

MISSION STATEMENT

The Central Bucks Schools will provide all students with the academic and problem-solving skills essential for personal development, responsible citizenship, and lifelong learning.



Principal

Jason H. Bucher

Sophomore House

Jennifer M. Opdyke, House Principal
Karen M. Davis and Kerry J. Monk, Counselors
Michael London, Titan Council Advisor

Junior House

Matthew R. Gale, House Principal
Taryn B. Barrett and Laura V. Ladley, Counselors
Michael London, Titan Council Advisor

Senior House

Joseph A. Piselli, House Principal
Thomas F. Hill and Michele A. McGrogan, Counselors
Michael London, Titan Council Advisor

The planner provides students with some of the fundamental information needed to be successful at C. B. South. Included in the planner are excerpts and summaries of several policies from the Central Bucks School District Policy Manual. All district policies approved by the School Board will be followed concerning the rights, responsibilities, and discipline of students. This includes all revisions, updates, additions, and changes, etc. to the district policies approved after the publishing of the planner.

Table of Contents

IMPORTANT PHONE NUMBERS	3
CENTRAL BUCKS SOUTH VALUE STATEMENTS.....	4
CENTRAL BUCKS SOUTH VISION STATEMENTS.....	5
Bell Schedule..... Error! Bookmark not defined.	6
CBHS South Calendar for 2019-2020.....	7-9
EQUAL OPPORTUNITY POLICY	9-11
ACADEMIC INFORMATION.....	10
Critical Course Change	10
Report Cards.....	10
Honor Roll.....	10
Class Rank.....	10
GRADING INTERPRETATION AND VALUES	10
Final Examinations.....	10
GRADUATION REQUIREMENTS.....	10
National Honor Society.....	11
Success Plan	11
Student Records.....	11
ATTENDANCE POLICIES & PROCEDURES.....	12-14
Excused Absence (E).....	12
Unexcused Absence (U).....	12
Class Attendance Guidelines	13
Tardiness	13
Procedures for Legally Leaving School During the Day.....	13
Late Arrival/Early Dismissal Privilege	13
Family Travel.....	14
College Visitations	14
Missed Work	15
Field Trips & Other Planned Absences:	14
STUDENT ACTIVITIES.....	14-15
Extracurricular Opportunities - Athletics	14
Athletic Participation and Eligibility.....	15
Suburban One League – Code of Conduct for Athletics	15
STUDENT SERVICES.....	15-16
Guidance	15
Available resources	16
Nurses’ Office	16
Required Medical Examinations	16
Insurance	16
Library.....	16
SAP	16
TRANSPORTATION	16
Bus Transportation.....	16
CB Bus Passenger Expectations.....	16-17
Student Driving and Parking Rules	17
STUDENT CONDUCT	18-24
Bullying.....	18
Cell Phones, Digital Cameras, and Similar devices:	19
1:1 Laptops.....	19
ACADEMIC INTEGRITY POLICY	19-21
Dress and Appearance Code.....	21
Graffiti.....	21
Hall Conduct	22
In the Classroom.....	22
Lockers	22
Study Halls	22

Cafeteria	22
Leaving School Property	22
Smoking and/or Possession of Tobacco	23
Threats of Violence	23
Vandalism	23
Weapons on School Property	23
Disciplinary Actions.....	24
Safety Procedures.....	24-25
Fire Drills and Building Evacuation Procedures	24
Canine Searches	24
Search by Administrators	25
Student Assistane Team (SAP)	25
Student Medication	25
MISCELLANEOUS.....	25-26
Proms.....	25
Field Trips	25
Messages for Students.....	25
Military Recruiters – Act 10.....	25
Photography Consent	25
School Closing Information	25
Titan Forum.....	25
Working Papers	26
CB BOARD POLICIES	26
Appendix A: Disciplinary Procedures & Responsibilities	26
Appendix B: Controlled Substances Policy 227.....	27
Appendix C: Extracurricular, Co-curricular Activities and Athletics Policy 122	27
Appendix D: Unlawful Harassment Policy 248	27-28
Appendix E: Use of Technology Policy 815	28
Appendix F: School Visitors Policy 907	28
Reading Strategies.....	29

