

## **Selma Middle School**

**Selma, IN 47383**

**Phone 288-7242**

**Fax 281-3727**

## **Wapahani High School**

**10401 E. CR 167 S.**

**Selma, IN 47383**

**Phone 289-7323**

**Fax 281-3724**

### **Daily Schedule**

<b>Period 1</b>	<b>8:00-8:53</b>
<b>Period 2</b>	<b>8:58-9:48</b>
<b>Period 3</b>	<b>9:53-10:43</b>
<b>Period 4</b>	<b>10:48-12:13</b>
<b><i>A Lunch</i></b>	<b><i>10:43-11:18</i></b>
<b><i>B Lunch</i></b>	<b><i>11:38-12:13</i></b>
<b>Period 5</b>	<b>12:18-1:08</b>
<b>Period 6</b>	<b>1:13-2:03</b>
<b>Period 7</b>	<b>2:08-2:58</b>

### **2 Hour Delay Schedule**

<b>1<sup>st</sup> time periods</b>	<b>1,4,5,6,7</b>
<b>2<sup>nd</sup> time periods</b>	<b>2,4,5,6,7</b>
<b>3<sup>rd</sup> time periods</b>	<b>3,4,5,6,7</b>
<b>4<sup>th</sup> time periods</b>	<b>1,4,5,6,7</b>

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## **WAPAHANI/SELMA HANDBOOK**

This handbook has been prepared by the school and approved by the local school board, as a guide for students and parents to get acquainted with Wapahani High School and some of the ideals for which it stands. Our school, like our home, our state, and our nation, is no better than members who belong to it. Any provision not covered in the handbook or any interpretation will be the administration's responsibility.

**To Parents:**

Parents are asked to familiarize themselves with the contents of this book in order that they may better understand the program of the school. Attendance at Wapahani High School can be a wonderful experience, but at the same time, should be an exceedingly serious matter that demands a high degree of cooperation. In this manner, parents and school can achieve the common goal of giving their students the best possible guidance toward the realization of their highest capabilities. You may help the school to serve your child's best interest by:

- Making it your responsibility to know your child's teachers and counselor.
- Calling the office to report absences.
- In the event of any questions, feel free to contact the office.

**Nondiscrimination Policy**

It is the policy of the Liberty-Perry Community School Corporation not to discriminate on the basis of race, color, religion, sex, national origin, age, or disability, in its education programs or employment policies as required by the Indiana Civil Rights Act (I.C. 22-9-1), I.C. 20-8.1-2, Titles VI and VII of the Civil Rights Act of 1964, the Equal Pay Act of 1973, Title IX (Education Amendments), or Section 504 of the Rehabilitation Act of 1973.

Inquiries regarding compliance with all programs should be directed to Mr. James Craig, 105 S CR 650E, PO Box 337, Selma, IN 47383, telephone 765-282-5615.

**Pesticide Application Notice**

Periodically throughout the year, it may be necessary that pesticides will be applied to external or internal areas of the school building and ground. If you wish to be given notice of such pesticide applications, please notify the superintendent or the principal of the building. You will be given a form to fill out and will be notified of any pesticide application with at least a 48-hour advance notice. Pesticide applications will not be done when children, staff members or any other people are present in the area that is to be sprayed.

# GRADING POLICY

## Grading Periods

All Liberty-Perry Schools follow a nine-week grading period.

## Honor Roll

The honor roll is published at the end of each grading period. Honor roll list will be divided into two groups: an all "A" honor roll and an "A-B" honor roll. Honor rolls will be released to area newspapers for publication.

## Grading Scale

The Liberty-Perry School Board has adopted the following corporation-wide grading scale:

<b>AP Courses</b>	<b>Honors Courses</b>	<b>Normal</b>
A = 5.000	A = 4.750	A = 4.000
A- = 4.667	A- = 4.417	A- = 3.667
B+ = 4.333	B+ = 4.083	B+ = 3.333
B = 4.000	B = 3.750	B = 3.000
B- = 3.667	B- = 3.417	B- = 2.667
C+ = 3.333	C+ = 3.083	C+ = 2.333
C = 3.000	C = 2.750	C = 2.000
C- = 2.667	C- = 2.417	C- = 1.667
D+ = 1.333	D+ = 1.333	D+ = 1.333
D = 1.000	D = 1.000	D = 1.000
D- = 0.667	D- = 0.667	D- = 0.667
F = 0.000	F = 0.000	F = 0.000

The weighted grading system would not pertain to the class of 2009 or 2010. Weighted grades for AP courses would affect the class of 2011 and beyond. Algebra II Honors weighted grades would affect the class of 2012 and beyond. Biology I Honors weighted grades would affect the class of 2013 and beyond.

In addition, the board ruled that there would be NO rounding up to the next grade. For example, if your average is 79.95, your grade will still be a C+.

## Class Standing

Class standing of high school students will be determined by the number of credits earned according to the following minimum requirements: Sophomores must have at least 6 credits, Juniors must have at least 12 credits and Seniors must have at least 26 credits.

### **Graduation Requirements**

The State Board of Education and the Board of School Trustees of the Liberty-Perry Community School Corporation establish the requirements for graduation from Wapahani High School. The requirements for graduation are as follows:

#### **Required Courses Credits:**

English (9-10-11-12) 8  
Mathematics 4  
Science 4  
Social Studies 4  
Health 1  
Physical Education 1  
Electives 15  
Keyboarding 1  
Careers 1  
Additional Course in  
Technology, Language Arts,  
Social Studies, Math or Science 1  
**Total 42**

The class of 2010 and after must earn 43 credits.

## **ATTENDANCE POLICY**

Education is one of the most valuable undertakings in our country. Formal schooling is not only very desirable, but it is absolutely essential for the conservation of American society. The State of Indiana places education at the top of its priorities. Accordingly, it is incumbent upon this school to use every reasonable measure to instill dutiful attendance habits in every student. A day lost in the classroom can never be completely retrieved. The dialogue between the teacher and the students in a classroom group environment can never be effectively duplicated. A very high positive correlation exists between formal learning and school attendance. This policy's purpose is to encourage academic effort by discouraging unacceptable absenteeism, which is a lack of effort. Therefore, the following attendance is enforced in our school.

### **Reporting Absences**

THE STUDENT'S PARENT OR GUARDIAN SHALL CONTACT THE SCHOOL BETWEEN 7:00 AM AND 10:00 AM ON THE DATE OF ABSENCE IN ORDER TO STATE THE NATURE OF THE ABSENCE. Classes begin promptly at 8:00 a.m. daily. A student arriving later than 8:30 AM will be considered absent from his or her first period class. Absences not authorized and verified by parent contact **ON THE DATE OF ABSENCE will be considered "unexcused"**. Students, who have

reached the age of eighteen and are "emancipated" from their parents/guardian, may call in for themselves. A student is considered "emancipated" if they are eighteen and no longer living with their parents/guardian. Students who are eighteen years of age and still living with their parents are considered under their parents' rule and must be accounted for by their parents.

