

South County Secondary School



2011-2012 Student Handbook & Daily Planner

Dr. Jane Lipp, Principal

PHONE 703.446.1600 FAX 703.446.1697
MAIN OFFICE HOURS: 6:50 AM – 3:20 PM
SCHOOL HOURS: 7:20 AM – 2:05 PM

IMPORTANT PHONE NUMBERS

Attendance Reporting for HS	703.446.1625
Subschool 1 (7 th grade Attendance)	703.446.1700
Subschool 2 (8 th grade Attendance)	703.446.1710
Subschools 3 (Last names A – D) and 4 (Last names E – K)	703.446.1800
Subschools 5 (Last names L – Re) and 6 (Last names Rf – Z)	703.446.1900
HS Student Services Office	703.446.1630
MS Student Services Office	703.446.1640
Student Activities Office	703.446.1675
School Activities Hotline	703.446.1555
School Health Room	703.446.1610

School website	http://www.fcps.edu/southcountys
Homework website	http://fcps.blackboard.com
Stallion Sports website	http://www.stallionsports.org

This planner belongs to:

Period	Course	Teacher	Room
1			
2			
3			
4			
5			
6			
7			

Fairfax County Public Library Card User Number:

DISCLAIMER

All students and parents should note that the information contained in this planner and handbook is current as of the printing of the booklet (June 2011). Changes made to any part, portion or section may be provided to students in another format and at various times throughout the school year. Whenever a regulation of the school board is noted, the intent is to note the current version of the regulation. If changes are made in a regulation, the current version of the regulation supersedes all information contained in this document. It is the student's/parent's responsibility to ensure that they are aware of the latest version of the information in this planner/handbook. All regulations of the FCPS School Board are available online at www.fcps.edu. The "high five" (👋) symbol indicates a new section or a section in which changes have been made since the previous school year.

WELCOME

Welcome to the 2011-2012 school year at South County Secondary School (SCSS)! As students at SCSS, expectations are set high to ensure your academic achievement, social and emotional growth, and leadership development as a student. You play an important role in fulfilling this expectation of "Excellencia In Omni Conatu - Excellence in all Endeavors." Thus, we invite you to actively participate in this process. In order to do so, you must know the expectations as well as information that will contribute to your success as a productive student. The planner is intended to meet these needs and contains some of this essential information. In addition to containing regular reminders of various activities and events that will occur, the planner will assist you with your organizational, academic, and goal setting skills throughout the school year.

Academic excellence, commitment to task, regular attendance, promptness to class, responsibility to self and others, and engagement in classroom instruction are the components that will make you a successful student. We will partner with you to help you maximize your potential. The product of this active partnership will be a school year filled with fun, continuous improvement, learning, relationship building, and Excellence in All Endeavors.

HISTORY OF SOUTH COUNTY SECONDARY SCHOOL

In 2005, SCSS became the first secondary school to open in Fairfax County in thirty-two years. Built on the site of the former DC Department of Corrections facility at Lorton, which housed inmates from Washington, DC, for more than 100 years, SCSS serves the residents of southern Fairfax County. SCSS was the first Fairfax County Public School erected through a joint public-private partnership. When the doors of SCSS opened, over 2500 students in grades 7 through 11 walked through the doors. The addition of a 12th grade class in 2006 resulted in the first graduation in SCSS history as the Class of 2007 crossed the stage in the stadium. The 2011-2012 school year will also be the last year of South County Secondary as a new middle school is slated to open in September 2012 to serve the South County community.

SOUTH COUNTY SECONDARY SCHOOL VISION-MISSION STATEMENT

SCSS sees the potential in every student to achieve "excellence in all endeavors." We prepare students to be independent, critical-thinking members of the community, and responsible citizens who value life-long learning.

Our mission is to maintain an inclusive academic environment that offers a rigorous curriculum with opportunities for mastery of essential knowledge; establish a collaborative, technology-driven culture for grades seven through twelve; and, build a community that promotes respect, responsibility and cooperation.

SUBSCHOOL ARRANGEMENT

SCSS utilizes a subschool arrangement for the assignment of students. Middle school students are assigned to Subschoools 1 & 2 based on grade level (7th grade is subschool 1). High school subschool assignments are based on last name and are identified as Subschoools 3-6.

👋 2011-2012 BELL SCHEDULE

The bell schedule for the 2011-2012 school year has changed from the previous school year. All grade levels are on one schedule with the warning bell at 7:15 AM, the first class starting at 7:20 AM, and the last class ending at 2:05 PM. **The bell schedule can be found on the back cover of this planner.**

GREEN and BLUE DAYS

SCSS operates on a daily rotating-block schedule. This schedule is usually referred to as the Green-Blue Schedule. Green and Blue identify the class periods that meet on a particular day. Odd numbered class periods (1, 3, 5 and 7) meet on Green days, and even numbered class periods (2, 4, 6 and FLEX) meet on Blue Days. The FLEX period is assigned to a specific period 1- 7 based on the school calendar.

The Green-Blue schedule is set at the beginning of the school year and does not change. For example, if schools are closed due to weather on a Green day, and reopen the next day which is scheduled as a Blue day, then students report to their Blue day classes. **The Green-Blue Calendar can be found on the inside of the front cover of this planner.**

FLEX PERIOD - ADDITIONAL INSTRUCTIONAL TIME

The SCSS flex period is a scheduling tool that adds instructional time to every class period. By adding time, we hope to improve student achievement by providing additional opportunities for students to be more successful academically. The additional time permits a) in-class remediation built into the school day, and b) a means to account for the activities that would normally affect instructional time, i.e. pep rallies, SR&R, assemblies, and delayed openings. Over the course of the school year, the flex period provides up to an additional seventeen hours of instructional time for each class.

The flex period may be used for a variety of purposes: remediation, continuing instruction, enhancing instruction, testing, presentations, and so on. However, remediation- **during school hours**- is an expectation for all. Students are accountable for attendance during the flex period.

SOUTH COUNTY SECONDARY SCHOOL WEBSITE

SCSS maintains a public website as part of the Fairfax County Public Schools domain and can be found at <http://www.fcps.edu/southcountytss>. The website is continually updated with school news of interest to students, parents and the SCSS community. Our master calendar, which includes information on athletic and academic events, our green-blue-flex schedule, parent meetings, as well as our performing arts schedule is also available through the school website and can be accessed directly at <http://www.calendarwiz.com/southcountytss>.

BLACKBOARD.COM – FCPS 24/7 LEARNING

This online resource allows Fairfax County Public Schools (FCPS) to extend learning beyond the traditional school day and beyond school facilities. Students, parents, and teachers are invited to use FCPS 24-7 Learning to access homework and classroom assignments, view class calendars, explore links to enrichment activities, and much more. **NOTE FOR PARENTS:** Parents can now create their own account for FCPS 24-7 Learning. After registering and having their account validated at one of their children’s schools, parents will have their own username and password to access all of their children's available courses, their high school students’ career and college planning through Family Connection and will be able to update their children’s emergency information through weCare@school. Updating weCare with the correct email address will ensure better communication via Keep in Touch. Before creating a parent account, please be sure to have the student ID numbers for your children available. You can find the FCPS student ID number on report cards and student class schedules. Instructions are available on the FCPS 24/7 Learning website (<http://fcps.blackboard.com>).

HONOR CODE PLEDGE

“I pledge to never cheat, commit fraud, plagiarize, or commit intellectual theft.”

As a trusted and responsible citizen of the South County Secondary School Community, I pledge to uphold all the rules and regulations of the South County Secondary School Honor Code, and I commit to achieve academic success with honor and integrity. I pledge to do the following:

- Independently complete assignments and tests unless otherwise instructed by a teacher;
- Exhibit trustworthiness by not lying or falsifying paperwork;
- Write assignments in my own words as well as give credit to others for their ideas and written work;
- Submit work that is solely mine and not take ownership of work or property that belongs to someone else; and
- Report those who cheat, commit fraud, plagiarize, or commit intellectual theft, rather than support misconduct that is not representative of our school standards.

SOUTH COUNTY SECONDARY SCHOOL WHO'S WHO

Administrative Staff

Dr. Jane Lipp, Principal
Rob Sanders, Associate Principal
Marsha Manning, Subschool 1 Principal
Mark Luther, Subschool 2 Principal
Mary McAdory, Subschool 3 Principal
Dr. Paula Disalvo, Subschool 4 Principal
Mark Nocera, Subschool 5 Principal
Kaaren Lowder, Subschool 6 Principal
Carol Henry, HS Student Services Director
Kathy Reese, MS Student Services Director
Mike Pflugrath, Student Activities Director

Security Staff

RC Gamble, Safety & Sec Specialist
Bobby Lawrence, Security Asst.
Mark Peterson, Security Asst.
Polly Wilson, Security Asst.
Tony Black, Security Asst.
Officer Jay Cottom, Sch. Res. Off.
Officer Gregory Austin, Sch. Res. Off.

Library Staff

Sue Cordek, Head Librarian, HS
Bob Burnham, Head Librarian, MS
Emily Strong, Librarian, HS
Anne Dougherty, Librarian, MS

Technology Support Staff

Leslie Lewis, SBTS
Sarah McDonald, SBTS
TJ Wortman, TSSpec
John Shaffer, TSSpec

Building Support Staff

Bill Ramey, Building Engineer
Leon Haynie, Building Supervisor
Vilma Lizama, Asst Bldg Supervisor

Counseling Staff

Alicia Alston, Dream & Java
Laura Hanley, HS Last Name C-Fq
Millie Herres, HS Last Name St-Z
Susan Martinez, Navigators & Routers
Marci Norem, HS Last Name Mc-Pn
Rick Reese, HS Last Name Ji-Mb
Darrell Sampson, HS Last Name Po-Ss
Nicole Shaw, Voyagers & Fusion
Donna Thompson, HS Last Name A-B
Autumn Koo, HS Last Name Fr-Jh

School Support Staff

Wendy Alexander, Finance Officer
Luanne Halbert, Finance Officer

Administrative Support Staff

Karen Judy, Prin. Adm Asst
Mary Kay Back, Subsch Adm Asst
Rita Clarke, Subsch Adm Asst
Mary deKanter, Off Adm Asst
Maria Perry, Off Adm Asst
Connie Ryan, Subsch Adm Asst
Pamela Wells, Subsch Adm Asst
Allyson Walsworth, Attendance Office Asst
Susana Carrasco, Stud Serv Adm Asst
Bernadette Angelo, Stud Serv Adm Asst
Judy Mariman, Student Act Adm Asst