IMPORTANT PHONE NUMBERS
267-893-3000

Receptionist	3001	Attendance Hotline	3200
Principal’s Office	3032	Attendance Office Number	3008
10 th Grade House Center	3012	Library Circulation Desk	5200
11 th Grade House Center	3019	Nurse’s Office	3150
12 th Grade House Center	3026	Security Office	3036
Athletic Office	3006		
School Store	5196		

CENTRAL BUCKS SOUTH VALUE STATEMENTS

The Central Bucks South Community will:

Demonstrate excellence in

- Academic standards
- Collaborative teaching/learning
- Extra-curricular endeavors
- Enthusiastic life-long learning habits
- Creative thinking and quality craftsmanship

Model responsible citizenship through

- Respect for self and others
- Responsible choices and behaviors
- Open-mindedness
- Tolerance
- Positive attitudes

Encourage a positive school climate through

- Caring and supportive attitudes
- Concern for all members' physical and emotional safety
- Experiencing and expressing school pride

Demonstrate pride in

- School building and grounds
- Self and others
- All of our endeavors

CENTRAL BUCKS SOUTH VISION STATEMENTS

Students – Central Bucks South students will:

- Be respectful of each other, themselves, adults, the community, and facilities
- Assume responsibility for their own learning as well as their own actions
- Develop a connection to C. B. South that reflects and promotes school pride

Parents – Central Bucks South parents will:

- Act as partners in the educational process of their children
- Serve as effective role models in citizenship and life-long learning
- Provide support through their involvement in school functions and activities

Teachers – Central Bucks South teachers will:

- Continue to develop professionally by being active members of a collaborative learning community
- Create learning environments that are safe, positive and inclusive
- Foster student success through high expectations, collaborative learning and a challenging curriculum

Administration – Central Bucks South administrators will:

- Be accessible, visible and responsive to students, staff and community
- Support and promote a safe and successful learning environment for students and staff
- Model and promote the vision of the professional learning community

Staff – Central Bucks South staff will:

- Promote a sense of pride and ownership in the school
- Demonstrate an involvement in the development and improvement of the school community
- Contribute to a safe and caring climate

Curriculum – The curriculum at Central Bucks South will:

- Be based on high academic standards
- Provide diverse and challenging experiences that are relevant and meaningful to students
- Be collaborative and interdisciplinary
- Be innovative and evolving

Reputation – Central Bucks South will be recognized as:

- A community of excellence
- A safe and caring learning environment
- A leader in innovation and sound educational practices

CB South Bell Schedules 2019-2020

Regular Bell Schedule

1st Block	7:25-8:55
2nd Block	9:00-10:30
Titan Forum	10:35-10:50
3rd Block	10:55-12:55

A Lunch

Lunch	10:55-11:23	28 min.
Class	11:25-12:55	90 min.

B Lunch

Class	10:55-11:25	30 min.
Lunch	11:27-11:53	26 min.
Class	11:55-12:55	60 min.

C Lunch

Class	10:55-11:55	60 min.
Lunch	11:57-12:23	26 min.
Class	12:25-12:55	30 min.

D Lunch

Class	10:55-12:25	90 min.
Lunch	12:27-12:55	28 min.

4th Block 1:00-2:30

Early Dismissal Bell Schedule

(11/4, 12/20, 1/31, 4/8, 6/15)

1st Block	7:25-8:10	45 min.
2nd Block	8:15-9:00	45 min.
3rd Block	9:05-9:50	45 min.
4th Block	9:55-10:40	45 min.
Buses leave	10:45	

NOTE: AM MBIT students leave from MBIT at regular time 10:30

PM MBIT students are to report to cafeteria.

