

BELIEVE ACHIEVE SUCCEED

Daily Schedule

7:52	Warning Bell (students must proceed to homeroom)
8:00 - 8:03	Homeroom
8:03 - 8:45	1 st period
8:49 - 9:33	2 nd period
9:37 - 10:28	3 rd period
10:32 - 11:46	Lunch and 4 th period
11:50 - 12:33	5 th period
12:37 - 1:20	6 th period
1:24 - 2:07	7 th period
2:11 - 2:55	8 th period

Visitors

All visitors must first report to the office upon entering the building.

School Insurance

Parents are provided with the opportunity of having school insurance for their children. Insurance forms will be sent home with the children.

School Fees

The school fees charged each year cover needed supplies and workbooks. Fees may be paid in quarterly installments. Report cards are not given to a student who owes the school money.

Health Concerns

Records - The State of Ohio requires that each student have certain immunizations. The Huron County Health Department provides these for a small fee. If you do not have the required immunizations, you will not be permitted to attend school. The Huron County Health Department is located at 180 Milan Avenue, Norwalk, Ohio. If your child has a health problem, please notify the school secretary so she can note the problem on your child's record.

Daily Illness - In the event your child becomes ill at school, efforts will be made to contact the parent/guardian according to their emergency medical form. We must have on file an emergency medical form for each child.

Lockers

Each student in grades 6 – 8 will be assigned a locker. Each locker comes equipped with a built-in lock. Students are encouraged to not give out their locker combination to each other, thus greatly reducing the possibility that something could be stolen from one's locker. Jamming of locks is also not permitted since this can damage the locker.

There are to be no markings or stickers placed on the inside or outside of the lockers. A student will be charged for expenses involved in cleaning up the locker beyond those incurred from normal use.

Please be aware that the lockers are the property of the South Central School system. As such, they may be searched from time to time. If your locker needs to be searched, you are responsible for contents found in it which do not belong there. Again, this is yet another reason why you should not give your combination to others or have your locker jammed so that it will open without working the combination.

Book Bags/Back Packs

Book bags and backpacks are for carrying books to and from school. They are not to be used to carry books to class and are to be left in the student's locker during the school day.

Electronic Games, Radios, Beepers etc...

Video games, electronic games, beepers, radios, headsets, CD players etc... are not permitted on the busses or at school. Please do not bring items of this nature to school.

Cell Phones

Cell phones may be brought to school since some students may need these to secure a ride home after an extra curricular event. However, all cell phones are to be turned off once the student arrives on school property (or gets

on a bus). Cell phones must remain turned off and in the student's locker throughout the school day and until such time that the student is leaving school property (or getting off the bus). Students remaining for extra curricular activities may use their phone after the extra curricular activities have concluded. Cell phones that are not in the locker during the school day will be confiscated. Students waiting for a late bus may have their cell phone with them as they wait, but it must be turned off.

Card Playing

Card playing is not permitted at any time at school. This includes during the lunchtime, study halls, and all classes. Use your spare time wisely on subject areas, not card playing.

Soliciting and Selling

No person is to solicit or sell anything in school without the permission of the Principal.

Assemblies/Field Trips/Fun Night

Assemblies and field trips are provided on occasion as a means of supplementing classroom and extra curricular activities. Appropriate behavior is expected at all times.

A student will be denied the privilege of attending an assembly, field trip, dance, or fun night if, in the Principal's opinion, the student has not demonstrated appropriate behavior at previous school functions, in the classroom, or has been assigned five days or more of either in-school restriction and/or out-of-school suspension.

Extra Curricular Activities and Events

Students who attend any extra curricular activity or event sponsored by the school or school district are subject to the same rules, regulations, and disciplinary measures, which are established for the regular school day. In addition, students in grades 7 and 8 participating in extra-curricular activities or interscholastic sports will be required to follow the school drug testing policy.

Public Display of Affection

All students are expected to conduct themselves in a socially acceptable manner. This dictates that no student shall show a lack of respect for their boyfriend or girlfriend by kissing them, hugging them, holding hands with them.... while in a public place such as school. There is a time and place for everything, and school does not qualify for this type of behavior.

