

Freedom High School Student Handbook

2022-23



OUR MISSION STATEMENT

The mission of Freedom High School, in partnership with the parents and community, is to provide all students a diverse and challenging educational experience that will prepare them for their role in an ever-changing global society.

Our Guiding Principles are to:

1. Provide a safe, secure environment.
2. Continually look for effective ways students learn and effective ways we provide instruction.

Our motto is:

“Where There is Unity,
There is Freedom.”



LCPS COMMITMENT TO EQUITY

LCPS centers equity as one of its foundational core values. For our community, equity means being committed to providing a safe, supportive, inclusive, affirming, and respectful environment for each student and staff member that fosters success, growth, and academic rigor. The cultivation of this environment requires us to reject and condemn the use of hate speech, racial slurs, antisemitism, and any action or behavior that discriminates based on race, ethnicity, national origin, gender, orientation, gender expression, socio-economic status, religion, ability, or other cultural identities or expression. Such noninclusive speech, behavior, and actions do not reflect who we are as a learning community.

We embrace and value the unique identities, backgrounds, experiences, perspectives, and needs of each student and employee. Celebrating our diversity is important and helps define us as a school division.

Demonstrating the courage to address inequities and remove barriers represents an integral part of our collective effort towards excellence in education. Equity is the vehicle that leads to greater access, opportunity, and equality so that each student is empowered to make meaningful contributions to the world.

MAIN CONTACT NUMBERS

Main Office	703-957-4300	Fax 703-542-2086
School Counseling	703-957-4307	Fax 703-542-2507
Athletics	703-957-4308	Fax 703-542-2414
Attendance	703-957-4309	
Website	www.lcps.org/fhs	

STUDENT HANDBOOK FRONT AND BACK COVER DESIGNERS

This year's Student Handbook's Front Cover was designed by **Anneysha Auddy** (Grade 10). Her cover idea was inspired by the Freedom banners and the school colors. Anneysha likes to read and play with her younger brother. She enjoys painting and her ambition is to be a doctor; Science is one of her favorite subjects.

The Student Handbook's Back Cover was designed by **Jena Beitzel** (Grade 11), her cover was an impromptu design using a computer. Jena loves art, especially online and pencil drawings, as well as listening to music. Jena enjoys playing video games and hanging with friends.

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PRINCIPAL'S MESSAGE

Dear Freedom Students,

Welcome to the 2022-23 school year! We are looking forward to an excellent school year, free of COVID restrictions! It seems like it has been a long time since we started school under “normal” circumstances.

When you come on the first day of school, you will be entering the largest high school in the county. This will be Freedom's 18th year as a high school and we have gone from 440 students in 2005 to 2100 students this year.

As I begin my second full year as principal of your school, I am proud of your accomplishments and am looking forward to building a better Freedom High School together in collaboration with you. Your past academic and extracurricular accomplishments outshine any in the county, and I am confident that you will continue to build on them.

I want you to know that we listened to you last spring and are doing the following things to improve your days at school. We have scheduled a 10-minute break between the first two blocks on non-advisory days (Mondays, Wednesdays and Thursdays) for you to get a snack and take a little break. We are working with the cafeteria personnel to make the purchasing of snacks efficient. We are also working on adding more fun activities that will allow you to participate with students from other advisories on Fridays.

My challenge to you this year is to continue improving our school motto, “Where there is UNITY, there is Freedom.” I know that you are a compassionate student body that respects and takes care of each other. But remember to look around and see if there is someone who could use a little extra care. Reach out to the person and bring them into your circle. I know that together we aspire to be an inclusive, caring and safe community, so let's add more examples of this to our already enriched history.

I serve as your principal with a great deal of pride and commitment to our community. I want to hear from you so that together we make Freedom even better. If my office door is open, I invite you to come in for a chat. See you on August 25th.

Your proud principal,

Ms. Chaudhry

SCA MESSAGE

Dear Freedom Eagles,

I am so honored to serve as your Student Council President for the 2022-2023 school year! I cannot wait for all the school spirit this upcoming year has in store. Experiencing a new normal and a series of firsts this past year has taught the Freedom community the importance of adaptability. With this adaptability, we have learned to appreciate the positive moments of every experience and to find joy in each new adventure. Going into another school year, I look forward to seeing the entirety of our student body experiencing the fun of high school together. I encourage you to put your best foot forward in the classroom setting by participating and advocating for yourself when you need help. The staff at Freedom are here to aid you in all your educational endeavors. Beyond the classroom, I would like to motivate you to support your peers to create an uplifting, welcoming Freedom community. I hope you get involved by pursuing your interests, whether in sports, theater, clubs, etc. Everyone has a home at Freedom; it's just waiting for you to find it! This year, the other SCA officers and I are thrilled to support you all in creating a lasting high school experience filled with spirited events and happy memories. We believe that communication is vital in fostering an accepting and inclusive atmosphere in which everyone feels comfortable learning. Please feel free to express your opinions and ideas to any of the SCA officers because you deserve a voice as a member of the Freedom community. We are always here for you, and we look forward to an amazing school year with all of you.

Sincerely,

Rashmi Admala, 2022-2023 SCA President

2022-23 SCA Officers

President:	Rashmi Admala
Vice President:	Prisah Singh
Secretary :	Ann Cherian
Treasurer:	Ryan DelVecchio
Historian:	Carly Roberts

2022-23 CLASS OFFICERS

Class of 2023 (Grade 12)

President: Marissa Strong
Vice-president: Gianflanco Vivanco
Secretary: Caleb Fink
Treasurer: Om Parbadia
Historian: Molly FitzGerald

Class of 2025 (Grade 10)

President: Liam J Camet
Vice-president: Charlotte Skoug
Secretary: Brogan Wyman
Treasurer: Ava Christopher
Historian: Riley Walsh

Class of 2024 (Grade 11)

President: Yasmeen Ashour
Vice-President: Layla Ginty
Secretary: Open
Treasurer: Wayne Williams
Historian: Katie Drapas

Class of 2026 (Grade 9)

President: Ralph Shackelford
Vice President: Mae Essian
Secretary: Jitsu Marupudi
Treasurer: Nived Nandakumar
Historian: Gage Rael

CALENDAR OF EVENTS 2022-23

All Freedom High School non-athletic events start at 7 p.m.

August 25, 2022	First Day of Classes
August 29, 2022	Back-to-School Night Grades 9
August 31, 2022	Back-to-School Night Grades 10-12
September 1, 2022	Varsity Football vs Heritage.
September 2 & 5, 2022	Holiday (Labor Day). School closed.
September 7, 2022	Special Education Program Parent Night
September 8 & 9, 2022	Underclassmen Picture day
September 8, 2022	Senior College Application Night
September 12-16, 2022	Homecoming Spirit Week
September 16, 2022	Homecoming Pep Rally and Tailgate prior to game
September 17, 2022	Homecoming Dance
September 20, 2022	TriM Induction
September 25, 2022	LCPS College Fair at Independence High School
September 26, 2022	Student Holiday (Staff Development Day)
September 28, 2022	Chorus Fall Concert
October 3, 2022	Interim Grades
October 4, 2022	Faculty Vs Student Charity Basketball
October 5, 2022	Holiday (Yom Kippur). School closed.
October 10, 2022	Holiday (Indigenous Peoples' Day). School closed.
October 12, 2022	Powder Puff
October 12, 2022	PSAT Grade 9/PSAT NMSQT Grade 10-11
October 13, 2022	Financial Aid/FAFSA Night at John Champe High School
October 20, 2021	Underclass Make-up portraits
October 22, 2022	Freedom Showcase
October 24, 2022	Holiday (Diwali). School closed.
October 26, 2022	Fall Orchestra Concert
October 27, 2022	NHS Induction
October 28, 2021	End of First Grading Period
Oct. 31 and Nov. 1, 2022	Student Holiday
November 2, 2022	Freshman Parent Night Check-in
November 3, 2022	Marching Band (Full Ensemble)
November 8, 2022	Holiday (Election Day). No school.
November 7-9, 2022	Winter Sports Try-Outs
November 10-11, 2022	Senior Picture (Last Make-up dates)
November 10 – 12, 2022	Fall Play
November 23 – 25, 2022	Holiday (Thanksgiving). School closed.
December 5, 2022	Interim Grades
December 6, 2022	Winter Chorus Concert
December 8, 2022	Guitar Concert
December 11, 2022	Excellence in Education
December 13, 2022	Band Winter Concert
December 14, 2022	Orchestra Winter Soiree
Dec. 19, 2022 - Jan. 2, 2023	Holiday (Winter Break). School closed.
January 3, 2023	Classes Resume
January 12-13, 2023	Academies of Loudoun Visits
January 16, 2023	Holiday (Martin Luther King, Jr.). School closed.

January 19, 2023
January 20, 2023

January 23, 2023
January 24, 2023
January 26, 2023

Jan. 30-Feb. 3, 2023
February 6-10, 2023
February 20, 2023
February 20-22 2022

February 27, 2023

February 27, 2023
March 9, 2023

March 13, 2023
March 20-24, 2023

March 22, 2023
March 23-26, 2023

March 24, 2023

March 31, 2023
April 3-7, 2023
April 10-14, 2023

April 14, 2023
April 15, 2023

April 21, 2023
April 25, 2022

May 1-5, 2023
May 1-12, 2023

May 8, 2023

May 9, 2023
May 11, 2023

May 12, 2023
May 16, 2023

May 19-20, 2023
May 23, 2023

May 25, 2023
May 25-27, 2023

May 29, 2023
May 30, 2023

June 1, 2023
June 3, 2023

June 8, 2023

Rising 9th Grade Parent Night of 2027
End of Second Grading Period

Holiday (Lunar New Year). School closed.
Moveable Student Holiday/Teach. Wkday
Curriculum Night; Rising Grade 9 (6pm)
Rising Grades 10-12 (7pm)

Winter Spirit week
National Counselor week
Holiday (Presidents' Day). School closed.
Spring Sports Try-Outs

Interim Grades

Theater 1/2 Showcase Performance
College Exploration Parent Night

Student Holiday.
Cultural Diversity Week (SCA)

Cluster Art Show
Spring Musical

End of the Third Grading Period

FHS EXPO
Spring Break
Spring Spirit Week
Spring Pep Rally
Prom

Holiday (Eid al-Fitr). School closed.
Orchestra Spring Concert

Teacher Appreciation Week
AP Exams Period

Interim Grades

Chorus Spring Concert
Guitar Concert

Mr. Freedom
Band Spring Concert

MT Class Musical
Visual Arts Banquet and Senior Show

Senior Scholarship Night
Capstone presentations

Holiday (Memorial Day). School closed.
Class Awards and Graduation Practice

Freedom's Finest
Graduation @ Eagle Bank @ 7pm

**Last Day of School for Students
(End of the Fourth Quarter Grading Period)**

SCHOOL PERSONNEL

ADMINISTRATION

Neelum Chaudhry	Principal	
Fred Le Master	Assistant Principal, Administrator,	Student last names A-D
Kathryn Koscinski	Assistant Principal, Administrator	R-X and Z
Phuong Lue	Assistant Principal, Administrator	L-Q and Y
Tonya Smith	Assistant Principal, Administrator	E-K
Kevin Weeren	Athletic Director	
Anthony Long	Assistant Athletic Director	
Patty Nette	Special Education Dean	
CaSandra Alexander	Activities and Engagement Coordinator	
Charmaine Jackson	Testing Coordinator	

MAIN OFFICE STAFF

Christina Adelman	Bookkeeper
Samia Khan	Attendance Secretary
Kelly Good	Main Office Secretary
Stefani Shomali	Main Office Secretary
Sandra Wilfong	Main Office Secretary

SCHOOL COUNSELING

Kenneth Christopher	Director of School Counseling
Colleen Hurley	Assistant Director of School Counseling
Lisa Strother	School Counseling Secretary/Registrar
Suzanne Wyker	School Counseling Secretary
Lisa Wood	Career Center Specialist

SAFETY AND SECURITY

Susan Outten	Lead School Security Officer (SSO)
Lee Goolsby	School Security Officer (SSO)
TBA	School Security Officer (SSO)
Jason Gadell	School Resource Officer (SRO)
Kendria Wright	School Nurse
Mariola Roberts	School Nurse Assistant

DEPARTMENT CHAIRS

Ben Gibson	Social Science
Veronica Short	English
Shawn Adkins	Math
Jonathan Mason	Science
Jonathan Schiffler	Fine Arts
Damian Trembley	World Languages and Culture
Mahvash Fatmi	Special Education
Jonathan Cunningham	CTE
Nick Schwarz	Health & PE
Jacqueline Clement	English Language Learners

PORTRAIT OF A GRADUATE

The Virginia Department of Education and the Loudoun County Public Schools have adopted a Portrait of a Graduate with a list of skills that all graduates should have. The following shows how LCPS and Freedom have furthered the vision of the state's education leaders.