Student Support Staff

Gayle Ostrom, Career Center
Vivi Weiler, HS SIA
Andy Durocher, HS Psychologist
Megan Davis, MS Psychologist
Heather Frost, HS Social Worker
Kim Whalen, MS Social Worker
TBA, HS Assessment Coach
Ed Grady, MS Assessment Coach
Layla Gorman, Parent Liaison
Danielle Schoolcraft, AP Coordinator
Francine Nelson, After School Spec
Mark W. Luther, Asst Activities Dir
Leah Conte, Asst Activities Dir
Bill Clark, Athletic Trainer, ATC

Health Room Staff

Brooke Gorski, PHN
Joyce Belyea, Health Room Aide
Stephanie Edwards, Health Room Aide

Department Chairpersons

Mary Artz, MS Exceptional Ed
Janet Beckmann, World Languages
Heather Bousman, HS Exceptional Ed
Julia Durand, HS ESOL
Brooke Edgcombe, MS ESOL
Robert Ellis, MS Science
Sue Funesti, HS Social Studies
Gina Griffin-Evans, HS Math
Erich Gunderman, Health and PE
Troy Ketch, HS English
Dianne Mace, Career and Technical Ed
Sue Piskor, HS Science
Leslie Rozzoni, MS Math
Jeff Schneider, MS Social Studies
Michael Ward, Fine & Performing Arts
Diane Wilson, MS English

CALENDAR DATES OF NOTE

First Quarter (Sept. 7 – Nov. 4, 2011)

September 6	First Quarter Begins
September 20	MS Back to School Night
September 27	HS Back to School Night
October 10	Columbus Day
October 12	PSAT
October 21	Homecoming
November 4	First Quarter Ends
November 7, 8	Student Holidays

Second Quarter (Nov. 9 – Jan. 27, 2012)

November 9	Second Quarter Begins
November 23	Two-Hour Early Release
November 24, 25	Thanksgiving Holiday
Dec 23- Jan 2	Winter Break
January 16	MLK, Jr. Holiday
January 27	Second Quarter Ends
January 30, 31	Student Holiday

Third Quarter (Feb. 1 – March 30, 2012)

February 1	Third Quarter Begins
February 20*	President's Day
March 30	Third Quarter Ends
April 2-6	Spring Break
April 9*	Student Holiday

Fourth Quarter (April 10 – June 19, 2012)

April 10	Fourth Quarter Begins
May 7-18	Advanced Placement Exams
May 15-18	MS SOL Tests
May 21-29	HS SOL Tests
May 28	Memorial Day
June 1	Prom
June 8-13	Senior Exams
June 18	Graduation 2:00 PM
June 13-18	Half Days for Students/Exams
June 19*	Last Day for Students

*The last day of school and student holidays are subject to change based on the number of school days missed due to inclement weather.



GET INVOLVED- CLUBS AND ACTIVITIES

The following clubs and activities were offered to students during the 2010-2011 school year:

Afghan Student Union	Band- MH	Bhangra Team
Business Honor Society	Chorus- MH	College Partnership Program- MH
Crew Club	Dance Team	Debate Club
DECA	Drama- MH	Entertainment Club
Environmental Club	Family, Career & Community Leaders of America (FCCLA)- MH	
Fellowship of Christian Athletes	French Club	FBLA
Gay Straight Alliance	German Club	Hip Hop Club
History Honor Society	International Thespian Society	International Junior Thespian Society
International Club	It's Academic	Japanese Club
Key Club	Latin Club	Literary Magazine (Xanthus)
Manga Advisory Congress	Math Honor Society	Math Team
Multimedia Club	Muslin Student Association	National Art Honor Society
National English Honor Society	National French Honor Society	National German Honor Society
National Honor Society	National Junior Honor Society	National Science Honor Society
National Spanish Honor Society	Newspaper- MH	Orchestra
Partners Club	Philosophy Club	Photography Club
Psychology Club	SoCo Eco Club	Step Team
Technology Engineering Club	Teenage Republicans	Tri-M Music Honor Society
Yearbook- MH	Young Democrats	

A current list of clubs and activities is available in the Student Activities Office. MH- Middle and High School

 **STUDENT GOVERNMENT ASSOCIATION**

The Student Government Association (SGA) is the leadership team elected by SCSS students. The SGA functions as a vital communication link between the student body and administrative team. By sharing student ideas and concerns, the SGA participates in cooperative efforts to improve the quality of life at SCSS. The Student Advisory Council (SAC) provides high school students an opportunity to express their ideas and concerns to the superintendent by means of specially elected representatives. The SAC members, from the entire county, elect a student representative to the Fairfax County School Board.

2011-2012 SGA Officers

Kristen Nekoba, President
Greg Packer, Vice President
Julia Fogg, Secretary
Danny Bailey, Treasurer
Deia Xhixho, Historian
Maureen Saale, Sponsor
Blair Smith, Sponsor

Seniors- Class of 2012 Officers

Jacklin Byers, President
Kelsey Cummings, Vice President
Simone Ramdeen, Secretary
Thomas Gibbons, Treasurer
Kiana Tarrant, Historian
Sam Gero, Sponsor
Chris Miller, Sponsor

Juniors- Class of 2013 Officers

George Park, President
Eric Do, Vice President
Bradley Otto, Secretary
Taylor Slugg, Treasurer
Alexa Brooks, Historian
Katie Brado, Sponsor
Myron Jenkins, Sponsor

Sophomores- Class of 2014 Officers

Victoria Ryhanych, President
Jordan Peasant, Vice President
Robert (Max) Morrison, Secretary
Tyler Alexander, Treasurer
Lizzie Ireland, Historian
Megan Pitts, Sponsor
Danielle Vacca, Sponsor

Freshmen- Class of 2015 Officers

Susannah Haase, President
Matt Packer, Vice President
Sarah Heiss, Secretary
Rami Hindi, Treasurer
Katie Cummings, Historian
Kaitlyn Wischum, Sponsor
Alison Mackey, Sponsor

Class of 2016 Representatives

Maya Brettell	Meredith Nelson
Madeleine Faunce	AJ Orsino
Meghan Guinee	Arya Pazhwak
Cameron Lane	Maggie Pionzio
Sitara Mahmoodi	Mallory Walsh
Jessica Manning	Jade Williams
Anna Endrizzi, Sponsor	

Student Advisory Council (Class)

Elly Slugg (Chair), Tara Dalrymple, Alex Blanchard, Molly Berberian, & Harlee Cunningham (Alt)

Seventh grade representative elections are scheduled for September 2011.

 **SOUTH COUNTY PARENT-TEACHER-STUDENT ORGANIZATION (PTSO)**

The goal of the South County PTSO is to create a better school and a better educational experience for our students and to promote and endorse the professionalism of our teaching and support staff while ensuring cooperation among the parents and teachers in the education process. Information about the PTSO can be found on their website at www.southcountyppto.org.

SCSS PTSO Officers for 2011-2012

Jennifer MacDonald, President
Jill Howard, High School Vice President
Randy Benton, Middle School Vice President
Jennifer Fleming, Corresponding Secretary
Kim Pollard, Recording Secretary
Nannette Henderson, Treasurer

SOUTH COUNTY SECONDARY SCHOOL FROM A TO Z

❖ **ADVANCED ACADEMIC PROGRAMS- AP & HONORS** 🖱

Advanced Placement (AP) Program

The Advanced Placement program is one of college-level courses and externally administered exams. The courses often take more time, require more work, give greater opportunity for individual progress and accomplishment and explore subjects in greater depth than non-AP courses. Any student may elect to take an AP course with the understanding that he/she will take the AP exam. Upon completion of the AP exam, the student will receive an extra 1.0 quality point added to the final grade. Students who do not take, simply sit for, or do not attempt to do their best on the exam will not receive the additional 1.0 quality point. All exam fees for Advanced Placement courses are covered by the FCPS School Board. Below are the scheduled examination dates for AP courses at SCSS:

May 7, 2012	AM- Chemistry/Environmental Science	PM- Psychology
May 8, 2012	AM- Computer Science/Spanish Language	
May 9, 2012	AM- AB Calculus/BC Calculus	
May 10, 2012	AM- English Literature	PM- Jap. Lang/ Latin: Vergil
May 11, 2012	AM- US History/German Language	PM- Studio Art
May 14, 2012	AM- Biology/Music Theory	PM- Physics B/Physics C
May 15, 2012	AM- US Government & Politics	PM- French Language
May 16, 2012	AM- English Language	PM- Statistics
May 17, 2012	AM- World History/Macroeconomics	PM- Microeconomics
May 18, 2012	AM- Spanish Literature	

Honors Program

The honors program for students responds to the requirement of the Virginia Board of Education that each local school division plan and implement an instructional program for gifted and talented students at all levels, K-12. The Fairfax County Public Schools' middle & high school honors program provides educational opportunities designed and coordinated to meet the needs, abilities, and interests of gifted and talented students. The honors program has been implemented in four academic disciplines--mathematics, science, English, and social studies, and provides challenging courses for students who demonstrate advanced academic ability. Upon completion of an honors course students receive an extra 0.5 quality point.

❖ **ATTENDANCE POLICIES AND PROCEDURES** 🖱

POLICY STATEMENT: Students are expected to attend every class or activity for which they are scheduled each school day. Specifically, this means that students must attend all classes; report to the cafeteria during lunch; go to the designated area of the school for assemblies, pep rallies, and other special events; and be punctual. FCPS requires that a call or note be received within 48 hours of an absence. No notification will result in an unexcused absence. School begins promptly at 7:20 AM (warning bell at 7:15 AM) and ends at 2:05 PM.

WHAT TO DO WHEN STUDENT IS OR WILL BE ABSENT FROM SCHOOL:

- **High School:** CALL 703.446.1625 on the morning of the absence.
- **Middle School:** Call 703.446.1700 (7th grade) or 703.446.1710 (8th grade) on the morning of the absence.
- Provide name, caller's name/relationship to student, and reason for absence.
- If student will be absent for more than one day, a call must be made each day.
- Students are responsible for ensuring that contact is made with the attendance office.
- Students are responsible for checking Blackboard.com for assignments missed.

WHAT TO DO WHEN STUDENT ARRIVES LATE TO SCHOOL:

- Students arriving late to school must report directly to the attendance office (HS) or subschool (MS). A note or phone call from a parent is required for an excused/unexcused (determined by reason) pass to class.
- Student must make contact with all teachers for any class missed.

WHAT TO DO WHEN STUDENT NEEDS TO LEAVE SCHOOL EARLY:

- Prior to 7:20 AM, the student must present a note from the parent to the attendance office (HS) or subschool (MS). Note must include reason for leaving and a contact number.

