

# Chattahoochee County High School



## 2025-2026 Student Handbook

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Cusseta, GA 31805

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# WE ARE CHATTCO

- **DISTRICT VISION STATEMENT**

Instilling pride. Igniting Passion. Infinite Possibilities.

- **DISTRICT MISSION STATEMENT**

Our mission at Chattahoochee County School District is to prepare all students for college and career readiness as they grow to be productive contributors in society.

- **HIGH SCHOOL VISION STATEMENT**

**Chattahoochee County High School is recognized as a model College and Career Academy where every graduate leaves ready to be enrolled, employed, or enlisted.**

We will achieve this through rigorous academics, high-impact career pathways, life and leadership skills, and a culture of accountability, equity, and excellence. Our success will be measured by increased graduation rates, industry-recognized credentials earned, dual enrollment participation, military enlistments, and student growth beyond the classroom — proving that every Panther is ready for life.

- **HIGH SCHOOL MISSION STATEMENT**

To break barriers and build futures — by equipping every Panther with the knowledge, skills, and character to graduate ready to be enrolled, employed, or enlisted; and to transform our community through rigorous academics, career pathways, and life-ready preparation.

**Breaking Barriers. Building Futures. Every Panther Ready for Life — Enrolled, Employed, or Enlisted.**

- **CHATTAHOOCHEE COUNTY HIGH ALMA MATER**

Hail to thee, Dear Chattahoochee,  
Yours our hearts shall be.  
To your good we pledge our service and our loyalty.  
As your loyal sons and daughters, strive we to excel.  
In our work and games and honor  
Black and Gold prevail!

- **ADMINISTRATION**

Principal  
Assistant Principal  
Assistant Principal/AD

Mr. Seth Gorman  
Dr. Kizzy Clayton  
Mr. Michael Nixon

- **SCHOOL DEPARTMENT**

School Counselor  
School Social Worker  
School Nurse  
School Front Office Receptionist  
School Bookkeeper  
School SRO

Mrs. Kim Rembert  
Mrs. September Wiggins  
Mrs. Lundy Wigand  
Mrs. Freda Vann  
Ms. Janet Gumz  
Mr. Robert Cooper

# GENERAL INFORMATION

## ● **HANDBOOK INFORMATION:**

Students and parents/guardians are responsible for knowing and understanding the guidelines set forth in this handbook. Unless otherwise informed by the parent, Chattahoochee County High School has permission to use a student's photograph, likeness, artwork, profile, and/or story in publications, web pages, and other promotional materials. These materials may circulate worldwide with no compensation to the student or parent.

Students are allowed to participate in any extracurricular activity or organization unless the parents inform the school otherwise.

## ● **REPORT CARDS:**

Report Cards and Progress Reports are posted on the Powerschool parent portal as well as the student portal.

<u>Grading Period</u>	<u>Progress Reports</u>	<u>Report Cards</u>
1st Qtr: Aug 7 - Oct 10	Sept 8, 2025	Oct 14, 2025
2nd Qtr: Oct 14 - Dec 19	Nov 13, 2025	Jan 7, 2026
3rd Qtr: Jan 6 - Mar 11	Feb 6, 2026	Mar 13, 2026
4th Qtr: Mar 12 - May 20	April 17, 2026	May 22, 2026

## ● **CHROMEBOOKS:**

In support of our 1:1 program, each student will be issued a Chromebook on the first day of school, during homeroom. **Please note that personal devices, including phones and personal laptops, are not permitted for use during class time.**

### ● **Fees and payment:**

- ◇ A \$20 yearly usage fee will be added to the student's account.
- ◇ Parents can pay the fee online before the end of the school year.
- ◇ For more information, refer to the Chattahoochee County School Chromebook Usage Handbook at [www.chattco.org](http://www.chattco.org) > Departments > Technology Information.

## ● **CAFETERIA:**

### ● **Breakfast:**

- ◇ Student price is \$1.75, but for SY 25-26 all students receive free breakfast under provision II.
- ◇ Must eat in the cafeteria or designated area.

### ● **Lunch:**

- ◇ Eating is allowed only in designated areas.
- ◇ Students may not leave the lunchroom during lunch without permission from the administrator on duty.
- ◇ No food/drink is to be removed from the lunchroom; failure to comply may result in disciplinary action.
- ◇ Lunch costs \$3.00 for CCHS students unless they qualify for free/reduced lunch.

### ● **Meal Charges:**

- ◇ **Students are not allowed to charge meals.**

### ● **Payment:**

- ◇ Students, parents, or guardians must pre-pay a student account.
- ◇ Credit/debit card payments can be made online through Revtrak.
- ◇ Lunch account information is available through the Powerschool portal. For access, contact the front office at (706)-989-3678.

● **BUSES:**

- Students are only allowed to be picked up and dropped off at their designated stop.
- Bus transportation is a privilege that may be revoked if students fail to obey the rules.

● **DRIVING ON CAMPUS:**

- Students must have a state-approved license to operate motorized vehicles on campus.
- Parking permits are required and can be purchased from the school resource officer for \$20. The permit must be properly displayed in the vehicle.
- Students with permits may park in the student parking area, in properly marked spaces near the gym.
- All vehicles on campus are subject to search by school officials without warning.
- Students must leave the parking lot immediately upon arrival and report directly to the school building.
- Returning to vehicles during the school day is only allowed in emergencies and with principal approval.
- Speed is restricted to 10 mph on school grounds.
- The administration reserves the right to prohibit any student from driving on campus.

● **BELL SCHEDULE 2025-2026 CCHS:**

- **1st Block**            7:20 am - 8:40am
- **2nd Block**            8:45 am - 10:05 am
- **3rd Block**            10:10 am - 11:30 am
- **4th Block**            11:35 am - 1:20 pm \* Includes lunch
- **Study Skills**        1:25 pm - 2:10 pm

● **CLASS DUES/OFFICERS**

- **Dues:**
  - ◊ Dues must be paid each school year to qualify for attending Homecoming, Prom, and Graduation.
  - ◊ Payments should be made through Revtrak after the first class meeting.
  - ◊ Students transferring after August will need to make arrangements with class sponsors.
- **Dues Amount:**
  - ◊ **Freshmen: \$20**
  - ◊ **Sophomores: \$30**
  - ◊ **Juniors: \$50**
  - ◊ **Seniors: \$70**
- **Class Activities:**
  - ◊ Class members elect officers, take trips, plan activities, and raise funds.
  - ◊ Funds support incentives, social events, legacy gifts, homecoming, prom, and senior activities.
- **Outstanding Debts:**
  - ◊ Non-payment may result in restriction from future activities until settled.
  - ◊ Non-payment of dues by the end of the school year may result in exclusion from graduation activities.

- **Class Sponsors:**
  - ◊ Approved by the principal in July prior to assuming responsibilities for the upcoming school year.
  - ◊ Responsible for initiating, overseeing, and advising class business, including officer elections.
- **Class Officers:**
  - ◊ Elected in the first month of the school year.
  - ◊ **President:** Liaison with class sponsors.
  - ◊ **Vice President:** Acts in President's absence, Student Council Representative.
  - ◊ **Secretary:** Takes notes and emails to sponsor.
- **Class Duties:**
  - ◊ **Freshmen:** Plan fundraisers, class events, and potential class trips.
  - ◊ **Sophomores:** Attend student government meetings, plan fundraisers, potential class trips and Homecoming activities.
  - ◊ **Juniors:** Plan the Junior/Senior Prom, plan fundraisers, resolve class concerns, and plan potential class trips.
  - ◊ **Seniors:** Prepare for graduation, plan fundraisers, Senior Class Trip, Senior Legacy gift, and Senior Week activities.