Virginia's Portrait of a Graduate

The Department of Education considers the following to be essential knowledge and skills that students should attain during high school in order to be successful.

- Critical Thinking
- Creative Thinking
- Collaboration
- Communication
- Citizenship

Loudoun County Public Schools' Profile of a Graduate

Loudoun County Public Schools has adopted the following as essential elements for every graduate.

- Critical Thinkers
- Creators
- Collaborators
- Communicators
- Contributors

SCHOOL TIMINGS

Start Time: 9:30 a.m.

Dismissal Time: 4:18 p.m.

Classes begin promptly at 9:30 a.m. Monday through Friday, unless otherwise announced. All students must arrive at school by 9:45 a.m. if they plan to participate in any extra-curricular activity after school including games, performances, practices and rehearsals.

Students who remain on school grounds after 4:18 p.m. must be under the direct supervision of a staff member. Students are to leave school grounds immediately after school is dismissed and may not return except for attendance at a school sponsored-activity. Students found in the building after these hours without permission will be considered as trespassing. Students involved in after-school activities are to take all books and personal belongings with them to the activity. Since the academic wing will be closed after 5:30 p.m., access to lockers or classrooms will not be possible. Students must exit the building from the part of the building in which the activity takes place.

Freedom High School Bell Schedule 2022-23

BELL SCHEDULE	
For first three days of school: Aug 25, 26, 29	
9:20	Warning Bell
9:25	Warning Bell
9:30-9:55	ADVISORY
10:01-11:20	1 st /5 th Period (79 mins)
10 mins break; cafeteria and snack stations open	
11:30-12:48	2 nd /6 th Period (78 mins)
12:54-2:54	3 rd /7 th Period (90 mins, plus 30 mins lunch)
12:54-1:24	A LUNCH
1:24-1:54	B LUNCH
1:54-2:24	C LUNCH
2:24-2:54	D LUNCH
3:00-4:18	4 th /8 th Period (78 mins)

SCHEDULE 1 Regular Bell Schedule (Monday, Wednesday, Thursday)		SCHEDULE 2 ADVISORY DAYS (Tuesday and Friday)	
9:20	Warning Bell	9:20	Warning Bell
9:25	Warning Bell	9:25	Warning Bell
9:30-11:00	1st/5th Period (90 mins.)	9:30-10:50	1 st /5 th Period (80 mins.)
10min break; cafeteria open		10:56-11:21	ADVISORY (25 mins.)
11:10-12:38	2nd/6th Period (88 mins.)	11:27-12:47	2 nd /6 th Period (80 mins.)
12:44-2:44	3rd/7th Period (90 mins. Plus 30 mins. lunch)	12:53-2:53	3rd/7th Period (90 mins. Plus 30 mins. lunch)
12:44-1:14	A LUNCH	12:53-1:23	A LUNCH
1:14-1:44	B LUNCH	1:23-1:53	B LUNCH
1:44-2:14	C LUNCH	1:53-2:23	C LUNCH
2:14-2:44	D LUNCH	2:23-2:53	D LUNCH
2:50-4:18	4th/8th Period (88 mins.)	2:59-4:18	4 th /8 th Period (79 mins.)

<p>SCHEDULE 3</p> <p>One-Hour Delay Bell Schedule</p> <p>10:20 Warning Bell</p> <p>10:25 Warning Bell</p> <p>10:30-11:35 1st/5th Period (65 mins.)</p> <p>11:41-12:46 2nd/6th Period (65 mins.)</p> <p>12:52-2:52 3rd/7th Period (90 mins. Plus 30 mins. lunch)</p> <p>12:52-1:22 A LUNCH</p> <p>1:22-1:52 B LUNCH</p> <p>1:52-2:22 C LUNCH</p> <p>2:22-2:52 D LUNCH</p> <p>2:58-4:18 4th/8th Period (80 mins.)</p>	<p>SCHEDULE 4</p> <p>Two-Hour Delay Bell Schedule</p> <p>11:20 Warning Bell</p> <p>11:25 Warning Bell</p> <p>11:30-12:30 1st/5th Period (60 mins.)</p> <p>12:36-2:06 3rd/7th Period (45 mins. Plus 45 mins. lunch)</p> <p>12:36-1:21 A LUNCH (Upstairs and All Eagle wing)</p> <p>1:26-2:06 B LUNCH (Downstairs, HPE, Fine Arts)</p> <p>2:12-3:12 2nd/6th Period (60 mins.)</p> <p>3:18-4:18 4th/8th Period (60mins.)</p>
<p>SCHEDULE 5</p> <p>End of Day Pep Rally Schedule</p> <p>9:20 Warning Bell</p> <p>9:25 Warning Bell</p> <p>9:30-10:35 1st/5th Period (65 mins.)</p> <p>10:41-11:46 2nd/6th Period (65 mins.)</p> <p>11:52-1:52 3rd/7th Period (90 mins. Plus 30 mins. lunch)</p> <p>11:52-12:22 A LUNCH</p> <p>12:22-12:52 B LUNCH</p> <p>12:52-1:22 C LUNCH</p> <p>1:22-1:52 D LUNCH</p> <p>1:58-3:03 4th/8th Period (65 mins.)</p> <p>3:05-4:18 Pep Rally (73 mins.)</p> <p>PARTICIPANTS WILL BE RELEASED AT 2:45 PM FOR THE PEP RALLY</p>	<p>SCHEDULE 6</p> <p>Mini Pep Rally Bell Schedule</p> <p>9:20 Warning Bell</p> <p>9:25 Warning Bell</p> <p>9:30-10:50 1st/5th Period (80 mins.)</p> <p>10:56-12:16 2nd/6th Period (80 mins.)</p> <p>12:22-2:22 3rd/7th Period (90 mins. Plus 30 mins.)</p> <p>12:22-12:52 A LUNCH</p> <p>12:52-1:22 B LUNCH</p> <p>1:22-1:52 C LUNCH</p> <p>1:52-2:22 D LUNCH</p> <p>2:28-3:48 4th/8th Period (80 mins.)</p> <p>3:50-4:18 Mini Pep Rally (28 mins.)</p> <p>PARTICIPANTS WILL BE RELEASED AT 3:30 PM FOR THE PEP RALLY</p>

POSITIVE BEHAVIORAL INTERVENTION SYSTEMS (PBIS)

PBIS (Positive Behavior Interventions and Systems) is a systems approach for establishing a safe and supportive learning environment to promote social, behavioral, and academic success for all students and for developing a common vision, language and practices used consistently across the school. PBIS is important because it helps improve school climate, strengthen relationships, teach and reinforce expectations, increase positive behaviors, academic achievement and equitable learning experiences, and decrease office referrals and suspensions.

At Freedom High School, our motto is:

Where There is Unity, There is Freedom.

Here are our **core values** and what they mean:

Empathy and compassion:	Listening and understanding someone else's reality, caring about their story and their contribution to the community.
Embracing diversity and inclusion:	Recognizing the diversity in our community and being actively inclusive so all voices are heard and everyone is invited to be a participant.
Perseverance:	Building the fortitude and resilience to overcome challenges, learn from the experiences, and move forward.
Trustworthiness:	Creating authentic relationships by believing that adults and students are making decisions with each person's best interests in mind.
Accountability:	Investing the time to self-reflect, be honest with ourselves, and communicate effectively when taking ownership of our actions.

ADVISORY

Advisory lessons are about 25 minutes long, and occur every Tuesday and Friday morning. Students are with the same advisor for 4 years; from Freshman through to Senior year. Advisories provide an opportunity for students to participate in meaningful activities to help them build positive connections with a trusted advisor and their peers. This will be a time to disconnect from schoolwork.

ACADEMIC GRADING

Our primary mission is to create an environment that provides opportunities, challenges, and support to help each student achieve academic success and meet the challenges of life after high school. We believe that all students are capable of learning and that by working together as a partnership of parents, students, and staff, we can help students reach their potential and prepare them for the future. Students and parents should work closely with the school counselors to design a four-year plan to ensure that students are taking appropriate courses to meet their goals.

For the specific LCPS grading policy, please refer to LCPS School Board Policy [#5030](#) and [#5030 Reg A](#) on the LCPS website.

Grading and Assessments

Teachers use a variety of assessments to derive student grades. Assessments include, but are not limited to, tests and quizzes, projects, presentations, displays, reports, and homework.

Formative Assessment

A formative assessment is assessment for learning that occurs during the learning process and is designed to guide next steps toward mastery. The goal of a formative assessment is to monitor learning, provide feedback to students, and set goals to move learning forward. Information gathered during formative assessment is used to inform next steps in instruction. Formative assessments will not be used to determine final grades.

The teachers will:

- Provide a formative assessment before every major summative assessment.
- Provide feedback that is specific, timely, clear, consistent, and actionable.
- Provide feedback within 6 consecutive school days from the date the assignment is collected. Teachers have 10 consecutive school days from the date the assignment is collected when grading full-length written assignments, research papers, and analytical writing.

The students will:

- Complete formative assessments
- Review the feedback to prepare for the major summative assessment.
- Meet with the teacher if the student needs additional help based on teacher feedback.

Summative Assessment

A summative assessment is assessment of learning that occurs at the end of a learning cycle and is designed to determine a student's level of mastery of specified content or competencies. Summative assessments become the source of information for grading.

Reassessments

Reassessments encourage a growth mindset in students and allow them to demonstrate mastery.

The teacher will:

- Provide one opportunity for reassessment of all major summative assessments to students who score below an 80%.
- Remediation may be required prior to reassessment.
- Schedule reassessments with the student who must take the test within ten (10)

consecutive school days after the student receives feedback from the original assessment and remediation.

- Place a note to the grade book documenting the original score and the retake score.
- The reassessment may be in a different format than the original assessment
- It should be the same level of difficulty and measure the same standards/competencies.

The Student will:

- Review the teacher's feedback.
- Meet with the teacher to discuss a reassessment plan.
- Complete the necessary remediation.
- Retake the assessment within 10 school days of receiving the feedback.

Late work

Teachers, in consultation with student support teams and parents, will provide students who demonstrate a pattern of repeated late or missing work with an appropriate intervention, including assigning a grade less than 50%.

The teacher will:

- Speak with the student when the assignment is late.
- Offer opportunities for extra help.
- Assign Homework club for the following Tuesday or Thursday afterschool from 4:25-5:25 p.m.
- Transportation is provided for students who ride the bus.
- Make a note if work is submitted before the assigned homework club, remove the student from the afterschool list.

If the student does not meet the agreed-upon deadline:

- The teacher will contact the parent by email or phone and assign Homework Club for one more week.
- Make a note in the grade book about missing work and the plan made with the student.

If the student does not meet the agreed-upon deadline:

- The teacher may give the student less than 50% on the assignment.
- The teacher will contact the counselor and Administrator.
- If this is a repeated pattern then a conference with the student, parent, counselor, and Assistant Principal will be needed to create an Academic Success Plan.

Floor grade

Students who make a reasonable effort in completing assessments will receive a grade of no lower than 50% for quarters 1, 2 and 3. However, the floor of 50% will not apply to the final grading quarter of the year or the final quarter of a semester class.