PM MBIT students are dismissed from South to MBIT at 10:40

Extended Special 60 Minute Bell Schedule

1st Block	7:25-8:30	65 min.
2nd Block	8:35-9:45	70 min.
Titan Forum	9:50-10:50	60 min.

The remainder of the day will follow regular bell schedule.

Extended Special 30 Minute Bell Schedule

1st Block	7:25-8:50	85 min.
2nd Block	8:55-10:20	85 min.
Titan Forum	10:25-10:55	30 min.
3rd Block	11:00-1:00	90 min.

A Lunch 11:00-11:28 28 min.

B Lunch 11:32-11:58 28 min.

C Lunch 12:02-12:28 26 min.

D Lunch 12:32-1:00 28 min.

4th Block 1:05-2:30 85 min.

2-hr. Delay

1st Block	9:25-10:23	58 min.
2nd Block	10:28-11:26	58 min.
3rd Block	11:31-1:28	90 min.

A Lunch 11:31-11:58 27 min.

B Lunch 12:01-12:28 27 min.

C Lunch 12:31-12:58 27 min.

D Lunch 1:01-1:28 27 min.

4th Block 1:33-2:30 57 min.

NOTE: AM MBIT students will not be bussed to MBIT

AM MBIT students are to report to the Cafeteria for Study Hall for 1st and 2nd Blocks

PM MBIT students are dismissed from 2nd block at 10:40 for lunch

Revised 7/30/19

CBHS South Calendar for 2019-2020

09.03.2019	First day for all grades and MBIT students	
09.05.2019	Auditions for the Fall Play, Auditorium	2:30 PM – 5:00 PM
09.05.2019	Senior Parent/s College Meeting	6:30 PM
09.12.2019	Picture Day for Staff & Students	7:30 AM
09.12.2019	Back-to-School Night	7:00 PM
09.14.2019	ACT Testing	8:00 AM
09.16.2019 to 09.19.2019	Last Call Senior Portraits Prestige by Lifetouch, Black Box	
		8:30 AM – 4:00 PM
09.25.2019	Parent Advisory Council	9:00 AM
09.27.2019	Homecoming Pep Rally	1:00 PM – 2:30 PM
09.27.2019	Southside Fall Fest	4:30 PM – 7:30 PM
09.27.2019	Homecoming Football Game	7:00 PM
09.28.2019	Homecoming Dance	7:00 PM – 10:00 PM
09.30.2019	Rosh Hashanah – No School/ <i>No MBIT</i>	
10.05.2019	SAT Testing	7:30 AM
10.05.2019	Sights and Sounds Band Competition at South	6:00 PM
10.07.2019	Science Honor Society Induction	7:00 PM
10.09.2019	Yom Kippur - No School/ <i>No MBIT</i>	
10.12.2019	10 th Grade Link Retreat	9:00 AM – 12:00 PM
10.16.2019	National Honor Society Induction	7:00 PM
10.17.2019	College Planning for Juniors	6:30 PM
10.18.2019	Senior Spectator Night	7:00 PM – 10 :00 PM
10.19.2019	PSAT's	7:00 AM – 11:30 AM
	Students asked to be there at 7:40 AM, test starts at	8:00 AM
10.23.2019	Parent Advisory Council	9:00 AM
10.24.2019	Picture Retake Day	7:30 AM
10.25.2019	South Orchestra Concert at South	7:00 PM
10.27.2019	Run for the Heart 5K	9:00 AM
10.30.2019	CB South's <i>Clue</i> – Senior Citizen Preview	4:00 PM
11.01.2019	CB South's <i>Clue</i>	7:30 PM
11.02.2019	SAT Testing	7:30 AM
11.02.2019	CB South's Play <i>Clue</i>	2:00 PM and 7:30 PM
11.04.2019	Early Dismissal, End of the 1st Marking Period/ Full Day MBIT	10:40 AM
11.05.2019	Teacher Professional Development/ Election Day/ No School/ <i>No MBIT</i>	
11.08.2019	miniThon	4:00 PM – 10:00 PM
11.11.2019	Veteran's Day Assembly, Senior Assembly,	8:35 AM – 10:00 AM
11.15.2019	CB South Winter Band Concert	7:00 PM
11.19.2019	Musical Auditions, auditorium	2:30 PM – 6:00 PM
11.21.2019	Musical Auditions, auditorium	2:30 PM – 6:00 PM
11.24.2019	Band - Shops at South	11:00 AM – 3:00 PM
11.27.2019	Professional Development/No School, <i>No MBIT</i>	
11.28.2019 to 11.29.2019	No School Thanksgiving Recess/School Holiday, <i>No MBIT</i>	
12.07.2019	SAT Testing	7:30 AM
12.09.2019 to 12.13.2019	Keystone Testing, Literature	
12.12.2019	South Winter Choir Concert	7:00 PM
12.14.2019	10 th Grade LINK Retreat	9:00 AM – 12:00 PM
12.16.2019	9 th Grade Choir Night	7:00 PM
12.20.2019	Early Dismissal, PM Professional Development/ MBIT full day	10:40AM
12.22.2019 to 12.30.2019	Hanukkah	
12.23.2019 to 01.01.2020	Christmas Day, Winter Recess/School Holiday, <i>No MBIT</i>	