- If student does not have a note, then the parent must call or appear in person. All calls will be confirmed by callback to a phone number on the emergency care card.
- Students must check out at the attendance/subschool office when leaving school and must check back in at the attendance/subschool office upon their return.
- Students who leave school without checking out properly will be marked unexcused and may face disciplinary action (if returning to school, students are also subject to search).
- Student must contact all teachers of any class to be missed.

ATTENDANCE AND ACADEMY:

- The parent must notify both SCSS and the academy school for absences.
- Delayed Opening- morning classes cancelled; mid-day and afternoon classes meet.
- Early Closing- morning and mid-day classes meet; afternoon classes cancelled.
- Bell Schedule Change (pep rallies, assemblies, etc.)- Academy students are expected to attend academy classes unless the student has made arrangements with the academy teacher to participate in a school activity.

ATTENDANCE AND ATHLETICS:

Student athletes must attend all scheduled classes in order to participate in any athletic contest, practice, or activity. Reasonable exceptions, such as a medical appointment, may be approved by the Principal or Director of Student Activities prior to participation.

ATTENDANCE APPEALS AND RECORDS

Appeals of unexcused and unverified absences must be made during the quarter in which the absence occurred and will not be reviewed during the last week of the quarter. Extenuating circumstances may permit a one time exception to the 48 hour notification. Appeals are made to the appropriate subschool principal. The attendance/subschool office will keep a record of each student's checkouts and notes. The attendance/subschool office staff may ask that appointments be confirmed in writing on office stationery by the professional visited.

CLASSIFYING EXCUSED & UNEXCUSED ABSENCES

Reasons for excused absences include: illness of the student, death in the family, doctor or dentist appointment, observance of a religious holiday, suspension (except for certain violations as provided in Regulation 2601), or another reason acceptable to the principal or his designee.

Reasons for unexcused absences include: family and/or student vacations (even on exam days), child care situations, non-school related activities, missed school bus, traffic or car problems, any absence for which the parent or guardian does not have prior knowledge, consent and/or legitimate reason, or other reasons unacceptable to the principal or his/her designee.

CHRONIC ABSENCES

In those cases of students who are chronically absent from or late to school, a note from a medical professional may be required in order to excuse an absence/tardy. In addition, students with five or more full-day unexcused absences will be referred to the FCPS Attendance Officer.

MAKE-UP WORK DUE TO ABSENCE

It is extremely important that students make up any and all class work or homework missed due to absence. Students whose absences are unexcused should complete all missed assignments, although credit will not be given on the assignments.

- All students should check their teacher's Blackboard.com sites for assignments.
- Students who are absent one day will take previously announced quizzes and tests and hand in previously assigned work the day they return to class. Assignments made and/or quizzes/tests given in their absence should be made up upon returning to school.
- Students who are absent for multiple days are afforded one day of makeup for each day missed. The student is responsible for conferring with the teacher to arrange a make-up schedule. Again, work previously assigned is due the day of the student's return. (If long-term assignments carry a deadline, as opposed to a due date, students are expected to send the assignment to school if they are absent.)
- In the case of pre-arranged absences, students will deliver to teachers all previously assigned work due during their absence the day they return.

- A student who is absent from class (e.g. for a field trip, medical appointment, excused tardy, or clinic visit) but who is in attendance for any part of the day, is required to hand in assigned work and make up quizzes/tests on that day.
- Under extenuating circumstances, at the discretion of the teacher, an extension may be granted for any of these different conditions. Students have the responsibility for discussing these extenuating circumstances with the teacher.

PRE-ARRANGED ABSENCES

Arrangements for a pre-arranged absence must be made at least 72 hours (3 days) before the absence occurs. A note stating the dates and reason for the absence must be presented to the attendance office/subschool. If approved, the student will receive a pre-arranged absence form outlining the conditions related to a pre-arranged absence. The form must be presented to all teachers for notification and then returned to the attendance office. If the absence is not approved and the student does not attend school, then the absences will be unexcused. Be aware that a student with a prearranged absence is expected to be fully prepared on the day of his/her return (i.e. homework and tests) and will assume the responsibility for requesting assignments before leaving.

TARDY TO CLASS

Students are to be in their seats when the bell rings to begin the class period. Tardiness may result in a detention with the teacher. Habitual tardiness will be considered insubordination and/or defiance and will result in other disciplinary action. Parents will be notified by phone when a student appears on the period tardy list.

❖ **BUSES AND LATE BUSES** 🙌

Fairfax County Public Schools provides bus service for all middle and high school students living more than 1.5 miles from school. Routes are determined by the transportation office and are distributed prior to the start of school. Morning bus stops may be different than afternoon bus stops, and afternoon runs will not enter most housing communities. Students are only permitted to ride the bus to which they have been assigned; any temporary change in assigned bus must be pre-approved by the subschool principal. Pickup for academies is at the bus lane. Late buses are available for both high and middle school students when it is necessary for them to remain after regular school hours on Mondays (3:30 PM). All students riding a late bus must have a pass from the teacher they were with after school with in order to board a late bus. Late buses are available on Wednesdays and Thursdays (4:10 PM) for middle school students in the After School Program. Late bus routes are different from those for regular buses.

❖ **CAFETERIA, FOOD AND SNACKS**

The cafeteria is open before school for breakfast and during lunches. Snack machines are located in the cafeteria, main lobby and gym lobby for use between classes, and before/after school. Students may not leave class to use a snack machine, nor may they eat or drink (except water) during class. Students are assigned to one of the five lunch periods. During lunch, students must be in the cafeteria. All food and beverages must be consumed in the cafeteria during lunch. Students are responsible for cleaning up their trash. Failure to clean up after oneself may result in the student cleaning the cafeteria. Throwing food and/or trash may result in suspension from school. Bottled beverages must be kept in a backpack, tote, or purse when in the hallways.

❖ **CELL PHONES & OTHER COMMUNICATION DEVICES**

FCPS permits middle & high school students to possess cell phones and other portable communication devices on school grounds. However, the use of a portable communication device, without express authorization from the principal (or his or her designee), possession of any such device in plain view (on a belt, in your hand, etc.), or possession of any such device that is turned on is considered a violation of this privilege. As employed herein, the term "portable communication device" shall include, but not be limited to, any beeper, cell phone, or other similar device that is capable of sending and/or receiving audio, video, picture, electronic-mail, or text messages. In the event of a violation of this policy, the student shall be subject to disciplinary action, and the portable communication device used or possessed by such student shall be subject to confiscation by school officials. All confiscated items will be returned to the parent in person. This policy is in effect on school property between 7:15 AM and 2:05 PM on school days (the area between the building and the trailers is part of the prohibited area).

❖ **CLOSED CAMPUS**

All Fairfax County schools have closed campuses, not allowing students to leave campus at any time during the school day. Once a student arrives at school, they are not allowed to leave campus, and are subject to disciplinary

action for being off school grounds, even prior to the beginning of the school day. Students who arrive at school by private vehicles must leave the vehicles upon arrival and move directly to the building or school property. Students may not return to vehicles at any time during the school day without permission from an administrator.

❖ **COLLEGE AND CAREER CENTER**

The Career Center is a service of the Student Services Department. The Career Center provides a framework of career awareness, career exploration, and career preparation activities for students to make the essential connection between school and career. Students have access to a wide variety of resources to assist them in their decisions for post-secondary life. The Career Center provides to the students and families informational programs, college representative visits, resources for testing, career exploration and assessments, college assistance, military options, scholarships, financial aid, job preparation and searches and more. The Career Center is open from 7:00 a.m. – 2:45 p.m. and by appointment. Students may access the career center before and after school, during all high school lunches, and by passes or appointments. Parent and student appointments are also available. Please contact, Gayle Ostrom, Career Specialist at 703-446-1915.

❖ **COMPUTER USE & PERSONAL COMPUTERS** 🖱️

Students may not use personal computers in school or on the FCPS network without prior permission from their subschool administrator and the technology specialist. The use of the FCPS network and its resources is a privilege, not a right. Users should not do, or attempt to do, anything that might disrupt the operation of the network or equipment and/or interfere with the learning of other students or work of other FCPS employees. The FCPS network is connected to the Internet, a network of networks, which enables people to interact with millions of networks and computers.

All access to the FCPS network shall be preapproved by the principal or program manager. The school or office may restrict or terminate any user's access, without prior notice, if such action is deemed necessary to maintain computing availability and security for other users of the systems. Other disciplinary action may be imposed as stated in the Fairfax County Public Schools Student Rights and Responsibilities (SR&R) document. FCPS implements Internet filtering on all FCPS sites in accordance with the federal Children's Internet Protection Act.

Violations of computer and network systems are classified from least severe to most severe based upon the type of violation. The following examples illustrate the different levels and are not limited to those listed:

Least Severe Violations involve inappropriate use by a single user:

- Using an email system other than FCPS provided/approved email.
- Inappropriate (non-academic) use of the internet.

Moderately Severe Violations may affect others on the network:

- Moving or removing files owned by others.
- Mail bombing, forwarding mail, real-time/instant messaging, or chain mail.
- Tampering or experimenting with network configurations on an individual machine.
- Tampering or experimenting with desktop and/or display settings of an individual machine.
- Using or attempting to use any workaround method to access blocked internet sites.
- Sharing password/account information, allowing another user to access your account, accessing another user's account.

Moderately Severe M: Drive Violations may affect others on the network:

- Loading non-approved software to M: drive from a disk, CD, or other removable media and/or downloading such software from the internet.
- Storing non-academic files in H: drive, including copyrighted material such as music or video.

Most Severe Violations impair the computer usage of others:

- Disrupting operations of the network (physical)- theft or vandalism of equipment and hardware, including rearranging keyboards or individual key caps, removing mouse balls, stealing CD drives, damaging network drops, etc.
- Disrupting operations of the network (technological)- attempting to endanger the integrity of a computer or the FCPS network or data stored on it (including the introduction of any virus, timebomb, Trojan horse, or the like), deleting or altering system files or data, accessing or attempting to access FCPS confidential data, broadcast net send messages, communicating with multiple users in the domain, and any other actions that could bring the network down.

- Viewing, possessing, or transmitting obscene communication and or threats, fraud, trespass, personal trespass, invasion of privacy, harassment, etc,
- Using FCPS computers or network resources to commit, facilitate, encourage, or promote illegal acts and/or the unauthorized or fraudulent use of a credit card.