Bus Behavior

School busses are a part of the school system. The conduct of students while on a school bus is to be the same as in the regular classroom. School bus drivers are to be given the same respect and cooperation as a classroom teacher. Violation of bus rules or safety requirements will cause the student to lose the privilege of riding the bus and/or subject the student to disciplinary measures such as in-school restriction or out-of-school suspension.

Care of School Property

The books, materials, equipment, and furniture of South Central Junior High are the property of the Board of Education, but they are also your property. They have been purchased with tax monies. It is evident, therefore, that any waste or misuse of these materials results in a loss to your parents who must pay the bills. You are also the loser because you as a student must use damaged books and unsightly furniture.

Please take pride in the appearance of your school just as you take pride in the appearance of your home or in your personal appearance.

There is to be no defacing of desks, chairs, chalkboards, or any other school property. Students will make restitution for damaged materials, including damaged textbooks or library books. If you lose a book, report it immediately to the teacher who issued it to you. From the teacher's record of book numbers, yours may be located and returned to you. If the book is not found, you must pay for it.

Anti-hazing Policy

It is the policy of the South Central Board of Education that hazing activities are inconsistent with the educational process and shall be prohibited at all times. No administrator, faculty member, or other employee of the school district shall encourage, permit, condone, or tolerate any hazing activities.

Hazing is defined as any act that coerces another person, including the victim, to commit an act of initiation to any student or organization that creates a substantial risk of mental or physical harm to any person. Permission, consent, or assumption of risk by an individual subjected to hazing does not lessen the prohibition contained in this policy.

Administrators, faculty members, and all other employees of the school district shall be particularly alert to possible situations, circumstances, or events, which might include hazing. If hazing or planned hazing is discovered, involved students shall be informed by the discovering school employee of the prohibition contained in this policy and shall be required to end all hazing activities immediately. All hazing activities shall be reported immediately to the superintendent.

Administrators, faculty members, students, and all other employees who fail to abide by this policy may be subject to disciplinary action, and may be liable for civil and criminal penalties in accordance with Ohio law.

Sexual Harassment

Students who engage in sexual harassment on school premises or off school premises at a school sponsored activity will be subject to appropriate discipline, including suspension or expulsion. Sexual harassment is an activity of a sexual nature that is unwanted or unwelcome, including but not limited to, unwanted touching, pinching, patting, verbal comments of a sexual nature, sexual name calling, pressure to engage in sexual activity, repeated propositions, and unwanted body contact.

Leaving School Grounds

Students are not permitted to leave the school grounds once they arrive on school property without the school's knowledge and permission. This includes the school lunch period. Also, upon arriving to school, all students must enter the building. There is to be no loitering outside the building before or after school.

Cafeteria Conduct

Because of the large number of students that will be eating in the cafeteria at any given time, it is important that everyone talk in a normal voice. Shouting or yelling across tables will not be tolerated. Unless the weather is very cold or inclement, students may be asked to go outside after having the opportunity to eat their lunch. Coats, if needed, should be brought to the cafeteria with the student as they report to lunch. All food and drink purchased in the cafeteria must be consumed in the cafeteria and may not be taken to recess or put in one's locker. At all times, students must follow the reasonable directives of the supervisors in the cafeteria or on the playground. Failure to do so will result in disciplinary action.

Telephone

The office telephone is for business use only. Students are not permitted to use this phone for personal business. The pay phone in the hallway may only be used prior to 7:55 a.m. and after 3:00 p.m.

Of course, if a student becomes ill and needs to make a call home, please report to the office and we will call home for you from the office.

DISCIPLINE

Major Offenses

The following offenses will result in an assignment of out of school suspension, assignment to the alternative classroom, and/or expulsion and/or involvement of civil authorities. The Principal will determine length and type of the assignment. This decision will be based on the student's discipline record and/or the nature of the offense.