Academic Supports

Students are expected to communicate to teachers about late and missing work, as well as reach out to teachers for academic help. Furthermore, academic support from teachers and peer-tutoring is available throughout the school day during every study hall, and after school on late bus days. Counselors and administrators can also assist students with communicating to their teachers.

LCPS Grading Scale

Numeric Value	Letter Grade	Quality Points* (before weighting)	Description per Grading Policy 5030
98-100%	A+	4.3	An "A" generally designates the status of a student who consistently demonstrates accurate and complete knowledge of content and competencies specified in the course curriculum and applies that knowledge in a variety of settings.
93-97%	A	4.0	
90-92%	A-	3.7	
87-89%	B+	3.3	A "B" generally designates the status of a student who demonstrates knowledge of content and competencies specified in the course curriculum with some improvement needed in accuracy and/or consistency in performance and applying that knowledge in a variety of settings.
83-86%	B	3.0	
80-82%	B-	2.7	
77-79%	C+	2.3	A "C" generally designates the status of a student who demonstrates knowledge of basic content and competencies specified in the course curriculum but requires additional practice and instructional experiences to acquire skills necessary to apply that knowledge in a variety of settings.
73-76%	C	2.0	
70-72%	C-	1.7	
67-69%	D+	1.3	A "D" generally designates the status of a student who needs significant practice and instructional interventions to acquire the knowledge of basic content and competencies specified in the course curriculum necessary to apply that knowledge in a variety of settings.
63-66%	D	1.0	
60-62%	D-	0.7	
0-59%	F	0.0	An "F" generally designates the status of a student who has not demonstrated the basic knowledge of content and/or competencies specified in the course curriculum and requires additional practice and instructional interventions in order to succeed.

* Quality points are assigned to grades in order to calculate the GPA. Weight is also added for Honors/AP/Dual Enrollments courses. Honors classes receive a .5 point additional weight value and AP courses and dual-enrollment courses receive a 1 point additional weight value.

Honor Societies

Membership is an honor and privilege bestowed on students who demonstrate exemplary qualities of scholarship, leadership, character, and service. The school staff will make efforts to recognize this honor through written communications to parents and through announcements. A breach of school policies and academic dishonesty of any type may result in removal from the honor societies.

ACADEMIC HONOR CODE

Freedom High School exemplifies and upholds a community built on mutual trust, respect, and honesty that is central to the very nature of learning. As members of this community, all students are expected to act with honor and integrity.

The work of a student reflects directly on their own character. When submitting any assignment, the expectation is that the student submits their own work. The student is expected to uphold the integrity of their work by not allowing another student to copy and submit their work under false pretenses.

Honor Code Criteria

Abiding by the Honor Code requires that each student do the following:

- Request or provide only authorized assistance on any assignment.
- Complete assignments independently with the understanding that completing formative work helps students succeed on summative assessments.
- Protect the integrity of the work by not allowing other students to copy assignments.
- Prepare for summative assessments and only use authorized study aids during tests.
- Uphold the validity of assessments by not sharing information about quizzes or tests with peers who will be taking the assessment at a later time/date.
- Give proper credit to the ideas, opinions, or work of others incorporated into the student's work.
- Make every effort to stay current with assignments when absent. Students are responsible for completing any missed work in a timely fashion.

Consequences for Honor Code Violations

1st Offense:

The Teacher Will:

- Speak with the student about the concern and allow students an alternative assessment to be completed within 6 consecutive school days.
- Notify the parent by phone and explain the alternative assessment and due date.
- Notify the Assistant Principal. (this is important because this is a CUMULATIVE Offense and can impact future honor society acceptance.

2nd Offense:

The Teacher Will:

- Speak with the student about the concern and allow students an alternative assessment to be completed within 6 consecutive school days.
- Notify the parent by phone and explain the alternative assessment and due date.
- Notify the Assistant Principal - The administrator and student support team will have a parent and student conference.
- Discipline consequences may be assigned including removal from honor societies.

****NOTE:** Academic dishonesty infractions accumulate from year to year, and can jeopardize any honor society membership.

STUDENT RECOGNITION

Efforts will be made to recognize students for academic accomplishments, outstanding attendance, improvement, positive attitudes, character and citizenship, volunteerism, and leadership. Among the established recognition opportunities are the following:

Honor Roll — Recognizes students every nine weeks for academic achievement based on a county formula.

Academic Letters — are given to students who have an average GPA of 4.0 or higher for the academic year.

Activity Letters — Students can earn an activity letter by completing 100 hours of community service during high school. Students will receive an Activity letter and a pin for earning 150 hours of community service. Please see Career Center Specialist for a Community Service Sheet to track and verify hours.

ABSENCES

The Virginia compulsory attendance law requires that every child who will have reached the age of five years on or before September 30 of the school year and has not reached the age of 18 shall regularly attend school unless exempt by law or excused by the School Board. Regular attendance and promptness are expected in all classes in order to teach valuable life skills. A student should understand that excessive absences, whether excused or unexcused, may drastically affect the class grade. The attendance secretary will make every effort to inform parents of a student's absence. The school must have correct home, work, and cell phone numbers for both parents/guardians. If telephone numbers change, please contact the school to make the necessary changes or make changes in ParentVue. For the specific LCPS attendance policy, please refer to LCPS School Board Policy [#8120](#) on the LCPS website.

I. SCHOOL ABSENCES

Excused Absences

There are circumstances that may prevent a student's attendance in school. Absences that may be classified as excused are the following:

- Personal illness
- Death in the family
- Medical or dental appointments
- Court appearances
- Religious holidays
- Trips and activities that enhance or extend the student's education, when approved in advance by the principal

Make Up Work Due to Absences

Whenever a student has an excused absence, a reasonable amount of time consistent with the length of the absence will be given to make up the work. The student will work with his/her teacher to complete the missed assignments.

II. REPORTING ABSENCES

ParentVue Attendance Options

LCPS schools use ParentVue as our primary tool for families to communicate student absences, tardies, and early dismissals to our school. You will find the Report Attendance option in both the mobile app and web version. Note that this function only reports attendance to the front office - teachers will not see the notes submitted through this process.

Additionally, parents can opt-in or opt- out from receiving push notifications and emails for attendance.

- **Push Notifications:** enable using the ParentVUE app on your mobile device. You will receive notifications for both period and daily attendance.
- **Emails:** enable using either the ParentVUE web portal or with the ParentVUE app. You will receive emails for period attendance only.

Please note that only a parent/guardian can report a student's absence in ParentVUE. Students do not have access to this attendance feature in StudentVUE. Also, only a parent/guardian may call our attendance line. Any absence not confirmed by a parent/legal guardian will be considered unexcused. Click here for [Information on how to use ParentVue to report absences](#). The ParentVue feature can be used from the date of absence forward up to 30 days.

Attendance Line

The second way is to leave a voicemail on the attendance line at 703-957-4309. Include the following in

your call:

- Student name (slowly spell name when calling)
- Student ID#
- Parent/Legal Guardian Name
- Date(s) of Absence(s)
- Reason for Absence(s)

*Please do not leave a phone message for an early dismissal for your student

Early Dismissal Reporting and Procedure

- Please use the "Report Attendance" button and select "Report Dismissal" in **ParentVue**. The time of dismissal must be included in the note section.
- **All early dismissal requests require a 1-hour processing time.**
- You may also send in a handwritten note with the student and have them turn it into the attendance office before 9:45 a.m.
- If you need a dismissal within one hour, parents need to come into the building with a government ID card to sign out their student.
- For student safety, we cannot accept phone calls for early dismissals.
- All students need to enter and exit through the main front doors.

It is strongly suggested that students download the following apps on their smartphone for the following reasons:

- **StudentVue app**.- This will help facilitate tardy check in and early dismissal sign out.
- **E-hall pass**- E-hall pass is the preferred method by which students can leave class for any reason. For early dismissal, the student will receive an E-Hall pass from the Attendance Office once the parent/guardian completes the process above. The student needs to show this pass to their teacher from their mobile device and/or Chromebook before they are dismissed from class. The student then needs to check out at the attendance office, and afterwards exit through the main front doors.

*Please have the student sign up for text notifications in their student profile within their E-Hall pass account to be alerted when a pass is assigned to them.

Pre-Arranged Absences

If a student plans to be absent for **five or more consecutive days**, they must complete a **pre-arranged absence form**. The student will pick up the form from the Attendance Office and obtain the signatures of each teacher and meet with the school principal prior to returning the form to the Attendance Office. The student should obtain this form and arrange a meeting

with the principal at least 15 days before the student's absence. Class periods or school days missed can never be fully recovered. Therefore, the school encourages scheduling these activities at times which would not require absence from school and affect student learning.

III. CONSEQUENCES FOR UNEXCUSED ABSENCES.

Excessive Absences

Any student who has accumulated more than **five absences** during the school year will have a meeting with administrators. Depending on the situation, medical documentation may be required for each absence.

Unexcused Absences and Truancy

Loudoun County Public Schools (LCPS) implements attendance reporting practices that comply with the information and reporting requirements for report cards and performance indicators of the Every Student Succeeds Act (ESSA) and the Virginia Compulsory Attendance Law 22.1-254. The Virginia Department of Education (VDOE) has provided new directives for the reporting of student absences from school as follows:

**These requirements apply only to unexcused absences, and truancy:

- At five unexcused absences, the principal or administrative designee is required to have direct contact with parent(s) and develop an attendance improvement plan;
- At ten unexcused absences, the principal or administrative designee is required to schedule and hold an in-person attendance conference with parent(s) and student. The conference consisting of a multi-disciplinary team, must be held regardless of whether the parent approves of the conference. The multidisciplinary team will continue to monitor student's attendance and communicate with the attendance officer. The principal or administrative designee shall consult with the school social worker to determine appropriate team members for the multidisciplinary team. Team members may include school counselor, school psychologist, student assistance specialist, attendance officer, parent liaison, school nurse, private providers, etc
- If the student accumulates additional unexcused absences and the attendance plan and conference were completed, the principal or administrative designee may make a formal referral to the attendance officer.
- The attendance officer will schedule a conference with the student and the student's parents/guardians. In addition, the attendance officer may consult with the Juvenile and Domestic Relations Court regarding possible judicial interventions.

Consequences for Leaving Class Without Permission (Student is Still on Campus)

- One hour detention with 1 week of hallway restriction

Consequences for Leaving Campus Without Permission

For the student's safety concerns, this is considered a serious offense and will be dealt with accordingly.

- 1st Offense: 1 x Friday-School, and 1 week of hallway restriction. Students will also not be able to attend Friday after-school activities. Parents will be notified.
- 2nd Offense: 2 x Friday-School, and 2 weeks of hallway restriction. Students will also not be able to attend Friday after-school activities. Parents will be notified.
- 3rd Offense: Hall Escort for the quarter and other disciplinary consequences set by administration. Parents will be notified.

IV. EARLY RELEASE FOR SENIORS

Seniors who have met various state and school board criteria can apply for early release at the start of the school year. Once their status has been changed and they are granted early release, they may leave school early. If an early release student is assigned to In-School Restriction they are expected to remain in school until 4:18 p.m. Students on early release are to leave school grounds immediately after their last class **through the main doors**, unless they have prior approval from the principal. During SOL testing or other occasions that require revised schedules which result in a later dismissal, students with early release must make appropriate arrangements so that they can attend classes that meet after the time originally designated for early release.

Avoiding the Revocation of Early Release

Students are reminded that early release is a privilege that may be revoked for various reasons. In order to maintain this privilege, students must:

- be passing all SOL tests required for graduation
- maintain a C average in courses required for graduation and electives
- have no more than three unexcused tardies to school per quarter
- have no more than five unexcused absences from any class per quarter
- have not committed any rules infractions that would have resulted in In-School Restriction or Out-of-School Suspension, and
- Excessive late work can lead to students attending a study hall during early release

Senior grades are checked at the end of every quarter. If a student does not meet the requirements for early release, then it is revoked for the following quarter. Students will have the opportunity to earn back their early release if they meet the requirements by interim time.