Consequences for Network Violations:

	1 st Offense	2 nd Offense	3 rd Offense
Least Severe (inappropriate use by a single user)	<ul style="list-style-type: none"> • Restricted account (up to 18 weeks) 	<ul style="list-style-type: none"> • Disabled account (up to 9 weeks) followed by restricted account (9 weeks). • Detention 	<ul style="list-style-type: none"> • Disabled account (9-18 weeks) followed by restricted account (18 weeks) • Saturday School
Moderately Severe (may affect others on network)	<ul style="list-style-type: none"> • Disabled account (up to 9 weeks) followed by restricted account (9 weeks) • Detention 	<ul style="list-style-type: none"> • Disabled account (9-18 weeks) followed by restricted account (18 weeks) • Saturday School 	<ul style="list-style-type: none"> • Disabled account (18-27 weeks) followed by restricted account (18 weeks) • Suspension
Moderately Severe M: Drive (may affect others on network)	<ul style="list-style-type: none"> • Lose M: drive access (up to 9 weeks) • Detention 	<ul style="list-style-type: none"> • Disabled account (up to 9 weeks) followed by restricted account (9 weeks) • Lose M: drive access until full account privileges are restored • Saturday School 	<ul style="list-style-type: none"> • Disabled account (9-18 weeks) followed by restricted account (18 weeks) • Lose M: drive access until full account privileges are restored • Saturday School
Most Severe (impairs computer usage of others)	<ul style="list-style-type: none"> • Disabled account (9-18 weeks) followed by restricted account (18 weeks) • Saturday School 	<ul style="list-style-type: none"> • Disabled account (18-27 weeks) followed by restricted account (18 weeks) • Suspension 	<ul style="list-style-type: none"> • Disabled account (27-36 weeks) followed by restricted account (27 weeks) • Suspension

❖ **CONFISCATED ITEMS (PICKUP)**

Certain violations of the Student Code of Conduct (SR&R) will result in the confiscation of student property. Due care is provided to these items, and they are secured once the item has been logged. Confiscated items may be picked up by a parent (siblings are not parents) from the security office between 2:40 and 4:00 PM. Items will not be released with a phone call.

❖ **DELAYED OPENING/EARLY CLOSING OF SCHOOL**

Should the decision be made to delay the opening of school or to close school early for the day due to inclement weather, the superintendent's office will notify area radio and TV stations prior to 6:30 a.m. (or 11 a.m. for closing) and the announcement will be posted on the FCPS website (www.fcps.edu). Parents may also sign up for Keep-In-Touch emails from FCPS and SCSS. Please do not call the school for this information.

❖ **DROP OFF & PICK-UP OF STUDENTS** 

South County Secondary School provides two morning drop-off areas for parents to utilize- the Kiss & Ride at entrance 11 and the AM Only Drop-off (6:50 – 7:20 AM) behind trailer 6E. Students on crutches or with other mobility issues should be dropped-off at the Kiss & Ride entrance. The front of the building, at entrances 1 and 14, is not a designated drop-off area prior to 7:30 AM due to the large number of students that move through this area. The Kiss & Ride entrance is the only designated pick-up area for students.

❖ **FINANCIAL ASSISTANCE**

Students are encouraged to contact their school counselor if unable to pay for lunches, class dues, sports, club or other school activity expenses.

❖ **FINANCIAL OBLIGATIONS**

All student financial obligations, whether for the current school year or past years, must be cleared in order for the student to participate in certain school-sponsored activities, such as dances, and graduation. Obligations may include, but are not limited to, lost/damaged textbooks, unpaid course fees, and parking tickets. Please contact the finance office if you are unsure of your status.

❖ **FIRE & OTHER SAFETY DRILLS**

When the fire alarm sounds, students must vacate the building in an orderly fashion, to a designated meeting location, and remain as a group with their teacher until an administrator gives the all-clear signal. Tampering with a fire alarm box will result in prosecution, in addition to school disciplinary action. Tornado and lockdown drills will also be conducted. Students must follow the direction provided by the teacher during these drills.

❖ GRADES AND FINAL EXAMINATIONS

Grades are a measure of academic performance and are used as a means of reporting achievement relative to curriculum objectives. Grades are determined by classroom teachers and are based on a variety of factors. Each teacher will discuss the components of grading and the calculation of grades at the beginning of the year. Additional information is available in the document “Grading and Reporting to Parents.” All teachers use the FCPS grading scale.

Progress & Report Cards

Progress reports (interims) are mailed home each quarter. Report cards are prepared quarterly and given to the student (approximately one week after the end of the grading period). Year-end report cards are mailed home. Final grades are based upon the average of the numerical quarter grades and the final exam per the teacher’s written grading policy. Grade appeals are made directly to the teacher. If the issue is not resolved, a written request for a review may be addressed to the subject area administrator. Appeals must be made within two weeks of report card distribution.

FCPS Grading Scale

<u>Letter</u>	<u>Numerical Range</u>	<u>Quality Points</u>	<u>Letter</u>	<u>Numerical Range</u>	<u>Quality Points</u>
A	93 - 100	4.0	C	73 - 76	2.0
A-	90 – 92	3.7	C-	70 - 72	1.7
B+	87 – 89	3.3	D+	67 – 69	1.3
B	83 – 86	3.0	D	64 – 66	1.0
B-	80 - 82	2.7	F	0 – 63	0.0
C+	77 - 79	2.3			

Final Exams

All students will take final exams or other graded culminating assessment activities in all classes. Final exams will not be administered to students prior to the scheduled exam day and time except as noted below. All students are expected to be in attendance through the last day of school (June 19, 2012).

Permission to Take a Final Exam Early

Final exams may be administered early, with permission from the Director of Student Services, for:

- Students moving out of Fairfax County prior to the end of the school year.
- Students involved in Girl's State, Boy's State, and Virginia Governor's School.

Permission for a Deferred Final Exam

The Director of Student Services must receive requests for missing a scheduled final exam. The request must be in the form of a letter from the parent, and must include the reason to warrant a deferral. If approved, the student will take their final exams in July/August.

Incomplete Grades

A student receiving an incomplete for a grading period has until the end of the next grading period to convert the incomplete mark to an earned mark; or else the incomplete will be changed to an F.

Request for Pass/Fail Status

With parental/guardian and administrative approval, any high school student shall be given the option of taking one elective credit per year to be marked on a pass-fail basis. Students should obtain the form for requesting pass-fail from their counselor.

Honor Roll

Students may qualify for one of two types of Honor Roll Recognitions: “All A Honor Roll” (all grades of A or A-) or “A/B Honor Roll” (all grades of A, A-, B+, B, and B-). Recognition activities will occur after the 1st, 2nd and 3rd grading periods.

❖ GRADUATION REQUIREMENTS

The requirements for a student to earn a diploma shall be those in effect when the student enters the ninth grade for the first time. Students in grades 7-12 receive credit toward graduation for high school courses taken in middle school. These courses count toward credits in the required sequences as well as toward the total number of credits

required for graduation and calculation of the grade point average. Middle school parents may request that grades for any high school credit-bearing course taken in the middle school be removed from the student's high school transcript, and therefore the student will not earn high school credit for the course. In addition, the student will not be eligible for a verified credit in any course which has been removed from the transcript. The request to remove a course from the transcript must be made in writing to the middle or high school the student will attend the following year, prior to the end of the first nine weeks.

The 22 Credit Standard Diploma

To graduate from high school, students shall meet the minimum requirements for the standard diploma, including 22 standard credits, 6 of which must be verified credits. A standard credit is earned when a student passes a course. A verified credit is earned when a student passes a course and the associated end-of-course SOL test. In some cases, students may utilize substitute tests, certifications, or the appeal process to earn verified credits. State guidelines prescribe the number of verified credits required for graduation for students entering a Virginia public high school for the first time during the tenth grade or after. Consult your school counselor for specific information.

The 24 Credit Advanced Studies Diploma

To graduate from high school, students shall meet the minimum requirements for the advanced studies diploma as outlined below which include 24 credits, 9 of which must be verified credits. A standard credit is earned when a student passes a course. A verified credit is earned when a student passes a course and the associated end-of-course SOL test. In some cases, students may utilize substitute tests or certifications to earn verified credits. State guidelines prescribe the number of verified credits required for graduation for students entering a Virginia public high school for the first time during tenth grade or after. Consult your school counselor for specific information.

Modified Standard Diploma

The modified standard diploma is intended for certain students who have a disability and are unlikely to meet the credit requirements for a standard diploma. Eligibility and participation in the modified standard diploma program shall be determined by the student's Individual Education Program (IEP) team anytime after the student's eighth grade year. There are no verified credit requirements for the modified standard diploma. Beginning with the 9th grade class of 2000-01, students pursuing the modified standard diploma are required to meet literacy and numeracy requirements on the 8th grade English reading and mathematics Standards of Learning (SOL) tests. Students may substitute a higher level high school SOL test for the 8th grade SOL tests in English reading and mathematics or other substitute tests approved by the Virginia Board of Education. A student who has chosen to pursue a modified standard Diploma shall also be allowed to pursue the standard or advanced studies diploma at any time throughout the high school career. The student may not be excluded from courses and tests required to earn a standard or advanced studies diploma.

❖ **HALL PASSES**

This student planner contains a Hallway Passport section on the last pages. Students found in the hall without an appropriately signed planner pass will be escorted back to class. Students must have their planners in all classes. Teachers will issue hall passes upon request after the first 20 minutes of the class period and before the last 20 minutes of the end of the class period. Planners are required for leaving the cafeteria during lunches as well.

❖ **HONOR CODE**

Our goal at South County Secondary School (SCSS) is to promote both a fair and honest learning environment that facilitates academic success. Students are responsible for maintaining academic integrity of their work when completing classroom assignments, homework, projects, and tests. Students, parents, faculty, and staff are expected to adhere to all rules and regulations of the Honor Code in order to foster and maintain an academic environment of intellectual honesty and individual responsibility and equality. The details of the SCSS Honor Code are sent home at the beginning of the school year and are posted on the school website.

The SCSS Honor Code prohibits the following behaviors:

Cheating - Defined as receiving or giving unauthorized academic assistance, including, but not limited to: Pressuring someone to provide his or her homework or assignment; Copying another student's assignment/homework/project, either in part or in whole, or providing answers to a fellow student; Allowing another person to complete an assignment or project for you, in part or in whole, unless approved by the teacher; Copying answers from another student's quiz/test or allowing another student to copy from yours, this includes verbal and non-verbal exchange of information; Providing or using unauthorized notes or other aids, such as dictionaries, during quizzes or tests;

Providing or using unauthorized data, or other aids, such as calculators, cell phones, translators or other electronic devices during quizzes or tests; And/or discussing content of quizzes or tests before all students have taken the assessments.