- A. Major challenge or defiance of the authority of any school employee.
- B. The use or possession of drugs, alcohol, tobacco, or look-alike drugs.
- C. Serious verbal or physical abuse of any school employee.
- D. Breaking or defacing school property - major.
- E. Causing or threatening to cause major physical harm to any person or property.
- F. Fighting or hitting another student. The first fight will typically result in an assignment to ISR. Subsequent fights will be grounds for out of school suspension and/or recommendation for expulsion.
- G. Use of any language or display of any behavior which is considered indecent or which “shocks the conscience”.
- H. Carrying or concealing a potentially dangerous weapon.
- I. Other overt actions or deeds unbecoming a middle school student.

Minor Offenses

Less severe, disruptive type behaviors will be dealt with according to the schedule listed below. Examples of behaviors which qualify for this section include but are not limited to: being sent to the office for repeated classroom disruption, use of minor inappropriate language and gestures (verbal or written), harassment of other students, minor breaking/defacing of property, minor disrespect (expressed or implied), throwing/kicking snow, minor cafeteria disruptions, insubordination (including but not limited to interfering with a teacher’s ability to conduct class, disrespectful behavior, failure to obey a reasonable request, and repeated violations of any rule, directive, or disciplinary procedure), and being truant from class. Each incident will result in an assignment of 1 demerit (the Principal reserves the right to deviate from this schedule if circumstances dictate).

1 st demerit	30-minute detention
2 nd demerit	1 week loss of lunch recess
3 rd demerit	2 days ISR (In-school restriction)
4 th demerit	3 days ISR
5 th demerit	5 days ISR

6 th demerit	5 days ISR
7 th demerit	3 days OSS (Out-of-school suspension)
8 th demerit	5 days OSS
9 th demerit	10 days OSS
10 th demerit	10 days OSS with consideration given for expulsion

It should be noted that at no time throughout the year will demerits be dropped once they have been accumulated. Please remember that you are in school to learn. Behaviors that interfere with your ability or the ability of your fellow classmates to learn will not be tolerated.

Students that have been assigned a disciplinary measure, such as a detention or sentences to write, and do not successfully complete the disciplinary assignment will be assigned 1 day of in-school restriction for the first two instances. Future instances will result in a multiple day assignment to ISR.

Corporal Punishment

State law allows a teacher, principal, or administrator in a public school to inflict, or cause to be inflicted, reasonable corporal punishment upon a student... whenever such punishment is reasonably necessary to preserve discipline and if the Board of Education has adopted a policy permitting its use by September 1, 1994.

The South Central Board of Education believes that corporal punishment administered in accordance with this policy can play a role in a comprehensive program of student discipline. The Board will, however, remain alert to any indications that this belief can no longer be supported.

Teachers, principals, administrators, and support staff, are also allowed by law to use such amount of force and restraint as is reasonable and necessary to quell a disturbance threatening physical injury to others and to obtain possession of weapons or other dangerous objects for the purpose of self-defense or for the protection of persons or property.

The Board wishes to emphasize the concept of “reasonableness” in the use of any force and the use of corporal punishment. If such punishment is to be administered, the following rules must be observed:

1. Parent permission slips will be attained from each and every student at the beginning of each school year either authorizing the use of corporal punishment as per the district’s policy and procedure, or indicating that it should not be used and replaced with an alternative form of discipline as per the district’s policy and procedures.
2. Students will be informed, through student conduct rules contained in their school handbook, of the kind(s) of misconduct that might lead to corporal punishment.
3. Corporal punishment may be administered only in the presence of the principal or other professional staff member who will act as a witness. The action will be done in private. Parent(s) or guardian(s) will be provided a written report.
4. Corporal punishment will be used when deemed necessary.
5. Statistics and other relevant data concerning the use of corporal punishment will be kept.