Example:

1. End of each quarter
 - All grades, attendance and behavior infractions for senior students are checked.
 - Administration will notify the students who did not meet the requirements for early release to let them know that their early release has been revoked, and the student will be placed in a study hall. Their Parent/s will be contacted at this point.
2. Interim time
 - Grades, attendance and behavior infractions are checked for students who lost the privilege of early release at quarter time.
 - Students who have now met the requirements for early release, such as improved their grades, attendance, and/or behavior can earn back their early release.
 - Administration will notify the student and their parent/s.
3. End of the quarter
 - All grades, attendance and behavior infractions for seniors students are checked again and the above procedures are followed.

LATE ARRIVAL TO SCHOOL

I. REPORTING LATE ARRIVALS

A parent can do one of two ways:

1. Log into ParentVUE. You will be prompted to the page with your child's photo on it. To the right of their photo, click on "Report Absence." This will take you to a screen where you can report if your student will be tardy. If reporting a tardy, please specify time of arrival in the notes section in ParentVue. You can also upload any medical documentation by taking a photo of it with your mobile device.
2. Or, a parent can call the attendance line at (703) 957-4309. Please include the following information in your call:
 - Student's name (please spell the entire name slowly)
 - Student ID#
 - Student's grade
 - Parent/guardian's name
 - Date of tardy
 - Reason for tardy
 - **Time of arrival**

Tardies and After school Activities

To participate in an evening activity, students must arrive at school by **9:45 a.m.** and remain all day unless they have prior approval by the principal. Failure to be in school by 9:45 a.m. and remaining in school all day will result in not being able to practice, play, or participate in all after-school activities. If the student shows up after 9:45 a.m. due to a doctor/dental appointment, parents need to use ParentVUE to report their student's tardiness. Parents can take a photo of the doctor note with a mobile device and upload it into ParentVUE under "Report Absence" or the student can bring the medical note to school. A student who wishes to participate in extra-curricular activities **MUST** be a full-time Freedom High School student.

Unexcused Tardy to School Per Quarter

Late arrival to school or to class encourages the formation of undesirable personal habits, hurts the morale of students who are on time, reflects a negative attitude towards the class/school, creates disruptive problems in the hallways, and disrupts the instructional process for the school. For all these reasons, tardiness is not acceptable.

Students are considered tardy to school if they arrive after 9:30 a.m. Please note that the following reasons for coming late to school will NOT be excused: oversleeping, power outages, car trouble, traffic, and missing the bus. A student who is late to school must bring a note from a parent/guardian to excuse the tardy. The parent/guardian may also call the attendance line at (703) 957-4309 or use ParentVue to inform the school of the late arrival. Parents/guardians may only excuse **two tardies** per quarter.

II. CONSEQUENCES FOR UNEXCUSED TARDIES TO SCHOOL

NOTE: Attendance and discipline consequences are subject to change as needed to ensure continued compliance with federal, state, and local regulations. Unexcused tardies, unexcused absences, and truancy can also adversely impact a Senior's Early Release.

Unexcused tardy to school **before 11:00 a.m.** per quarter

- 1st tardy warning
- 2nd tardy warning
- 3rd tardy 1 x one-hour detention
(morning 8:15 a.m.-9:15 a.m., afternoon 4:30 p.m.-5:30 p.m.)
- 4th tardy 2 x one-hour detentions
(morning 8:15 a.m.-9:15 a.m., afternoon 4:30 p.m.-5:30 p.m.)
- 5th tardy Friday-School, there will also be a parent-student conference and other disciplinary consequences set by the administration

Students who arrive at school after 10:15 a.m. are considered absent from their first block class since they have missed more than 50% of the class.

Unexcused tardy to school **after 11:00 a.m.** per quarter. An Administrator will meet the student, and contact parents upon the student's arrival.

- 1st tardy warning
- 2nd tardy 1 x one hour detention
(morning 8:15 a.m.-9:15 a.m., afternoon 4:30 p.m.-5:30 p.m.)
- 3rd tardy 2 x one hour detention
(morning 8:15 a.m.-9:15 a.m., afternoon 4:30 p.m.-5:30 p.m.)
- 4th tardy Friday-School, there will also be a parent-student conference/s and other disciplinary consequences set by the administration

DISCIPLINARY CONSEQUENCES

Discipline in the school is essential for having an environment in which all students may learn. Freedom High School students are expected to behave in a manner which allows them to receive maximum benefits from the school and which does not interfere with the education of other students. Disciplinary consequences are based on circumstances unique to each individual incident of inappropriate behavior and will be dependent upon such factors as:

- the severity of the incident.
- the student's attitude which includes the student's sense of ownership of the behavior (accepts responsibility or shifts blame) and willingness to change.
- the student's discipline record.

The following is a list of consequences given by the administration for disciplinary infractions. In addition, students may be excluded from extra-curricular activities for violations of disciplinary policies.

Morning Detention **8:15 a.m. - 9:15 a.m.**

Students must report to the front office no later than 8:15 a.m. They will be supervised by a staff member. Transportation to school will be the student's responsibility.

Afternoon Detention **4:30 p.m. - 5:30 p.m.**

Students must report to the front office no later than 4:30 p.m. They will be supervised by a staff member. Late buses are available on specific days.

In-School Restriction **9:30 a.m. — 4:18 p.m.**

In-School Restriction (ISR) is an assignment to a self-contained classroom for disciplinary reasons. Students could be assigned for several days in this structured, supervised, isolated classroom. They are expected to complete and turn in all class assignments to the ISR supervisor before leaving the last ISR session. Students may also participate in community service projects around the school. Those who are assigned multiple days may be asked to participate in a restorative practice session to discuss and work on personal behavior. Participation in a restorative session may shorten a student's ISR. ISR will also apply to students attending Academies of Loudoun, and Senior students who have Early Release. Students assigned to ISR may not participate in before or after school activities.

Short-Term Suspension from School

[School Board Policy 8220](#) — Students can be suspended out of school from one to ten days by the administration for serious or habitual offenses. During the period of suspension, students are not permitted on any LCPS school grounds, nor are they allowed to participate in or attend extracurricular activities. A reinstatement conference with the student, parent/guardian, and an administrator may be required before returning from a suspension. Failure of all parties to attend could result in the suspended student not being allowed to re-enter school. Students who are suspended have the opportunity to complete all assignments. The student is responsible for turning in all previously assigned work as arranged by the teacher. The student will work with the teacher to make up any assessments missed.

Long-term Suspension from School

When in the judgment of the school principal a student's continued pattern of behavior or any

single act, or set of acts, warrants such a recommendation, a student may be suspended from school for 11 to 45 school days.

Students are not permitted on any LCPS school grounds, nor are they allowed to participate in or attend extracurricular activities.

Extended Long-Term Suspension

A long-term suspension may extend beyond the 45-school day period but shall not exceed 364 calendar days if (i) the offense is one described in Virginia Code §§ 22.1-277.07 or 22.1-277.08 or involves serious bodily injury or (ii) the School Board or Division Superintendent or the Superintendent's designee finds that aggravating circumstances exist as defined by VDOE, when:

- a. A student engaged in misconduct which caused serious harm (including but not limited to physical, emotional, and psychological harm) to another person(s) or posed a credible threat of serious harm to another person(s), as determined by a threat assessment; or
- b. A student's presence in the school poses an ongoing and unreasonable risk to the safety of the school, its students, staff, others in the school or
- c. A student engaged in a serious offense that is: (i) Persistent (repeated similar behaviors are documented on the student's disciplinary record), and (ii) Unresponsive to targeted interventions as documented through an established intervention process.

Nothing herein shall be construed to prohibit the School Board from permitting or requiring student suspension pursuant to this section to attend an alternative education program provided by the School Board for the term of the suspension.

Involuntary Transfer

Students may be removed from one school and assigned to another for adjustment purposes. This usually occurs after other consequences have failed to correct behavior or in cases deemed appropriate by the principal, who makes a recommendation to the superintendent, and/or the superintendent's designee.

Expulsion

Expulsion is the removal, for a minimum of one year, from all Loudoun County Public Schools. It is based on the recommendation of the principal to the superintendent and is approved by the School Board. This is the most severe disciplinary action and denies access to school facilities, programs, and activities.

EXPECTATIONS OF STUDENT BEHAVIOR

(Listed in alphabetical order)

All LCPS policies, regulations, and rules apply to students when they are:

1. present at any LCPS property
2. participating in or attending any school sponsored activity, regardless of the location, including to and from an event
3. going to or returning from school whether or not the student is walking, waiting for or riding a school bus, or is in a personal vehicle or any other mode of transportation
4. involved in conduct regardless of whether it took place off school property or at a school-sponsored event that disrupts school operations

Students are expected to conduct themselves appropriately at all times. They should know that everything they do at or away from school reflects on all of us. If you represent Freedom High School as a participant or spectator, you are accountable for your actions. In addition, you are held accountable for your actions from the time you leave home until you return home (including bus stops). Under Virginia law, certain illegal behaviors in the community, particularly if they result in criminal charges, can affect your status as a student. Any violation of policies may result in such disciplinary action as detention, in-school suspension, community service, Friday school, or out-of-school suspension as determined by the administration and based on School Board policy, Freedom High School rules, and the exact nature of each violation. Any student who violates school rules and policies on a continued basis may be suspended and recommended for further disciplinary action to include involuntary transfer, long-term suspension, or expulsion.

Audio and Video Recordings

Audio and video recording of students without their consent is strictly prohibited. This means, students cannot take a photo or video record a student or member of staff in school or at school events without their consent. Going against this rule will result in disciplinary consequences.

Avoiding Discipline Referrals

If you have a disagreement with a teacher during a class, follow the teacher's direction but arrange to speak with him/her privately after class to voice your concerns in a respectful manner. Use the resources of your counselor or an assistant principal if you are experiencing a communication or behavioral problem.

Bullying: [School Board Policy 8250](#)

Loudoun County Public Schools is committed to a school environment that is free from bullying and cyberbullying. Please click [here](#) for detailed information about bullying.

Defiance

Students are expected to conduct themselves in a civil, respectful manner. School administration will not tolerate defiance of any sort, particularly if a staff member directs a student to do what can be reasonably expected. Defiant acts can result in a range of consequences.

Deficiencies (including laptop deficiencies)

All deficiencies must be cleared in order to participate or purchase tickets to homecoming, or prom. Seniors will not have the privilege of participating in graduation practice, which is required to attend the graduation ceremony, unless all deficiencies have been cleared. A deficiency is money owed to Freedom High School, for textbooks/materials damaged or lost,

athletic fees and equipment, etc.

All ninth graders will be issued a Chromebook laptop and a charger during their Health and PE class in the first week of school. Upperclass students keep the computers which were issued to them as 9th Graders. Students will be responsible for damages or lost laptops. The reimbursement price is approximately **\$350 for the laptop and \$30.00 for the charger**. Other charges may be invoiced for damage that is ruled to be intentional.

Distribution of Literature or Other Materials

Anyone wishing to distribute literature, information, or other materials on school property must first obtain permission from the principal, or the material may be confiscated. This includes distribution of materials through cell phones.

Fights, Assaults and Threats

Intentionally striking, shoving, throwing objects at, blocking the passage of, or otherwise physically intimidating a student, staff member, or visitor are actions which are strictly forbidden. This includes written and verbal bullying or [harassment](#) through electronic media. Those involved will face disciplinary action, including suspension.

Food Delivery

Parents and siblings may personally deliver food to the front of the building for their student only. The student may then pick up the delivery by the front door at the start of lunch. However, students may not order food from a restaurant to be delivered during school hours. Students who have food delivered from a restaurant or by a friend may pick up the food from the front office at the end of the school day. Students may face disciplinary consequences for repeated offenses.

Gambling

Any event, action, or statement, which relies on chance for personal gain or the monetary advantage of one participant at the expense of others is prohibited. Cards and dice for gaming are also prohibited.

Gangs

Under no circumstances are students permitted to reflect any behaviors which are tied to gang activity. This pertains to dress, signs, headgear (including headbands), and tattoos. The school works closely with the School Resource Officer and School Safety and Security Specialist regarding trends and activities.