Committing Fraud – Defined as a deception deliberately practiced in order to secure unfair or unlawful gain (*The American Heritage Dictionary*, page 699, 2000). Examples of fraud may include but are not limited to: Hacking into electronic databases or altering paper records in order to change grades or other student data; Signing a parent's/guardian's signature or anyone else's other than your own on any document; Hiring or paying another student/person/website to complete school assignments for you and submitting the work as your own; Not contributing work to a group project, but taking credit for the final project; Misrepresenting grades, qualifications, experience with an organization, participation in a club, information on an application or a resume; Presenting community service hours for course credit or honorary requirements when no service was performed; And/or falsifying statistical or experimental data for lab assignments, projects, and research papers.

Plagiarizing - To use and pass off the ideas or writings of another as one's own (*The American Heritage Dictionary*, page 1340, 2000). Examples of plagiarism include but are not limited to: Copying material directly from published material or a website without providing documentation and/or a bibliography; Turning in an assignment or project as your work when it was originally written in part or in whole by someone else (even with permission from the original writer); And/or altering, restating, or paraphrasing another person's words, ideas, or work without giving credit or acknowledging your sources. This would include but not be limited to text, music and video clips, photos, graphics, and artwork. (See <http://www.fcps.edu/southcountys/erg/> for additional information on plagiarism.)

Intellectual Theft/Stealing - Defined as taking the property of another without right or permission (*The American Heritage Dictionary*, page 1696, 2000). Examples of intellectual theft may include but are not limited to: Taking another's piece of writing/work and submitting it as your own. This would include, but not be limited to, text, music and video clips, photos, graphics, and artwork; Taking teacher copies of quizzes, tests, and/or teacher editions of textbooks; And/or taking photographs or making digital images of exams/tests/quizzes with a camera or any electronic device.

Consequences for Violating the Honor Code

Below are the general guidelines for consequences for honor code violations. Administrators may alter the penalties, up to and including recommendation for expulsion, even for a first offense, depending on its severity. Violations of the Honor Code from previous school years will be reviewed and taken into consideration.

1st Offense: Teacher will discuss honor code violation with student and parent/guardian; Teacher will apply consequences (lowering grade on assignment or grade of F on assignment or redo assignment*); Teacher will forward a discipline referral (for record-keeping only) to the appropriate subschool principal.

2nd Offense: Teacher will discuss honor code violation with student and parent/guardian; Teacher will apply consequences (lowering grade on assignment or grade of F on assignment or redo assignment*); Teacher will complete and forward a discipline referral to the appropriate subschool principal; A student-parent-teacher-administrator conference will be held; Notification of honor code violation will be provided to all Honor Society, SGA, and class office sponsors. (Sponsor will adhere to organization guidelines for sanctions.)

3rd Offense: Teacher will discuss honor code violation with student and parent/guardian; Teacher will apply consequences (lowering grade on assignment or grade of F on assignment or redo assignment*); Teacher will complete and forward a discipline referral to the appropriate subschool principal; Subschoo principal will assign student to a Saturday School detention; Student will be removed from any honor society that he/she is a current member of and may be excused from SGA or class office. Further, student may not apply to any honor society or run for SGA/class office for 12 months after the third offense.

4th Offense: Teacher will discuss honor code violation with student and parent/guardian; Teacher will apply consequences (lowering grade on assignment or grade of F on assignment or redo assignment*); Teacher will complete and forward a discipline referral to the appropriate subschool principal; Subschoo principal will suspend student for one day.

Subsequent offenses: Teacher will discuss honor code violation with student and parent/guardian; Teacher will apply consequences (lowering grade on assignment, grade of F on assignment, redo assignment*); Teacher will complete and forward a discipline referral to the appropriate subschool principal; Subschoo principal will suspend student for 2 to 10 days.

*Consequences must be consistent among content teams.

❖ **HONOR SOCIETIES**

SCSS students are eligible for membership in twelve different honor societies. Membership criteria and applications should be obtained from the faculty sponsor and student officers.

International Thespian Society	Sponsor: Ms. McCormally
International Junior Thespian Society	Sponsor: Ms. Rose
Mu Alpha Theta (Math)	Sponsor: Ms. Anton, Ms. Gero
National Art Honor Society	Sponsor: Ms. Sanders, Ms. Fischer
National English Honor Society	Sponsor: Mr. Deiter, Ms. Engelen, Ms. Armstrong
National French Honor Society	Sponsor: Mr. Ament
National German Honor Society	Sponsor: Mr. Shroff
National Honor Society	Sponsor: Ms. Jeanblanc, Mr. Ament
National Junior Honor Society	Sponsor: Ms. Scott, Ms. Krein, Ms. T. Manning
National Science Honor Society	Sponsor: Ms. Engels
National Spanish Honor Society	Sponsor: Ms. Beckmann, Ms. Jordan
Tri-M Music Honor Society	Sponsor: Ms. Lancaster

❖ **LIBRARY AND MEDIA CENTER** 

The library opens at 6:45 AM daily. The library closes at 3:30 PM on Mondays, 3:00 PM on Tuesdays, 4:00 PM on Wednesdays and Thursdays and 2:45 PM on Fridays. A pass from a teacher is required to enter the library during the school day. The library is open during all lunches but students must have a pass to enter. Color and black/white printing services are available to students for a minimal fee.

❖ **LOCKERS**

Lockers, both in the hallway and the PE locker rooms, are the property of the school and as such are subject to inspection at any time. Students, without any financial obligations, are provided a hallway locker for their personal use. Lockers are not to be shared (violation will result in loss of the locker). The contents of a locker are considered to be in the possession of the student to whom the locker is assigned, thus any contraband found in a locker is considered the assigned student's property. If a student has trouble with his/her locker they should contact their subschool. Locker combinations should not be given to other students, and valuables should not be left in lockers. Personal materials should never be left outside of locked lockers. The school is not responsible for lost or stolen personal items.

❖ **LOST AND FOUND**

A "lost and found" area is maintained in the cafeteria. If the loss is suspected to be the result of theft, contact the Security Specialist. Items left in the lost & found are donated to charity during each school break.

❖ **MIDDLE SCHOOL AFTER SCHOOL PROGRAM**

Fairfax County Public Schools offers comprehensive, high-quality after-school activities that provide opportunities for middle school youth to: feel safe, improve academic development and performance, improve social, emotional, and physical well-being, improve school and community connectedness, reduce the potential for risk-taking behaviors, and reduce interest in gang involvement or delinquent activities. After-school activities are being implemented so that youth have greater opportunities for success in developing the attitudes, skills, knowledge, and abilities to live healthy lives, become productive adults, and to thrive in the workplaces and communities of the 21st century. Middle school students must be registered for the after-school program in order to take part in the programs and activities. Late buses are provided for participants on Monday, Wednesday and Thursday. All students must be picked up by a parent by 6:00 PM. A complete list of clubs, programs and activities will be available at the beginning of the school year in the main office, subschool office and on the SCSS website.

After School Clubs, Programs and Activities (these activities were available in 2010-2011)

Digital Photography Club	Basketball Intramurals	Friday Night Club	Garden Club
Running Club	Fitness Club	Friday Night Academics	Volleyball Club
Stallion Fun Day	Homework Help	Mentoring	Best Buddies Club
Wrestling Club	History Club	Sports Conditioning Club	Cheer Club
Reading Club	SC Step Club	Technology Student Assoc	SOL Remediation

Tennis Club	Stallion Soccer Club	Improv/Drama	Arts & Crafts
Friday FCCLA	Book Club	Students Are For Excellence (SAFE)	
MS News Show	Baseball Club	Science & Engineering Club	Chess Club
Eat This Not That Club	DREAM	Flag Football Club	The "A" Team
Computer Help Club	Friday FCCLA	College Partnership Program	Hip Hop Club
Community Collaborating Activities	Community Service Opportunities for Middle and High School students		

❖ **PARKING**

Parking Hang Tags may be purchased by seniors (\$200.00, may be open to juniors after the first day of school) who can prove that they have a car or will have a car for their use throughout the school year (proof of such is required). Also, students will have to provide a driver's license before they can receive a Hang Tag. All applicants must meet the deadlines for submitting the appropriate forms; have acceptable academic performance and attendance records; and no disciplinary infractions. Parking on school grounds is a privilege and with it come certain obligations and responsibilities. Parking Hang Tag and campus-driving privileges may be revoked at the discretion of the Administration. These regulations and rules help to ensure that parking is available to eligible Hang Tag holders. It is the student's responsibility to follow all of the rules and regulations, which will be strictly enforced.

PARKING RULES AND REGULATIONS 🙌

- Students must drive responsibly and must obey all Commonwealth of Virginia DMV laws, including "passenger restriction laws"--16-year olds may have only one (1) passenger under the age of 18 who is not a family member, and 17-year olds may have only three (3) passengers under the age of 18 who are not family members.
 - All drivers and vehicles must be registered with the school, must be parked only in designated student parking areas with Hang Tags displayed at all times in properly-registered cars.
 - Hang Tags are non-transferable to other students. Students will lose their privileges immediately should they transfer, sell, or loan their Hang Tag to a third party.
 - Vehicles are off-limits to students during the school day (7:20 AM to 2:05 PM.), and students may not leave school grounds without proper authorization.
 - Students may not leave school grounds or transport other students off school grounds in their vehicles without prior administrator authorization. Violation of this rule will result in suspension and revocation of your parking permit as indicated below:
 - If the student driver is alone:
 - 1st violation- lose parking privileges for five (5) school days.
 - 2nd violation- lose parking privileges for ten (10) school days.
 - 3rd violation- lose parking privileges for twenty (20) school days.
 - If the student driver should take someone with them off school grounds:
 - 1st violation- lose parking privileges for ten (10) school days.
 - 2nd violation- lose parking privileges for twenty (20) school days.*
 - Passengers who have not checked-out of school will be assigned to Saturday School.
- (*minimum consequences as the individual circumstances may dictate a greater number of days or loss of permit.)
- Parking fees will not be reimbursed when a student violates FCPS and/or SCSS parking regulations.
 - Parking unauthorized vehicles will result in citations, booting, and towing. Violations will result in \$25.00 parking tickets. Students who do not pay their fines will have their cars towed and parking privileges revoked immediately.
 - Vehicles parked on school grounds are subject to search.
 - No refunds of parking fees are authorized by Fairfax County Public Schools.
 - Replaced Hang Tags will cost \$200.00, with no exceptions.
 - Excessive tardies (accumulation of 10 or more) will result in loss of parking privileges.

