

Whitfield County School System Student Discipline Code of Conduct

Dear Students,

We are pleased to have you as a part of the Whitfield County School System for the 2011-2012 school year.

Several years ago, the Whitfield County Board of Education adopted a Vision, Mission, and Beliefs Statement. One of those beliefs states that we believe all of our students, personnel, and parents deserve a safe, inviting, non-threatening learning environment where they are treated with dignity and respect.

As you can see by this action, safety is very important to us. To help our school system be able to provide you with a safe environment, the Whitfield County Board of Education adopted a Student Discipline Code of Conduct. The procedure was developed by a committee of students, parents, teachers, and administrators. We encourage you and your parents to review all of the information contained in this procedure. We feel you will find it very helpful. Your teachers and administrators are available to help you with any questions you may have.

Our mission is to increase student learning by providing students and staff with meaningful, challenging, and engaging educational experiences in a safe supportive environment. By respecting each other and working together, we can make this happen.

We are confident you will have a great school experience!

Sincerely,

Danny Hayes, Superintendent 7/11

Purpose of this Code

The purpose of this code is to provide students in the Whitfield County School System an effective and safe learning environment. This brochure has been prepared in accordance with the Discipline Procedures of the Whitfield County School System. It contains information for school personnel, students, and parents. Included in the brochure is an outline of expected behaviors and the consequences relating to various violations. Expected behavior is behavior that promotes learning and encourages maturity during the school day as well as during all school related activities. Students and their parents need to know and understand this code in order to achieve these goals. Students SHOULD:

- Participate fully in the learning process. Students need to report to school and class on time, attend all regularly scheduled classes, remain in class until excused or dismissed, pay attention to instruction, complete assignments to the best of their ability, and ask for help when needed.
- Avoid behavior that impairs their own or other students' educational achievement. Students should know and avoid the behaviors prohibited by this code, take care of books and other instructional materials, and cooperate with others.
- Show respect for the knowledge and authority of teachers, administrators, and other school employees. Students must obey reasonable directions, use acceptable and courteous language, avoid being rude, and follow school rules and procedures.
- Recognize and respect the rights of other students and adults including persons attending school functions. All students should show concern for and encouragement of the educational achievements and activity participation of others.

When it is necessary to impose discipline, school administrators and teachers will follow a progressive discipline process. The degree of discipline to be imposed by each school official will be in proportion to the severity of the behavior of a particular student and will take into account the student's discipline history, the age of the student and other relevant factors.

Note to Parents & Students

School officials are required to report any reasonable suspicion that a child is being abused or neglected by parents or other persons. Georgia State Law also requires school administrators to report to law enforcement any incident where there is reasonable suspicion to believe that a student may have committed certain serious crimes on school property. These prohibited acts include aggravated assault with a firearm, aggravated battery, possession of a deadly weapon, drug offenses, and sexual offenses (OCGA §20-2-1184).

In cases where law enforcement officials are conducting criminal investigations involving students at school, school staff and administrators will not notify parents of students being interviewed unless directed to do so by the investigating officer. Parents will be notified any time a student is taken into custody by law enforcement or juvenile authorities.

Georgia offers a Special Needs Scholarship Program that allows eligible students to transfer to another public school or to use a state-funded scholarship to attend an approved private school. To learn more about eligibility and requirements go to: <http://public.doe.k12.ga.us/sb10.aspx>.

Whitfield County Board of Education

Louis Fordham, *Chairman*

Thomas Barton

Gary Brock

Rodney Lock

Bill Worley

Whitfield County Schools

1306 South Thornton Avenue

P. O. Box 2167

Dalton, Georgia 30722-2167

(706) 278-8070

Code of Conduct

Students shall be free of any weapon.

Violation	Consequences
<p>Weapons – Possessing, using, handling, transmitting, carrying to, or having under control a weapon within a school safety zone (1000 ft. from property line of school) or at a school building, school function, at a school bus stop, or on school property, including in a vehicle, or on a bus or other transportation furnished by the school.</p> <p>(a) A firearm as defined under federal law in 18 U.S.C. 921. The term firearm means:(1) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile of any kind.(2) the frame or receiver of any such weapon;(3) any firearm muffler or firearm silencer; or(4) any destructive device.</p>	<p>a. Immediate suspension with hearing. A minimum one-year expulsion from school will result, unless a hearing officer, tribunal, panel, superintendent, or local board of education determines that it is appropriate to place the student in an alternative educational setting. (The District Attorney and other law enforcement officials and parents/guardians must be notified. Removal and arrest could result.)</p>
<p>b. Weapons as defined in state law in O.C.G.A. § 16-11-127.1, other than firearms. A weapon may also include any object that is used in a threatening or harmful manner including brass knuckles.</p>	<p>b. Penalty at the discretion of the administration depending on the intent and circumstances; could include hearing with recommendation for suspension/expulsion.</p>
<p>c. A knife of any type with any blade length, any look-alike weapon, mace or pepper spray, tear gas, and similar devices.</p>	<p>c. Penalty at the discretion of the administration depending on the intent and circumstances; could include hearing with recommendation for suspension/expulsion.</p>
<p>d. Possessing, carrying to, having under control, or use of bullets or gun ammunition.</p>	<p>d. Penalty at the discretion of the administration depending on the intent and circumstances.</p>