Graduation Ceremony

Graduation ceremony for the Class of 2023 will be held at the **Eagle Bank Arena on June 3, 2023 at 7 pm**. Students are reminded that attendance at the ceremony is a privilege which may be revoked. Deficiencies, discipline, and absence at the mandatory rehearsal could be some of the reasons for revocation of this privilege.

Guest Speakers

Teachers may request a guest speaker for their classroom. This person's name and schedule should be reported to the administration prior to the visit. Sponsors of extra-curricular activities should receive permission from administration before the speaker is scheduled. In both cases, the speaker's topic should be related to the curriculum or activity's purpose.

Horseplay and Hazing

Horseplay, such as slap fighting, will not be tolerated. No type of hazing, such as “birthday punches,” or “flagging” is allowed. Disciplinary consequences up to and including suspension will be administered.

Inappropriate Literature, Pictures and Drawings

Students are not permitted to draw, possess or distribute literature, pictures, or drawings which are potentially disruptive to the educational process or which can be considered obscene or threatening to the security of the school. A range of consequences will be considered.

Initiating a Disruption

Students are not to create, attempt to create, or cause others to create public violence or disorder.

Lunch Time Expectations

Students may eat lunch in the following areas: cafeteria, patio, and courtyard. All students are asked not to eat in the academic wings, including Fine Arts and PE, during this time.

Lying, Stealing and Forgery

Taking or attempting to take another person’s property through force, intimidation, threats, or other means is punishable by suspension. Students who knowingly buy or receive, or aid in concealing stolen goods, are equally responsible. Theft of property will result in suspension and possible referral to the Superintendent and law enforcement.

Minute of Silence/Pledge of Allegiance

Students will respectfully observe the Minute of Silence and Pledge of Allegiance. Students and staff in the entire building are expected to stop and remain quiet during the Minute of Silence. During this time, students and staff may also engage in other silent activity.

Obscenity, Profanity, Racial/Ethnic Slurs and Demeaning Comments

Cursing, abusive language, and remarks which can be considered racist or against someone’s religion, sexual orientation, gender, national origin, handicap, or abilities will not be tolerated. A wide range of disciplinary and restorative practice options will be considered.

Sex-based discrimination and Harrassment; [School Board Policy 8030](#)

Loudoun County Public Schools (LCPS) is committed to maintaining an equitable, safe, and inclusive learning environment for students free from all forms of harassment and discrimination. Please click [here](#) for detailed information about sex-based discrimination and harrassment.

Student Dances

Dance permission forms must be signed by students and their parents/guardians in order to attend. All school rules apply during school dances. Prior to purchasing tickets, students must pay all deficiencies, and check the specific rules regarding eligibility for themselves and their guests. Guests must complete a permission form, follow all school rules, and be at least a sophomore in high school for prom, and under 21 years old for both; Homecoming and Prom events.

Participation in Extracurricular Activities

All students who participate in extracurricular activities, including athletics, fine arts, and clubs, must be enrolled at Freedom High School as a full-time student.

Public Display of Affection (PDA)

Embracing, kissing, and sexual behaviors will not be tolerated and may result in disciplinary actions including suspension from school.

Threats

Freedom High School will not tolerate any type of behavior that is threatening, or intimidating in nature, either in person or through electronic media. Under no circumstances should a student make threats, or implied threats, to or about someone. Students are expected to report threats to a counselor, administrator, security officer or other adult staff members. Depending on the type of behavior administrators can consider a range of consequences, including removal from school, legal action, and/or clinical evaluation.

Refusal to Identify Self

All students must, upon request, identify themselves to adults in the school building, on school grounds, or at school-sponsored events. Failure to do so will result in disciplinary action.

Restroom

E-hall passes are needed to go to the restroom. Only one person is allowed in a stall, and one person in the single user restroom. Restrooms are located throughout the building.

Vandalism

Students are expected to respect the school. Pranks are discouraged as they can go awry and lead to serious damage and/or injury. Defacing or destroying school property is extremely costly in time and money and will result in consequences, ranging from suspension to expulsion. In addition, students will face legal charges and financial restitution.

Vending Machines

Vending machines are provided for student use before and after school. The school is not responsible for lost money. Students are not allowed to use vending machines in the teacher workrooms at any time.

Visitors

All visitors to the school must report to the front desk in the main office, and have a government issued ID to sign in and receive a visitor's pass. Alumni are not permitted in the building during school hours without permission from an administrator. They need to wait in the main office until they are escorted to the specific location.

SCHOOL BOARD POLICIES

(In alphabetical order)

Students are expected to abide by all school board policies whenever on school property or participating in a school related activity. A copy of the Student Rights and Responsibilities and special notices with complete detailed policies will be available on the LCPS website as additions to this policy manual. Parents/Guardians are expected to review these thoroughly with their students especially those pertaining to substance abuse and weapons where violations may result in expulsion from school. Information regarding school board policies can be found on the LCPS website www.lcps.org

Alcohol, Drug, Tobacco and Electronic Cigarettes; [Policy 8240](#)

The purpose of this policy is to promote and maintain a safe and healthy environment for the school community. The Loudoun County School Board is committed to supporting students to abstain from the possession, use, distribution, and/or sale of alcohol, illicit and unauthorized drugs, tobacco and e-cigarettes. Staff will intervene when a violation is detected, take appropriate corrective disciplinary action, and provide educational support for all students.

A. Prohibited Substances and Usage:

Students are strictly prohibited from the following while under school authority, on a school bus, at a school bus stop, on school property, or at a school sponsored activity on or away from school property.

1. The unlawful manufacture, distribution, dispensing, possession or use of any drug or chemical substance that affects the brain or nervous system (including anabolic steroids) and any controlled substances (pill, capsule, tablet or any form which purports to act like a controlled substance) or any imitation or look-alike drug, controlled substance or marijuana.
2. The use or possession of alcohol (ethyl or grain alcohol obtained by distillation of any fermented liquor, shall include synthetic ethyl alcohol, spirits that includes brandy, rum, whiskey, vodka, scotch, gin, or any one or more, product or liquids shall include cough syrup, mouthwash, extracts and any other such products or material, whether solid or liquid, which contain alcohol) but shall not include methyl alcohol and alcohol completely denatured in accordance with formulas approved by the United States Government.
3. Being under the influence of drugs (stimulants, depressants, hallucinogens, inhalants, opiates) including but not limited to narcotic drugs, amphetamines, barbiturates, marijuana, and any anabolic steroid, synthetic drug, or any contraband or controlled substance.
4. Being under the influence of alcoholic beverages (wine, beer, every liquid or solid, patented or not, containing alcohol spirits), or intoxicants of any kind.
5. The sale, delivery or intent to sell or deliver alcohol or controlled substances.
6. The sale, distribution or intent to sell or distribute look-alike controlled substances or synthetic drugs (substances that are represented or perceived as an illegal drug or marijuana regardless of the true nature of the substance) regardless of whether they produce similar subjective effects to illegal drugs.
7. The use, possession or distribution of drug-related paraphernalia.

Alcohol, Drugs, Tobacco and Electronic Cigarettes; [Regulation 8240](#)

A. Alcohol Violations

1. The first violation of Policy 8240 by a student shall result in a four (4) day placement in ISS (In-School Suspension) and three (3) days assigned to the Substance Use Education Class sponsored by Loudoun County Public Schools. Students committing the first violation of this policy shall be subject to disciplinary action as may be deemed developmentally appropriate.
2. A second violation of this policy by a student shall result in a seven (7) day placement in ISS and assignment to the Substance Use Education Class for three (3) days. Students committing the second violation of this policy shall be subject to disciplinary action as may be deemed developmentally appropriate.
3. Any further violation of this policy may result in a recommendation by the principal for long-term suspension or expulsion from school by the Division Superintendent.
4. All students who are required to attend the Substance Use Education Class shall be required to undergo an assessment by the school-based substance use expert. If recommended by the evaluator, and with the consent of the student's parent, the student may be required to participate in a treatment program.

B. Drug Violations

1. The first violation of Policy 8240 by a student, except for distribution or selling, shall result in a four (4) day placement in ISS (In-School Suspension) and three (3) days assigned to the Substance Use Education Class sponsored by Loudoun County Public Schools.
2. A second violation of Policy 8240 by a student seven (7) day placement in ISS and assignment to the Substance Use Education Class for three (3) days. Students committing the second violation of this policy shall be subject to disciplinary action as may be deemed developmentally appropriate.
3. A first violation for distribution or sale of the substances identified in the policy, shall result in a student being suspended out-of-school for four (4) days, three (3) days in the ISS and three (3) days assigned to the Substance Use Education Class. At that time, the student's case will be evaluated to determine whether the student should:
 - a. Return to the home school.
 - b. Be temporarily placed in a distance learning environment not to exceed 45 days.
 - c. Be considered for enrollment in the Alternative Education Program at The North Star School.
4. Students who otherwise violate the provisions of Policy 8240 may be subject to other disciplinary measures, including long-term suspension or expulsion, and a referral to the Division Superintendent for other action, which shall include attendance at the Substance Use Education Class.
5. All students who violate this policy are required to undergo an assessment for drug use by the school-based substance use expert. If recommended by the evaluator and with the consent of the student's parent, the student may be required to participate in a treatment program.
6. Actions taken in accordance with Sections C and D below involving suspensions of ten

days or less are reviewable under Policy 8220 (Student Suspension From School). The appeal procedures set forth in Policies 8230 (Appeals and Hearings - Student Discipline) and 8220 (Student Suspension From School) shall apply to disciplinary assignments to the Substance Use Education Class. A disciplinary action in the form of long-term suspension or expulsion taken under this policy is also subject to the appeal procedures set forth in [Policy 8230](#).

C. Tobacco and Electronic Cigarette Violations

1. The first violation involving use or possession of tobacco products and/or electronic cigarettes (vape pens) shall result in assignment in-school suspension for three (3) days where they will receive the tobacco products education program.
2. The second violation involving use or possession of tobacco products and or/electronic cigarettes (vape pens) by a student shall result in assignment to In-School suspension for five (5) days and referral to the Student Assistant Specialist who will assess and provide school-based support.
3. The third violation involving use or possession of tobacco products and/or electronic cigarettes (vape pens) shall result in the student being placed in ISS for seven (7) days and three (3) days assigned to the Substance Use Education Class sponsored by Loudoun County Public Schools.

D. Substance Use Education Program.

The program will be comprised of:

1. Class instruction equivalent to home-based instruction in a self-contained setting separate from the Alternative Education Program. A disciplinary assignment to the Substance Use Education Class under this policy is not a placement in an Alternative Education Program under Policy §8-40.

- a. First violations of Policy 8240 with alcohol or drugs by a student (not tobacco products and/or e-cigarettes), will result in four (4) day placement in ISS (In-School Suspension) and an additional three (3) days assigned to the Substance Use Education Class.
- b. Second violations of Policy 8240 with alcohol or drugs by a student (not tobacco products and/or e-cigarettes) will result in a student being placed in ISS for seven (7) days and three (3) days assigned to the Substance Use Education Class.

2. Education about drug use, civil laws, and school consequences, including expulsion from school for a first and a second alcohol/drug violation and for a third tobacco/electronic cigarette violation.

3. Upon completion of the Substance Use Education Class, recommendation, which may include follow-up services and/or group or individual counseling provided by a Student Assistance Specialist, or a referral for a community based substance use assessment.

E. Special Circumstances.

Given the facts of a particular case, special circumstances may exist indicating that disciplinary action other than suspension and/or expulsion may be appropriate and may be recommended by the principal. The principal may recommend alternate disciplinary action if a student demonstrates intent to harm himself or herself. The Superintendent or the Superintendent's

designee shall conduct a preliminary review of all cases under this policy to determine if disciplinary action other than the policy required by regulation or recommended by the principal is appropriate.

Bullying: Policy [8250](#)

Loudoun County Public Schools is committed to a school environment that is free from bullying and cyberbullying.

