library.” The new building carried the name Northampton High School to reflect the name change of the borough. The gymnasium seated 600 spectators. Construction proceeded quickly at the 18th and Lincoln Avenue site. The new Northampton High School was completed on May 1, 1910 at a cost of \$90,000. It was dedicated on May 13 of that same year. Over the next several years, steady student population growth filled this building. While all neighboring townships maintained their own elementary schools, nearly all sent their students to Northampton for the secondary phase of their education. It was realized that a separate junior high building containing grades 7, 8, and 9 would alleviate the crowding. Thus, in 1926, the Board decided to construct a junior high building adjoining and connected to the senior high at a cost of \$275,000. The cornerstone was laid on November 11, 1926 and the building opened exactly one year later. As the need for a high school education grew in the following decades, the curriculum at NHS was continually broadened. A formalized course of study was implemented in 1948 with the establishment of the college preparatory, secretarial and general tracks. The number of teachers likewise increased to fill this need. NHS added roughly ten teachers every decade for the next thirty years. By 1950 there were 37 teachers on the faculty.

Origin of Black And Orange

For many years, each class chose their own colors. Black and Orange were picked by the Class of 1910. The Alumni Association then adopted these colors as their own, which led to Black and Orange being the official colors of NHS.



A New High School

At the start of the 1950's the Pennsylvania Department of Public Instruction began to urge all school districts toward consolidation in order to provide all students equal educational opportunity. To this end, the Northampton Borough Board of Education invited all local boards to a round table conference in June of 1950. Over the course of several meetings, the Northampton Area Joint School Board was formed on July 1, 1950. It was composed of the school boards of Northampton, Bath, East Allen, Lehigh, and Moore Townships. The Boards of Allen Township and Chapman Quarries joined in 1955. This jointure covered all students in grades 7-12. The high school was officially renamed Northampton Area Joint Senior High School. Bath Junior High became the Bath Annex and Wolf Elementary (now Colonel John Siegfried Elementary) became Wolf Annex. There were transportation and finance problems that needed to be solved. The political transition from seven boards to a single school board was also a thorny issue as each district was justly proud of their local educational traditions.

By 1952-53, this growth and consolidation pointed to the need for a new high school building. Dr. Roy Cleaver, of the Pennsylvania Department of Public Instruction was consulted and, in early 1954, recommended the high school be built in Northampton Borough. Simultaneously, the Universal Atlas Cement Company was approached about obtaining land to the rear of the Community Center for a school site. In a magnificent gesture of civic generosity, the Atlas donated a 20 acre tract for the school on December 8, 1954. Planning for the new Northampton Area Joint High School began immediately.

The Yearbook
"NHS YEARBOOK" - 1915
First Year of Issue "The FATA" (The Fates) - 1916
"Amptennian" - 1917 to Date

The original plan was for a campus style school, a one-story concrete structure. The estimated cost was \$2,280,000. When the bids were opened in April 1957, they were all far in excess and thus rejected. A revised plan eliminated the campus concept, reduced the gymnasium size, but now included a second story with a steel framework. This plan proved feasible, costing \$1,845,000. A groundbreaking was held on March 16, 1958, with

construction starting the next day. Work on the site was disrupted by a nationwide steel strike in September and October, 1958 and by two lawsuits, pushing back the timetable three months. Northampton Area Joint Senior High School finally opened its doors to students on September 19, 1960. Minor construction continued until Christmas. The official dedication of the school was held in the auditorium on April 8, 1961. Presiding at this ceremony was Superintendent, Dr. George Eichler. This was a capstone of his career that spanned a record 31 years as Northampton's education chief.

The high school was, in the words of the Morning Call, "simple and functional and yet attractive." It was built to accommodate 769 students, grades 10-12. There were 37 faculty members and three administrators. It was adorned with artwork contributed by local artists such as Melvin Kleppinger, Estelle Laubach, and Betty Seidel. The building provided 27 classrooms of various types, an auditorium, gym, cafeteria, and library. As spacious as it was, population growth quickly caught up. By 1962, some 800 students were in NAHS. To alleviate overcrowding, a new two-story wing was completed in 1964-1965. This wing had 8 classrooms, a lecture hall, conference rooms, full basement with rifle range and a domed rooftop observatory. Another single floor wing was added in the 1980's which was eventually connected to the Junior High School.

Throughout the 1980s-1990s, the need for space was met with trailers and then modular classrooms positioned at the rear of the building. The decision to move the 9th grade into the Senior High in 1998-1999 prompted the NASD to look at either expanding the existing building or building a totally new high school at another site.

School Newspapers
La Perle 1917-1922
Black & Orange 1922-1925 and 1929-1930
No school newspaper 1925-1927
due to expense. School news printed in
The Cement News.
The Concrete Tablet 1927-1928
Concrete Courier 1930-1989
The Courier 1990-2004
Concrete Courier 2004 to Date

The 'N' logo was designed by
Athletic Director, Mike Schneider in
1993.

Northampton's Alma Mater Music

The tune dates back to 1857
and is used by many schools
including Lehigh University,
Moravian College and
Nazareth High School.

Lyrics

Earliest known version is 1922.
Current version dates from 1928.
Authorship - Dorothy Mae Hawk

The Wonder Team 1937-1938

Football - Undefeated
Basketball - 21 wins, 3 losses
Baseball - Undefeated



Renovation and Expansion

In 2003 the Northampton Board of School Directors chose to renovate and expand the existing high school. On March 14, 2006, a ground-breaking ceremony marked the beginning of the Northampton Area High School multimillion dollar renovation project. Construction began with a new gymnasium, fitness center, multi-media center, cafeteria, and food service area; a new wing of classrooms began soon after. Northampton Area High School was fully renovated and operational by April 2009.

Our Konkrete Kids remain competitive in athletics in the Lehigh Valley. The football team captured the Eastern Conference Championship in 2008. In the 2007-2008 school year, our wrestlers earned second place at the State competition, with our girls' field hockey team and our girls' and boys' basketball teams qualifying for playoffs. In the 2008-2009 school year, our wrestlers were the Lehigh Valley Conference, District XI, and PIAA Northeast Regional Champions. We are hopeful that we will repeat these successes in the future.

Varsity Sports

First Sports Teams First Coaches

Baseball 1911 Clyde Edgeworth
Basketball, Boys 1914 Ira Scheaffer
Basketball, Girls 1915-1936 Mary Kurtz
Resumed in 1963 Joan Kremus
Football 1924 Donald Keats
Cheerleading 1928
Wrestling 1946 Harry Wall
Track, Boys 1948 Melvin Kleppinger
Field Hockey 1964 Joan Kremus
Golf 1966 Robert Crawford
Softball 1969 Constance Karg
Gymnastics 1970 Al Erdosy
Discontinued 1972
Rifle 1971 Donald Kindt
Discontinued 1997
Cross Country, Boys 1972 William Stranzl
Swimming, Girls 1973 Nancy Reinhardt
Swimming, Boys 1973 Hank Dalton
Tennis, Boys 1973 Steve Goslawski
Tennis, Girls 1974 Eileen Carbone
Track, Girls 1976 Diane Neiper
Cross Country, Girls 1980 Tom Keim
Soccer, Boys 1984 Roger Holcombe
Soccer, Girls 1991 Terry Hunsicker
Volleyball, Girls 2007 Peter Saul
Volleyball, Boys 2008 Dave Read

A Brief History of Northampton Area High School
Written by Robert K. Mentzell