❖ **PARTICIPATION IN ATHLETICS**

The purpose of interscholastic athletics is to give young men and women the opportunity to expand their educational horizons by experiencing fair and friendly competition with their peers.

Scholastic Eligibility

In order to participate on a SCSS athletic team, each athlete must have satisfied all of the Virginia High School League scholastic eligibility requirements prior to participation. Each athlete must have passed five subjects for credit the preceding semester and be enrolled in five subjects for credit the current semester as required by the Virginia High School League. In the event the athlete is a student with identified disabilities, the athlete's educational progress and program must be of an equivalent level based upon his/her individual needs and abilities.

Physical Examination

A yearly physical examination is required. The Virginia High School League (VHSL) physical form must be completed and submitted to the coach prior to tryouts. The physical covers all sports for the entire year, provided the examination occurred after May 1 of the previous school year.

Emergency Medical Authorization

Each athlete's parents will complete an Emergency Medical Authorization card containing appropriate insurance information and giving permission for treatment by a physician or hospital when the parent is not available. The card will be kept in the medical kit for availability at all practices and contests.

Concussion Awareness Program

Parents or Legal Guardians of student athletes must complete the annual concussion awareness program in order for their student athlete to participate in VHSL athletics. Information about the concussion awareness program is provided by the Student Activities Office and the Certified Athletic Trainer.

Insurance & Risk of Participation

Fairfax County Public Schools does not carry insurance to cover student athletic injuries. Parents need to purchase school insurance or maintain coverage in a family insurance plan. All athletes and parents must realize the risk of serious injury that may be a result of athletic participation.

Attendance and Athletics

Student athletes must attend all scheduled classes in order to participate in any athletic contest, practice, or activity. Reasonable exceptions, such as a medical appointment, may be approved by the Principal or Director of Student Activities prior to participation.

Financial Obligations and Equipment

All athletes are responsible for the proper care and security of equipment issued to them. The athlete is expected to keep equipment clean and in good condition. School-furnished equipment is to be worn only for contests and practice. All equipment not returned in good condition at the end of the season will be subject to a financial penalty. The athlete and his/her parents are financially responsible to the school for all of the athletic equipment that is not returned, damaged in misuse, or not returned in satisfactory condition at the end of the season.

Sportsmanship

As an athlete, sportsmanship goals include:

- Developing a sense of dignity under all circumstances;
- Respecting the rules of the game, the officials who administer the rules, and their decisions;
- Respecting opponents as fellow students; and acknowledging them for striving to do their best while you seek your best at the same time;
- Refraining from engaging in all types of disrespectful behavior, specifically taunting, trash talking, and other forms of intimidation;
- Looking at athletic participation as a potentially beneficial educational experience, win or lose;
- Educating other students and fans to understand the rules of the game, and the value of sportsmanship. (VHSL Sportsmanship Handbook)

❖ **PARTICIPATION IN EXTRA-/CO-CURRICULAR ACTIVITIES**

Extracurricular and Co-curricular activities and interscholastic athletic programs are a part of the total school program and provide opportunities for students to supplement their classroom experiences. Participation in the extracurricular and co-curricular activities and athletic programs are a privilege, not a right. School administrators may suspend student participation in extracurricular and co-curricular activities and athletic programs to include any performance or representation of the school or FCPS for inappropriate conduct, regardless of whether that conduct

occurs during the school day, evenings, weekends, or holidays. Inappropriate conduct includes but is not limited to the following: conduct in violation of rules and agreements established between students and their coaches/sponsors; conduct in violation of a school's student behavior guidelines; VHSL rules or FCPS Regulation 2601 (Student Rights and Responsibilities). Although students may use the Regulation 2601 complaint procedure to appeal decisions regarding student activities, the school administrator's decision to exclude or suspend student participation in an extracurricular and co-curricular activity or athletic program will not be held in abeyance while the student pursues his or her complaint right.

Coaches and sponsors will distribute activity rules and policies at the beginning of each season to student participants and parents. Coaches and sponsors will discuss and clarify their expectations regarding school-wide participation policies and the particular activity's rules and commitments. Students are required to comply with these rules and, may forfeit their privilege to participate if they engage in any prohibited conduct.

Co-curricular activities which are extensions of classes will have written procedures governing graded required outside activities associated with the class and will include these written procedures as part for the course handouts and grading design.

If the school determines that a student who is participating in extracurricular and/or co-curricular activities/athletics is engaged in prohibited conduct, the student will be subject to consequences. Prior to making such a determination and imposing any exclusionary consequence, the coach and/or school authorities shall give the athlete the right to explain his/her conducts.

The school administration shall record in writing the factors that led to their conclusion, shall stipulate the consequence to be administered, and shall recommend an Alcohol and Drug Services assessment if applicable. With parent permission, a student may voluntarily submit to an appropriate drug test to attempt to establish compliance with school policy (if applicable). The results of any such testing shall be kept confidential but shall be communicated to the student and his/her parent and appropriate school authorities.

Students and/or their parents may appeal actions pursuant to this policy taken by the coach. The first level of appeal is to the Director of Student Activities. The second level of appeal is to the Principal. Decisions rendered under this policy cannot be appealed beyond the principal, whose decision is final. The school administration will send a written decision to the parent within two school days of the appeal hearing.

Students charged with a crime in the community that involves violence, tobacco, alcohol, or any other prohibited substance may be suspended from participation in student activities until disposition of the charges. Students must report any such incidents to the coach and/or sponsor, who will present the facts as known to the school administrator. Failure to report such an incident may result in exclusion from participation in student activities for the remainder of the school year.

❖ **PERSONAL BELONGINGS (STUDENTS)**

Fairfax County Public Schools does not assume responsibility for the personal property of students and does not provide insurance coverage for student property. Students and parents are responsible for personal property students bring to school, on school grounds, on a school-sponsored activity, such as a field trip, or on a school bus. Careful consideration to the types and value of property should be given to what students bring to school whether to share with a class or simply carry. Parents and students should consider the value of the property relative to the limited storage and security available in schools. As a general rule, items of value, whether monetary or sentimental, should not be brought to school. Large sums of money, radios, cell phones, cameras, CD/MP3 players and other valuable objects are targets of theft and should not be left in locker rooms or on lockers. In addition, unattended purses, backpacks, or other clothing should not be left unsecured. Remember, backpacks are not permitted in locker rooms.

❖ **POSTERS AND FLYERS**

Distribution and display of non-instructional flyers and posters is outlined in the Student Rights and Responsibilities document and requests are processed through Student Activities.

❖ **SCHOOL HEALTH ROOM**

The school health room is open for ill or injured students, and for emergency first aid from 7:30 AM to 2:30 PM when school is in session. Admission to the school health room requires a pass from a staff member. Students who become ill when the school health room is closed are to report to their subschool office. Students who regularly

seek dismissal through the school health room will be referred to their administrator before any approved early dismissal is allowed. If it is absolutely necessary for students to take medication during school hours, the parent and physician must complete medication authorization forms before the school health room aide/school staff members will administer the medication. The school health room can be reached at 703-446-1610.

❖ **SCHOOL PROPERTY/TEXTBOOKS**

Students are responsible for the proper care of school property. Some school property is assigned to students. School property includes, but is not limited to, textbooks, supplemental reading materials, laboratory equipment, audio-visual equipment, calculators/computers and related technology, library materials, lockers, uniforms, and sports equipment. If school property is damaged, or lost, a student will be required to pay for the cost of replacing the item. Failure to meet these financial obligations may result in loss of privileges, including the loss of participation in graduation.

❖ **SEARCH AND SEIZURE**

GENERAL: Desks, lockers, and storage spaces, which are provided to students without charge, are the property of the school. The principal may conduct general inspections on a periodic or random basis and may open desks, lockers, or storage spaces and examine the contents, including personal belongings of students.

STUDENT BELONGINGS: Any desk, locker, storage space, item of personal belongings, electronic device, and/or vehicle parked on school property or at a school-sponsored activity may be inspected on an individual basis when reasonable grounds exist to suspect that it contains evidence of a violation of a school regulation or of unlawful activity (such as illegal drugs, weapons, stolen property, and other contraband), provided that the search is conducted primarily for the purpose of enforcing order and discipline in the school or at the school-sponsored activity and not for criminal prosecution. Reasonable efforts to locate the student should be made prior to the search, if practicable. If the student is present, the school official shall advise him or her of the circumstances justifying the search and seizure of the objects that the official believes the search may disclose. If the student is not present, he or she shall be subsequently informed of the search. Stolen items, items that are prohibited by law, and items that are possessed or used in violation of School Board policy or school system regulations may be impounded. The student shall be given a receipt for any items impounded (other than contraband) by school authorities, and the parent or guardian shall be notified of any items impounded.

INDIVIDUAL SEARCH: Students believed to have any such contraband on their person may be searched, and metal detectors may be used. Such personal searches may extend to pockets; to the removal and search of outer garments such as jackets, coats, sweaters, or shoes; and to items such as pocketbooks or backpacks. Students suspected of having consumed alcohol or of being under the influence of illegal drugs are subject to breath sample tests or drug tests (as provided in the current version of Regulation 2610), as appropriate. Students who, without the permission of school officials, leave the school campus or otherwise access unauthorized areas (including their own vehicles) during the school day, and thereafter return to any portion of school property during the same school day, are subject to search.

VIDEO AND AUDIO SURVEILLANCE: Public areas of school property are subject to video and audio surveillance and recording.

❖ **SEXTING**

Sexting- the sending of sexually explicit photos via cell phone or other communication devices- could lead to criminal prosecution carrying mandatory reporting just as abuse does. Sexting fits within the legal definition of Child Pornography per the Code of Virginia. Students should talk to the SRO if they have any questions.

❖ **STUDENT ACTIVITIES**

Student activities are part of the total school program and provide opportunities for students to augment learning experiences from within and without the classroom. Student activities shall be open and available to all eligible students who are in good standing. These activities are under the direct supervision of the school staff and contribute to the educational objectives of the school. School officials may, at their discretion, conduct and evaluate any student activity try-outs, auditions, and other competitions, the results of which may limit student participation. Student participation in these activities, however, is a privilege, determined and managed by the school. SCSS offers a comprehensive athletic and club/organization program for all students. A complete list is available in the Activities Office.