## ● **DANCES:**

- **General Rules:**
  - ◊ Students must follow the school disciplinary code, including dress code, at all dances.
  - ◊ Violations may result in being asked to leave and possible disciplinary actions.
- **Dress Code:**
  - ◊ Students are expected to follow the school's dress code at all times during school-sponsored activities and events, both on and off campus, including extracurricular activities.
- **Out-of-School Dates:**
  - ◊ Dates must be at least 14 years old, in 9th grade, & not older than 20 years old.
  - ◊ Proper documentation must be completed and approved before the dance.
  - ◊ See the dance sponsor for forms or questions.

## ● **HOMECOMING COURT:**

- **Ambassadors:**
  - ◊ Students on the Homecoming Court must represent the school appropriately.
- **Nominations:**
  - ◊ Students can be nominated by peers or self-nominate.
  - ◊ Nominees must apply to the Sophomore sponsor.
- **Qualifications:**
  - ◊ 2.5 GPA or higher.
  - ◊ No major discipline offenses (no OSS, and no more than one ISS within the last two school years).
  - ◊ No more than 5 unexcused absences or tardies.
  - ◊ Appeals can be made in writing to the Homecoming Committee.

- **Voting:**
  - ◊ Each grade (9-11) has one representative.
  - ◊ Seniors have four representatives, and one is chosen as Queen by a school-wide vote.
  - ◊ In case of a tie, a run-off vote will be held.
- **Campaign Signs:**
  - ◊ Allowed in approved areas with administrative approval.

## ● **PROM COURT:**

- **Nomination Criteria:**
  - ◊ Paid dues.
  - ◊ 2.5 GPA or higher.
  - ◊ No OSS offenses during the current school year and no more than one ISS offense during the current school year.
  - ◊ No more than 5 unexcused absences or tardies.
  - ◊ Appeals can be made in writing to the Prom Committee.
- **Process:**
  - ◊ **Seniors:** Four male and four female seniors nominated by peers and recommended by two teachers. The top candidates are voted on at the Prom. King and Queen are announced at the Prom. Non-attendees at announcement time are replaced by the next highest individual.
  - ◊ **Juniors:** Two male and two female juniors nominated by peers and recommended by two teachers. The top candidates are voted on at the Prom. Prince and Princess are announced at the Prom. Non-attendees at announcement time are replaced by the next highest individual.

## ● **FUNDRAISERS:**

- Only fundraising activities sponsored by Chattahoochee County High School organizations are allowed.
- Participation in fundraising projects is voluntary.
- Students who agree to participate are responsible for the cost of any received merchandise unless the faculty sponsor allows returns without penalty.
- Non-payment of debts may result in restriction from future school-sponsored activities.

## ● **OFF-LIMITS AREA:**

To ensure a conducive learning environment and adequate supervision, the following areas are off-limits:

- Teacher lounges (before and after school included)
- Receptionist area
- Any area behind the school
- Any unsupervised location on campus (e.g., softball field, football field)
- Exception: Areas assigned by teachers/facilitators

## ● **BEVERAGES:**

- Only closed beverage containers are allowed outside the cafeteria.
- Beverages in other containers may be subject to random searches and potential disciplinary actions.



# DRESS FOR SUCCESS

ChattCo, as a College and Career Academy, emphasizes that the business of school is student learning. Appropriate dress and grooming standards should support this purpose, promoting a positive learning atmosphere and a safe, orderly environment free from disruption.

These standards should be easily enforced by teachers and administrators and self-monitored by students and parents before arriving at school.

Students are expected to follow the school's dress code at all times during school-sponsored activities and events, both on and off campus, including extracurricular activities.

## ● **TOPS:**

- Must cover the chest, back, and midriff/stomach.
- Must be long enough to reach below the waistband of bottoms.
- Clothing must fully cover the midsection; exposed stomachs are not permitted at any time while on campus.
- Sheer/see-through tops are not permitted.
- Crop, halter, racer-back, tube, camisole, spaghetti straps, excessive armhole, or muscle tops are not permitted.
- Undershirts cannot be worn as tops.

## ● **BOTTOMS:**

- Must be made of solid material and reach mid-thigh or longer.
- Form-fitting pants such as yoga pants, leggings, or jeggings are permitted; however, a shirt, tunic, or dress must fully cover the buttocks area at all times.
- Distressed bottoms are allowed, but holes or rips above mid-thigh are not permitted.
- Must be worn at the natural waistline; sagging is not permitted.
- Pajamas/fleece bottoms are not permitted.
- Fishnet clothing/stockings are not permitted.
- Volleyball, biker, and cycling shorts are not permitted.

## ● **OTHER:**

- Proper undergarments must be worn and not exposed.
- House shoes/slippers are not permitted.
- No headgear (caps, hats, toboggans, visors, bandannas, scarves, headbands)
- Rollers, combs, picks, and brushes worn in the hair are not permitted.
- Sunglasses are not permitted inside the building.
- Hoods are not to be worn on the head inside the building.
- Trench coats are not permitted.
- Tattoos and clothing may not display or promote inappropriate content, including racial slurs, profanity, sexually suggestive language or representations, violence, alcohol, tobacco, drugs, or gangs.

## ● **ENFORCEMENT:**

- Students who violate the dress code are subject to disciplinary action according to the discipline policy.
- **The principal or designee has the authority to make final determinations regarding compliance with the Dress for Success Code Policy.**
- It is crucial that students and parents use good judgment based on the school's mission.

# ACADEMICS

## ● **COURSES REQUIRED FOR GRADUATION:**

- English/Language Arts: 4 units
- Mathematics: 4 units
- Science: 4 units
- Social Science: 3 units
- CTAE, Fine Arts or Foreign Language: 3 units in same pathway
- Health and Personal Fitness: 1 unit
- Electives: 8 units
- **Total Units Required:** 27 (Minimum with state testing)

## ● **FRESHMAN JROTC ENROLLMENT**

At Chattahoochee County High School, all 9th grade students will be enrolled in the JROTC Leadership Education and Training (LET) course. This decision reflects our belief that the structure, discipline, and leadership development provided by the JROTC program contribute significantly to student success both in school and in life.

While participation in JROTC is required for all freshmen, students are not obligated to continue in the program beyond 9th grade unless they choose to do so.

Exceptions to this requirement may be made at the discretion of school administration and/or the guidance department based on individual scheduling needs or academic considerations.

## ● **HIGH SCHOOL PROMOTION/RETENTION:**

- Graduation Requirement: 27 units of credit
- Grade Level Requirements:
  - ◇ 5 units passed = Sophomore
  - ◇ 12 units passed = Junior
  - ◇ 20 units passed = Senior
- Transfer Students:
  - ◇ May have different requirements
  - ◇ Contact the guidance department for questions

## ● **GRADING SYSTEM:**

- Grading Scale:
  - ◇ F: 0-69
  - ◇ C: 70-79
  - ◇ B: 80-89
  - ◇ A: 90-100
- Grading Periods:
  - ◇ Two grading periods per semester
  - ◇ Two semesters per school year
  - ◇ High school credits awarded at the end of each semester
- End-of-Course (EOC) Exams:
  - ◇ Required for Literature and Composition II, U.S. History, Biology, and Algebra: Concepts and Connections
  - ◇ EOC counts for 10% of the final grade in these subjects

- **CAPSTONE PROJECT POLICY:**

All courses at Chattahoochee County High School will include a final Capstone Project designed to assess student mastery of one or more key standards from the course. This project will serve as a culminating assessment and is a required component of the final grade.

- **Grading Breakdown:**

The Capstone Project will account for 10% of the overall course grade, divided as follows:

- 5% – Project content and quality
- 5% – Presentation of the project

Each instructor will determine the specific format and requirements of the Capstone Project based on the content and learning objectives of their course.

- **Presentation Exemptions:**

Students may be eligible to exempt the presentation portion (5%) of the Capstone Project if they meet the following criteria based on their grade and attendance:

- Grade of 90 or higher with 3 or fewer absences
- Grade of 85–89 with 2 or fewer absences
- Grade of 80–84 with 1 absence

Students who qualify for an exemption will still be required to complete and submit the project itself for grading. All exemption determinations will be verified by the course instructor and school administration.