A. Definition of bullying.

- Bullying is the systematic and chronic infliction of physical hurt or psychological distress on another person. The Code of Virginia § 22.1-276.01 defines bullying as “any aggressive and unwanted behavior that is intended to harm, intimidate, or humiliate the victim; involves a real or perceived power imbalance between the aggressor or aggressors and victim; and is repeated over time or causes severe emotional trauma. “Bullying” includes cyberbullying. “Bullying” does not include ordinary teasing, horseplay, arguments or peer conflict.”
- Cyberbullying refers to bullying by a student(s) towards another through electronic communication. Cyberbullying includes such things as sending mean, vulgar or threatening messages or images; posting sensitive private information about another person; pretending to be someone else in order to humiliate another person; and defamatory online social media websites.

B. Characteristics of bullying.

- Bullying involves physical and emotional behaviors that are intentional, controlling, and hurtful and create a harassing, intimidating, hostile or otherwise offensive educational environment.
- Bullying is any unwanted and repeated written, verbal, cyber, or physical behavior, including any threatening, insulting, or dehumanizing gesture, by a student or adult, that is severe or pervasive enough to create feelings of intimidation, alienation, or humiliation and which unreasonably interferes with the school performance or participation of others.
- Bullying behavior may be communicated openly and directly, or subtly and indirectly, in person or by other methods of communication, to include technology.
- Bullying behavior is a subtype of the broader concept of peer aggression and victimization; therefore, bullying prevention approaches must focus broadly on reducing all forms of aggressions and victimization, regardless of the intent, frequency, and power differential.
- Bullying behavior may include, but is not limited to, targeting a student’s actual or perceived personal characteristics including race, color, national origin, religion, sex, pregnancy, childbirth or related medical conditions, sexual orientation, gender identity, physical or mental ability or disability, age, genetic information, socioeconomic status, political affiliation, or on a student’s association with a person or group with one or more of these actual or perceived characteristics.

C. Reporting Bullying Behavior.

Any student who believes they have been the target of bullying/cyberbullying, or any other person in the school community who observes or receives notice that a student has or may have

been the target of bullying/cyberbullying, should **immediately report the incident to a school administrator, counselor or faculty/staff member**. Staff members shall take steps to prevent bullying and attempt to take developmentally appropriate steps to intervene with bullying. When allegations of bullying are reported to the principal, or designee, he/she shall investigate such allegations and/or incidents promptly.

D. Parent Notification.

The principal, or designee, shall attempt to promptly report any allegation of bullying, by or against a child, to the parent/guardian via telephone, personal conference, and/or in writing. The status of any investigation of an allegation or incident of bullying, as defined by this policy, shall be reported to the parent/guardian within five (5) school days or sooner. Notification must be consistent with the student privacy rights under the applicable provisions of the Family Educational Rights and Privacy Act of 1974 (FERPA). At any time during the investigation it has been determined that criminal charges may be pursued against the perpetrator, all appropriate local law enforcement agencies should be notified.

E. Positive Behavior/Education.

1. Bullying prevention and intervention programming should include evidenced-based curricula, practices, and strategies. Incidents of bullying are to be reported and investigated as soon as possible. Developmentally appropriate interventions with students accused of bullying, as well as those identified as the victims, and resolutions of all complaints are essential to maintaining a safe learning environment. Records are to be kept and collected, and the data analyzed annually.

2. A school administrator should be designated as the bullying prevention coordinator at each school to oversee the implementation of the division-wide program that includes the following:

- a. annual training for faculty, staff and students on how to prevent and identify bullying, how to report suspected bullying, and how to take developmentally appropriate steps to intervene with bullying;
- b. steps for receiving, reporting and investigating complaints;
- c. parent/guardian education;
- d. privacy and confidentiality for all involved individuals;
- e. notification of law enforcement when it is suspected a criminal offense may have occurred; and

3. This policy should be prominently displayed on the division's and individual school's websites.

F. Staff and Administrative Response.

Bullying violations under this policy are prohibited and constitute grounds for interventions to include but not limited to Restorative Practices and/or student discipline ranging from in-school disciplinary measures to involuntary transfer, short or long-term suspensions and/or expulsion under school board policies. When investigating the allegation and/or incident, all of the surrounding facts, circumstances, severity, and age/developmental factors should be considered.

G. Monitoring.

The principal and designated assistant principal(s) are responsible for implementing, enforcing, and monitoring this policy

Dress Code: [Policy 8270](#)

Loudoun County Public Schools' student dress code supports equitable educational access and is written in a manner that does not reinforce stereotypes and that does not reinforce or increase marginalization or oppression of any group based on race, color, national origin, caste, religion, sex, pregnancy, childbirth or related medical conditions, sexual orientation, gender identity, gender expression, marital status, disability, age, or genetic information. The student dress code supports our goal of inspiring students to learn while leaving primary decisions around student clothing and style to students and their parents or guardians. Our expectation is that parents and guardians are responsible for ensuring student compliance with the school's dress code, and students are responsible for knowing the student dress code and for complying during school hours and school activities.

A. Values.

Our values are:

1. All students should be able to dress comfortably for school and engage in the educational environment without fear of, or actual unnecessary discipline, or body shaming.
2. A student's choice of clothing should not be blamed as a distraction to the learning environment, apart from specific violations of the dress code detailed in this policy.
3. Student dress code enforcement should not result in unnecessary barriers to school attendance.
4. School staff should be trained and able to use student/body-positive language to explain the code and to address code violations.
5. Teachers should focus on teaching without the additional and often uncomfortable burden of dress code enforcement.
6. Reasons for conflict and inconsistent and/or inequitable discipline should be minimized whenever possible.

B. Appropriate Student Attire.

1. Students must wear:
 - a. a shirt;
 - b. a bottom: pants, sweatpants, shorts, skirt, dress, or leggings;
 - c. shoes; and
 - d. clothing required by specialized courses or activities, such as sports uniforms or safety gear. Students must dress appropriately for gym class, wearing clothing and footwear that permits for full and safe participation in all activities.
2. Students may wear:
 - a. hats, including religious headwear;
 - b. hoodie sweatshirts (hoods must be lowered during instructional time);
 - c. fitted pants, including leggings, yoga pants, and "skinny jeans";
 - d. pajama pants and pajama shirts;
 - e. ripped jeans, as long as underwear is not exposed;
 - f. shirts with straps;
 - g. athletic attire;
 - h. clothing with commercial or athletic logos; and

- i. any religiously or ethnically specific or significant clothing, head covering, or hairstyle, including hijabs, yarmulkes, headwraps, braids, locs, and cornrows.
3. Clothing and accessories in violation of dress code are those that:
- a. depict or promote illegal, violent, or lewd conduct;
 - b. depict or promote the unlawful possession or use of weapons, alcohol, tobacco, drugs, drug paraphernalia, or other controlled substances;
 - c. expose private parts;
 - d. expose underwear (however, visible waistbands or straps on undergarments worn under other clothing are not a violation);
 - e. are helmets or headgear that obscures the face (except as a religious observance or if medically necessary);
 - f. are bathing suits;
 - g. include language, slogans, symbols, icons, or images that are reasonably foreseeable to cause a material and substantial disruption or invade the rights of others and that amount to hate speech, are highly offensive or threatening to others, or impede or distract from the Board’s mission of instilling values necessary or appropriate for polite civil discourse or political expression in a school context, social tolerance, nondiscrimination, self-awareness and sensitivity to the feeling of others. For example, displays of certain symbols such as Confederate or Swastika images are perceived by many as racially hostile, are associated with racial prejudice, have been a source for conflict among students, and could result in hatred, ill will, and emotional trauma that are all inappropriate in the school context.

C. Dress Code Enforcement and Responsibilities

1. Staff are responsible for communicating and equitably enforcing the division dress code during school hours and school-sponsored activities. To ensure effective and equitable enforcement of this dress code, school staff shall enforce the dress code consistently and in a viewpoint neutral manner using the requirements below. Discussion about dress code violations shall be held privately and maintain the dignity of the student.
- a. Students will only be removed from spaces, hallways, or classrooms as a result of a dress code violation as outlined above. Enforcement should provide options for reasonable remediation of the infraction that demonstrates respect and minimizes loss of instructional time.
 - b. No student should be disproportionately affected by dress code enforcement because of their gender or any other protected class such as race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance, household income, or body type/size.
 - c. Enforcement must be reasonably discreet. Students should not be shamed or required to undress or display their body in front of others (students, parents, or staff) in school. “Shaming” includes, but is not limited to: kneeling or bending over to check attire fit; measuring straps or skirt length; asking students to account for their attire in the classroom or in hallways in front of others; calling out students in spaces, in hallways, or in classrooms about perceived dress code violations in front of others; accusing students of “distracting” other students with their clothing.
 - d. Enforcement may include disciplinary actions that are consistent with other discipline policies and sufficiently escalatory to encourage compliance, however, violations of the dress code should generally be treated as minor infractions unless repeated or egregious in nature (e.g. streaking, hate speech).

2. Students are responsible for complying with the division dress code during school hours and school sponsored activities. Students who feel they have been subject to discriminatory enforcement of the dress code should contact the Office of School Administration.

3. Parents or guardians are responsible for ensuring student compliance with the dress code. Parents or guardians of students requiring accommodation not otherwise covered in this policy should contact the school principal or principal's designee.

Grading and Assessment: [Policy 5030](#)

This policy and accompanying K-12 Assessment and Grading Common Guidelines for Loudoun County Public Schools (LCPS) staff are based on the belief that assessment of student learning is an essential component of the teaching and learning process and assessment has the potential to motivate students and improve learning. Additionally, this policy seeks to establish a consistent approach to assessment and grading in all Loudoun County Public Schools.

This is the [link](#) to the school's grading and assessment practice which is based on the LCPS grading and assessment policy. For the specific LCPS grading policy, please refer to LCPS School Board Policy [#5030](#) and [#5030 Reg A](#) on the LCPS website.

Student Technology Acceptable Use: [Policy 8650](#)

The Loudoun County School Board provides technologies, including access to the internet, to promote educational excellence by facilitating resource sharing, innovation and communication. The term technology includes hardware, software, data, communication lines and devices, terminals, printers, servers, mainframe and personal computers, the internet and other internal or external networks.

Purpose. All use of the Division's technology must be:

- (1) consistent with the educational or instructional mission or administrative function of the Division as well as the varied instructional needs, learning styles, abilities and developmental levels of students and/or research, or
- (2) for legitimate school business. Loudoun County Public Schools may provide students with access to online educational services and websites through contracts with educational companies and vendors. Students may be provided with a username and password to access educational content on these websites. Use of the computer system is a privilege, not a right.

Monitoring. Loudoun County Public Schools routinely monitors an individual's usage of the Division's technology. The normal operation and maintenance of the school division's technical infrastructure and services requires that usage and activity are monitored, data and electronic communications are routinely backed up, and programs or other devices are employed to maintain the functionality, integrity, or security of the network infrastructure. Any communication or material using School Division technology, including electronic mail and documents created, stored, or shared from a user's account, may be monitored, read, recorded, copied, seized, and/or provided to appropriate authorities by school officials without prior notice. Users shall have no right or expectation of privacy. None of the Division's technologies shall constitute a traditional, limited or designated public forum. Students shall not send, receive, view or download illegal materials.

Content Filtering. The School Division selects and operates technology protection measures that monitors and filters or blocks Internet access for all devices connected to LCPS and

LCPS-OPEN. The protections prevent access to the following:

1. Child pornography;
2. Obscenity; and,
3. Material that the School Division deems to be harmful to students and material that is otherwise inappropriate for students.

Bring Your Own Technology (BYOT). Personal technology devices are permitted at school and can be used in instructional areas with permission from the teacher. Personal technology devices are permitted to use the LCPS-OPEN wireless network only. Personal technology devices are prohibited from accessing the LCPS network (wired or wireless). All Personal Devices used within school or at school functions must be free from anything that would violate the Student Rights and Responsibilities handbook or this policy including the use of a Virtual Private Network (VPN) to subvert the division's protection measures.

Signature Form. Each student and parent/guardian of each student shall sign the form attached to the Student Rights and Responsibilities in the Student Handbook or online via ParentVue/StudentVue. By doing so, the student and parent/guardian acknowledge to accept the terms of this policy and the failure of any student to follow the terms of this policy or accompanying regulation may result in loss of computer or network system privileges, disciplinary action as defined in the Student Rights and Responsibilities handbook, School Board policy, and/or law.