Georgia Code §40-5-22 requires the school system to report to the Department of Driver Services all students, ages 15-17, who violate this section of this discipline code. The Dept. of Driver Services will suspend the permit or driver's license of these students.

Students shall refrain from being involved in an assault and/or battery.

Violation	Consequences
a. Verbal assault, including threatened violence, of teachers, administrators or other school staff	a. Penalty at the discretion of the administration depending on the circumstance.
b. Touching or pushing another student.	b. Penalty at the discretion of the administration depending on the circumstance.
c. Battery-intentionally making physical contact with another student in a provocative manner.	c. Penalty at the discretion of the administration depending on the circumstance, with probable arrest and possible recommendation to disciplinary tribunal for suspension or expulsion.
d. Striking or threatening harm or violence to another student including extortion and/or hazing.	d. Penalty at the discretion of the administration depending on the circumstance, with probable arrest and possible recommendation to disciplinary tribunal for suspension or expulsion. Restitution for all damages.
e. Immediate suspension with hearing. Possible recommendation for expulsion.	e. Immediate suspension with hearing. Possible recommendation for expulsion.
f. Intentionally making physical contact of an insulting or provoking nature or threatening harm to a teacher, school bus driver, or other school employee or official.	f. Immediate suspension with disciplinary tribunal hearing. Possible recommendation for expulsion. Georgia Code Section 40-5-22 requires the school system to report to the Department of Driver Services all students, ages 15-17, who violate this section of this discipline code. The Dept. of Driver Services will suspend the permit or driver's license of these students.

<p>g. Intentionally making physical contact which causes physical harm to a teacher, school bus driver, or other school official or employee.</p>	<p>g. Immediate suspension with disciplinary tribunal hearing. Possible recommendation for expulsion for the remainder of the student's eligibility to attend public school. Georgia Code Section 40-5-22 requires the school system to report to the Department of Driver Services all students, ages 15-17, who violate this section of this discipline code. The Dept. of Driver Services will suspend the permit or driver's license of these students.</p>
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<p>h. Bullying – An act which occurs on school property, on school vehicles, at school bus stops, or at school related functions or activities, or by use of data or software that is accessed through computer, computer system, computer network, or other electronic technology of the school system that is: (1) any willful attempt or threat to inflict injury on another person, when accompanied by an apparent present ability to do so; (2) any intentional display of force such as would give the victim reason to fear or expect immediate bodily harm; or (3) any intentional written, verbal, or physical act, which a reasonable person would perceive as being intended to threaten, harass, or intimidate, that: (a) causes another person substantial physical harm within the meaning of Code Section 16-5-12.1 or visible bodily harm as such term is defined in Code Section 16-5-23.1; (b) has the effect of substantially interfering with a student’s education; (c) is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or (d) has the effect of substantially disrupting the orderly operation of the school.</p>	<p>Acts of bullying shall be punished by a range of consequences through a progressive discipline process which may include but is not limited to counseling with student-parent(s)-teacher-administrator, detention, in-school suspension, out of school suspension or referral to a tribunal hearing. Upon finding by a tribunal panel that a student in grades 6-12 has committed the offense of bullying for the third time in a school year, the student shall be assigned to an alternative school. Upon a finding by a school administrator that a student has committed an act of bullying or is a victim of bullying, the administrator or designee shall notify the parent, guardian, or other person having control or charge of the student by telephone call or through written notice, which may be done electronically.</p> <p>**If you think you are being bullied you should report it immediately to a designated administrator in your school.</p>
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Any situation involving assault and/or battery could result in the involvement of law enforcement officials, possibly resulting in removal and arrest. The local policy governing the disciplinary tribunal process is available at each school, The Whitfield County Schools Services Center, and The Whitfield County Board of Education office.

Students shall be free of drugs and alcohol.