- **GRADUATION: REQUIREMENTS TO PARTICIPATE:**

- All student debts must be cleared (e.g., cafeteria, dues, media center, athletics, clubs).
- All academic requirements must be met.
- The graduation ceremony is an extension of the school. Any unacceptable behavior will result in administrative consequences, which may include delays in diploma distribution and/or a meeting with administration.

## ● **VALEDICTORIAN/SALUTATORIAN ELIGIBILITY AND SELECTION CRITERIA:**

### ● **Enrollment Requirement:**

- ◇ To be eligible for the honors of Valedictorian or Salutatorian, a student must be enrolled at Chattahoochee County High School for the **entirety of their 11th grade year and continuously through their 12th grade year.**
- ◇ This policy ensures that these prestigious recognitions reflect sustained academic excellence within our school community.

### ● **Exception:**

- ◇ Students who transfer due to verified military-related moves or other rare and extenuating circumstances may be considered for eligibility on a case-by-case basis, subject to administrative review.

### ● **Early Graduation:**

- ◇ Students who graduate early are generally ineligible for Valedictorian or Salutatorian honors, as early graduation does not follow the standard four-year academic trajectory or allow for equitable class rank comparisons.

### ● **Valedictorian:**

- ◇ Student with the highest cumulative GPA in the graduating class.
- ◇ Must meet all curriculum requirements as outlined by Chattahoochee County High School and the state of Georgia.

### ● **Salutatorian:**

- ◇ Student with the second-highest cumulative GPA in the graduating class.
- ◇ Must meet all curriculum requirements as outlined by Chattahoochee County High School and the state of Georgia.

### ● **Calculation Timing & Announcement:**

- ◇ Determination of Valedictorian and Salutatorian will be made at the end of the first semester of senior year.
- ◇ Honorees will be announced in March and formally recognized at the April Board of Education meeting.

### ● **Tie-Breaking Procedure:**

If two or more students are tied in GPA for Valedictorian or Salutatorian, the following procedures will be applied in order:

- ◇ **Higher overall SAT score** (as of November of senior year).
- ◇ **Higher SAT Math score** (as of November of senior year).
- ◇ **Higher SAT Reading score** (as of November of senior year).
- ◇ **Higher numerical GPA** at the end of the first semester of senior year.

### ● **Special Note:**

In the event of a tie that cannot be resolved by the tie-breaking procedures, students will share the title of Valedictorian or Salutatorian.

If scholarships or grants based on class rank cannot be shared, the tie-breaking process will determine the rank for those purposes.

## ● **SCHEDULE CHANGE PROCEDURE:**

- **Timing:**
  - ◇ Schedule changes may only be made within the first week of school for both semesters.
  - ◇ Schedule change request forms available at Open House and through the guidance office.
- **Valid Reasons for Schedule Changes:**
  - ◇ To meet graduation requirements.
  - ◇ To make up credit(s) for a previously failed class.
  - ◇ To schedule out of a previously passed class.
  - ◇ Any other reason approved by the Principal.
- **Invalid Reasons for Schedule Changes:**
  - ◇ Class time of day
  - ◇ Teacher preference
  - ◇ Avoidance of being in class with another student
- Schedule changes will NOT be allowed for class time of day, teacher preference, or avoidance of being in class with another student. Conflicts between students will be discussed through either the discipline or counselor's offices.

## ● **EARLY GRADUATION REQUIREMENTS:**

Students wishing to graduate early from the Chattahoochee County School District must adhere to the following guidelines:

- **Credit Requirements:**
  - ◇ Complete the required 27 credit hours mandated by the district.
- **Application Timeline:**
  - ◇ Submit an application at least two semesters before the desired graduation date.
  - ◇ Schedule a meeting with the high school counselor to initiate the application process.
- **Additional Core Classes:**
  - ◇ These can be completed during the summer at a cost of \$200 per course, with a limit of two courses.
  - ◇ Alternatively, students can take additional core classes through an accredited outside program.
- **Pathway Completion:**
  - ◇ Students must complete a designated pathway to qualify for early graduation.
- **Mid-Year Graduation:**
  - ◇ Permitted only if the student provides proof of:
    - Enrollment in post-secondary education,
    - Enlistment in the military, or
    - Career employment.

- **Steps to Apply for Early Graduation**

- ◇ **Initial Meeting:** Schedule and attend a meeting with the high school counselor to discuss eligibility and the application process.
- ◇ **Complete Required Credits:**
  - Ensure all 27 credit hours are on track to be completed.
  - Plan and enroll in any necessary summer courses or accredited external programs to fulfill credit requirements.
- ◇ **Pathway Verification:** Verify with the counselor that the designated pathway is completed or will be completed by the proposed graduation date.
- ◇ **Proof of Post-Graduation Plans:** Gather and submit documentation proving post-secondary education enrollment, military enlistment, or career employment for mid-year graduation eligibility.

By following these guidelines and meeting all requirements, students can successfully apply for and achieve early graduation from Chattahoochee County School District.

- **SUMMER SCHOOL:**

- **Eligibility:**
  - ◇ For current Chattahoochee County High School students only.
- **Courses and Fees:**
  - ◇ Maximum of 2 courses per student.
  - ◇ \$200.00 per course.
  - ◇ Courses offered through Edgenuity (virtual format).
- **Contact Information:**
  - ◇ For questions, contact the front office at (706) 989-3678.
  - ◇ Transportation is not provided due to the virtual format.
- **Options for Summer Credit:**
  - ◇ **Credit Recovery:**
    - For students who have previously failed the course.
    - Prescriptive-based: only make up the failed lessons/units.
    - Must attend until all units are completed/passed and tests administered.
  - ◇ **New Course Credit:**
    - For students taking the course for the first time.
    - Must complete and pass all required lessons/units and tests to receive credit.

# ATTENDANCE

- **ATTENDANCE INFO:**

<https://www.chattco.org/page/attendance>

- **TARDINESS:**

- **Tardy to School:**

- ◇ A student is considered tardy if they arrive after the start signal (bell, chime, etc.) or if they are on school property but not in their assigned classroom.

- **Excused Tardy:**

- ◇ Limited due to daily transportation provided by the system.
    - ◇ Documentation (doctor's note, governmental agency, etc.) required at check-in.
    - ◇ Principal or designee can excuse tardies due to uncontrollable events (accidents, power outages, late bus, etc.).

- **CHECKING IN/CHECKING OUT OF SCHOOL:**

- **Early Checkout:**

- ◇ **Excused:** Requires documentation. Records are kept, and excessive unexcused checkouts (3 or more) result in a referral to the Counselor/Assistant Principal.
    - ◇ **Unexcused:** Considered unexcused absences until evidence is provided.

- **Procedures for Check-in/Check-out:**

- ◇ Bring a note from parent/guardian the next day explaining the check-in/check-out.
    - ◇ Note must be given to the attendance clerk before school starts to update attendance records.

- **LEAVING SCHOOL CAMPUS:**

- **Students can only leave during regular hours if:**

- ◇ A parent/guardian checks them out in person.
    - ◇ Prior arrangements have been made for someone else to check them out.
    - ◇ Students must bring a note from parent/guardian to the attendance office upon arrival if they need to check themselves out, with parent verification.

- **SCHOOL PARTICIPATION ABSENCES/SCHOOL RELATED COLLEGE ABSENCES FOR JUNIORS AND SENIORS:**

- **College Visits:**

- ◇ Juniors and Seniors can take two (2) college days per year.
    - ◇ Must bring a note on college/university letterhead verifying the visit.
    - ◇ Arrangements must be made in advance by notifying the college/university and completing a form from the counselor's office.

- **Students Returning to Campus (After Checking Out of School):**

- ◇ Must check in through the attendance office upon return.