### **Attendance Committee**

There will be a attendance committee which will be made up of two (2) teachers, two (2) administrators, one (1) student, and one (1) parent who will be appointed each fall. The Principal will appoint the other members. All members of the committee, except for the Assistant Principal, will vote on all matters.

### **Excused Absences**

An excused absence is one that is approved by the principal or his designee. Upon immediate request of the returning student, arrangements may be made for make-up work missed due to an excused absence. Excessive absence may result in loss of course credit and/or expulsion. The term **excused** will refer to any absence from school or class based on the following:

- Personal illness.
- Student medical or dental appointment.
- Funeral of a family member when approved in advance.
- Religious observance when approved in advance.
- General Assembly Page when verified and approved in advance.
- Election Day Worker when approved in advance and verified by the candidate, political party chairman, or his designee.
- Court ordered appearance when verified and approved in advance.
- College visit day when approved in advance.

Note: Excessive absenteeism, tardiness, or a poor academic record will be considered when giving advance approval.

### **Unexcused Absences**

An unexcused absence is one that is not approved by the principal or his designee. **Schoolwork missed as a result of an unexcused absence cannot be made up for credit.**

### **Excessive Absences**

A student will be limited to a total of eight (8) excused and unexcused absences per semester. A student will be placed on an attendance contract at the sixth (6th) absence.

Any absence after the eighth (8th) will:

- Require a doctor's certificate within two (2) school days of the absence or the corporation nurse's approval.

- May result in a loss of credit in class or classes.
- May result in referral to proper legal authorities.
- May result in the filing of charges for educational neglect.
- On the 9<sup>th</sup> absence, the student will be referred to the Disciplinary Committee.

### **Compulsory Attendance**

It is unlawful for a parent to fail, neglect, or refuse to send his child to a public school for the full term as required under this chapter unless the child is being provided with instruction equivalent to that given in the public schools. This section does not apply during any period when the child is excused from attendance under this chapter.

**Penalty: A person who knowingly violates this chapter commits a Class B misdemeanor.**

*Reference: Indiana Code 20-8.1-3-34 and 20-8.1-3-37.*

### **Truancy**

Truancy is being absent from school or class without the knowledge or consent of the parent/guardian and school officials. Truancy shall include leaving the school without permission for any part of the school day or not being in the approved location for your absence.

First Offense:

- a. Student will receive one day in-school suspension.
- b. Parent notification.
- c. Truancy contract.

Second Offense:

- a. Two (2) days in-school suspension.
- b. Parents notified and conference with County Child Protection Agency.
- c. Revocation of Driver's License by Indiana Bureau of Motor Vehicles as per statute and statewide program for the revocation of driver's licenses and prohibition of learner's permits.

Third Offense:

- a. Cause for Expulsion.

### **Tardies**

All students are expected to report to class on time. Each teacher will keep an accurate account of student tardies. STUDENTS ARE NOT TO BE ADMITTED LATE TO THE FIRST PERIOD CLASS WITHOUT A TARDY PASS FROM THE OFFICE.

The following procedures will be observed relating to tardiness:

- Student drivers with excessive (five or more) unexcused tardies to school may lose the privilege of having a student-parking pass.

- Penalties for tardiness to the same class per semester:
  - a. Four (4) tardies: Detention
  - b. Five (5) tardies: Detention and parent/student conference.
  - c. Six (6) tardies: One (1) day in-school suspension
  - d. Seven (7) tardies: Two (2) days in-school suspension.
  - e. Eight (8) tardies: Two (2) days in-school suspension.
  - f. Nine (9) tardies Referral to discipline committee.

#### **Requests for homework**

Parents requesting homework assignments for students who are out of school should make arrangements through the office. Requests should not be made until a student has been out two (2) days. All requests must be made by 9:30 a.m. for pick-up after 3:00 p.m., otherwise requests will take 24 hours.

#### **Student Make-up Work**

All students should be permitted to make up all class work missed, but under the following conditions:

1. Immediately upon returning to class, the student must take the initiative to request make up work.
2. The deadline for make up is set by the teacher, who will allow at least one day for each day of absence.
3. The student should be encouraged to make up work ahead of time of absence, if the absence is known in advance (i.e. vacations).
4. Students will not be held responsible for making up an assignment or test on the day following an absence if the work was announced during the time of absence. If the assignment or test was announced (verbally or in a written assignment sheet) prior to an absence, the student will be responsible for the assignment or test on the day in which s/he returns to school.
5. Students may be permitted to make up work because of missed school due to out-of-school suspension.

#### **Students Leaving During the School Day**

- Students shall not leave the school grounds for any reasons during school hours without permission from the office.
- Requests for early dismissal should be submitted to the office. These requests must be written or orally given to the secretary **by the parent.**
- Students may be released only to a parent or to a properly identified person authorized to act on their behalf.

- Students who leave school must sign out in the office and check back into the office upon returning to school.

### **Passes for Entering and Leaving**

When a student arrives at school late or returns to school during the day, that student MUST sign in at the office. Name of the student and the time of arrival should be noted. When a student has to leave the school grounds, he or she must obtain permission from the principal or his designee. TO LEAVE, THE STUDENT MUST HAVE A WRITTEN NOTE OR TELEPHONE CALL FROM HIS PARENT OR GUARDIAN TO THE OFFICE. THE STUDENT MUST THEN SIGN OUT NOTING THEIR NAME AND DEPARTURE TIME. FAILURE TO FOLLOW THE PROPER PROCEDURE WILL BE CONSIDERED TRUANCY.

## **DISCIPLINARY POLICY**

### **Grounds for Suspension and Expulsion**

Indiana Code 20-8.1-5.1

Grounds for suspension or expulsion are student misconduct or substantial disobedience. A student may be recommended for immediate expulsion from school for a period in excess of ten (10) school days or for the balance of a semester. The grounds for suspension or expulsion apply when a student is:

- On school grounds immediately before, during and immediately after school hours and at any other time when a school group is using the school.
- Off school grounds at a school activity, function, or event; or
- Traveling to or from school or a school activity, function, or event.
- Off school grounds at any time when the student is engaged in unlawful activities which may reasonably be considered an interference with school purposes or an educational function.