At South Central Jr. High, the following types of misconduct may lead to corporal punishment:

- Use of obscene language
- Repeated classroom disruption or misconduct
- Harassment of other students
- Insubordination
- Failure to serve assigned detentions
- Fighting
- Other serious actions that disrupt the educational process

Recess Behavior

Safety must be a prime concern on the playground. For that reason, tackle football is not permitted. All activities and/or games must be played in a safe manner to minimize the chances of injury to students. If students utilize the swings, there is to be no jumping off the swings, students running under another student swinging, or twisting or swinging from side to side. Any misconduct on the playground area can lead to denial of going outside for recess, the issuance of demerits, or stiffer actions (in-school restriction, out of school suspension, etc.).

In-School Restriction

An in-school restriction (ISR) assignment means that the student will not be permitted to attend regular classes. Students that are part of an athletic team may attend regularly scheduled practices and games during the in-school-restriction dates. Students do receive credit for schoolwork completed during their time in ISR. Each student assigned to ISR will be given a list of rules and expectations that must be followed. Failure to follow these rules will result in a conversion to out-of-school suspension for all days not successfully completed. In the event that school is canceled for a day, credit for ISR attendance is not given and that time must be made up before returning to regular classes. If a student is sent home for not following the rules of ISR, that student may be denied the opportunity to serve ISR for the remainder of the year. In that case, they would be assigned out-of-school suspensions in the place of ISR.

Out-of-School Suspension

A student who is suspended out-of-school is denied make-up privileges and will receive a grade of "0" in each subject for work missed while on suspension. An out-of-school suspended student may not be on school grounds during school hours, arrival time, or dismissal time. The student is also suspended from all school extra-curricular activities occurring each day of the suspension. In the event school is canceled for a day(s), the out-of-school suspension period will be extended by the number of regular school days missed.

Counterfeit or Look-Alike Drugs

There have been certain changes made in the law that students need to be made aware of. These laws pertain to “Counterfeit-controlled substances” known by their more common name as “Look-Alike Drugs”.

A controlled substance is defined as a drug, compound, or mixture of substances such as amphetamines, depressants, and hallucinogens, as well as many other types of drugs. A counterfeit controlled drug is anything that is made to look like, feel like or said to cause reactions of the real drug.

The provisions of the bill that must be explained to students deal with O.R.C. sections regarding the making, selling, and possessing of counterfeit drugs and related tools, and the respective penalties involved with each infraction. “Counterfeit controlled substance” is defined in the following ways:

1. Any drug or drug container or label that bears a trademark, trade name or other identifying mark used without the owner of the rights to such trademark’s authorization;
2. Any unmarked or unlabeled substance that is represented to be a controlled substance that is manufactured, processed, packed or distributed by a person other than the person with legal rights to manufacture, process, pack or distribute it;
3. Any substance that is represented to be a controlled substance but is not a controlled substance or is a different substance;
4. Any substance other than a controlled substance that a reasonable person would believe to be a controlled substance because of its similarity in shape, size, and color, or its markings, labeling, packaging, distribution, or the price for which it is sold or offered for sale.

The following penalties relate to the making, selling, or possession of counterfeit drugs:

...possession of a counterfeit substance - misdemeanor of the first degree; if second offense, a felony of the fourth degree

....making, selling, offering to sell or delivering any known counterfeit controlled substance

....making, possessing, selling, offering to sell or delivering any device that is known to be used to print or reproduce a trademark upon a counterfeit drug (trafficking in counterfeit controlled substance) - a felony of the fourth degree for a first offense, and a felony of the third degree for subsequent offenses
...selling, offering to sell, giving or delivering any counterfeit controlled substance to a person under eighteen (aggravated trafficking) - a felony of the third degree, and a felony of the second degree for subsequent offenses
...representing a counterfeit controlled substance as a controlled substance by describing its effects as if it were a counterfeit controlled substance (promoting and encouraging drug abuse) - a felony of the third degree and a felony of the second degree for subsequent offenses
...falsely representing or advertising a counterfeit controlled substance as a controlled substance (fraudulent drug advertising) - a felony of the fourth degree, and a felony of the third degree for subsequent offenses.

Responsibilities To and From School

The school is not responsible for a student prior to the time they step onto the bus in the morning and the school's responsibility will end when the student is dropped off at their bus stop at the conclusion of the school day.