# MAKE-UP/LATE WORK POLICY

## **MAKE-UP/LATE WORK POLICY** - Chattahoochee County High School:

Students are responsible for keeping up with assignments and making arrangements to complete any missed work due to an absence. All assignments are posted to **Google Classroom**, and students are encouraged to check their classes regularly while absent. Students may also **email their teachers** directly to receive updates on any missed assignments.

### ● **ABSENCES:**

- Students who are absent from class will have **three (3) school days** to submit all missed work with no penalty.
- After the three-day window, any missing assignments will receive a grade of zero (0) unless other arrangements have been made in advance with the teacher.

### ● **IN-CLASS OR ISS NON-COMPLETION:**

- If a student fails to complete an assignment during class or while assigned to In-School Suspension (ISS), the assignment may be submitted late for **up to three (3) days** with a 10% deduction per day.
- After the third day, the assignment will receive a zero (0).

### ● **OUT-OF-SCHOOL SUSPENSION (OSS):**

- Students who are assigned Out-of-School Suspension (OSS) are expected to complete all assignments during their suspension period.
- Assignments will be posted to Google Classroom or emailed directly by the teacher.
- **All work is due no later than the day the student returns to school.**
- Students are strongly encouraged to stay on track and complete assignments virtually while suspended.
- It is the student's responsibility to communicate with their teachers via email if they have questions or need clarification on any assignments.
- Failure to complete and submit work by the return date may result in a grade of zero (0) unless prior arrangements have been made with the teacher.

Students are expected to be proactive and responsible in managing their missed assignments.

Teachers may refer to course syllabi for additional guidelines or expectations related to specific classes.



# PROGRAMS

## ● **CHATTAHOOCHEE VALLEY ACADEMY - A GEORGIA COLLEGE AND CAREER ACADEMY:**

<b><u>Career, Technical, and Agricultural Education (CTAE) Pathways</u></b>	<b><u>Fine Arts / Foreign Language Pathways</u></b>
<ul style="list-style-type: none"> <li>• Audio-Video Technology &amp; Film</li> <li>• Business Management</li> <li>• JROTC (Army)</li> <li>• Education</li> <li>• Healthcare Sciences (CNA)</li> <li>• Criminal Justice</li> <li>• Computer Science</li> <li>• Cloud Computing</li> <li>• Automotive Maintenance &amp; Light Repair</li> <li>• Welding</li> </ul>	<ul style="list-style-type: none"> <li>• Spanish</li> <li>• Theater</li> <li>• Band</li> <li>• Visual Arts</li> </ul>

### ● **Dual enrollment**

The Dual Enrollment (DE) Program allows eligible high school students to earn postsecondary credits while meeting high school graduation requirements. Funded by state revenues through the Dual Enrollment Act, students in grades 10, 11, and 12 can receive funding for eligible core courses in English, math, science, social sciences, world languages, or CTAE career pathway courses at participating post-secondary institutions, up to 30 semester or 45 quarter hours.

### ● **Eligibility and Enrollment:**

- ◇ Students must be in 10th, 11th, or 12th grade.
- ◇ 10th graders can only enroll in approved CTAE courses at a participating TCSG institution (e.g., Certified Nursing Assistant, which requires committee approval).

### ● **Course Withdrawal:**

- ◇ Students who withdraw or drop out before the drop/add period are ineligible for DE funding for that term.
- ◇ Students dropping out during the drop/add period must follow new regulations.

### ● **Institutional Enrollment:**

- ◇ Students can enroll at multiple eligible postsecondary institutions in a single term.
- ◇ Funding is capped at 15 semester or 12 quarter hours per term, regardless of the number of institutions attended.

### ● **Rules and Regulations:**

- ◇ Students must adhere to the rules of both their high school and the post-secondary institution.
- ◇ Participation in the DE Program can be denied for rule violations.

## ● **CTAE/CVA CORD REQUIREMENTS:**

To earn a CTAE/CVA graduation cord, a student must meet the following criteria:

- **CTAE Pathways:** Pass all three required courses in the pathway as well as the End of Pathway Assessment associated with the course.
- **Art and Band:** Pass all three required courses in the pathway and complete a Capstone Project determined by the course instructor.
- **JROTC:** information is provided to students by the JROTC instructors during the first week of the course. Expectations are clearly outlined, ensuring that all students understand the requirements and standards they must meet to earn these distinctions by graduation.
- **Welding and Criminal Justice:** Pass all required Dual Enrollment courses and earn the Technical Certificate of Credit (TCC) associated with the course.

## ● **VIRTUAL LEARNING:**

Chattahoochee County High School offers a virtual learning option for students in grades 9–12 who meet specific eligibility criteria. All virtual coursework is completed through the **Imagine Learning** platform, and students must adhere to program expectations outlined in the Virtual Learning Handbook, which will be provided upon acceptance.

### ● **Eligibility Requirements:**

- ◇ Successful completion of the previous school year with final grades of “C” or higher.
- ◇ Adequate attendance during the previous school year, defined as fewer than 17 absences (less than 10%).
- ◇ Reliable internet access and supervision by an adult caregiver during school hours.
- ◇ End of Course (EOC) courses are not available in the virtual format and must be completed in person.
- ◇ For students with disabilities, only consultative special education services will be provided virtually. If more restrictive services are required, the IEP team will reconvene to determine appropriate placement.
- ◇ Students must remain on target for course pacing and progress throughout each grading period.

### ● **Program Expectations:**

- ◇ Students enrolled in virtual learning are required to maintain weekly communication with the Virtual Learning Coordinator via Google Meet or email.
- ◇ Grades will be updated weekly in PowerSchool, reflecting both course completion progress and achievement on assignments.
- ◇ Failure to stay on target or meet communication expectations may result in removal from the virtual learning program and return to in-person instruction.

Students and parents must complete and submit a Virtual Learning Application, available at **[www.chattco.org](http://www.chattco.org)**. No student will be admitted to the program without an approved application.

# RULES AND DISPOSITIONS

## **CHATTAHOOCHEE COUNTY HIGH SCHOOL: STUDENT DISCIPLINE CODE:**

**NOTICE:** The principal, authorized representatives, and/or School Resource Officer(s) have the authority to conduct reasonable interviews/investigations of students to investigate and address student misconduct without parental consent. This includes the authority to search students and their property, including personal vehicles parked on campus, if there is reason to believe the search could prevent danger, disruption, or the continued violation of laws.

**DISCIPLINE CODE:** Chattahoochee County's Discipline Code is progressive in nature. Violations of the Student Discipline Code (SDC) and the appropriate minimum dispositions are outlined below. Administrators have discretion in handling each violation as they occur, but each subsequent violation will be addressed with increasing severity following progressive discipline procedures. The aim of the Discipline Code is to ensure a safe and orderly learning environment, promoting student responsibility and adherence to school policies.

### ● **AGGRESSIVE BEHAVIOR:**

- **Verbal Assault of Another Student / Threatening or Intimidating**
  - ◇ **Without physical contact:**
    - **1st Offense:** Minimum Administrative Detention
    - **2nd Offense:** 2 days ISS
    - **3rd Offense:** 3 days ISS or 3 days OSS min (Admin discretion)
  - ◇ **With physical contact:**
    - **1st Offense:** 3 days ISS
    - **2nd Offense:** 5 days ISS
    - **3rd Offense:** 3 days OSS or admin discretion

### ● **ALCOHOL/ILLEGAL DRUGS/INHALANTS:**

Drug paraphernalia will be confiscated and delivered to SRO/law enforcement for testing.

#### ● **Paraphernalia / Drugs / Inhalants**

No student shall possess, consume, transmit, store, be under any degree of influence of, buy, sell, or otherwise distribute, or possess with intent or attempt to buy, sell, or distribute drugs, narcotics, hallucinogens, amphetamines, barbiturates, marijuana, or any other substances under the Georgia Controlled Substances Act, or any substance believed by the student to be an illegal drug. Any substance containing any amount of Tetrahydrocannabinol (THC), including, without limitation, Delta 8, Delta 9, Delta 10, and any other similar substances will be considered illegal drugs on school property.