Violation	Consequences
a. Unlawful possession of or use of illegal drugs or alcohol (including misuse of prescription drugs), or drug paraphernalia, or under the influence of drugs or alcohol (including misuse of prescription drugs) on school property or at a school function.	a. Immediate suspension with hearing. Possible recommendation for expulsion.
b. Sale of or distribution of drugs, including prescription drugs, or alcohol on school property or at a school function.	b. Immediate suspension with hearing. Suspension term of up to one semester or more possible. Permanent expulsion is recommended.
c. Possession of, sale of, or under the influence of, misuse of over the counter drugs or herbs, or distribution of over the counter drugs or any material implied or represented as drugs or alcohol on school property or at a school function.	c. Penalty at the discretion of the administration depending on the circumstance. May include counseling with student-parent(s)-teacher, detention, in-school suspension, short-term suspension or recommendation for long-term suspension/expulsion. In severe cases referral to juvenile court.
d. Inhaling or under the influence of substances on school property or at a school function (including aerosol sprays, glue, magic markers, etc.)	d. Penalty at the discretion of the administration depending on the circumstances.
e. Possession, distribution, or use of a man-made THC marijuana or other mind-altering substances.	e. Penalty at the discretion of the administration depending on the circumstances.

Georgia Code § 40-5-22 requires the school system to report to the Department of Driver Services all students, ages 15-17, who violate this section of this discipline code. The Dept. of Driver Services will suspend the permit or driver's license of these students (applies to violations 3a, 3b, 3c, and 3d). Student medicines should be administered according to Board Policy JGCD. Because drugs and alcohol are both illegal and harmful to students, in every instance of drug and alcohol use or possession, parents and law enforcement officials will be notified, possibly resulting in removal and arrest.

Students shall be free of tobacco and related paraphernalia.

Violation	Consequences
a. Possession or distribution of tobacco products on school property or at a school function.	a. Penalty at the discretion of the administration depending on the circumstances. May include counseling with student-parent(s)-teacher, detention, in-school suspension, short-term suspension or recommendation for long-term suspension/expulsion.
b. Use of tobacco products on school property or at a school function.	b. Penalty at the discretion of the administration depending on the circumstances. May include counseling with student-parent(s)-teacher, detention, in-school suspension, short-term suspension or recommendation for long-term suspension/expulsion.
c. Possession of paraphernalia (i.e. lighters, matches, etc.) on school property, or at a school function.	c. Penalty at the discretion of the administration depending on the circumstances. May include counseling with student-parent(s)-teacher, detention, in-school suspension, short-term suspension or recommendation for long-term suspension/expulsion.

Students shall be free of sexual harassment.

Violation	Consequences
a. Unwelcome sexual conduct, advances, or propositions; verbal, written abuse of a sexual nature; graphic or degrading verbal comments, jokes, or teasing about an individual or his or her appearance; verbal conduct of a sexual nature; or stalking.	Penalty for a. and b. may include counseling, conference with parents, detention, in-school suspension, suspension, or possible expulsion.
b. Unwelcome sexual conduct of a physical nature (such as touching or pinching).	**Students should report alleged sexual harassment to a teacher, counselor, or administrator.

The General Assembly of Georgia requires that this code of conduct include language encouraging parents and guardians to inform their children on the consequences, including potential criminal penalties, of underage sexual conduct and crimes for which a minor can be tried as an adult.

Students shall follow established guidelines when riding a school bus and at school bus stops.

Violations	Consequences
<p>a. Unruly behavior or any act that might endanger the life or well being of any student/adult on the bus or persons/pedestrians.</p> <p>b. Any other unsatisfactory conduct, such as disrespectful conduct, including the use of vulgar or profane language, toward the school bus driver or other persons on the school bus, or cutting, defacing or otherwise damaging in any way property belonging to the school district.</p>	<p>Penalty at the discretion of the administration depending on the circumstances. May include counseling with student-parent(s)-teacher, detention, in-school suspension, short-term suspension, recommendation for long-term suspension/expulsion or recommendation for expulsion or removal from bus, or in severe cases may result in referral to juvenile court.</p>
<p>c. Any act of physical assault/battery or bullying as defined in item 2 of this document, on the school bus.</p>	<p>Conference with the parent or guardian and appropriate school system official to form a school bus behavior contract for the student. Contract provisions may include but are not limited to assigned seating, ongoing parental involvement, and suspension from riding the bus.</p>

Minor disciplinary issues that do not create safety concerns will not be applied to these disciplinary guidelines. Principals' discretion may be applied to guidelines. Penalty may include in-school suspension, suspension with possible recommendation for expulsion or removal from bus, parent conference and in severe cases referral to juvenile court.