Students will not be permitted in the school building prior to 7:30 each morning unless they are in a supervised school program, and the school will not be responsible for those student that are dropped off prior to 7:30.

In addition, students remaining after school beyond 3:15 will not be the responsibility of the school unless they are in a supervised school program.

Once a student leaves the school grounds they will no longer be the responsibility of the school.

ATTENDANCE POLICY

Good attendance is an essential component to a student's academic success and a building block for their future career. Benefits of good attendance include positive self-esteem, increased opportunities, positive regard for others, better paying jobs in the future, as well as numerous other benefits.

The South Central School Board in conjunction with Ohio Law has adopted policies concerning attendance. Ohio Law assigns the student's parent(s)/guardian the primary responsibility for requiring school attendance (RC 3321.04,3321.07). Failure to do so could result in a fine of up to \$500, community service of up to 70 hours, or, if repeated, a jail sentence for the offending parent/guardian. Truancy is defined in the following two manners.

A student is HABITUALLY TRUANT, if he or she is absent without legitimate excuse for **5 or more consecutive days, 7 or more days in a month, and 12 or more days in a year.**

A student is CHRONICALLY TRUANT, if he or she is absent without legitimate excuse for **7 or more consecutive days, 10 or more days in a month, and 15 or more days in a year.**

Absences are considered EXCUSED for the following reasons (validity may be determined by the Principal). The student/parent must provide the proper documentation to the building secretary.

1. Doctor/Dentist Note*
2. Court Documentation
3. Death in the family
4. Observance of a religious holiday
5. Signed waiver by the building principal

* Parents are encouraged to schedule doctor/dentists appointments during non-school hours. If schedules have to be made during the school day, varying times is helpful so the same class is not missed all the time.

Once a student has missed 10 UNEXCUSED days, the school will notify the Huron County Court so they may work with your child in order to prevent them from becoming truant. If attendance does not improve at this point, the school will consider your child truant and file a formal complaint with the Huron County Courts.

If a student is absent from school, the parent/guardian should notify the school prior to 8:30 a.m. It is very important to call the school if your child is going to be absent so they are accounted for. This phone call does not automatically excuse your child as described above, but it does make the school aware that your child will not be in attendance on that particular day. If the school has not been notified by phone or personal contact, the principal or designee will call the parent/guardian.

Vacations

Parents are encouraged not to take their child out of school for vacations. When a family vacation must be scheduled during the school year, the parent/guardian should discuss the matter with the Principal to make necessary arrangements to make up work. Any days missed for vacation will be considered an UNEXCUSED ABSENCE.

Leaving School Early

If a student must leave school early, a note from the parent/guardian must be presented to the school. At no time is a student to leave school property without securing permission from the office.

GRADING

Promotion Policy

For a junior high student to be promoted to the next grade level, they must pass all of their core subject areas (reading, math/pre-algebra/algebra, social studies, language arts, science) and may not fail more than one of the non-core classes (industrial tech, home economics, computers, physical education, choir, band, art, health).

If a student does not meet the requirements for promotion, a committee will be formed, composed of the principal, guidance counselor, and selected teachers to determine the best possible placement for the child for the upcoming year. Consideration will be given to the pupil's age, ability, achievement levels,

previous retentions, courses failed, effort placed forth, as well as social and emotional levels. If a student is in danger of being retained, the parents will be notified no later than early April.

In order to pass a course, a student must have a final average grade of D- or above in addition to passing a minimum of two (2) of the 9-week grading periods in a yearlong course and one (1) of the grading periods in a semester course.