- ◇ **Disposition:** Referral to SRO, 10 Days OSS & Referral to a tribunal with a recommendation of:
  - **1st Offense:** Minimum of 90 days Alternative School
  - **2nd Offense:** Minimum of 180 days Alternative School
  - **3rd Offense:** Expulsion

#### ● **Alcohol (Consumption & Possession)**

No student shall possess, consume, transmit, store, be under any degree of influence of, buy, sell, or otherwise distribute or possess with intent or attempt to buy, sell, or otherwise distribute, or possess with intent to distribute alcoholic beverages (including related products such as "near" beer, non-alcoholic beer and non-alcoholic wine coolers) or any other substances under the Georgia Controlled Substances Act or any substance believed by the student to be an alcoholic product. Legal intoxication is not required of this Code of Conduct.

- ◇ **Disposition:** Referral to SRO, 10 Days OSS & Referral to a tribunal with a recommendation of:
  - **1st Offense:** Minimum of 90 days Alternative School
  - **2nd Offense:** Minimum of 180 days Alternative School
  - **3rd Offense:** Expulsion

## ● **ATTENDANCE VIOLATIONS:**

- All students are expected to attend school as per the attendance code in the handbook.
- All early dismissals for non drivers must be signed out in person by a parent or legal guardian.
- **Phone calls & emails alone will not be accepted as valid forms of checkout authorization.**
- Student drivers may be allowed to check out without a parent being physically present if the following conditions are met:
  1. A written note from the parent/guardian is provided,
  2. An email is sent to the attendance clerk from the parent/guardian, and
  3. The attendance clerk confirms the dismissal through a phone call to the parent/guardian for verification. ***\*All three steps must be completed before a student driver will be permitted to leave campus.***
- Medical appointments require documentation for sign-out and re-entry.
- Students dismissed early must leave campus unless checked back in with a pass.
- Parking privileges may be revoked for attendance violations.

## ● **TRUANCY:** Failing to attend school as required by Georgia Compulsory Attendance Laws.

- **Skipping:** Missing or being tardy to class without a valid excuse. Being 10+ minutes late is considered skipping.
  - ◇ **Disposition:**
    - **1st Offense:** 1 day ISS (Admin. Discretion)
    - **2nd Offense:** 3 days ISS
    - **3rd Offense:** 5 days ISS or possible OSS (Admin discretion)
- **Leaving Campus:** Leaving school grounds without permission from a parent and the principal or designee.
  - ◇ **Disposition:**
    - **1st Offense:** 3 days ISS, 10 days loss of driving/parking privileges
    - **2nd Offense:** 5 days ISS, 20 days loss of driving/parking privileges
    - **3rd Offense:** 3 days OSS, permanent loss of driving/parking privileges
- **Unauthorized Area:** Being in any location without specific permission (e.g., gym, restroom, lockers, parking lot, hallways, Media Center, offices, more than one person in a restroom stall).
  - ◇ **Disposition:**
    - **1st Offense:** 1 day ISS (Admin. Discretion)
    - **2nd Offense:** 3 days ISS
    - **3rd Offense:** 5 days ISS
- **Tardies to Class:** Being late to class without a valid excuse.
  - ◇ **Disposition:**
    - **1st Unexcused Tardy:** Teacher documentation in the class
    - **2nd Unexcused Tardy:** Teacher documentation in the class
    - **3rd Unexcused Tardy:** Teacher referral to Admin or designee for intervention
    - **4th Unexcused Tardy:** Discipline Referral/1 day ISS
    - **5th Unexcused Tardy:** Discipline Referral/3 days ISS
    - **6th Unexcused Tardy:** Discipline Referral/5 days ISS
  - \*\*\**More than 6 tardies will require a parent conference. Admin discretion as to the consequences and include out of school suspension.*
  - \*\*\**Tardies will be counted per semester and will restart at the beginning of the next semester.*
- **Tardies to School:** Students with driving privileges who arrive late without a valid excuse will have driving privileges revoked.
  - ◇ **Disposition:**
    - **1st Offense:** Warning
    - **2nd Offense:** Administrative Conference
    - **3rd Offense:** 5 days loss of driving privileges & Admin. Detention
    - **4th Offense:** 10 days loss of driving privileges & Admin. Detention
    - **5th Offense:** 20 days loss of driving privileges
    - **6th Offense:** Permanent loss of driving privileges

## ● **BOMB THREATS/TERRORISTIC THREATS:**

- **Bomb Threats:** Defined as transmitting a false alarm suggesting a bomb or explosive is concealed on school property, creating a potentially dangerous situation.
- **Terroristic Threats:** Defined as a willful threat to commit a crime resulting in death or bodily harm, made with specific intent, or causing reasonable fear.
  - ◇ **Dispositions:** Referral to School Resource Officer/Law Enforcement, 10 Days OSS, and Recommendation for Tribunal

## ● **BULLYING/HARASSMENT:**

- **Harassment:** No student will create a hostile school environment or intimidate another student in any electronic, written, verbal, or physical manner with the intent of harm.
  - ◇ **Disposition:**
    - **1st Offense:** 3 days ISS
    - **2nd Offense:** 5 days ISS (Second offense may be considered bullying)
- **Bullying:** Bullying behavior is defined as willful attempts or threats to inflict injury, physical and/or mental stress on another person, when accompanied by apparent present ability to do so; or intentional displays of force such as would give the victim reason to fear or expect immediate bodily harm. No student shall engage in verbal or written harassment, threat, or abuse of, or towards, another student or students. (O.C.G.A. 20-2-751.4)
  - ◇ **Disposition:**
    - **1st Offense:** 3 days OSS - Minimum
    - **2nd Offense:** 5 days OSS – Behavior Contract
    - **3rd Offense:**
      - ◇ Acts of bullying shall be punished by a range of consequences through the progressive discipline process, as stated in the Code of Conduct.
      - ◇ Such consequences shall include, at a minimum and without limitation, disciplinary action or counseling, as appropriate under the circumstances.
      - ◇ However, upon finding by the disciplinary hearing officer, panel, or tribunal that a student in grades 6-12 has committed the offense of bullying for the third time in a school year, the student shall be assigned to the alternative school.

## ● **CHEATING:**

When it is determined that a student has been involved in cheating, the student will receive a zero on the assignment and will not be allowed to retake that assignment and/or make up that grade.

### **Scholastic Dishonesties:**

- Taking unauthorized information of any form into a test situation.
- Plagiarism (using a writer's ideas without giving due credit through documentation). This included direct copy and paste from AI sources.
- Taking test questions to provide assistance in later situations or the theft of a test, or any other instructional material.
- Copying the work of others, including but not limited to, homework.
- Giving or taking information concerning a test after one individual has taken a test and the same form of the test is to be given later.
- Taking unauthorized information from a computer.
  - ◇ **Disposition for All Offenses:**
    - Zero on the assignment
    - No retake privilege
    - Parent notification

## ● **CHRONIC MISBEHAVIOR:**

Students who willfully and persistently violate the student discipline code for the same or a variety of offenses may be recommended for tribunal.

- ◇ **Disposition:** Administrative Discretion / Referral to Tribunal / Alternative School

## ● **CELL PHONE, PERSONAL DEVICES & HEADPHONES POLICY:**

- CCHS is committed to creating a focused learning environment free from distractions caused by personal electronic devices.
- **Important: CCHS is not responsible for lost, stolen, or damaged personal items.**
- Administration and law enforcement will not search or review cameras for missing or stolen devices.

### ● **Cell Phones in the Classroom**

- Each classroom has a locked Vevor 36-slot cell phone storage box.
- When entering class: Place your phone in the storage box.
- At the end of class: Retrieve your phone before moving to your next class.
- You may check messages or emails:
  - Between classes
  - During breakfast
  - During lunch
  - Need to call home during class? Use the phone in the front office.