Limited Liability. The Loudoun County School Board is not responsible for any information that may be lost, damaged or unavailable when using the computer system or for any information retrieved via the Internet. Furthermore, the School Board will not be responsible for any unauthorized charges or fees resulting from access to the computer or network system.

Title IX, Sex-Based Discrimination, Sexual Harassment: [Policy 8035](#)

Loudoun County Public Schools (LCPS) is committed to maintaining an equitable, safe, and inclusive learning environment for students free from all forms of harassment and discrimination.

1. Title IX of the Education Amendments Act of 1972 is a federal law that states: "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance." The U.S. Department of Education has published implementing regulations that include, but are not limited to, the need for the designation of a Title IX Coordinator and for a specific complaint and grievance procedure meeting federal requirements regarding sexual harassment. Loudoun County Public Schools will establish regulations that address grievance procedures for addressing allegations that violate Title IX.
2. Sex-based discrimination includes, but is not limited to discrimination in programs, athletics, extra-curricular activities, facilities, course offerings, and funding.
3. Sexual harassment means conduct on the basis of sex that satisfies one or more of the following:
 - a. The provision of aid, benefit, or service for a student on an individual's participation in unwelcome sexual conduct;

- b. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to LCPS's education program or activity; or
 - (i) Sexual assault" as defined in 20 U.S.C. § 1092(f)(6)(A)(v)
 - (ii) "Dating violence" as defined in 34 U.S.C. 12291(a)(10)
 - (iii) "Domestic violence" as defined in 34 U.S.C. 12291(a)(8)
 - (iv) "Stalking" as defined in 34 U.S.C. 12291(a)(30)

This [link](#) will provide you updated definitions of sexual assault, dating violence, domestic violence and stalking.

If you need to talk to someone about discrimination or harassment, please do not hesitate to reach out to your counselor or administrator.

Students, parents, employees, or applicants who wish to file a Title IX complaint should contact the Title IX Coordinator for Loudoun County Public Schools:

Christopher Moy, Division Title IX Coordinator
21000 Education Court
Ashburn, VA 20148
(571) 252-1548
TitleIXCoordinator@lcps.org

Marco Pereira, Deputy Title IX Coordinator
21000 Education Court
Ashburn, VA 20148
(571) 252-1328
Marco.Pereira@lcps.org

Danyelle Reese
Title IX Deputy Coordinator
21000 Education Court
Ashburn, VA 20148
(571) 252-1865
Dayelle.Reese@lcps.org

Weapons: [Policy 8234](#)

Possession or use of a weapon, loaded or unloaded, operable or inoperable, by a student while under the control or supervision of the school's staff, at a school-sponsored activity, or on school property is prohibited. This policy is applicable to students at all grade levels. The term "weapon" is intended to be construed broadly and includes any instrument or device which, by its design or use, is capable of causing injury, harm, or threat of injury or harm to the physical well-being of another person as largely defined within both federal and state law. For the purposes of determining appropriate penalties for violations of this policy, weapons are classified as either Category A or Category B, except under specified circumstances.

A. Category A Weapons.

1. Firearms, starter guns or any weapon that is designed or can be readily converted to expel a projectile by action of an explosion. Examples of firearms include any pistol, shotgun, rifle, or revolver;

2. Pneumatic guns, including a paintball gun, BB or pellet gun, or air rifle that use pneumatic pressure to expel a projectile; and
3. Explosive or incendiary devices, including those containing poison gas, acid or in the form of a grenade, rocket or bomb and any combination of parts either designed or intended for use in converting any device into any destructive device. "Destructive device" does not include any device that is not designed or redesigned for use as a weapon, or any device originally designed for use as a weapon and that is redesigned for use as a signaling, pyrotechnic, line-throwing, safety, or other similar device.

B. Category B Weapons.

1. Any knife or other instrument or device that has a blade designed to cut or a point designed to penetrate, including a dirk, Bowie knife, switchblade, folding knife, ballistic knife, or machete;
2. Any gun or device designed to expel a projectile by any non-pneumatic or non-explosive action, including those using trigger, battery power or tension action. Examples include slingshots, bows, nail guns and toy shooting devices;
3. A stun weapon of any kind;
4. Any club, baton, stick, flailing or thrown instrument or other similar device designed for use as a weapon, such as a blackjack, spring stick, brass or metal knuckles, nunchahka (nun chuck or nunchaku), fighting chain, shuriken, throwing star or oriental dart;
5. Any chemical or chemical compound, including pepper spray, that produces an adverse effect on the normal functions of the human body;
6. Any instrument or device that is actually used intentionally to injure, harm, endanger or induce fear in another person, including cap guns, foam-based guns, and other "toy" or "look-alike" weapons; and
7. Any instrument or device, not included in Category A, which has as one of its designed purposes to be used as a weapon to injure, harm, or endanger another person.

C. Exceptions to Weapons Classification. The following weapon or weapons may be exempted from those categorized above, depending on the appropriateness of their use and provided that such weapons are authorized by a school official:

1. Those that are specifically a part of the school's curriculum or activities or any organization authorized by the school to conduct its programs;
2. Those tools, such as a knife, customarily used for food preparation or service and is being used for such purpose; or
3. Those used within the Junior Reserve Officers Training Corps (JROTC) program in conducting marksmanship training when such training is a normal element of such programs; such programs may include training in the use of pneumatic guns. Such marksmanship training shall occur only at a location or locations approved by the Superintendent or Superintendent's designee.

D. Penalties for Violation.

1. Category A Weapons Violation.

Any student who violates this policy with respect to a Category A weapon shall be automatically recommended for expulsion from Loudoun County Public Schools (LCPS) by the principal. Given the facts of a particular case special circumstances may exist indicating that disciplinary action other than suspension and/or expulsion may be appropriate and may be recommended by the principal. The Superintendent or the Superintendent's designee shall conduct a preliminary review of all cases under this policy to determine if disciplinary action other than suspension or expulsion is appropriate.

2. Category B Weapons Violation.

Any student who violates this policy with respect to a Category B weapon or any other terms of this policy may be subject to expulsion from LCPS, or to such lesser disciplinary action, including long-term suspension, as may be deemed appropriate by the Superintendent or the Superintendent's designee in accordance with Policy 8220, Student Suspension from School.

3. Safe Harbor Provision. The accidental or inadvertent possession of a weapon by a student, either brought onto or found on school property or at a school-sponsored activity shall not constitute a violation of this policy, provided the student immediately reports the same to a teacher or administrator upon discovery thereof by such student and before it is discovered or seen by school staff or by another student.

4. Reporting to Law Enforcement. Notwithstanding the foregoing, there may be a requirement to report such possession to law enforcement officials as provided in state law.

5. Right of Appeal. Certain disciplinary actions for violations of this policy are appealable to or must be formally determined by a Committee of the School Board as provided in Policy 8220, Student Suspension from School.

ATHLETICS

Virginia High School League (VHSL)

VHSL governs athletics, drama, debate, forensics, and academic competitions. Freedom is a member of Class 6, Region B, Cedar Run District for all athletics. Athletes must read, sign, and abide by the Loudoun Student Athletic Handbook's rules and procedures.

Eligibility for VHSL Activities

- Students must have been enrolled in a minimum of five courses and have passed at least five courses the previous semester to their participating season.
- Students must not have been enrolled in school for more than eight consecutive semesters.
- Students must not have reached their 19th birthday on or before the first day of August of the year participating.
- Students must have completed a VHSL Physical Form.

NOTE: For additional VHSL Eligibility requirements see the Athletic Director.

Sportsmanship

We take pride in supporting the VHSL Sportsmanship Code. Participants and spectators are expected to demonstrate good sportsmanship by following the VHSL standards. We cheer for our fellow students and do not show negative, taunting, or disrespectful behavior. Inappropriate behavior will not be tolerated and will result in disciplinary action including removal from participation and/or attendance at events. The athletic handbook lists specific expectations related to athletic training rules. Coaches conduct mandatory preseason meetings with parents and students to review expectations, training rules, and sportsmanship.

Behavior at Athletic Events

All students who attend a school sponsored LCPS function, are expected to set the best example of appropriate behavior. Freedom High School has a reputation for positive sportsmanship and audience courtesy. We expect students and the community to help continue this tradition. In accordance with local athletic district policies, students may not be shirtless and must follow the dress code policies at all school events. All school policies apply to extracurricular events.

Participation in daily athletics

Athletes must arrive at school by 9:45 a.m. if they plan to participate in after-school practices, games or meets. All participants must be registered at Freedom High School as a full-time student.

SCHOOL COUNSELING DEPARTMENT

Freedom High School Counseling Mission Statement

In collaboration with students, faculty, parents/guardians, and the community, the Freedom High School Counseling Department provides an equitable, comprehensive, and developmental school counseling program that leads all students to success. By advocating on behalf of all students, we provide access to a safe and positive educational environment that encourages academic achievement and fosters social, emotional, and mental wellness. We empower all students to acquire the knowledge necessary to attain lifelong educational, career, and personal/social fulfillment throughout high school, and for years to come beyond graduation.

Freedom High School Counseling Department Vision Statement

In line with the Virginia Department of Education Vision and Mission, the Loudoun County Public Schools Vision, and the Freedom High School Mission, the Freedom High School Counseling Department envisions that all students are motivated learners and can challenge themselves to achieve their utmost potential. They apply critical thinking and creative problem-solving to endeavors and communicate and collaborate effectively with others as active and engaging citizens. The students actively strive to attain knowledge and skills that will help them fully realize their academic, career and personal goals, both short term and long term, five-15 years after graduation. Students are enthusiastically engaged in their education and remain life-long learners who stay current and informed in an ever-changing, diverse society and global community. Graduates of Freedom High School will be prepared to adapt and work in careers that have not been created yet. Students are responsible citizens who show care for themselves and compassion and respect for others and aspire to make meaningful contributions to the world.

STUDENT COUNSELING PERSONNEL

Ken Christopher
Director of School Counseling
Kenneth.Christopher@lcps.org

Colleen Hurley
Assistant Director of School Counseling
Colleen.Hurley@lcps.org

Counselor Assignments

Last name of student	Counselor	Email
A-BUD	Irene Lee	YeRin.Lee@lcps.org
BUI-DO	Cristi Goldberg	Cristi.Goldberg@lcps.org
DR-HAL	Celia Benz	Celia.Benz@lcps.org
HAM-KE	Darlene Adu-Gyamfi	Darlene.AduGyamfi@lcps.org
KH-MC	Pablo Barrios	Pablo.Barrios@lcps.org
ME-NG	Colleen Hurley	Colleen.Hurley@lcps.org
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How do Students Request to See a Counselor?

The preferred method to request an appointment with your School Counselor is to email your School Counselor with the request, including in the email the purpose of your request and your Study Hall Block. If not possible, students may instead fill out a [REQUEST TO SEE YOUR COUNSELOR GOOGLE FORM](#), counselor request form, and drop it off in the School Counseling Office. Your School Counselor will send an e-Hall Pass for you during your Study Hall, or your Early Release period.

**** If you have an emergency (concern about hurting yourself or someone else), please report it to the School Counseling Office immediately.****

Unified Mental Health Team (UMHT)

Our mission is to address the social, emotional, and behavioral expectations of our FHS community. We will use a team-based approach, to provide educational and professional development, utilize prevention-based efforts, and respond to student needs with evidence-based interventions. UMHT is important because it provides an opportunity to discuss systematic issues pertaining to the delivery and evaluation of mental health prevention and intervention support across the school and create a plan to address any issues. If you are interested in learning more please reach out to the counseling department.

FHS CAREER CENTER

Planning Life After High School

Your first step in planning life after high school should be to log into Naviance. Naviance is a comprehensive college and career readiness tool used in LCPS. It is a web-based counseling software package that helps connect academic achievement to the student's post-secondary goals. It allows counselors, parents and the student to collaborate in the college admissions process and career planning. You may access Naviance through the counseling page on the FHS website. Here are the steps to follow:

- Students can log into Naviance through LCPS.GO
- Parents can create their own password. Contact the Career Specialist at Freedom High School for access.
- Make sure your e-mail address is up-to-date. All communication comes through your email.