Grading Scale

Percent	Letter Grade	Pt. Value	Percent	Letter Grade	Pt. Value
100-99	A+	12	82-80	C+	6
98-95	A	11	79-76	C	5
94-93	A-	10	75-73	C-	4
92-90	B+	9	72-71	D+	3
89-86	B	8	70-67	D	2
85-83	B-	7	66-65	D-	1
			Below 65	F	0

Honor Roll

An honor roll will be published at the end of each 9-week grading period and will include the following:

Distinction Roll - All A's

Merit Roll - At least 1 "A" and no grade lower than a "B"

STUDENT DRESS CODE

South Central students are expected to be well groomed and dressed appropriately for school. Any attire which is found to be distracting to the educational process or in poor taste is prohibited. Each building principal reserves the right to be flexible should circumstances dictate the need to alter this code (i.e. extremes in weather/spirit week dressing activities, etc.).

1. Tube tops, halter-tops, tank tops, and muscle shirts may not be worn to school.
2. All shirts must have sleeves. Shirts must be snug fitting along the armhole area. Vests must have a blouse or shirt worn under them.
3. Undergarments may not be visible at any time.
4. Any apparel showing sexual, sexually suggestive, profane, violent or morbid pictures, wording, or wrongdoing; showing tobacco, alcohol or drug-related wording or pictures; or showing any item that defames the nation, state, community, or any individual, or group will not be permitted.
5. Clothing with holes or tears may not be worn.
6. Hats and other forms of decorative headgear such as scarves, headbands, etc. are not to be worn in school. All head clothing must be removed upon arrival at school, placed in one's locker and remain there until the end of the day with the exception of a student going to recess.
7. Sunglasses and other non-prescription eyewear are to be placed in the locker during the school day.
8. Coats, jackets, windbreakers, wind suits and wind pants may not be worn in the classroom. Wind suits and wind pants may be worn in grades K-4.
9. Sweat pants are not permitted in grades 5-12 except during physical education classes.
10. Shorts and skirts must be at least as long on the leg as mid-thigh when the student is standing in a relaxed position. In grades 5-12, the only shorts that may be worn to school are dress shorts and jean shorts. All shorts must be hemmed (regardless of grade level). Examples of shorts that may not be worn in grades 5-12 are biker shorts, gym shorts, basketball-type shorts, etc. Elementary/Middle school students may not wear shorts to school after October 1. They may resume wearing shorts after April 1. Administration may deviate from these dates as weather dictates.
11. Any apparel, haircut, tattoo, jewelry, or facial painting which depicts gang or cult activities, may not be worn or displayed at school.
12. Wallet chains, dog chains or any other type of jewelry or clothing decoration, which could result in harm to someone if used as a weapon may not be worn or brought to school.

13. The waistline of all pants must be worn at the waistline of the person. All pants must be hemmed, and they are not permitted to touch the floor.
14. The top garment must always touch the bottom garment at all times. The following will be prohibited from being seen: Mid-riff, cleavage, buttocks and undergarments.
15. Other items as ruled by the administration to be disruptive to the educational process may not be permitted as well.

In addition to coming to school with clean clothing, all students are expected to be groomed in the following ways so as not to disrupt the educational process: Junior High students may not have any facial hair growth; High school students may not be unshaven; beards and mustaches must be trimmed and clean and not pose a safety hazard; at all grade levels, hair styles, length, and color, and facial make-up which attract undue attention, and body piercing other than in the ear, will not be permitted.

If a student has a question about whether or not something is appropriate to be worn to school, it probably is not. In any event, the student should ask in the office about its appropriateness before wearing it to school.

In cases where the principal needs an additional opinion on enforcement, the Rule of 3 will be used. The Rule of 3 will consist of one administrator and two staff members. When the Rule of 3 and/or the principal determines a dress code violation, the following order of discipline will occur: (1) verbal warning documented by principal, (2) written warning mailed to parent, indicating future consequences, (3) ISR, may be repeated, (4) OSS, may be repeated, (5) recommendation for expulsion. All dress code referrals will be documented, whether the Rule of 3 determines the referral a violation or not.

Depending on the severity of the dress code violation and/or the inability to obtain a change of clothing for the student, the principal may require the student to remain in the office setting or report to ISR for the remainder of the day.

The most important thing to remember is that you represent South Central Schools to our community and to other schools. Our school pride should direct our clothing choice. Trojans Have Class!!