The following include examples of student misconduct or substantial disobedience, but are not limited to:

1. Using violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or other comparable conduct constituting in interference with school purposes or urging other students to engage in such conduct. The following enumeration is illustrative of the type of conduct prohibited by this subdivision.

- A. Occupying any school building, school grounds or part thereof with intent to deprive others of its use.

- B. Blocking the entrance or exits of any school building or corridor or room therein with intent to deprive others of lawful access to or from, or use of the building corridor, or room.
  - C. Setting fire to or substantially damaging any school building or property, or attempting to set fire or cause damage. This includes the use or attempted use of pipe bobs, Molotov cocktails", or other explosive or incendiary devices.
  - D. Firing, displaying, or threatening use of fire-arm, explosives, or other weapons on the school premises for any unlawful purpose.
  - E. Prevention of or attempting to prevent by physical act the convening or continued functioning of any school or educational function, or of any lawful meeting or assembly on school property or at a school-related activity, including the making of a false report of a bomb, fire, or uncommon disease-producing organism, as well as triggering a false fire alarm and delivering or sending an actual or look-alike uncommon disease-producing substance to any school property, vehicle, or activity.
  - F. Continuously and intentionally making noise or acting in any manner so as to interfere seriously with the ability of any teacher, or any of the other school personnel, to conduct the educational function under his/her supervision.
  - G. Through any means of communication, including gestures, symbols, or signals, placing any student, teacher, employee or other person in fear of harm to one's self, a family member or personal property. This includes by way of example such conduct as threatening "to get" the person, creating a "hit list" of persons who are to be put in fear of harm, and warning the person that a family member could get hurt or one's car could be damaged.
2. Causing or attempting to cause substantial damage to school property. Stealing, or attempting to steal, school property of substantial value, or repeatedly damaging or stealing school property of small value.
  3. Intentionally causing or attempting to cause physical injury or intentionally behaving in such a way as could reasonably cause physical injury to any person.
  4. Threatening or intimidating any student for the purpose of, or with the intent of, obtaining money or anything of value from the student.
  5. Knowingly possessing, handling, or transmitting a knife or any other object that can reasonably be considered a weapon.
  6. Knowingly possessing, using, transmitting, or being under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, or intoxicant of any kind. Use of a drug authorized by a medical prescription from a physician is not a violation of this subdivision.

7. Engaging in the unlawful selling of a controlled substance or engaging in a criminal law violation that constitutes an interference with school purposes or and educational function.
8. Failing, in a substantial number of instances, to comply with directions of teachers or other school personnel during any period of time when student is properly under their supervision, when the failure constitutes an interference with school purposes or and educational function.
9. Engaging in an activity forbidden by the laws of Indiana in or out of school that constitutes an interference with school purposes or an educational function.
10. Knowingly possessing or using on school grounds during school hours an electronic paging device or a personal cell phone in a situation not related to a school purpose.
11. Bullying is prohibited. Bullying is defined as overt, repeated acts or gestures, including verbal or written communications transmitted; physical act committed; or any other behaviors committed by student or group of students against another student with the intent to harass, ridicule, humiliate, intimidate, or harm the other student

**Student Misconduct**

The following infractions are additional examples, which could mean, depending on the violation, suspension or expulsion from school:

1. Leaving school for a portion of a school period or more without permission.
2. Disrespect or insubordination to a staff member.
3. Intentionally causing, or attempting to cause physical injury or intentionally behaving in such a way as could reasonably cause physical injury to any person.
4. Use of inappropriate, obscene, indecent abusive or profane language; verbal, written, or in form of gesture.
5. Habitual tardiness or truancy from school and/or individual classes.
6. Appearing in an unclean, unhealthy, or unsafe manner so as to disrupt the educational process.
7. Disruptive behavior, such as violence, noise, force, coercion, threat, intimidation, passive resistance, or other conduct which interferes with the orderly management and control of the school.
8. Possession, transmission, threatened use, and/or actual use of a dangerous weapon.
9. Possession and/or use of any type of explosive or dangerous articles, including fireworks.
10. Failure to comply with the directions of teachers, principals, and other authorized school personnel.
11. Violation of the federal, state, or local laws, other than minor traffic violations.
12. Intentionally damaging, destroying, defacing, or stealing of personal or school property.
13. Extortion.

14. Falsifying documents (passes, attendance notes, early dismissal notes).
  15. Soliciting of any kind is prohibited unless approved by the administration.
  16. Unauthorized entry into a locker.
  17. Damaging textbooks, library books, or related materials.
  18. Exhibiting any unacceptable physical contact (i.e. pushing, shoving, hair pulling, pinching, swatting, etc.)
  19. Any comparable conduct interfering with the school's educational purpose of function.
  20. No student or staff member shall be harassed in a verbal, non-verbal or physical form concerning sexual, gender, ethnic, religions, disability, height, or weight.
  21. Stealing or in possession of stolen property.
  22. Exceeding the 9-day attendance policy.
- Please refer to state statutes under Grounds for Suspension and Expulsion for more details.

Note: If a student is suspended from Muncie Area Career Center, that student will also be suspended from Wapahani High School on days of suspension. This holds true also if students are suspended from Wapahani. Students will not be permitted to attend MACC on days of suspension.

#### **Priority School**

If a student is assigned a second multiple day suspension they will be required to attend the Priority School for the length of their suspension. Information about location, transportation and specific rules and regulations will be provided to students when they are assigned their first suspension.

If a student is expelled from school the administration may make a referral to the expulsion section of the priority school. If a senior finishes the school year at the Priority School they will not be eligible to attend commencement.

#### **Harassment Policy (Bullying)**

Harassment of a person by other students or staff is contrary to the school board's commitment to provide a physically and psychologically safe environment in which to learn and may be a violation of federal law.

In addition to sexual harassment, which includes unwelcome sexual advances or any other form of improper physical contact or sexual remark, harassment shall also include any speech or action that creates a hostile, intimidating, or offensive learning environment.

Any person who alleges harassment by a staff member or student may make a complaint with a building administrator. The principal or his designee will promptly investigate this charge. Anyone found to have violated this policy shall then be recommended to the Disciplinary Committee who will decide on the necessary disciplinary action, which can include suspension or expulsion from the school corporation.

### **Tobacco**

Students have found ways to use tobacco products at school, as long as there have been schools in this country. Tobacco use by students has traditionally been considered to be a relatively minor nuisance and discipline problem. Tobacco use and possession has been a continued source of property damage and personal conflict at this and all schools. We now know, however, that tobacco use is a serious health threat not only to those who use it, but to nearby non-users as well. As a result, our society has placed many restrictions upon the use of tobacco products in an effort to discourage its use and to protect the rights of those who choose not to use it. Similarly, we believe that it is the responsibility of this school to insist upon restraint by those who choose to continue using tobacco products in order to protect the health and property of users and non-users, alike.