01.01.2020	New Year's Day – No School, <i>No MBIT</i>	
01.06.2020 to		
01.10.2020	Keystone Testing: Algebra 1, Biology	
01.07.2020	Winter Art Show, Opening Reception	6:00 PM – 8:00 PM
01.07.2020	National Art Honor Society Induction, Library	7:00 PM
01.08.2020	Winter Art Show	6:00 PM – 8:00 PM
01.08.2020	CBHS South Orchestra Concert	7:00 PM
01.09.2020	Winter Art Show	6:00 PM – 8:00 PM
01.09.2020	Curriculum Fair	6:30 PM – 8:00 PM
01.15.2020	CB South Band Concert	7:00 PM
01.16.2020	Curriculum Fair (Snow date)	6:30 PM – 8:00 PM
01.20.2020	Martin Luther King Jr./School Holiday, <i>No MBIT</i>	
01.29.2020	Parent Advisory Council	9:00 AM
01.31.2020	Early Dismissal, End of 2 nd Marking Period/ <i>MBIT full day</i>	10:40 AM
02.08.2020	ACT Testing	8:00 AM
02.12.2020	Back-to-School	7:00 PM
02.14.2020	No School – Professional Development, <i>No MBIT</i>	
02.17.2020	President's Day/School Holiday, <i>No MBIT</i>	
02.19.2020	Back-to-School Snow date if needed	7:00 PM
02.20.2020	College Planning Juniors	6:30 PM
02.29.2020	10 th Grade LINK Retreat	9:00 AM – 12:00 PM
03.04.2020	CB South Combined Band/Orchestra Concert	7:00 PM
03.06.2020	Southside Jazz Festival	5:30 PM/6:00 PM
03.14.2020	Middle School LINK Retreat	9:00 AM – 11:30 AM
03.16.2020	Pit filler removal for the Spring Musical	
03.18.2020	Black vs. Blue Pool Night	3:00 PM – 5:00 PM
03.19.2020	Black vs. Blue Gym Night	5:00 PM – 9:00 PM
03.25.2020	Parent Advisory Council	9:00 AM
03.28.2020	Pre-ACT	7:00 AM – 12:00 PM
03.31.2020	District College Fair (run by East) at South	6:30 PM
04.01.2020	CB South <i>Disney's Mary Poppins</i> – Sr. Citizen Preview,	4:00 PM
04.03.2020	CB South <i>Disney's Mary Poppins</i>	6:00 PM
04.04.2020	CB South <i>Disney's Mary Poppins</i>	1:00 PM and 6:00 PM
04.06.2020	Pit filler reinstall	
04.08.2020	Early Dismissal End of 3 rd Marking Period/ <i>MBIT Full Day</i>	10:30 AM
04.08.2020 to		
04.16.2020	Passover	
04.09.2020	No School – Professional Development/ <i>No MBIT</i>	
04.10.2020	No School – Good Friday/ <i>No MBIT</i>	
04.12.2020	Easter	
04.13.2020	No School, Professional Development/ <i>No MBIT</i>	
04.17.2020	Titans Connect Prom	6:30 PM – 8:30 PM
04.18.2020	ACT Testing	8:00 AM
04.22.2020	Parent Advisory Council	9:00 AM
04.23.2020	College Planning Juniors	6:30 PM
04.25.2020	CB South Junior Prom, Keenan's Honda	7:00 PM – 10:30 PM
04.28.2020	Elections General Primary	
05.02.2020	SAT Testing	7:30 AM
05.05.2020	CB South Spring Band Concert	7:00 PM
05.07.2020	Summa Cum Laude Reception	6:00 PM
05.08.2020	Senior Day	8:15 AM – 10:50 AM
05.08.2020	Senior Prom at the Fuge	7:00 PM – 11:00 PM
05.04.2020 to		
05.15.2020	AP Testing Window	
05.11.2020 to		
05.22.2020	Keystone Testing: Algebra 1, Biology, Literature	
05.13.2020	World Language Honor Society Induction	6:30 PM
05.19.2020	South Art Show, Opening Reception	6:00 PM – 8:00 PM
05.19.2020	South Choir Concert	7:00 PM
05.19.2020	Film Premier, Library	7:00 PM – 9:00 PM