Student Bus Behavior Expectations and Bus Safety Procedures

1. Students should follow the directions of the driver.
2. Students should be at the bus stop 5 minutes before the bus arrives.
3. Students will cross the roadway in front of the bus after; the bus has stopped, they have looked at the driver for a hand signal, and they have looked in both directions for traffic (left-right-left).
4. The bus driver or monitor has the right to make reasonable requests, including assigning student seats (either individually or entire bus).
5. Student will remain properly seated, back against the back of the seat, bottom against the bottom of the seat, and keep hands to themselves.
6. Student will not eat, drink, chew gum, or bring tobacco, alcohol, drugs, or any controlled substance on the bus.
7. Students will not carry animals, glass objects, nuisance items, hazardous materials, or weapons onto the bus. Students may carry only objects that can be held on their laps.
8. Students will refrain from using loud voices, profanity and/or obscene gestures, and respect the rights and safety of others.
9. Students will not extend head, arms, or objects out of the bus windows.
10. Students will be totally silent at railroad crossings.
11. Students will stay seated until time to get off the bus. The open bus door is to signal to get up from the bus seat.
12. Students must provide a written note, signed by a parent or guardian and a school official, giving permission to ride a different bus or to get on or off the bus at a different bus stop location.
13. Students will help keep their bus clean.

Parents: Issues relating to transportation must be addressed through the school administration. Do not disrupt the bus routes. Bus drivers have a schedule to maintain. Conferences, if necessary, may be arranged through the school administration.

Students shall respect staff members, other students, persons attending school related functions and rules set forth within each school.

Violation	Consequences
<p>a. Rude and disrespectful behavior, including use of vulgar or profane language.</p> <p>b. Refusal to carry out instruction of faculty or staff member, including giving false or misleading information to faculty/staff members such as, but not limited to names or school.</p> <p>c. Falsifying, misrepresenting, omitting, or erroneously reporting information regarding instances of alleged inappropriate behavior by a teacher, administrator, or other school employee toward a student.</p> <p>d. Verbal assault of, physical battery or battery of, and disrespectful conduct, including use of vulgar or profane language, toward persons attending school related functions.</p>	<p>Penalty for a, b, c and d may be at the discretion of the administration depending on the circumstances. May include counseling with student-parent(s)-teacher, detention, in-school suspension, short-term suspension or recommendation for long-term suspension/expulsion. In severe cases referral to juvenile court.</p>

Students will cooperate in maintaining a proper learning environment.

Violation	Consequences
<p>a. Inciting, advising, or counseling of others to engage in prohibited acts.</p> <p>b. Classroom and/or school disturbances causing disruption of learning opportunities.</p>	<p>Penalty for a and b at the discretion of the administration depending on the circumstance. May include counseling with student-parent(s)-teacher, detention, in-school suspension, short-term suspension or recommendation for long-term suspension/expulsion. In severe cases referral to juvenile court.</p>
<p>c. Acts which cause substantial disruption of learning opportunities and/or threaten the safety of other students.</p>	<p>c. Immediate suspension with hearing.</p>
<p>d. Committing any act off-campus which could result in the student being criminally charged with a felony and which makes the student's continued presence at school a potential danger to persons or property at the school or which disrupts the educational process.</p>	<p>d. Penalty at the discretion of the administration. May include suspension or expulsion.</p>

Students will be free from gang involvement.

Violation	Consequences
<p>Wearing or displaying gang clothing, articles, or paraphernalia which has been established by the school administration as being gang related, or representing one's self as a gang member either through words or actions.</p>	<p>Penalty at the discretion of the administration depending on the circumstances. May include counseling with student-parent(s)-teacher, detention, in-school suspension, short-term suspension or recommendation for long-term suspension/expulsion. In severe cases referral to law enforcement.</p>

Students will accept disciplinary actions.

Violations	Consequences
Failure to accept disciplinary action.	Penalty may include detention, in-school suspension, short-term suspension or recommendation for long-term suspension/expulsion. In severe cases referral to juvenile court.

Students will refrain from inappropriate language and actions.

Violations	Consequences
<p>a. Use of profane, vulgar or obscene words or gestures; racial or ethnic slurs.</p> <p>b. Indecent exposure or inappropriate public display of affection. c. Any sexual act on school property or at any school activity. d. Possession or transmission of obscene, profane, or vulgar materials including but not limited to images within cell phones, cameras or other electronic devices. e. Other such actions which disrupt the school program or threaten the health or safety of others. f. Inappropriate use of technology including using computers or the internet or cell phones for extortion, hazing, and harassing of students and/or staff on campus or off campus if such actions are disruptive to the school g. Deliberate attempts to by-pass internet security.</p>	<p>Penalty for a, b, c, d, e, f, and g may include detention, in-school suspension, short-term suspension or recommendation for long-term suspension/expulsion. Parent conference may result. Sexual activity may result in the involvement of law enforcement. In severe cases referral to juvenile court.</p>

Students will refrain from violating school rules.

Violations	Consequences
Willful and repeated violation of school rules.	Penalty at the discretion of the administration depending on the circumstances. May include counseling with student-parent(s)-teacher, detention, in-school suspension, short-term suspension or recommendation for long-term suspension/expulsion.