The use or possession of any tobacco product on school grounds or during any school-sponsored activity will result in an out-of-school suspension. The first offense will result in a three (3) day suspension. A second or additional offense of this policy may result in expulsion and loss of credit for the semester.

### **Drug-free School Zone**

Schools in the State of Indiana have been declared Drug-Free Zones. It is illegal to possess use or sell a controlled substance or alcoholic beverages on school property, within 1000 feet of school property, or on a school bus. All individuals (including students) in violation of this law must be reported to law enforcement authorities. Violation of this law is a Class B or D offense depending on the circumstances.

Violation of these rules will also mean expulsion from school:

1. Possess, provide to another person, or be under the influence of any substance which is or contains alcohol, marijuana, a stimulant, an intoxicant, a narcotic, a depressant, caffeine-based pills, substances containing phenylpropanolamine (PPA), or a hallucinogen - whether prescription or sold over the counter (without a prescription) or any substance represented by the provider to be any of the listed substances (a) on school grounds at any time on (b) at any school sponsored activity at any location including the school bus. *Use of medication by a student prescribed by a medical doctor, a dentist, or other health care provider authorized by law to*

*prescribe medication for that student, does not violate this rule.*

2. Possess or provide to any person anything used or designed to be used primarily for the storage, processing, delivery or consumption of alcohol, marijuana, stimulants, intoxicants, narcotics, depressants, or hallucinogens on school premises at any time or any location including the school bus. Examples of things that are not to be possessed or provided to another person are: pipes, rolling papers, clips. etc.

### **Fighting**

- Students are not permitted to fight, make threats or harass other students.
- **First offense** may result in a 3-5 days out-of-school suspension.
- **Second offense** may be cause for five days suspension.
- **Third offense** may result in expulsion.

A fight that causes medical and/or property damage could result in expulsion. An assault may result in expulsion. Students and parents may be liable for medical and/or property damage. **If a student is physically or verbally threatening to a staff member additional punishment will occur. Local police will be contacted when a fight results in any physical damage or if a staff member is involved.**

### **Property Damage**

Pursuant to Indiana Code 34-31-4-1, a parent of a child (who lives with the parent and over whom the parent has custody) is liable for up to \$5,000 in actual damages arising from each instance of harm to any person or damage to any property that is knowingly, intentionally, or recklessly caused by the child

### **Dress Guidelines**

Appropriate dress, grooming, neatness and cleanliness are attributes that should be encouraged for they can affect the learning/teaching attitude of the individual and the group. It is in this spirit that reasonable standards are established. It would be impossible to devise a policy that would cover all situations and generally speaking, good common sense is usually the best guide for deciding on appropriateness of appearance. But there are a few guidelines that need special clarification.

The administration and staff will be enforcing the following dress regulations:

1. Blouses and shirts should be worn that adequately cover the body. See-through blouses, bare midriffs, halter-tops, mesh

shirts, spaghetti straps, strapless dresses or tops, tank tops, and shirts with open sides are not appropriate for school.

2. Students are to wear shoes in the building.
3. One's appearance should not be vulgar, obscene, promote secret organizations, or lead to a disruptive atmosphere. Clothing that allows undergarments to be visible will not be considered appropriate for school.
4. Students are not to wear apparel that displays or advertises drugs, alcohol or tobacco. Students are not to wear apparel that is sexually suggestive, racially biased, etc.
5. Students are not to wear hats, head coverings, sunglasses, bandannas, gloves, distracting clothing, costumes or pajama pants.
6. Apparel associated with gangs may not be worn or brought to school.
7. Apparel, such as pocket chains, should be kept at a reasonable length conducive toward the function of the item.
8. Backpacks and book bags are not to be in the classrooms at any time. They are to be in your locker only.
9. Clothing that is excessively baggy and/or contains deep or numerous pockets may not be worn.
10. Apparel or appearance that is lewd, vulgar, indecent, or offensive may not be worn.
11. Shorts and skirts must be longer than fingertip length.

Note: The school will intervene (according to the judgment of teachers and administrators) if reasonable discretion has not been exercised to avoid undue distraction, to provide proper cleanliness, or to maintain proper levels of common decency.

### **Personal Contact**

In consideration of all students, appropriate personal contact between male and female students is expected at all times while on school property.

### **Cheating**

Cheating of any kind will not be tolerated. Forms of cheating include, but are not limited to: copying homework or tests from another student, using inappropriate materials during a test (calculators, formulas, texts, etc. that have not been approved for use on a test by the instructor), and plagiarism in any form. The first offense will result in loss of credit for that assignment or test. The second offense of cheating will result in a loss of credit in the class.

### **After School Detention**

After school detention is designed to permit students to serve penalties without missing class time. A detention may be assigned by the school administration to a student for disciplinary reasons.

Detention will meet either from 6:00- 7:50 before school or from 3:10 PM to 5:00 PM after school. All students who attend detention are expected to bring enough study material for the two (2) hour session. Parents or guardians will be notified of the detention and will be required to provide transportation for their child home from school on the day that they have been assigned detention.

- If a student misses detention without permission, this infraction may result in an in-school suspension or out-of-school suspension.
- After a student has accumulated four (4) detentions, a following infraction may result in a in-school suspension or out-of-school suspension.

### **Social Probation**

Social Probation prohibits a student from participation in sports or attending school extra-curricular events such as school dances, club activities, or athletic events. Students also cannot go to the library or computer lab during study hall without a research pass from a teacher. A student placed on Social Probation will remain on Social Probation until the end of the semester and will lose their driving privileges.

Social Probation is for:

- A student who receives four or more detentions in a semester.
- A student who has been suspended from school for the second time during the school year.
- A student who has been suspended from any class three or more total periods a semester, and/or a student who has violated the extracurricular code of conduct.

### **In-School Suspension**

In-school suspension is another manner of handling serious behavioral problems. When a student is serving an in-school suspension, he or she is to report to the office at the beginning of the school day (8:00 AM), and remain under supervision until the close of the school day. Students are responsible for contacting their teachers and requesting all assignments before 8:00 AM. Each class assignment must be in writing so the monitor may check off completed units. The student will not be permitted to attend any classes, and eating privileges will be restricted. An atmosphere of complete silence is observed at all times between 8:00 AM and 3:00 PM. Students are to continually write or read during the entire instructional day. There will be no reading or writing of any non-assigned material.