Searching for Careers — Click the *Careers* Tab

Explore Careers Search for a career and career clusters

What are my Interests? Learn what career clusters may be a good match based on activities of interest, subjects you enjoy and personal qualities.

Searching for Colleges — Click on the *Colleges* Tab

My Colleges – Track information about the colleges you are thinking about and applying to.

Sign up for colleges that are visiting FHS.

College Research Search the database of over 4000 colleges and universities using criteria such as size, location, cost, majors, athletics programs, etc. This tab includes graphs and Scattergrams providing a view of college application outcomes (accepted, denied, waitlisted) for applicants from Freedom High School using GPA and SAT scores. You can gauge your chances of acceptance at the college you are interested in.

Learning About Yourself — Click the *About Me* Tab

Success Plan: A planner with goals

My Assessments: Includes Strengths Explorer powered by Gallup, will help uncover your talents and reveal your potential strengths.

Interesting Things About Me: Develop and store your personal portfolio, resume(s), game plan and other documents needed for life after high school. Keep track of your favorite careers and colleges.

Official Things Test scores, profile and account information

My Planner tab provides a student planner to keep track of your post high school planning.

SCHOOL HEALTH OFFICE & INFORMATION

Parent/Guardian Contact Information

Emergency contact phone numbers and information must be kept up to date so we can reach parents/guardians if the student is ill or injured. The health office is open from 9:15 a.m. – 4:18 p.m. All student medications (prescription and over the counter) must be checked into the health office by a parent/guardian. Except for an emergency, students who are ill or need to visit the nurse must have a pass from their teacher and they must check in and out of the health office with the nurse.

Student Medication

All medicines should be administered to students by their parents at home if at all possible. Medicine administered at school will strictly follow the procedures described below. Any student who fails to follow these procedures or whose parents fail to follow them will be excluded from school until compliance is assured. The principal shall determine whether or not there is compliance with the provisions of this policy. If it is necessary that a medication be given during school hours, the following regulations must be followed:

Prescription Medication

- Medication must be brought to school in the original container with the appropriate label intact.
- Parent/guardian must bring medication to the nurse, health aide, or designee. Medication will be kept in a locked medicine area of the health office. If you ask, the pharmacy will give you an extra bottle for liquid or tablets with the proper amount of medicine and label for school.
- The physician and parent must complete the Loudoun County Public Schools Authorization for Medication Administration, click [here](#) for the health forms.

Non-prescription Medication

- Must be brought in by parent/guardian.
- Must be in an original package with the name of the medicine and instructions.
- Must have a signed and dated note the [Authorization for Medication Administration from](#) the parent/guardian regarding when and how much medicine to administer.
- Will be given according to the amount listed on the package for your child's age and weight unless the doctor's orders on a medication form indicate differently.

Emergency Life-Saving Measures

The parent of any student who has a condition that would require emergency, life-saving medication or other measures must inform the nurse of the condition and provide instructions from the attending physician on measures to be taken, including administering any medication. These instructions should cover measures to be taken while the student may be on a school bus or other times when medicine is not immediately available.

Safekeeping of Medicine

All medication must be kept by the school nurse or principal in a secure place known by and accessible to persons who may have to administer life-saving medication.

Medical Releases

Students who are returning to school after a hospitalization, surgery/procedure (tests, broken bones, concussions, etc.) should have a release from the physician. The release should include the following information: approval for the student to return to school, the activity level

allowed, any current restrictions, and the duration of stated restrictions. All release paperwork must be turned in to the health office upon return to the health office.

Sick-day Guidelines

Please keep your child home if he/she:

- Has a fever of 100.4 degrees or higher
- Has been vomiting
- Has symptoms that prevent him/her from participating in school, such as excessive tiredness or lack of appetite, productive coughing or sneezing, headache, body aches, earaches, or sore throat.
- Has a severe sore throat that could be strep throat even if there is no fever.
- Has any symptoms of illness or is not feeling well.

Keep your child home until he/she has been fever free for 24 hours without medication.

Returning to school too soon may slow the recovery process and expose others unnecessarily to illness.

LIBRARY

The FHS library program exists to provide a safe, accessible, relevant, inclusive, collaborative environment for the entire school community to become enthusiastic readers and critical, ethical, effective, and productive users of information in a global information society. The library is committed to providing quality instructional materials to support the student curriculum, popular recreational reading material, and literacy skill instruction to help students become proficient information users. We work collaboratively with teachers to support programs of study with literacy skill instruction.

Library Hours

The hours for the library media center are:

Monday through Thursday – 8:15 a.m. - 4:45 p.m.

Friday – 8:15 a.m. to 4:30 p.m.

Collection

The library is professionally staffed and equipped with a growing multimedia collection of books, e-books, audiobooks, digital periodicals and board games.. Many resources can be accessed remotely 24/7.

Online Resources

Our online resources (e-books, audiobooks, digital magazines, databases, etc.) are accessible through the Library Resources Folder found in LCPSGO.

Overdue Items

Fines are not assessed for overdue items. Students will receive reminder notices each quarter as items become overdue.

Student Conduct

Students are expected to respectfully work, read, or visit others while maintaining a healthy learning environment. LCPS Acceptable Use Policy rules and regulations apply.

Eagles Connect (Study hall) Policy

All students using the library during study hall will need an E-Hall pass from their classroom teacher. Each classroom will be able to send three students to the library at one time. Teachers need to submit the time of return for students on the e-hall pass.



Learn more about the library on the [FHS Library Website!](#)

STUDENT SERVICES

Buses

Students can find out their bus number and pick-up/drop-off location by logging into StudentVue, and clicking on the 'Student Info' tab.

Safety is the top priority. All students are expected to abide by the regulations governing the riding of school buses. Students who misbehave on buses may be denied the privilege of being transported on buses. Students are under the authority of the school while going to and from school, and are subject to all school rules during this time.

Students may not ride a bus to which they are not assigned to, without permission from school personnel.

Lockers

Lockers will be assigned only to those students who request one. Students can request through a QR code that will be given during Advisory class. All lockers (gym and hall) are provided by the school as a convenience to the student. They are not the exclusive property of the student.

Students are responsible for the contents of their lockers. All lockers are subject to search under School Board policy. At the conclusion of the school year each locker will be opened and inspected for damage, writing, or decals. If the locker is not left in satisfactory condition, the student will be assigned a deficiency.

Lost & Found

If you have lost an item, check with the main office before or after school. Remember the school does not assume responsibility for items brought into the building from outside. Here is the [link](#) to the Virtual Lost and Found.

Payments made to school

All payments to the school can be done on the school website accessing the link (Online Payment System) provided on the main Freedom High School website. The school will accept payments in cash, credit cards or checks payable to Freedom High School. Payments will only be accepted in the main office or online. There is no longer a service fee to pay online.

School Store

The school store known to students as, 'The Perch' is open daily from 8:55— 9:25 a.m. The Perch accepts cash, credit/debit cards or checks made payable to Freedom High School. The Perch offers a variety of merchandise including spirit wear, spirit gear, and snacks. Profits from the store are used to replenish store merchandise, provide scholarships and make charitable donations.

Textbooks

Textbooks are furnished free by the county. Students are responsible for books that are lost or damaged and will be charged accordingly. Students must print their names in ink in all books that are issued to them.

STUDENT PARKING PERMITS/SENIOR PARKING SPOT PAINTING

It is a privilege for students to drive to school and park on campus. Loudoun County Public Schools provides bus transportation for all students who live within the Freedom High School bus attendance zone. Students are highly encouraged to use the transportation service provided by the school division.

However, those who choose to drive to school may apply for a parking permit, issued by Freedom High School. Multiple family vehicles can be included on the application. A parking permit is only issued to a student for the vehicle(s) registered on the application and may not be loaned or transferred to anyone else. The ownership of the parking pass is always retained by the school in the event a student withdraws from school, or has his/her parking privileges suspended or revoked.

This year LCPS will not be charging students for parking spots on school grounds. However, for safety reasons, students will be asked to apply for a spot and will receive a parking tag.

While the parking spaces are free of charge, seniors may paint their spot for a fee of \$40.00. If you would like to personalize your spot you will need to pay the \$40.00 when you register for parking through the new LCPS payment portal, [School Cash Online](#). More details on where to submit your designs and when painting will begin will be sent to you when your parking spot has been confirmed.

On August 18th and 19th the parking application will be live for **Seniors only** and will close at 4pm on August 19, 2022. Parking spots will be allotted according to the time stamp on the application. If after these two days we having remaining spots, we will open it up to juniors. Everyone receiving a parking spot will be notified by 9 pm, August 23, 2022.

Directions to register for a parking permit:

1. Go to the FHS website on your assigned day or use the link in this form.
2. Click here for the [FHS 2022-2023 Parking Permit Application And Permission Form](#).
3. Complete the application and permission form with your parent/guardian. Please read the parking lot rules carefully and make sure you understand how a parking pass can be suspended or revoked.
4. If you would be a senior and would like to personalize your parking spot go to [School Cash Online](#). *Freedom High School Parking Space Painting - Fee: \$40.00*
5. You will then receive notification from Mrs. Koscinski if you have been approved for a parking space. We only have 233 student spaces.
6. Parking passes will be distributed at lunch blocks by the SSO's and/or Mrs. Koscinski. Make sure you bring your driver's license

If you have any questions, please contact Kathryn Koscinski, AP, kathryn.koscinski@lcps.org, and Susan Outten, Lead SSO, susan.outten@lcps.org.

LUNCH

Loudoun County Public Schools has replaced MySchoolBucks with a new meal payment system, called TITAN Family Portal, for the 2022-23 school year. This new meal payment system allows students to put money on an account to purchase school meals or other food items in our school cafeterias.

This is how you register:

1. **Register:** Register at family.titank12.com by clicking on “Sign up today!”
2. **Confirm Email:** Confirm your email address by clicking on the email verification link sent to your email address.
3. **Sign In:** Now you can sign in at family.titank12.com using your email and password.

Any balance left on a student’s cafeteria account from the old system will transfer to the new system automatically. Within this new meal payment system, you will be able to transfer funds between student accounts. (For example, you can transfer funds from one sibling’s account to another.)

Allergy and food intolerance information will transfer to the new system. If there is any change to your student’s allergy and/or food intolerance information, you should enter it into ParentVue and contact the school nurse or health office specialist at your student’s school.

If your student(s) is not returning for the 2022-23 school year, please allocate the remaining funds balance on their meal payment account. You can donate or request a refund for their remaining balance by completing this [form](#).

If you have any questions, please review our [FAQs \(FAQs in Spanish\)](#) or reach out to our School Nutrition Services office at CAFE@LCPS.org.

TIPS FOR A SUCCESSFUL YEAR.

Write down what you have to do for your assignments and when they are due.

We encourage you to keep track of your assignments and other school obligations. If a written agenda is not successful for you, try to use an application and notification on your phone. Whatever system you use, remember to use it regularly and refer to it often so you can stay on task.

Keep up with classes.

Students who keep up with their work tend to be more successful than those who wait and do everything at the last minute. Even if your teachers accept late work, you should not take advantage of that. Those who work diligently on formative assignments, do better on summative assessments.

Communicate with your teachers.

Get to know your teachers so that you can communicate with them effectively. When there are circumstances that keep you from completing an assignment, let your teacher know immediately. Remember that all teachers have an electronic, online presence. Figure out how to get on your teachers' online platform so you can keep up with the class even when you are absent.

Know your school counselor and administrator.

Make sure you take the time to get to know your counselor. He/She is an invaluable source when you are facing difficult issues with academics, teachers and administrators, friends and family, etc.

Maximize your Eagles Study Hall time.

Remember that the more you get done at school, the less you have to do at home.

Avoid consequences which will take you out of the classroom.

Students learn best when they are in the classroom participating in learning activities.

*freedom
High School*

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