Students will respect the property of others.

Violations	Consequences
<p>a. Destruction of and/or threats to destroy public or private property, which may include such actions as the use or threat of bombs, explosion devices, setting fires, damaging lockers and the deliberate marking, destruction or defacement of property that belongs to the school or another student, including during off-school hours; also includes willful or malicious damage to real or personal property of the school or to personal property of any person legitimately at school, including during off-school hours.</p>	<p>Penalty at the discretion of the administration depending on intent which may include immediate suspension with hearing, possible recommendation for expulsion, and immediate restitution.</p>
<p>b. Defacement or "rigging" of lockers. Immediate restitution/clean up.</p>	<p>Possible loss of locker privileges.</p>
<p>c. Theft of public or private property which may include possession of stolen property located on school premises or at a school function. d. Vandalism of public or private property located on school premises or at a school function, including during off-school hours.</p>	<p>Penalty for c and d may include counseling with student-parent(s)-teacher, detention, in-school suspension, short-term suspension or recommendation for long-term suspension/expulsion. Immediate restitution. Possible Juvenile Court referral.</p>

Any situation involving such actions as the use or threat of bombs, explosion devices, setting fires, and the deliberate destruction or defacement of school property could result in the involvement of law enforcement officials, possibly resulting in removal and arrest.

Students will comply with the compulsory attendance requirements of O.C.G.A. § 20-2-690.1 and will attend all classes on time.

Violations	Consequences
<p>a. Repeated tardiness. b. Skipping class or required activities. c. Unexcused absences.</p>	<p>Penalty for a, b, and c, will be at the discretion of the administration depending on circumstances. May include parent conference, counseling, detention, including suspension, referral to attendance review committee or recommendation for long-term suspension/expulsion. Referral to school social worker for possible referral to juvenile court.</p> <p>In accordance with O.C.G.A. § 40-5-22, more than ten school days of unexcused absences in any academic year may result in the revocation of an instruction permit or driver's license by the Department of Driver Services.</p>

Students will remain on campus unless permitted to leave.

Violations	Consequences
<p>Leaving campus without permission.</p>	<p>Penalty at the discretion of administration depending on circumstances. May include parent conference, counseling, detention, suspension, referral to attendance review committee or recommendation for long-term suspension/expulsion. Referral to school social worker for possible referral to juvenile court.</p>

Students will be free of fireworks.

Violations	Consequences
Possession and/or use of any explosive or fireworks.	Penalty at the discretion of the administration depending on circumstances.

Students will activate fire alarms or make such reports only when emergency situations exist.

Violations	Consequences
Pulling fire alarm unnecessarily or making false reports.	Penalty at the discretion of the administration depending on intent. Immediate suspension with hearing with possible recommendation for expulsion for remainder of the school year. Immediate restitution.

Students will not participate in gambling activities or possess items used for gambling.

Violations	Consequences
a. Gambling on school property or at any school function. b. Possession of dice, playing cards, or other gambling items.	Penalty at the discretion of the administration which may include detention, parent conference and counseling, in-school suspension, out of school suspension, or referral to juvenile authorities.

Students will submit to being searched for reasonable suspicions.

Violations	Consequences
Refusal to be searched.	Immediate suspension with hearing. Recommendation for long-term suspension/expulsion.

Students will complete their own work.

Violations	Consequences
Cheating on any student work.	Penalty at the discretion of the administration depending on the circumstances. May include zero on graded work, counseling with student-parent(s)-teacher, detention, in-school suspension, short-term suspension or recommendation for long-term suspension/expulsion. Parents and administration notified.

Students will make restitution for all lost and damaged materials or unpaid fees or fines.

Violations	Consequences
Failure to pay for lost and damaged school resources or lunch charges.	Penalty at the discretion of the administration. Assessment based on cost at time of purchase with adjustment for use, plus \$1.00 processing. Students who fail to pay for lost or damaged school resources or unpaid fees and fines shall lose the privilege of checking out additional materials or in certain cases, the privilege of participating in graduation ceremonies.

Students will not use either one-way or two-way communication devices or laser pointers in school buildings or on school buses.