## **TRANSPORTATION**

### **School Bus Guidelines**

Parents are reminded that school transportation is a privilege and not a right. The bus driver is the sole authority on the bus while students are being transported. Therefore, the driver shall treat all students with respect while keeping order, maintaining discipline, and seeing that no student is imposed upon or mistreated.

1. Students should be waiting at his/her boarding station when the school bus arrives to ensure timely and efficient busing transportation.
2. Students will ride only assigned buses and will board and depart from bus at assigned bus stops.
3. Each student shall be seated immediately upon entering the bus in the seat assigned by the driver.
4. For the safe operation of the school bus, noise on buses shall be kept to a minimum with students speaking in reasonable conversational voices. Loud, boisterous, profane language, or indecent conduct shall not be tolerated. Students shall not be allowed to tease, scuffle, trip, hit, or use their bodies in any other objectionable manner. Passengers must be quiet at railroad crossings and other danger zones as designated by the driver.
5. Doors and windows will be opened or closed only with the driver's permission.
6. Students shall not stand or move from place to place during the trip.
7. Students shall not enter or leave the bus until it has come to a full stop, and the driver has opened the door.
8. Students are not to eat or drink on the bus. The bus is to be kept clean at all times.
9. The bus driver and/or the building administrator shall give the parent notice if a student faces the loss of riding privileges. The driver may suspend the student for one (1) day after notifying both the parent and building administrator. The building administrator may suspend riding privileges for a period of time up to five (5) days as determined by the administration following consultation with the driver and student. Normal due process procedures will be followed for an extended loss of riding privileges.

### **Student Driving and Parking**

Driving a personal vehicle to school, and parking on school property is a privilege, and not a right. The student and the student's parent/guardian must realize the student comes under school discipline policies when he/she leaves home to travel to school and until they return home from school. Regulations are as follows:

1. Students must have a valid Indiana driver's license and the vehicle must be insured as per state law.
2. Register and display the parking permit as instructed. This tag must be displayed on the rear view mirror and visible at all times. There will be a two-dollar (\$2.00) registration fee. If the parking permit is not returned in the condition issued, an additional charge of four dollars (\$4.00) will be assessed. If not returned or payment received, a parking space will not be issued the following year.
3. Students are to leave their vehicles immediately upon arrival at school.
4. The parking lot is off limits to students during the school day unless a pass is received from the office.
5. There is to be a strict adherence to the 15 MPH speed limit on all areas of school property.
6. All school buses are to be given the right-of-way.
7. Drivers are urged to keep their vehicles locked at all times.
8. Careless driving on school grounds is not permitted.
9. Permission for a student to bring a vehicle on school property shall be conditioned upon consent of the search of the vehicle and all containers inside the vehicle by a school administrator with reasonable suspicion to believe the search will produce evidence of a violation of law, a school rule, or a condition that endangers the safety or health of the student driver or others. The student shall have no expectation of privacy in any vehicle or in the contents of any vehicle operated or parked on school property.
10. Any vehicle found to be illegally parked, not properly registered, or not displaying their parking permit, will be assessed a fine of five (\$5.00) dollars. This fine must be paid within ten (10) school days of the date of issue, or driving privileges will be revoked.
11. Students may only park in the west parking lot between the baseball field and the gym.
12. On receiving the fourth violation, the car may be towed at owner's expense.
13. ANY violation may result in loss of driving privileges.
14. Student driving privileges will be revoked if a student receives a fifth detention and/or is suspended for the second time or has a second truancy.

15. Student drivers with four or more unexcused tardies to first period will lose the privilege of having a parking pass.
16. A student driver must have a Drug, Alcohol, and Tobacco Testing Program Consent Form signed with his/her student signature and his/her parent/guardian signature on file in the office before receiving a parking tag.
17. If a student receives a "positive" result from participating in the Liberty-Perry Community Schools drug testing program the student will lose driving privileges both to and from school for a period of 36 days.

**Requirements for Obtaining a Valid Parking Tag**

- The students must have a valid driver's license.
- Permits will be offered to seniors, juniors, and sophomores in that order.
- A waiting list for parking permits will be established and retained in the office by the Assistant Principal.
- If for any reason a student loses his/her driving privilege, their permit and parking space would be issued to the next person on the waiting list.
- If the driving permit is revoked for any reason the student must have written permission from the Principal or Assistant Principal to be placed on the waiting list at the end of the nine weeks.

Reasons for losing a parking permit may include:

- Failing more than one class.
- Excessive tardies.
- Excessive discipline referrals
- Failing a drug test

Note: At the discretion of the administrators, requirements may be waived or amended under certain circumstances.

**Driving Privileges \* Indiana Code**

A driver's license or a learner's permit may not be issued to an individual less than eighteen (18) years of age who meets any of the following conditions:

1. Is a habitual truant (2 times)
2. Is under at least a second suspension from school for the school year.
3. Is under an expulsion from school due to misconduct.
4. Has withdrawn from school, for a reason other than financial hardship.

\* The High School will follow state guidelines. The State statute allows for the discontinuation of driving privileges for students under the age of eighteen (18) who are willfully truant, suspended from school for a second time or expelled /excluded from attendance at the high school.

## **SCHOOL POLICIES**

### **Indiana Civil Rights Compliance Program for Vocational Education, Student Grievance Procedures**

In the event that a student at Wapahani High School or Selma Middle School feels that an act or omission was made to them relating to protected rights based on age, race, color, religion, sex, handicapping conditions, national origin, or limited English proficiency, that student may obtain a grievance form from the guidance director, principal, or superintendent. This form will indicate the steps to be taken to continue and resolve the grievance.

### **Job Permit Policy**

According to state and federal child labor laws, employment certificates (work permits) are mandatory for minors aged 14 through 17 years of age. Students who wish to secure a job permit must present to the Assistant Principal or designee an "Intention to Employ" card and proof of age certificate. If it is determined by the Assistant Principal or designee that the following criteria have been met, he will issue a work permit:

- The student has not received a failing grade in any class reported on the student's most recent grade reporting card.
- The student has not exceeded eight unexcused absences in any class.
- The student is not receiving a failing grade in any class at the time of issuance of the work permit.
- The student does not already have a work permit on file.

After a student has been issued a work permit, the students' grades and attendance will be monitored by the Assistant Principal. If at any time, the student is receiving a failing grade in any subject or has exceeded the eight absences', the following steps will occur:

- The principal or his designee will meet with the student as well as the student's parents and/or guardians.
- Two options will be available at the time of the meeting:
  1. The student may be placed on academic probation for one month  
If the student is not receiving a passing grade after the one month period, the work permit will be revoked.
  2. The work permit will be immediately revoked and the employer notified, if the parents and principal deem necessary and are in agreement.