### ● **Cell Phone Violations & Consequences**

- Refusal to turn phone into the classroom storage box
  - ◇ 3 days ISS (In-School Suspension)
- Having a phone out during class, in hallways, or restroom during class time
  - ◇ **1st offense:** Phone confiscated by admin; parent must pick up; 3 days ISS
  - ◇ **2nd offense:** Phone confiscated; parent must pick up; 5 days ISS
  - ◇ **3rd offense:** Phone confiscated; parent must pick up; minimum 3 days OSS (Out-of-School Suspension); parent conference; student must check phone in/out from the front office daily for the rest of the semester

### ● **Headphones / Earbuds**

- **Wireless headphones/earbuds** (e.g., AirPods) are not allowed to be seen or used at any time during the school day.
- Students may use **wired headphones** only when instructed by the teacher for classwork.
  - ◇ **1st offense:** Headphones confiscated; parent must pick up; 1 day ISS
  - ◇ **2nd offense:** Confiscated; parent must pick up; 3 days ISS
  - ◇ **3rd offense:** Confiscated; parent must pick up; 3 days OSS; parent conference with administration

### ● **Other Personal Electronic Devices**

- Personal laptops, tablets, iPads, gaming systems, etc. should not be brought to school.
  - ◇ If found, the same consequences as the wireless headphone policy will apply.
- Apple Watches and similar smartwatches may be worn as a timepiece.
  - ◇ If used during class time for anything other than telling time (texting, notifications, browsing, etc.): It will be treated the same as having a cell phone in class, with the same consequences.

### ● **Final Reminders**

- Stolen or missing devices are not the responsibility of CCHS administration.
- No classroom or area searches will be conducted for missing items.
- Help us keep CCHS a focused, distraction-free learning environment!

### ● **Filming Fights:**

- No filming of fights or encounters between students.
  - ◇ **Disposition:**
    - **1st Offense:** 3 Days ISS.
    - **2nd Offense:** 5 Days ISS.
    - **3rd Offense:** 3 Days OSS.

## ● **GENERAL SCHOOL CONDUCT:**

- **Rude/Disrespectful (Adults: Teachers, Faculty/Staff)** Definition: No student shall be disrespectful towards any adult. This includes arguing, walking away, raising their voice, interrupting, being offensive, displaying a poor attitude, intimidating, threatening, or any other impolite actions.
  - ◇ **Disposition:**
    - **1st Offense:** 3 days ISS
    - **2nd Offense:** 5 days ISS
    - **3rd Offense:** 3 days OSS or 10 days OSS with possible recommendation for tribunal

Note: Disposition may vary based on severity and could immediately include OSS for any offense.
- **Rude/Disrespectful (Other Students)** Definition: Disrespectful conduct towards other students.
  - ◇ **Disposition:** Administrative Conference (Minimum)
- **Profanity (Adults: Teachers, Faculty/Staff)** Definition: No student shall use profane, vulgar, obscene, abusive, or offensive language/gestures towards any administrator, faculty, staff, or guest on school property or at a school-sponsored event. This includes hand signs, ethnically offensive language, suggestive initials, or jargon commonly known to be disrespectful.
  - ◇ **Disposition:**
    - **1st Offense:** 5 days ISS
    - **2nd Offense:** 5 days ISS
    - **3rd Offense:** 5 days OSS or 10 days OSS with possible recommendation for tribunal

Note: Disposition may vary based on severity and could immediately include OSS for any offense.
- **Profanity (Students)** Definition: No student shall use profane, ethnically offensive, vulgar, obscene, abusive, or offensive language/gestures towards another student or that may be overheard by an administrator, teacher, adult, faculty/staff, or guest on school property or at a school-sponsored event.
  - ◇ **Disposition:**
    - **1st Offense:** Administrative Conference (Minimum)
    - **2nd Offense:** 1 day ISS
    - **3rd Offense:** 3 days ISS
- **Obscene Materials** Definition: No student shall possess or distribute profane, vulgar, pornographic, obscene, or ethnically offensive materials.
  - ◇ **Disposition:** 5 days ISS up to 10 days OSS with a possibility of a Tribunal at Administrative Discretion
- **False Reports** Definition: No student shall knowingly make false reports or statements, falsely accuse other students or school staff of wrong actions, falsify school records, or forge signatures.
  - ◇ **Disposition:** 5 days ISS up to 10 days OSS at Administrative Discretion

## ● **DRESS CODE POLICY STATEMENT:**

Students are expected to follow the school dress code each day. Repeated violations will not be tolerated. All dress and grooming concerns are subject to the discretion of Chattahoochee County High School administration or their designee.

**Headgear:** Wearing hats, hoods, headgear, or similar items inside the school building is prohibited. Any such item worn in violation of the dress code will be confiscated, and only a parent or guardian may retrieve it from school administration.

### ◇ **Consequences for Dress Code Violations:**

- **1st Offense:** Warning and opportunity to correct the violation. Student will remain in In-School Suspension (ISS) until the issue is corrected.
- **2nd Offense:** 1 day ISS
- **3rd Offense:** 3 days ISS
- **Subsequent Offenses:** Student will receive Out-of-School Suspension (OSS) with a minimum of 3 days, and a parent/guardian conference will be required before the student is allowed to return to school.

The goal of the dress code is to maintain a respectful, distraction-free, and safe learning environment for all students.

## ● **FAILURE TO ATTEND:**

Definition: No student shall fail to attend teacher detention, administrative detention, or give cause to be removed from In-School-Suspension (ISS).

### ◇ **Disposition:**

- For Teacher Detention: Days doubled in Administrative Detention
- For Administrative Detention: Days served in ISS to be determined
- For ISS: OSS and remaining ISS must be completed upon return

## ● **INSUBORDINATION:**

Definition: A student is "Insubordinate" when failing to comply with or follow instructions/directions given by an administrator, teacher, faculty, or staff. This includes, but is not limited to, turning over cell phones/electronic equipment to authority, going where instructed, and disregarding directives. Insubordination also includes failure to identify oneself when asked.

### ◇ **Disposition:**

- **1st Offense:** 5 days ISS; may be suspended for up to 5 days OSS for refusing to comply with an Administrator's directive.
- **2nd Offense:** 3 days OSS; may be suspended for up to 5 additional days OSS for refusing to comply with an Administrator's directive.
- **3rd Offense:** Administrative Discretion

## ● **DISRUPTION OF CLASS/SCHOOL:**

### • **Class Disruption**

Definition: No student shall intentionally make noise or act in any manner that interferes with a teacher's ability to conduct class or another student's ability to learn.

Note: Teachers will address incidents as follows before administration is involved (All incidents will be documented by teachers):

- **1st Incident:** Conference with Student
- **2nd Incident:** Conference or phone call with parent
- **All other incidents:** Referred to administration

### ◇ **Disposition:**

- **1st Offense:** Admin. Conference
- **2nd Offense:** 1 day ISS (Minimum)
- **3rd Offense:** 3 days ISS (Minimum)



- **School Disruption**

Definition: No student shall, in any manner, by use of violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or any other conduct, intentionally cause the disruption or obstruction of any lawful mission, process, or function (e.g., throwing food in cafeteria).

- ◊ **Disposition:**

- **All Offenses:** Administrative Discretion (Minimum 3 Days OSS)

- **FALSE SAFETY REPORTS:**

Definition: No student shall make false calls to emergency services or report false fire alarms, which create a potentially dangerous interruption to normal school operations and affect the physical and emotional well-being of students and staff.

- **False Call to Emergency Services**

Definition: No student shall knowingly make or cause a false call to emergency services to be made.

- ◊ **Disposition:** Referral to School Resource Officer, 10 days OSS with Recommendation for Tribunal

- **False Fire Alarm:**

Definition: No student shall knowingly give or cause a false fire alarm to be given.