Violations	Consequences
<p>a. Students shall not be permitted to use any personal electronic communication device, including cell phones, during the school day without teacher or administrator permission. If seen or heard, electronic devices will be confiscated and may be searched by school officials. (See principal for exceptions).</p> <p>b. Possession of MP3 players and other such electronic devices that might interfere with the school bus driver's operation of the school bus, regardless of whether such possession is in school buildings, on school buses, or at school-sponsored activities. (See principal for exceptions.)</p> <p>c. Possession of laser pointers or other laser devices.</p> <p>d. Using mirrors, flash cameras or any other lights or reflective devices that might interfere with the bus driver's operation of the school bus.</p>	<p>Penalty for a, b, c, and d–</p> <p><i>1st Offense:</i> Confiscation of the device and parent conference. Device will be returned to parent or legal guardian only.</p> <p><i>2nd and Subsequent Offenses:</i> Confiscation of the device and additional penalty at the discretion of the administration, including possible hearing with possible alternative placement. Device will be returned to parent or legal guardian only.</p>

Students will adhere to the Whitfield County Schools' Dress Code located in the student handbook and on the WCS website.

Violations	Consequences
Refusal to comply with the dress code.	Students will be required to call parents and obtain a change of clothing. Students will not be allowed to attend classes while in non-compliance and may be isolated in an area of the administrators' choosing. Penalty may include, but is not limited to; warning, parental notification, parent conference, counseling, in-school suspension, or suspension.

High school students will obey parking and traffic rules on school campus. (Middle school students are not eligible for driving privileges.)

Violations	Consequences
<p>a. Parking and parking permit violations.</p> <p>b. Student drivers leaving campus without permission during school hours in a vehicle.</p>	<p>Penalty may include fines, suspension or loss of driving privileges, having car towed off campus, detention, in-school suspension, or suspension.</p> <p><i>1st Offense:</i> Loss of driving privilege. Additional penalty at the discretion of the administration depending on circumstances. May include parent conference, detention, assignment to in-school suspension, or recommendation for long-term suspension/ expulsion. Referral to school social worker for proper referral to juvenile court. Parent/guardian will be notified.</p> <p><i>2nd & Subsequent Offenses:</i> Loss of driving privilege to school. Additional penalty at the discretion of administration up to and including recommendation for expulsion.</p>

**Board Policy JCDB - Student Dress Code:
Grades 6-12**

The Whitfield County Board of Education believes that an appropriate dress code will support a safe school environment that is conducive to learning. A committee of board members, administrators, teachers, parents, and students will review this student dress code each year. The Board of Education intends for this dress code to continually adapt to changing styles, reflecting the needs and opinions of our schools and our community.

Section A: Acceptable Standards for Proper Attire

Shirts/Blouses

(All colors and color combinations are acceptable.)

- Styles – all styles which conform to rules concerning fit
- Fabric – all except sheer, see-through, and unlined lace, etc.
- Fit
 - Sized appropriately, fitted modestly, (no cleavage showing), must have sleeves
 - Buttoned properly
 - Long enough to cover midriff at all times (no skin showing at midriff)

Skirts/Dresses/Jumpers

(all colors and color combinations)

- Length – no shorter than knee length when standing
- Fabric – all except sheer, see-through, and unlined lace, etc.
- Fit
 - Sized appropriately, fitted modestly, (no cleavage showing), must have sleeves
 - Skirts properly fitted and secured at the waist
 - Jumpers must be worn with blouse meeting the dress code
 - No splits above the knee in skirts or dresses

Pants/Slacks/Shorts

- Styles – dress, chino, denim (jeans), cargo, sweatpants, etc. (no overalls, pajama pants, or lounge wear)

- Fabric – all except sheer, see-through, unlined lace, etc.
- Fit
 - Sized appropriately (no baggy or over-sized pant legs)
 - Shorts at the knee when standing
 - Shorts may be dress, chino, denim (jeans), or cargo. Gym, athletic, and basketball shorts are acceptable (must be at least knee length)
 - All styles fitted and secured at the waist

Shoes/Boots

- Must be properly fastened (tied, buckled, laced, etc.)
- Flip flops are acceptable
- No shoes with wheels

Sweaters/Jackets/Outerwear

- All dress code rules will apply to sweaters/jackets/outerwear when worn inside the school building
- Hoodies must fit appropriately and not be oversized

Section B: Inappropriate Dress

The following fads, styles, types of clothing, accessories, and appearances are deemed inappropriate:

- Clothing with rips, holes, tears (above the knee)
- Baggy and oversized clothing
- Pajamas or lounge wear
- Clinging, revealing, immodest, form-fitting
- Clothing or tattoos with writings, numbers, pictures, graphics, monograms, symbols or drawings, that promotes:
 - Gang/cult memberships or activity
 - Trademarks, slogans, or advertising advocating the use of alcohol, tobacco, drugs, drug paraphernalia, or other unlawful activity

- Discrimination based upon cultural, religious, racial or sexual orientations
- Clothing or jewelry deemed a safety risk or unlawful (see Discipline Code)
- Pants, shirts, coats, or clothing of any kind touching the ground
- Hair of any color or style disruptive to the learning environment
- Headwear (caps, scarves, bandanas, sunglasses, etc.) at anytime inside the building
- Ornaments in pierced body parts other than the ear
- Gloves inside the building
- Writing on rear of pants or shorts

The administrator’s decision will stand as to the accepted judgment in the preceding examples of inappropriate dress.