### **Computer Usage**

Students are urged to use the computers available throughout the building for research, projects, assignments, and other work assigned by teachers. However, students are to remain in the directory specifically assigned for their use. It is a criminal act under Indiana law to access a computer system or to damage or alter a computer program or computer data without the consent of the computer owner. Therefore, any student who is suspected of tampering with or trespassing on any of the school corporation's computers, computer programs, computer systems, or computer networks without authorization from the administration will be immediately suspended from school pending investigation by school administrators. Violation of this rule will result in expulsion and loss of credit. The results of the investigation will be turned over to the proper authorities if it is determined by school authorities that a criminal act may have been committed.

ALL STUDENTS WILL BE REQUIRED TO SIGN A COMPUTER USE CONTRACT AND HAVE IT ON FILE IN THE ADMINISTRATIVE OFFICE. ANY STUDENT, WHO VIOLATES THEIR COMPUTER CONTRACT AND IS ENROLLED IN A COMPUTER CLASS, WILL LOSE THEIR CREDIT IN SAID CLASS.

### **Locker Usage**

A locker is assigned to students at the beginning of the year. The lockers are the property of Liberty-Perry School Corporation and are subject to inspection by authorized school personnel. The school is not responsible for stolen items so use common sense about giving out your combination, and making sure it is locked. All lockers made available for student use on the school premises, including lockers located in the hallways, physical education and athletic dressing rooms, industrial education classrooms and art classrooms, are the property of the school corporation. These lockers are made available for student use in storing school supplies and personal items necessary for use at school but the lockers are not to be used to store items which cause, or can reasonably be foreseen to cause, an interference with school purposes or an educational function, or which are forbidden by state law or school rules. A student may not expect to have privacy in a locker or its contents. The student's use of the locker does not diminish the school corporation's ownership or control of the locker. The school corporation retains the right to inspect the locker and its contents to ensure that the locker is being used in accordance with its intended purpose, and to eliminate fire and other hazards, maintain sanitary conditions, attempt to locate lost or stolen material and to prevent use of the locker to store prohibited or dangerous material such as weapons, illegal drugs, paraphernalia, or alcohol.

Note: THE WAPAHANI HIGH SCHOOL ADMINISTRATORS MAY CONDUCT RANDOM LOCKER INSPECTIONS AT ANY TIME. THESE

INSPECTIONS CAN BE CONDUCTED FOR ANY REASON AT ANY TIME WITHOUT NOTICE, WITHOUT STUDENT CONSENT, AND WITHOUT A SEARCH WARRANT. IF IT IS FOUND DURING AN INSPECTION THAT A STUDENT HAS FAILED TO COMPLY WITH ESTABLISHED SCHOOL POLICY AND OR STATE LAW, THE STUDENT WILL BE DISCIPLINED IN ACCORDANCE WITH SCHOOL POLICY AND OR STATE LAW.

Locker regulations are as follows:

1. Students may not use their own locks to prevent access by school officials and any unauthorized locks may be removed without notice and destroyed.
2. Lockers are to be cared for properly which includes no stickers, writing, markings or other means of causing damage.
3. Locker assignment changes are not to be made without permission of the assistant principal.

### **Personal Property**

Radios, cameras, tape recorders, electronic games, paging devices, playing cards, cell phones, and other such electronic equipment are never to be brought to school unless they are being used as part of a class assignment. No student will possess a paging device on school property. Students should not bring large amounts of money or valuable personal items to school. The school assumes no responsibility for items lost or stolen.

### **Book Rental**

The pupil should use a rented textbook in the same manner as a purchased book. The texts are the sole responsibility of the student and must be replaced if lost or stolen. If the text is misused, a repair or replacement fee will be imposed.

### **Hall Passes**

Students are not permitted in the halls during class periods unless they have a pass from a staff member, are accompanied by a teacher, or work for school services. Student-initiated passes to the restroom, library, another classroom, guidance, office, etc. must be recorded in the student's handbook on the designated pass page. If a student no longer possesses a handbook with pass pages, student-initiated passes will be denied. Students needing to go to the library for research must obtain a research pass from the assigning teacher. Substitute teachers may NOT write research passes to the library.

### **Library**

The library has books, magazines, and pamphlets for assigned study and recreational reading. Students are expected to use the library for educational purposes and not as a place to visit with friends. These rules apply:

1. Materials should be properly checked out and returned on time so that others may use them. Fines are charged for damaged or overdue materials.
2. Students losing library materials must pay the replacement cost of the materials.
3. Any unpaid fines or fees will be applied to the student's school fees.
4. Students who cause undue disturbance in the library will lose library privileges for a specified period of time. Exceptions are made if they are with a classroom teacher who is in charge of a class doing research.

### **Cafeteria**

The food service personnel are genuinely interested in providing food and service that pleases most of the student body. By observing the following rules you can do your part in helping keep the cafeteria clean, attractive and a pleasant place to eat.

1. Do not throw food or anything else.
2. Keep the lines orderly, and do not cut in.
3. Empty all trash from trays into the containers. Return the trays and silverware to the receiving window.
4. Keep tables, chairs, and floors clean - pick up after yourself.
5. No food may be taken from the cafeteria.
6. You are welcome to bring a lunch from home to eat in the cafeteria, but food from a restaurant or fast food establishment is not permissible.
7. No food or drinks in the academic area without special permission from the teacher.

### **Medication Policy**

In compliance with School Board policy and state statutes pertaining to medication, Indiana Code 34-4-16.5-3.5 and the Indiana Administrative Code 511 IAC 7-1-2-, as well as other requirements, the following policy has been implemented:

1. No medication shall be administered to a student without the written and dated consent of the student's parent. The consent of the parent shall be valid only for the period specified on the consent form and in no case longer than the current school or program year.
2. All nonprescription medicine to be administered to a student must be accompanied by a statement describing the medicine, the dosage, and the time for it to be administered to the student.
3. All prescription medicine, including injectable medicine, and all blood glucose tests by finger prick to be administered to a student must be accompanied by a physician's prescription, a copy of the original prescription, or the pharmacy label.

4. If the medication is to be terminated prior to the date on the prescription, the written and dated consent or withdrawal of consent of the parent is required. The written consent of the parent and the written order of the physician shall be kept on file.
5. No student shall be allowed to keep medicine at school. Any medicine to be administered to a student shall be brought to either the principal's or the school nurse's office where it will be kept in a secure place.

Medication shall be administered in accordance with the parent's statement (in the case of nonprescription medicine) or the physician's order (in the case of prescription medicine) only by a school nurse or other employee(s) designated in writing by the school principal. All administration of medicine shall be documented in writing. Any designated employee who is responsible for administering injectable insulin or a blood glucose test by finger prick shall receive proper training and such training shall be documented in writing. These precautions are necessary to insure the safety of all students. We appreciate the cooperation of parents and guardians in carrying out this policy.