The following sports, by season, are available: (Head coach for sport, B- boys coach, G- girls coach) 🙌

Fall Sports (Aug-Nov)	Winter Sports (Nov-March)	Spring Sports (Feb-June)
Football- Mr. Pannoni	Indoor Track- Mr. Holsclaw	Baseball- Mr. Luther
Field Hockey- Ms. Conte	Wrestling- Mr. Anderson	Softball- Mr. Dillow
Volleyball- Ms. Barnhart	Swim & Dive- Mr. Jones	Soccer- Mr. Gunderman-B
Cross Country- Mr. Christie	Basketball- Mr. Johnson-B	Soccer- Ms. Coder- G
Golf- Mr. Caulfield	Basketball- Ms. Klippenstein-G	Lacrosse- Mr. Nolan- B
Cheerleading- Ms. Klocek		Lacrosse- Mr. Bagwell- G
		Tennis- Mr. Demharter-G
		Tennis- Mr. Gates- B
		Track- Mr. Holsclaw
		Crew –Club Sport- Ms. M. King

❖ **STUDENT CONDUCT, DISCIPLINE AND DRESS**

All SCSS students are expected to abide by the code of conduct adopted by the School Board of the Fairfax County Public Schools. This document is often referred to as Student Rights & Responsibilities (SR&R) and is updated yearly. The contents of the regulation are shared with students at the beginning of the school year, and the document is sent home for parents to discuss with their children. In the event that a student is assigned disciplinary consequences for violating the code of conduct, the following actions may be taken:

- Detention- Students may be assigned to detention by a teacher or administrator. Detention may take place before school or after school at the discretion of the teacher or administrator.
- Bus suspension- Students may be excluded from the school bus for a period time if their behavior warrants such action or if their behavior endangers others.
- Saturday School Detention- Students may be assigned to Saturday School detention by an assistant principal. This detention occurs on selected Saturdays throughout the school year. The hours are 8-11:30 AM.
- Suspension from all student privileges- Student privileges include parking, senior privileges and all other student privileges, and student activities, including teams, clubs, and all other school-sponsored activities for a fixed period of time.
- Community Service- Students may be assigned to community service by an assistant principal. Service hours are usually afterschool and will include manual labor.
- Suspension- Suspension is used as part of a progressive disciplinary program; however, certain violations of the code of conduct mandate suspension on a first offense. Students who have been suspended are not permitted on school grounds or on school buses while on suspension. Homework is collected through the subschool office, but pickup is the responsibility of the parent. Certain suspensions may also include mandatory exclusion from school activities for up to one year.
- Expulsion- Students who violate the code of conduct may be recommended for expulsion from the Fairfax County Public Schools. Certain violations carry a mandatory recommendation for expulsion. Only the School Board has the authority to expel a student. Expulsion is the removal from all FCPS schools for a period of 365 days.

Students in Fairfax County are charged with the responsibility of notifying school staff of behavior that might endanger the safety and well being of others. Because of safety and security issues, students are not to loiter in the school, unsupervised after 2:20 p.m. All students who stay after school because of athletics, clubs, discipline, make-up work, academics or meetings must be with, and supervised, by a staff member. No student who remains in the school after dismissal is to be in a classroom without a teacher present. Any students who are not with a teacher or a coach must report to the library, which will remain open daily until 3:00 p.m.

All students are expected to dress appropriately for a K-12 educational environment. Any clothing that interferes with or disrupts the educational environment is unacceptable. Clothing with language or images that are vulgar, discriminatory, or obscene, or clothing that promotes illegal or violent conduct, such as gang symbols, the unlawful use of weapons, drugs, alcohol, tobacco, or drug paraphernalia, or clothing that contains threats is prohibited. Clothing should fit, be neat and clean, and conform to standards of safety, good taste, and decency. Clothing that exposes cleavage, private parts, the midriff, or undergarments, or that is otherwise sexually provocative, is prohibited. Examples of prohibited clothing include, but are not limited to: sagging or low-cut pants, low-cut necklines that show cleavage, tube tops, halter tops, backless blouses or blouses with only ties in the back, studded

belts, chain belts, clothing constructed of see-through materials, and head coverings, unless required for religious or medical purposes. No hats!

Parents or guardians of students requiring accommodation for religious beliefs, disabilities, or other good causes should contact the subschool principal. Students not complying with this code will be asked to cover the non-complying clothing, change clothes, or go home. Repeated infractions will result in disciplinary action. The current version of Regulation 2613 provides additional details.

❖ **STUDENT SERVICES PROGRAM**

Counseling Appointments

Counselors are available before and after school to see students on a drop-in basis to answer questions or to schedule a time to meet during the day. Students requesting to meet with their counselors can also fill out counselor request forms which are located in each subschool. If meeting during school hours, students will be given a pass to leave class at a designated time and must receive permission from the teacher. Students will return to class with a pass signed by the counselor with the time the meeting ended. Parents can call counselors directly if they would like to schedule a conference to meet. Counselors will coordinate with classroom teachers to identify an appropriate time for students to be excused from class to participate in conferences.

Schedule Changes

It is school policy to minimize schedule changes once school begins. During the first week, schedule changes will only occur if a student has too many or too few classes, is missing a required course, or is incorrectly placed. After this time, students seeking any other course change will be required to fill out the schedule change request form after communicating their reason for the schedule change with their teacher, counselor and parent/guardian. The final decision will then be made by the subject administrator. Students can obtain the schedule change request from their counselor.

Guidelines for Withdrawal from School

Parents must contact their child's counselor to initiate the withdrawal process. Students withdrawing from SCSS during the school year must attend all classes on their last two days at SCSS. This is necessary in order to return textbooks and receive documentation from the teacher of their current academic status. All textbooks must be returned and financial obligations paid prior to withdrawal. Failure to do so will delay transfer of school records.

Travel Plans

Parents who move out of Fairfax County temporarily and leave their children under the care of other adults need to inform the subschool principal of their intentions in advance. Physical presence of the parent in the residence of the child is required for tuition-free enrollment in FCPS. Parents who are planning an extensive absence from Fairfax County must contact Student Registration at 703-446-1600.

Moving

Parents must notify the school when their address changes.

❖ **STUDENT RIGHTS AND RESPONSIBILITIES (SR&R)**

All Fairfax County Public Schools students are subject to the rules and regulations of the School Board, which address student conduct as it pertains to their attendance to school and participation in school activities and school-sponsored events. Regulation 2601P describes the conduct for which students may be disciplined. The most current version of Regulation 2601, approved by the FCPS School Board, is provided to students at the beginning of the school year and is available on the FCPS website (<http://www.fcps.edu>).

Students may be disciplined by school officials, to include suspension, expulsion, and exclusion from school and all school-sponsored activities, for prohibited conduct occurring on school property, while engaged in or attending a school-sponsored activity, or which affects students going to or returning from school including on a school bus or at a school bus stop. Students may also be disciplined for acts committed away from school property and outside school hours if the conduct is detrimental to the interest of the school, adversely affects school discipline, and/or results in a criminal charge or conviction.

When a student makes a threat, or when a student's behavior indicates that a threat is reasonably likely, a threat assessment may be conducted by school officials, pursuant to Regulation 2111. The purpose of a threat assessment is to assess the seriousness of the student's threat, to provide assistance to the student being assessed, to support

victims or potential victims, and to take appropriate preventive or corrective measures to maintain a safe and secure school environment. A threat assessment is not a disciplinary action and is not a prerequisite to disciplinary action. Students violating the SR&R are subject to discipline regardless of whether a threat assessment has been conducted and regardless of the outcome of that assessment.

Prohibited conduct encompasses any behavior incompatible with a K-12 educational environment and good citizenship and includes but is not limited to the following: assault; disruptive or inappropriate behavior; alcohol, tobacco, and other drug violations; property violations; and weapons violations.

The following changes were made for the 2011-2012 school year:

Chapter 2- Rules of Conduct and Disciplinary Procedures

A- Acts for Which Students May Be Disciplined (adds the following)

If a student has been suspended from school, makeup work will be provided by the school during the period of suspension. If the student complies with designated follow-up activities (e.g., completed assignments, attends Alcohol and Other Drug (AOD) seminar) then the days of absence should be excused absences.

1. Assault

b. Threatening to assault or physically assaulting a school staff member, as defined in the current version of Regulation 4411, shall result in suspension from school for up to ten days, and the principal may recommend expulsion. In the event of injury to the staff member, such misconduct shall result in a ten day suspension and a recommendation for expulsion.

3. Alcohol, Tobacco and Other Drug Violations

b. Nonprescription Drugs (Over-the-Counter Drugs)

Using or possessing any nonprescription drug not authorized under the current version of Regulation 2102 may result in a suspension of a length to be determined by the principal. Nonprescription drugs include products such as Advil, aspirin, Coricidin, Dramamine, Nyquil, Tylenol, or their generic equivalents, caffeine pills, cough syrup, and other over-the-counter drugs intended to be ingested or inhaled.

The abuse (including distribution for the purpose of abuse), or misuse of nonprescription drugs shall result in a suspension of a length to be determined by the principal and may result in a recommendation for expulsion.

c. Alcohol or Inhalants

(2) A second and any subsequent violation of any prohibited conduct listed in (1) above within 12 months of the prior offense shall result in suspension from school for ten days and suspension from all student activities including teams, clubs, and all other school-sponsored activities for the remainder of the school year.

(3) A violation involving distributing or manufacturing alcohol or inhalants shall result in suspension from school for ten days and recommendation for expulsion.

(4) If a student has been suspended from school, makeup work will be provided by the school during the period of suspension. If the student complies with designated follow-up activities (e.g., completed assignments, attends Alcohol and Other Drug (AOD) seminar) then the days of absence should be excused absences.

d. Marijuana, Imitation Marijuana...

(2) A second and any subsequent violation of any prohibited conduct listed in (1) above within 12 months of the prior offense shall result in a ten day suspension from school and recommendation for expulsion.

(3) Use or possession of a controlled substance, marijuana, an imitation controlled substance, imitation marijuana, or synthetic marijuana while on school property or at school-sponsored activity shall result in a ten day suspension from school and recommendation for expulsion. The Division Superintendent shall conduct a hearing to determine whether a disciplinary action other than expulsion is appropriate; provided, however, that where the student is found to be in possession of his or her own prescription medication, a preliminary review shall be conducted instead by the school principal who may determine that special circumstances exist and that a disciplinary action of other than an expulsion recommendation is appropriate. In any case, the School Board or Division Superintendent may determine, based on the facts of the particular case, that special circumstances exist and that another disciplinary action is appropriate. A report shall be made to the police, and the student may be charged with a criminal offense in accordance with applicable law.

5. Weapons Violations

a. Unauthorized use of any weapon (including a statutory weapon or other weapon, as defined below) or any item used as a weapon on school property or at a school-sponsored activity shall result in a ten day suspension from school and a recommendation for expulsion.