Section C: Adherence to the Dress Code

- During the first five days of attendance within the school year, a student in violation will be asked to correct the infractions.
- Enforcement as to the progressive discipline procedures in the “Student Discipline Code” will begin on the sixth school day for any student.

No student shall be considered to be out of compliance with this policy in the following instances:

- When the student’s parent/guardian has secured an exemption from the policy as set forth in the procedures outlined in the exemptions section below
- When the student wears a button, armband, or other accessory to exercise the right of freedom of expression, unless the button, armband, or other accessory is related to gangs, gang membership, or gang activity
- When the student wears a uniform of a nationally recognized youth organization such as Boy Scouts or the Girl Scouts on regular meeting days
- When a student is wearing an approved form of dress for a school sponsored activity
- When the school administration waives the dress code policy for physical education classes or any class where the dress code is not conducive to the learning environment

- When the school administration waives the dress code policy for school spirit wear (clothing that is affiliated with school clubs, organizations, athletics, etc. . .)

Section D: Exemptions

In order to qualify for an exemption, the following procedure must be followed:

1. Request by mail or in person from the school an “Application For Exemption Form”.
2. Complete the application in full and submit it to the designated administrator at the student’s school.
3. Meet with the designated school administrator to discuss the reasons and goals of the policy and the objection to the policy.
4. Receive formal approval/disapproval by the designated district administrator.

Definitions

BATTERY Intentionally making physical contact with another person in an insulting, offensive, or provoking manner.

BULLYING Any willful attempt or threat to inflict injury on another person, when accompanied by an apparent present ability to do so; or any intentional display of force such as would give the victim reason to fear or expect immediate bodily harm.

CUMULATIVE DISPOSITION SYSTEM FOR DISRUPTIVE BEHAVIOR Misbehavior and failure to follow school rules is cumulative. When a student violates the Discipline Procedures, the Cumulative Disposition System will be invoked if it is the more severe disposition for the offense committed. Violations committed in all Whitfield County Schools as well as those committed in other school systems are considered as a part of the cumulative disposition system. Cumulative Disposition begins anew each school year.

DETENTION A requirement that the student report to a specified school location and to a designated teacher or school official. Detention may require the student's attendance before school, after school, or on Saturday.

EXPULSION Removal of a student from the school system beyond the current school grading period or permanently by a tribunal whose members have been approved by the Board of Education.

EXTORTION Obtaining money or goods from another person by violence, threats, or misuse of authority.

CROSSROADS EXTENDED SUSPENSION PROGRAM An alternative to long-term suspension which, under appropriate circumstances as determined by the school district, allows students the opportunity to receive credit for work completed.

HAZING Intimidating, harassing, humiliating, embarrassing or ridiculing another, especially with reference to initiation into clubs, societies, or groups.

IN-SCHOOL SUSPENSION Removal of a student from class or classes and assigned to a designated supervisor. Students assigned to in-school suspension cannot participate in extra curricular activities.

INTERIM ALTERNATIVE EDUCATIONAL PLACEMENT (I.A.E.S.) An Interim Alternative Educational Setting (I.A.E.S.) is a different physical location of the student determined by an I.E.P. committee to provide continued I.E.P. services for up to 45 days in order to enable the student to progress in the general curriculum.

STUDENTS ON SUSPENSION/EXPULSION Students suspended or expelled are not allowed on school grounds or at school functions.

SATURDAY SCHOOL Time assigned to students for tardies and other offenses, to be served on Saturday mornings.

SCHOOL FUNCTION A school-related activity supervised by school staff and having prior approval of the school principal.

SEXUAL HARASSMENT Unwelcome sexual conduct; requests for sexual favors; sexually suggestive comments, statements, jokes or teasing; or other verbal or physical conduct that constitutes sexual harassment as defined pursuant to Title IX of the Education Amendments of 1972.

SUSPENSION Removal of the student from the school campus and exclusion from all school sponsored activities. Short-term suspension involves from one to ten days. Long-term suspension involves more than ten days but not beyond the current school grading period.

Statements on Due Process, Student's Rights and Responsibilities, and Student Organizations

Due Process

Due process will include appropriate hearings and reviews; and, in all cases, the rights of individuals will be ensured and protected.

Student's Rights and Responsibilities

A student has full rights and citizenship as defined by the Constitution of the United States and assumes the responsibility to take positive actions relative to the Constitution; the laws of the State of Georgia; and the policies, rules, and regulations of the Whitfield County Board of Education.