#### **Injuries/Illness**

If a child is injured or becomes ill at school, the child will be cared for temporarily by the school nurse and the parent will be notified. The school will render first aid only. If emergency medical attention is necessary, the following procedure will occur:

1. The parent will be contacted.
2. If the parent is unavailable, the family doctor will be contacted.
3. If no one is available, the child will be transported to the emergency room at the hospital, unless the parent has given instructions to the contrary.

#### **Postings/Advertisements**

The Principal must first approve signs and posters that students wish to display. Posters displayed without authorization will be removed. Any student who posts printed material without approval shall be subject to disciplinary action.

#### **Telephone**

Students are not allowed to use the telephone during school hours except in the case of an emergency. The phone available for student use is located in the main office with permission from the office staff.

#### **Visitors**

Wapahani High School wishes to be a friendly school. In order that we may extend appropriate hospitality and abide by the Corporation and

State statutes defining and regulating trespassing, all visitors are expected to report to the office immediately upon entering the parking lot, campus or building to pick up a visitor's building pass. Our school policy is to accept only those visitors who have legitimate business to attend to at the school. Parents are always WELCOME!

### **Criminal Trespass**

It cannot be argued that individual members of the public enjoy a limited right of access to school facilities while conducting legitimate school-related business. However a person's conduct while so engaged cannot be such as to constitute a disruption or interference with the accomplishment of regular school functions. When such occurs, the building principal or other administrative official in charge of the particular facility can, and should, request that the person leave the premises. Failure to do so can result in prosecution for criminal trespass.

I.C. 35-19-4-3. It shall be a misdemeanor for any person to refuse to leave the premises of any institution established for the purpose of the education of students enrolled therein when so requested, regardless of the reason, by the duly constituted officials of any such institution.

## **SERVICES AND ORGANIZATIONS**

### **Guidance Counseling Services**

Guidance counseling services are available to help students find solutions to their personal, educational, and vocational problems and to assist them in planning for their futures beyond high school. Students will be called to meet with the guidance counselor on a regular basis. Students requesting an appointment with the counselor are welcome any time. They should bring a pass with them to the Guidance Office. You are encouraged to visit the Guidance office for more information.

### **Health Clinic**

Students who become ill during the school day should report to their teacher who may send them to the clinic. If a student is determined to be ill by the nurse or her designee, arrangements will be made for the student to go home. If the nurse or designee determines the student's condition does not warrant leaving school, the nurse or designee will make the determination as to whether the student will remain in the clinic or return to class. STUDENTS ARE NOT TO CONTACT THEIR PARENTS, OR ANYONE ELSE, TO TAKE THEM HOME.

### **Student Government**

Student government is comprised of the student body president, (a senior), and the president, vice-president, secretary, treasurer and

three student council representatives from each class. The student body president heads Student Council. Within Student Council, a vice-president, secretary, and treasurer serve as officers. Elections are held in the spring for the next school year. These procedures will be followed for those elections: Students must register to vote during the five-day period preceding the elections. Students will have the opportunity to be a candidate for a position on student council if they do not win a position as a class officer. In order to run for any position, a student must meet the following criteria: Complete candidates' form, which includes a GPA of 2.5 or over verified by the Guidance Office, the signatures of three teachers who will be writing a recommendation and the office(s) for which the student wishes to be a candidate. Candidates must turn in these forms to the office by the time and date announced. These procedures will be followed exactly.

#### **Extracurricular Activities**

Wapahani High School is proud of its school and the activities offered during the school year. We want as many students as possible to participate in the extra-curricular activities. Students are strongly encouraged to get involved and be a part of the opportunities of these activities.

#### **After-School Activities**

Only the students who are under direct supervision of a teacher may stay after school. All others must leave the school grounds or be subject to prosecution for criminal trespass.

#### **Before School**

Students are not to enter the academic area until the bell rings at 7:50 AM without permission from the main office.

#### **Soliciting by Classes and Organizations**

Classes or school-sponsored organizations may not solicit funds from, or sell any product to the general public without the approval of the school principal. Only those approved fund-raising activities may be conducted on school grounds.

#### **National Honor Society Requirements: SCHOLARSHIP**

- No one with an accumulative grade average below 3.5 will be considered for membership.
- Junior students with grade averages 3.50 and above will be evaluated upon whether they will be able to maintain the 3.50 average.

- Seniors with a 3.50 grade point average who were not selected as juniors will be considered eligible.
- In addition to the grade point average, candidates will be required to have taken a minimum number of credits chosen from the following classes:

ENGLISH: English 9, English 10, English 11, English 12, Etymology, and Speech I.

MATHEMATICS: Algebra I (8<sup>th</sup> or 9<sup>th</sup> grade), Geometry, Algebra II, Algebra II Honors, Pre-Calculus, AP Calculus.

SCIENCE: Biology I, Biology I Honors, Botany, Other, Integrated Physics/Chemistry, Chemistry I, Chemistry II, and Physics.

SPANISH: Spanish I, Spanish II, Spanish III.

SOCIAL STUDIES: World History and Civilizations, world Geography, Sociology, and U.S. History.

BUSINESS: Accounting I, Accounting II, Introduction to computer Applications, Advanced Computer Applications I, Advanced Computer Applications II, Marketing, Business, and Personal Law.

- A junior must have taken a minimum of 14 credits and a senior must take a minimum of 28 credits in order to be considered eligible for election into National Honor Society. These requirements are for potential members only.

#### **LEADERSHIP**

- Potential members will be evaluated based upon leadership positions that they have held in school-sponsored activities(class officers, student council, subject related clubs, etc.).
- Potential members will be evaluated based upon leadership positions which they have held in the community (4-H, Junior Achievement, church organizations).
- The fact that a student is elected to an office is not sufficient to qualify for membership. The student will be evaluated upon how well duties associated with the office are performed.
- Potential members will be evaluated upon the leadership they have exerted in the classroom. They must demonstrate a positive influence upon the behavior of other class members and of guidance in class-related projects.
- Potential members will also be evaluated on how actively they participate in extra-curricular activities. The influence upon others to develop a good work ethic is an essential part of leadership.

#### **SERVICE**

The willingness that potential members have shown to help others is demonstrated by an active participation in school and community-related activities and a genuine concern for others who may be having

personal problems. All NHS members must perform ten (10) hours of service per year.