- c. Possession of Other Weapons-Discretionary Sanction and Recommendation (adds the following)
Examples of other weapons include but shall not be limited to: mace, pepper spray, any ammunition, razor blade, or knife...

C. Disciplinary Procedures (adds the following)

The principal will make a reasonable effort to notify parents or guardians at the earliest opportunity regarding student disciplinary actions. Parents or guardians seeking information on the hearing process should contact the Hearings Office (571-423-1280).

1.d. Probation (adds the following)

Probationary conditions shall be of a duration of no more than one calendar year, unless the student violates one or more of these conditions.

- 2.d. The decision to suspend a student for ten days or less may be appealed to the principal by the student's parent or guardian or by the student if he or she is 18 years of age or older. Such an appeal must be made within two school days from the initial decision to suspend by submitting written notice of the appeal to the principal. This written notice must include the reasons the suspension should be reversed or otherwise notified.

- 2.d.3. (Adds the following) The student may be represented at the hearing only by parents or guardians and one additional adult who may be legal counsel, a member of the clergy, a social worker, etc. The hearing shall be conducted by a hearing officer. The hearing will be recorded by FCPS through stenographic, tape or other means, and no other recordings are permitted. Upon request, students, parents or guardians, and their representatives will be offered the opportunity to review recordings of the hearing proceedings.

- 4. (Adds the following) When a student, who has been suspended for ten days, is also recommended for a long-term suspension and/or expulsion, the student may not attend school or be on any school property while the student's appeal is pending, except as specifically permitted (i) by the Division Superintendent or the School Board, or (ii) by the principal who, in his or her discretion, may authorize a student who is a first-time, prohibited-substance offender to be on school property solely for the purpose of attending the FCPS Alcohol and Other Drug seminar.

- 4.a. (Adds the following) The hearing will be recorded by FCPS through stenographic, tape or other means, and no other recordings are permitted. Upon request, students, parents or guardians, and their representatives will be offered the opportunity to review recordings of the hearing proceedings.

- 6.b.1. (Adds the following) ...he or she shall ensure that the IEP team convene as soon as possible but not later than ten days after the date on which the decision to suspend or recommend expulsion was made.

12. Other Disciplinary Consequences

A student who engages in prohibited conduct may be subject to ongoing consequences, even after the student returns to school attendance following suspension or expulsion. Such consequences include, but are not limited to, reassignment to a different regular school or to an alternative education program, probationary conditions, community or civic service, periodic drug testing, and restitution. School officials, at their discretion, may impose various conditions and restrictions for so long as the student attends any school or program operated by, or on behalf of, the School Board. Students who have been found to be involved with illegal drugs, alcohol, and/or the illegal use of controlled substances, and who thereafter have been assigned to a Fairfax County school or educational program where other students are in attendance, may be permitted to begin attending classes only after submitting to school officials: (i) a then-current negative drug screen report from a qualified independent laboratory, and (ii) satisfactory evidence of participation in a substance abuse treatment or educational intervention program as recommended by Alcohol and Drug Services or another qualified professional. In lieu of a negative drug screen, school officials will accept satisfactory evidence that the student has enrolled and is participating in the recommended substance abuse treatment or educational intervention program; thereafter, and until the student submits a negative drug screen report to school officials, on a weekly basis, satisfactory evidence that the student remained enrolled and participates in the treatment or intervention program.

School officials, at their discretion, may impose various conditions and restrictions for so long as the student attends any school or program operated by, or on behalf of, the School Board. As a probationary student, the student is required to maintain satisfactory academic, disciplinary, and attendance records. In addition, a probationary student is required to abide by all applicable laws in the community and to comply with the terms of any court order, including a probation order. Probationary conditions shall be of a duration of not more than one calendar year unless the student violates one or more of these conditions.

❖ **UNIFIED DISCIPLINARY PLAN** 

The following chart provides information related to Students Rights and Responsibilities (SR&R), specifically Chapter 2- Rules of Conduct and Disciplinary Procedures, Section A- Acts for Which Students May Be Disciplined.

Act for which student may be disciplined:	Consequences:
Alcohol or Inhalants: Use Possession Under the Influence Of (Includes Nonalcoholic Beer)	1 st Offense: 5-10 day OSS and all school related activities for 30 days; excused if student participates in program designated by the principal; Report to police 2 nd Offense (in 12 Mos.): Minimum 10 day OSS and all activities for remainder of school year; Report to police
Alcohol or Inhalants: Suspected Use	If student is suspected of being under the influence of alcohol, the principal must notify the parents and recommend appropriate intervention; Report to police
Alcohol or Inhalants: Distribution or Manufacturing	10 days OSS, recommend expulsion; Report to police
Assault: Improper Touching	Up to 10 day OSS; May recommend expulsion; Report to police
Assault: Mob	10 day OSS and recommend for expulsion; Report to police
Assault: Physical or Threat- Of Student or other person who has reason to be in a school	Up to 10 day OSS; May recommend expulsion; Report to police
Assault: Physical- Of Staff Member	Up to 10 day OSS and may recommend expulsion; Report to police
Assault: Threat- Of Staff Member	OSS; May recommend expulsion; Report to police
Assault: Sexual	10 day OSS; Recommend expulsion; Report to police
Assault: Verbal (Cursing, Inappropriate remarks)	1 to 3 day OSS
Assault: Verbal Abuse toward Staff Member	1 to 3 day OSS
Attendance	Detention to Sat School then treated as disruption, defiance or insubordination. 5 unexcused absences- referral to attendance officer
Cafeteria Behavior	Throwing food- cleaning cafeteria to OSS* Participating in a food fight- min. 5 days OSS (*dependent upon severity of incident)
Cell phone and other communication devices (No use between 7:15 AM and 2:05 PM)	Confiscation and return to parent only
Cell phone and other communication devices During a Classroom Assessment	Confiscation and refer to SCSS Honor Code
Cell phone and other communication devices During an AP Exam or SOL Test	Confiscation and receives a grade of zero on the exam/test
Clothing Inappropriate dress for school (see section on student conduct)	1st Offense: Change article, wear inside out, or provide alternative clothing and call parent 2nd Offense: same as above and contact parent 3rd Offense: Treat as Insubordination
Cheating Plagiarism or dishonesty, including the use of portable communication devices for such purpose	Consequences are outlined in the SCSS Honor Code.
Computers Unauthorized or illegal use; violations of computer access policy	Dependent upon severity of incident; may include disabling account (9-36 weeks), restricted access, loss of internet, no access to student drive (see computer use section)

Disruption to class or school activity	Warning/Detention/Suspension
Fighting, Bullying	1 to 10 day OSS
Fireworks Use or Possession	3 to 10 day OSS; May report to police
Forgery	1st Offense: SD to OSS; 2 nd + Offense: OSS
Gambling	Possible OSS; May report to police
Gang-Related Appearance Includes display of jewelry, apparel, accessory, tattoo, manner of grooming, etc. that denotes membership in a gang	Report to parent; detention to OSS; May report to police
Hats May not be worn in the building at any time.	1st Offense: Hat to administrator, return at the end of day 2nd Offense: Hat to administrator, return at end of week 3rd Offense: Hat to administrator, return to parent
Hazing/Mistreating to cause bodily harm	Up to and including 10 day OSS and may recommend expulsion; Report to police
Inappropriate behavior Athletic events, dances, and performances (including throwing objects, raucous behavior)	Removal from event; Possible suspension from activities for 30 days; restitution; may recommend expulsion for serious disruption and endangerment
Insubordination Toward any staff member	Detention to OSS
Leaving School Grounds without Permission	1st Offense – search, SSD Subsequent Offenses – Progressive discipline
Marijuana, Imitation Marijuana, Any Controlled Substance, including Prescription Drugs, Imitation Controlled Substances (collectively Illegal Drugs), or Drug Paraphernalia Under the influence of any of the above OR possession of paraphernalia	1st Offense: 5 to 10 day OSS, Suspension from all activities for 30 days; Report to police, excused absences if participate in a program 2nd Offense (in 12 Mos.): 10 day OSS, recommend expulsion, suspension from all activities for remainder of the school year; Report to police
Marijuana, controlled substance, an imitation controlled substance, imitation marijuana, or synthetic marijuana Use or Possession	10 day OSS and recommend expulsion; Report to police
Marijuana, controlled substance, including anabolic steroids or prescription drugs, imitation controlled substance, imitation marijuana, or drug paraphernalia Manufacturing and Distributing	10 day OSS and recommend expulsion; Report to police
Marijuana Suspected Use	Principal must notify the parent, recommend appropriate intervention
Non-Prescription Drugs (OTC) Possession or Unauthorized Use	Suspension to be determined by principal
Non-Prescription Drugs (OTC) Distribution or Sharing	Suspension to be determined by principal; may result in recommendation for expulsion
Parking Violations	Leaving school grounds alone- 1 st offense- revoke permit for 5 school days 2 nd offense- revoke permit for 10 school days 3 rd offense- revoke permit for 20 school days Leaving school grounds with someone else- 1 st offense- revoke permit for 10 school days 2 nd offense- revoke permit for 20 school days Passenger in vehicle- Saturday School
Property Damage to school property	Restitution, 1 to 10 day OSS; May report to police
Property Theft	Restitution, 3 to 10 day OSS; May report to police

Property Vandalism, Arson, Threat or false threat to bomb, burn, damage, or destroy school building or property	1 to 10 day OSS, may recommend expulsion; Restitution; Report to police and/or Fire Marshall
Refusing to identify oneself or giving a false name	1 day OSS; If occurs in conjunction with another offense, additional days added to disciplinary action
Restricted Area Unauthorized presence in areas	Progressive Discipline: Warning/Detention/OSS
Shoving or Pushing	Warning/Detention/Suspension
Tobacco Possession or Use	1st Offense: Must attend a program; May report to police 2nd or Subsequent Offense: Report to police, detention/OSS and possible fine and court appearance
Trespassing	1st Offense: Trespass letter sent; Notify police 2nd Offense: Notify police
Weapon Use or possession of any kind identified in FCPS Student Rights and Responsibilities	10 day OSS and recommend for expulsion; Report to police

❖ **WORK PERMITS**

Information regarding work permits for students under the age of 16 can be obtained from the front office. Students must present a birth certificate and complete forms in order for a work permit to be issued. A parent or guardian must accompany the student when obtaining a permit.

❖ **VISITORS** 

All visitors must sign in at the main office through the LobbyGuard kiosk. Students are not allowed to bring friends or other visitors to school. Former students may visit after 2:10 PM or with a prior appointment with the person they are visiting.