Student Organizations

All student organizations must follow guidelines and procedures governing the creation and operation of such organizations and groups in accordance with the policies of the Whitfield County Board of Education.

It is the policy of the Whitfield County Board of Education not to discriminate on the basis of race, color, sex, religion, national origin, or disability in educational programs or activities for students.

The Student Discipline Code of Conduct provides a systematic process of behavioral correction in which inappropriate behaviors are followed by consequences. Disciplinary actions are designed to teach students self-discipline and to help them substitute inappropriate behaviors with those that are consistent with the character traits from Georgia's Character Education Program.

The following disciplinary actions may be imposed for any violation of this Student Discipline Code of Conduct:

- Warning and/or Counseling with a School Administrator or Counselor
- Loss of Privileges
- Temporary Removal from Class or Activity
- Notification of Parents
- Parent Conference
- Detention/Saturday School
- Temporary Placement in an Alternative Education Program
- Short-term Suspension
- Referral to a Tribunal for Long-term Suspension or Expulsion
- Suspension or Expulsion from the School Bus
- Referral to Law Enforcement or Juvenile Court Officials: Georgia law requires that certain acts of misconduct be referred to the appropriate law enforcement officials. The School will refer any act of misconduct to law enforcement officials when school officials determine such referral to be necessary or appropriate.

School officials may search a student if there is reasonable suspicion the student is in possession of an item that is illegal or against school rules. Student vehicles brought on campus, student book bags, school lockers, desks and other school property are subject to inspection and search by school authorities at any time without further notice to students or parents. Students are required to cooperate if asked to open book bags, lockers or any vehicle brought on campus. Metal detectors, audio and video surveillance devices, and drug or weapon sniffing dogs may be utilized at school or at any school function, including activities which occur outside normal school hours or off the school campus at the discretion of administrators.

The Student Discipline Code of Conduct is effective during the following times and in the following places:

- At school or on school property at any time;
- Off school grounds at any school activity, function or event and while traveling to and from such events;
- On vehicles provided for student transportation by the school system and at school bus stops.

The principal or principal's designee is the designated leader of the school and, in concert with the staff, is responsible for the orderly operation of the school. In cases of disruptive, disorderly or dangerous conduct not covered in this Code, the principal may undertake corrective measures which he or she believes to be in the best interest of the student and the school provided any such action does not violate school board policy or procedures.

The Superintendent fully supports the authority of principals and teachers in the school system to remove a student from the classroom pursuant to provisions of state law.

Each teacher shall comply with the provisions of OCGA § 20-2-737 which requires the filing of a report by a teacher who has knowledge that a student has exhibited behavior that repeatedly or substantially interferes with the teacher's ability to communicate effectively with the students in his or her class or with the ability of such student's classmates to learn, where such behavior is in violation of the student code of conduct. Such report shall be filed with the principal or designee within one school day of the most recent occurrence of such behavior, shall not exceed one page, and shall describe the behavior. The principal or designee shall, within one school day after receiving such a report from a teacher, send to the student's parents or guardian a copy of the report and information regarding how the student's parents or guardians may contact the principal or designee.

The principal or designee shall notify in writing the teacher and the student's parents or guardian of the discipline or student support services which has occurred as a result of the teacher's report within one school day from the imposition of discipline or the utilization of the support services. The principal or designee shall make a reasonable attempt to confirm that the student's parents or guardian has received the written notification, including information as to how the parents or guardian may contact the principal or designee.

Disciplinary action for violations of expected behaviors will include appropriate hearings and reviews and in all cases, the rights of individuals will be ensured and protected. The Whitfield County School District will make every reasonable effort to administer the discipline code consistently in all schools. When applicable, individualized plans (i.e. IEP, 504, and SST) will be reviewed for appropriate consequences.

Pursuant to the Official Code of Georgia Annotated § 20-2-765, when a student has been identified by a teacher or administration as a chronic disciplinary problem student, the principal shall notify by telephone call and by either certified mail or first class mail the student's parent or guardian of the disciplinary problem, invite such parent or guardian to observe the student, and request at least one parent or guardian to attend a conference with the principal or the teacher or both to devise a disciplinary and behavioral correction plan.

A written discipline procedure which evolves from the combined thinking of students, teachers, administrators and parents has the best potential of providing an orderly learning and teaching environment. Parents are encouraged to visit the schools regularly and are expected to be actively involved in the behavior support processes designed to promote positive choices and compliance with the behavior standards set forth in this document. Also, the development of this procedure should eliminate the possibility of arbitrary discipline procedures within the individual schools and will provide parents and students with a written copy of the school district's regulations.

Major offenses including, but not limited to, drug and weapon offenses can lead to schools being named as an Unsafe School according to the provisions of State Board Rule 160-4-8-.16, Unsafe School Choice Options.