### **CHARACTER**

- Willingness to abide by the rules imposed by society is an indication of character. In line with this, the following items will be reviewed:
  1. Relationship with teachers and school personnel
  2. Unexcused absences
  3. Suspensions from school
  4. Expulsions from school for the remainder of a semester will be evaluated as a serious breach of character.
  5. Conflict with the law
  6. Any incident that would bring dishonor to the NHS and WHS.
- We believe maintaining strong moral convictions are part of character. Honesty is part of these morals; therefore, an incident of cheating will be viewed as a definite breach of character. People do make mistakes and in some cases do grow for them. Evidence of cheating will be evaluated upon how many and how recent. A pattern of dishonesty will be viewed as a reason for disqualification from possible membership.
- Maturity and the ability to persevere in time of trial or duress are further indications of character, as is the determination to finish a project once it is started. Examples of this type of behavior by potential members will be taken into consideration.
- Since much care is taken in selecting members, once selected and initiated, members are expected to maintain or improve upon these qualities. Members are expected to be active in NHS projects and NHS members are expected to exert a strong, positive influence upon the school and community.

## **EMERGENCY PROCEDURES**

### **Fire Drills**

Fire drills will be signaled by a continuous blast over the P.A. system. They will be held at regular intervals and are an important safety procedure. It is essential that when the first signal is given, everyone obeys orders promptly and clears the building by the prescribed route as quickly as possible. The teacher in each classroom will give the students instructions.

### **Tornado Drills**

A tornado drill will be announced by the P.A. system or by an air horn sounding when the power is out. You are to follow the instructions as

given by the classroom teacher. When you arrive at your assigned area, sit down and be silent. Follow all instructions given to you.

***In the event of any other type of emergency students will follow directions given by their teacher.***

## **THE RAIDER CODE OF CONDUCT**

### **Academic Eligibility**

- A student attending Wapahani High School will be required to pass at least five full credit classes at the end of the last grading period and be currently enrolled in at least five full credit subjects, in order to compete in interscholastic athletics.
- A student attending Selma Middle School will be required to pass all subjects in order to participate in interscholastic athletics.
- Students, who are ineligible scholastically at the end of a grading period or semester, are ineligible for the following grading period.
- Grades are considered earned on the last day of the grading period. An incomplete at the end of a grading period or semester counts as a failure until the deficiency has been removed.
- Grades will have the following order of precedence:
  1. Semester
  2. Nine-week

**The mid-term progress reports will not have any bearing on the pass/play policy.**

**NOTE: Coaches or sponsors of each individual extra-curricular activity may have higher standards that students must adhere to if they wish to be part of that activity.**

### **Age Eligibility**

A student who is or shall be twenty (20) years of age prior to or on the scheduled date of the IHSAA state finals in a sport shall be ineligible for inter school athletic competition in that sport.

### **Participation**

Students who are under any school suspension cannot participate in practices or competitions until the suspension has been served to completion unless provided special permission by the principal.

Students must appear for at least the final 4 periods of the school day to participate in any practice or competition. The principal

or designee may give permission, in special cases, for exceptions. Students missing school on Friday may participate in Saturday practices or competitions if the coach, parents, and principal agree that their participation is justified.

All Wapahani students wishing to participate in athletics at Wapahani must have on file, in the athletic director's office, a completed physical form for the year they wish to participate, a signed "Raider Code of Conduct" form, a signed Drug, Alcohol, and Tobacco Testing Program Consent Form, and a completed emergency information card. All four forms must be on file BEFORE a student can participate in official practice for a sport season. The sport season is defined as the first day of IHSAA authorized practice through the last scheduled varsity contest, including IHSAA tournaments.

### **IHSAA Requirements:**

All requirements that the IHSAA has passed will strictly be followed.

### **Student Conduct:**

Contestants' conduct, in and out of school, shall be such as (1) not reflect discredit upon their school or the association, or (2) not to create a disruptive influence on the discipline, good order, moral or educational environment in the school.

### **Raider Rules**

The following are prohibited:

1. Use or possession of alcoholic beverages.
2. Use or possession of tobacco in any form.
3. Use or possession of illegal drugs.

Violations of these rules will:

- Automatically suspend the student for 20% of the maximum games allowed by the IHSAA of the sport season in which he is currently involved. Students involved in non-athletic clubs will be suspended for 20% of the events scheduled. If there are no events scheduled, the student will be suspended for 20% of the school year (36 school days).
- Create a suspension status for the next sport season, if he is not currently in a sport season when the infraction occurs. In this case, one of the following will occur:
  1. The athlete will be suspended from his next sport season schedule for 20% of its maximum allowed games, contests, and/or matches. (The beginning of the season shall be defined as the first scheduled practice).
  2. If the athlete should quit or is dismissed from the next sport season for which he tries out, no matter what the reason, the suspension will remain in effect. He must successfully complete the season for which he tries out before the suspension is eliminated. (Completion of the sport season is

defined as elimination from the state tourney series, or in the case of an individual sport, when the athlete himself is eliminated from the tourney series).

3. The student may continue to practice as scheduled with all other team members.
4. Athletes may continue to practice if approved by the Principal, Athletic Director and Coach.
5. Athletes will be immediately suspended until the matter has been investigated and resolved to the Principal, Athletic Director, and Coach's satisfaction.
6. Athletics and non-athletic clubs will be treated separately. A club suspension cannot be substituted for an athletic suspension, and an athletic suspension cannot be substituted for a club suspension.

**A second violation of these rules will make the student ineligible to participate in any extra-curricular program for no less than one calendar year. These rules apply during the summer as well as throughout the school year. Rules, other than those mentioned, are developed at the discretion of each coach and violations left to the discretion of each coach. These rules apply to all students. Parents will be given the opportunity to discuss any disciplinary action taken with the coach, athletic director, or principal.**

#### **In-School Suspensions and Out-Of-School Suspensions**

Students suspended out-of-school are not eligible to participate in or practice for any school activity during the time of suspension. This includes both out-of-school and in-school suspensions. An out-of-school suspension begins at the time the student is notified of the suspension and ends on the day the student returns to school.

Students in in-school suspension are not eligible to participate in or practice for any school activity. In-school suspension begins at the time the student is assigned to serve his suspension and ends at the end of the day or the last day of suspension.

#### **Equipment**

A student is responsible for school equipment used. If any equipment is abused or not returned, the athlete will be expected to pay for it. Equipment is to be used for practices and games only, not as street clothing or personal recreational use.

#### **Stop Participation**

If an athlete stops participation in a sport before the sport season is completed for any reason, the athlete will not be allowed to be in organized practices in another sport in which the seasons overlap until after the last scheduled contest in the earlier sport season, without the consent of the head coach of that earlier sport.