- ◊ **Disposition:** Referral to School Resource Officer, 10 days OSS with Recommendation for Tribunal

- **GAMBLING:**

Definition: No student shall participate in any type of gambling activity as defined by state law or that involves the wagering or betting of services, money, or other items. Students will not be allowed to engage in card playing during class time.

- ◊ **Disposition:**

- **1st Offense:** 3 days ISS
    - **2nd Offense:** 5 days ISS
    - **3rd Offense:** 3 days OSS

- **GANG RELATED ACTIVITY:**

Definition: The Chattahoochee County Board of Education aims to eliminate or prevent the influence and activities of gangs in schools.

- A "gang" is any group or association, formal or informal, that encourages or participates in illegal or disruptive activity on school campuses, during school-related events, or in the community.
- A "gang member" is an individual who participates in activities associated with gangs.
- Activities that disrupt the school environment and are harmful to the education process include:
  - ◊ Threatening the safety or well-being of persons or property.
  - ◊ Using hand signals, graffiti, or wearing/displaying items like apparel, tattoos, jewelry, or accessories that indicate gang affiliation.

**Rules:**

- No student shall recruit or solicit membership in any gang or gang-related organization or activity.
- No student shall wear, display, or carry any clothing, apparel, tattoos, hairstyle, or article indicating gang affiliation. The principal or designee will have the final decision in determining gang affiliation.
- No student shall exhibit behavior or gestures symbolizing gang membership or participate in activities that intimidate or cause bodily harm or affect another student's attendance.
  - ◊ **Disposition:**
    - Referral to School Resource Officer, 10 days OSS with the possibility of recommendation for Tribunal, which could result in expulsion.
    - Note: Students who violate this policy may be subject to arrest.

- **INCENDIARY DEVICES:**

No student shall possess, light, and/or discharge smoke bombs, stink bombs, fireworks, cigarette lighters, matches, or similar devices.

- ◇ **Disposition:**

- **1st Offense:** Administrative Discretion

Note: Any activity deemed arson will result in referral to the School Resource Officer, 10 days OSS, and possible recommendation for tribunal.

- **OFF-CAMPUS OFFENSES:**

Definition: Students shall be disciplined for engaging in off-campus conduct that affects the safety and welfare of the school, staff, students, and/or property at the school, property of others, or that disrupts the discipline or educational environment of the school.

**Examples of Off-Campus Misconduct:**

- Prohibited by the State of Georgia or United States criminal codes.
- Punishable as a misdemeanor or felony if committed by an adult.
- Conduct for which a student has been arrested, indicted, adjudicated to have committed or convicted.
- Conduct outlined in the Work-Based Learning and/or Youth Apprenticeship Program (YAP) student agreement form.

- ◇ **Disposition:** Administrative Discretion

- **NON-PRESCRIPTION DRUGS:**

**Over-the-Counter Medications:** Possession of all over-the-counter medication on school property must comply with Chattahoochee County School Board policies. A student is prohibited from selling, distributing, or possessing with intent to distribute any over-the-counter medication.

- ◇ **Disposition:** Administrative Discretion up to Referral to School Resource Officer, 10 days OSS, and Recommendation for Tribunal

- **PRESCRIPTION DRUGS:**

No student shall be in possession of prescription medication not prescribed for that student. All prescription medication prescribed for a student must comply with Chattahoochee County School Board policies. In addition, a student shall not sell, distribute, or possess with intent to sell or distribute any prescribed medication on school property.

- ◇ **Disposition:** Referral to School Resource Officer, 10 days OSS, and Recommendation for Tribunal

- **PHYSICAL OFFENSES:**

Principals or designees will exercise professional discretion in determining incidents of horseplay, physical altercation, fighting, or physical bullying. They have the authority to assign consequences based on behavior related to specific incidents. This may include differentiated discipline assigned on a case-by-case basis.

- **Horseplay**

- ◇ **Disposition:** Administrative Discretion

- **Fighting** - No student shall participate in any type of fighting, physical altercation, or physical harassment.

- ◇ **Disposition:**

- **1st Offense:** 5 Days OSS Minimum

Note: Multiple fights in one year may lead to referral to School Resource Officer, 10 Days OSS with recommendation for Tribunal.

- **Battery**

**Battery on Students:** No student shall physically attack another student. Battery is considered when significant bodily harm is caused.

- ◊ **Disposition:** Referral to School Resource Officer, 10 Days OSS with possible recommendation for Tribunal

**Battery on Administrators, Faculty, Staff:** No student shall physically attack an administrator, faculty member, or staff member.

- ◊ **Disposition:** 10 Days OSS, Referral to Tribunal

NOTE: Any student who commits physical violence against an administrator, teacher, school bus driver, or other school personnel will be suspended for ten days pending tribunal. The tribunal panel will adjudicate the referral on the basis of guilty or not guilty. A determination of guilt may result in expulsion for the remainder of the student's eligibility to attend public schools.

- **Ganging Up:** No student shall gang up with any other student or students and physically attack another student or other persons.

- ◊ **Disposition:** Referral to School Resource Officer, 10 Days OSS with possible recommendation for Tribunal.

NOTE: Any student who touches, places hands on, pushes or obstructs a teacher, faculty member, or Administrator will be charged at a minimum with simple battery. Students will be referred to the School Resource Officer, 10 days OSS and recommended for a tribunal.

- **PROPERTY RELATED OFFENSES:**

NOTE: Parents and/or students will be held responsible for restitution of the full value of any damaged or stolen property. There is the possibility of notification of law officials where a student appears to be in violation of the law.

- **Vandalism:** No student shall intentionally cause damage to the personal property belonging to a school employee or another student. No student shall damage, destroy, or vandalize private property or school property on school grounds or during a school activity, function, or event off school grounds.

- ◊ **Disposition:** Referral to School Resource Officer
  - **1st Offense:** 3 days ISS minimum
  - **2nd Offense:** 5 days ISS minimum
  - **3rd Offense:** 3 days OSS minimum

NOTE: Students will be responsible for cleaning and/or repairing any vandalized property. In addition, students and their families will be required to pay for any damages or replacement costs associated with vandalism. Failure to do so may result in disciplinary action and/or a hold on student records until restitution is made.

- **Property Damage:** Willful and malicious destruction, defacement, and/or vandalism of, and/or threat to destroy school or private property of school system employees or to the personal property of any person legitimately at the school. Private property includes, but is not limited to, vehicles, building structures, and grounds. Defacement of or damage to property of other schools will be treated as if the damage were done to Chattahoochee County School's property.

- ◊ **Disposition:** Referral to School Resource Officer
  - **1st Offense:** 5 days ISS (minimum)
  - **2nd Offense:** 5 days OSS (minimum)
  - **3rd Offense:** 10 days OSS and possibly referred for tribunal

NOTE: Students will be responsible for cleaning and/or repairing any vandalized property. In addition, students and their families will be required to pay for any damages or replacement costs associated with vandalism. Failure to do so may result in disciplinary action and/or a hold on student records until restitution is made.

## ● **SEXUAL OFFENSES:**

The following are prohibited on school property, school buses, at school-sponsored events, activities, or functions, or while using school technology resources.

### ● **PDA (Public Displays of Affection)**

No student shall engage in public displays of affection, such as kissing or inappropriate touching, while on school property or at school events.

#### ◇ **Disposition:**

- **1st Offense:** Warning and Parent Notification
- **2nd Offense:** 3 days ISS
- **3rd Offense:** 5 days ISS

### ● **Sexual Misconduct**

All sexual-related incidents will be referred to the School Resource Officer and system Social Worker.

### ● **Consensual Sexual Activity**

No student shall consent to and/or participate in any form of sexual activity.

No student shall expose one's intimate body parts or "moon" in public.

No student shall purposefully fondle another student or themselves in a sexual manner.

NOTE: Any student found in a stall with another person may be considered as engaging in sexual contact.

#### ◇ **Disposition:** Referral to School Resource Officer (All Offenses)

- **1st Offense:** 10 days OSS and Referral to Tribunal with a minimum recommendation of 90 days Alternative School
- **2nd Offense:** 10 days OSS and Referral to Tribunal with a minimum recommendation of 180 days Alternative School
- **3rd Offense:** 10 days OSS and Referral to Tribunal with a recommendation for Expulsion

### ● **Sexual Harassment**

No student shall participate in physical, verbal, or visual conduct of a sexual nature (including, but not limited to, unwelcome sexual advances, requests for sexual favors, sexually offensive drawings or posters directed towards another person, including the use of an electronic device) where there is a pattern of harassing behavior or a single significant incident.

#### ◇ **Disposition:**

- **1st Offense:** 5 days ISS up to 10 days OSS and possible recommendation for Tribunal
- **2nd Offense:** 5 days OSS up to 10 days OSS and possible recommendation for Tribunal
- **3rd Offense:** 10 days OSS and recommendation for Tribunal

### ● **Sexual Battery**

Sexual battery is defined as a student intentionally making physical contact with the intimate intimate parts of the body of another student and/or adult without the consent of that person.

#### ◇ **Disposition:**

- All Offenses: Referred to School Resource Officer and system Social Worker

### ● **Sexual Molestation**

Sexual molestation is defined as a student doing any immoral or indecent act to or in the presence of another person, without that person's consent, with the intent to arouse or satisfy the sexual desires of either the student or the other person. This includes a student forcing another student to make physical contact with the student's intimate body parts.

#### ◇ **Disposition:**

- **1st Offense:** Referral to School Resource Officer, 10 days OSS and possible Recommendation for Tribunal

## ● **TECHNOLOGY OFFENSES:**

School technology cannot be used for purposes that are not school-related. Misuse of school technology may result in computer privileges being revoked.

### **Rules:**

- Students will not purposely look for security problems as this may be considered an unauthorized attempt to gain access to school technology resources.
- Students will not attempt to disrupt school technology resources by destroying, altering, or modifying technology. Hacking is strictly prohibited.
- No student shall attempt to, threaten to, or actually damage, destroy, vandalize, or steal school property while using school technology resources on or off school grounds.
- Students will not use school technology resources to distribute or display inappropriate material.
- Students shall not attempt to search, visit, and/or view unapproved internet websites.
- Inappropriate uses of video/picture-taking devices will not be tolerated.

◇ **Disposition:** Administrative Discretion (Minimum 3 days ISS)

## ● **THEFT**

No student shall steal or possess stolen private property or school property.

### • **Theft (Item Value less than \$50)**

◇ **Disposition:** Referral to School Resource Officer, 3 days OSS up to 10 Days OSS, and possible recommendation for Tribunal.

### • **Theft (Item Value \$50 or more)**

◇ **Disposition:** Referral to School Resource Officer, 10 days OSS, and possible recommendation for Tribunal.

## ● **TOBACCO/NICOTINE**

**Rules:** Possession and/or the use of tobacco in any form are prohibited on campus, on school buses, and at school activities or functions. Cigarettes, lighters, matches, dips, and tobacco alternative products, including dipping, chewing, e-cigarettes, vapor devices, and smokeless non-tobacco products, will be confiscated. "Spit cups" are evidence of tobacco and carry the same disposition.

◇ **Disposition:** Referral to School Resource Officer

- **1st Offense:** 3 days OSS
- **2nd Offense:** 5 days OSS
- **3rd Offense:** 10 Days OSS and Possible Recommendation for Tribunal

## ● **WEAPONS**

A student shall not possess, handle, transmit, or cause to be transmitted; use or threaten to use; sell, attempt to sell, or conspire to sell a weapon, either concealed or open to view, on school property or at a school-sponsored function, event, or activity. Administrative discretion will be used in determining the legitimate threat level of any weapon. (O.C.G.A. 16-11-127.1)

◇ **Disposition:**

- **1st Offense:** Expulsion for one calendar year (recommendation of school), Referral to School Resource Officer, 10 days OSS, and possible Recommendation for Tribunal

## ● **BUS CONDUCT**

- Students eligible for bus transportation can use district transportation facilities as long as their behavior does not harm the safety & welfare of others or disrupt the safe operation of the bus.
- Rules will be posted on each bus, and students are expected to follow them.
- All consequences for misconduct are at the discretion of the administration, including removal from the bus if necessary.

NOTE: Any misconduct that threatens the health, safety, or well-being of others may lead to:

- Immediate removal of the student from school and/or school functions.
- Suspension for up to ten (10) days pending a disciplinary investigation.
- Involvement of the Chattahoochee County School Board, the School Resource Officer, and/or other law enforcement agencies as deemed appropriate.

# SUSPENSION AND CAMERA POLICIES

## ● **IN-SCHOOL SUSPENSION (ISS):**

- ISS is assigned for behavioral infractions. Refusal to attend ISS results in out-of-school suspension (OSS) in addition to the assigned ISS. Removal from ISS for disciplinary reasons will also result in OSS.
- Students suspended for any part/fraction of a day will not receive credit for attending ISS that day and will need to make it up.
- Students must complete all remaining ISS days and assignments once they return to school.

## ● **IN-SCHOOL SUSPENSION RULES:**

- In addition to all regular school rules, students serving ISS must adhere to posted ISS rules.
- Students assigned to/serving ISS cannot leave ISS early for any reason.
- The ISS teacher may recommend suspension for any student assigned to ISS for insubordination. The student will be assigned an additional day of ISS, and parents will be notified to pick up their child from the ISS office.
- Students serving In-School Suspension (ISS) are not permitted to participate in any extracurricular contests, competitions, or performances during the duration of their ISS assignment. Students become eligible to resume participation after the final bell on their last day of ISS.

## ● **OUT-OF-SCHOOL SUSPENSION (OSS):**

- Students may not attend any school-related activities while suspended.
- Students under OSS cannot participate in conditioning, tryouts, practice, or games until they return to class (GHSAA rule). Example: If suspension is through Friday, students cannot play on Saturday.
- Suspension ends when a student is readmitted to the classroom.

## ● **SURVEILLANCE CAMERA PROCEDURE:**

- CCHS aims to balance privacy rights with the duty to promote a safe environment.
- Purpose of Video Surveillance:
  - ◊ Promote a safe environment by deterring harassment or assault.
  - ◊ Deter theft and vandalism and assist in identifying individuals.
  - ◊ Assist law enforcement agencies in investigating any crime depicted.
  - ◊ Assist in daily monitoring of student conduct and behavior.
- Cameras are located in hallways, the school store, gymnasium, lunchroom, outdoor walkways, and some classrooms/labs, but not inside restrooms. Cameras are mounted outside restroom doors for identification purposes.
- Any tampering with surveillance cameras will result in vandalism charges.
- Cameras operate 24/7 & record continuously for several months. Designated school officials, including administrators, teachers, and School Resource Officers (SRO), monitor them.
- Surveillance DVDs are not viewed by or provided to students or parents, but administrators or SROs may seek help in identifying persons of interest.
- Requests to view surveillance evidence require Chattahoochee County School Board approval.
- Surveillance evidence may be used to corroborate incidents, identify individuals involved, and determine the extent of acts committed.

## ● **ALTERNATIVE SCHOOL:**

- Placement Determination:
  - ◊ Tribunal
  - ◊ Superintendent
  - ◊ Board of Education
  - ◊ Automatic placement if the student is entering from another system's alternative school, YDC (Youth Detention Center), Boot Camp, or any other type of alternative schooling.
- Students in the Chattahoochee County Alternative School under disciplinary action are prohibited from attending or participating in any extracurricular activities (e.g., athletic events, graduation exercises, school dances).
- The alternative school is a Virtual Learning Program where students work from home while completing their assigned days.