05.20.2020	South Art Show	6:00 PM – 8:00 PM
05.21.2020	South Art Show	6:00 PM – 8:00 PM
05.21.2020	South Orchestra Concert	7:00 PM
05.25.2020	Memorial Day/School Holiday, <i>No MBIT</i>	
05.28.2020	Awards Night	6:30 PM – 9:00 PM
06.12.2020	MBIT Last Day	
06.15.2020	Tentative Last Day for CB/ <i>No MBIT</i> Early Dismissal/End of the 4 th Marking Period Tentative Graduation	

Early Dismissal Dates: 11/04/19, 12/20/19, 01/31/20, 4/08/20 and the last day of school tentatively 6/15/20

MBIT Days Different from CB Calendar: 11/04/19 CB half day, MBIT full day, 12/20/19 CB half day, MBIT full day, 01/31/20 CB half day, MBIT full day, 04/08/20 CB half day, MBIT full day, 6/12/20 CB full day, MBIT last day of school, 6/15/20 CB last day of school, half day, MBIT no school. Last revised 7.10.19 and is subject to change.

EQUAL OPPORTUNITY POLICY

It is the policy of the Central Bucks School District to offer equal opportunities for girls and boys in the Central Bucks Schools. The School Board policy adopted in June 1976 notes that the district is not to discriminate on the basis of sex in its educational programs, activities or employment policies as required by Title IX of the 1972 Education Amendments. Inquiries regarding compliance with Title IX may be directed to the building principal.

ACADEMIC INFORMATION

Critical Course Change

Changes in course requests will **only** be honored for the following two reasons: (1) failure to meet the required prerequisite; or (2) a level change that must be approved by the building principal.

Report Cards

Report cards are issued four times a year electronically as noted on the district calendar. Each marking period is nine weeks in length. Parents and students are urged to discuss report cards. Parents and students may view their grades online with the correct username and password for Parent Portal. If there are any questions, please contact the guidance counselor.

Honor Roll

Distinguished Honors:	GPA of 4.0 or better
High Honors:	GPA of 3.6 or better
Honors:	GPA of 3.0 or better

Class Rank

Class rank is not reported to colleges for admission purposes, but the district does report the student's grade point average (GPA). The GPA is based on weighted and non-weighted grades from all classes taken in grades 9-12. Concern for grade-point average should not keep students from selecting a challenging program and should not be used as an excuse for dropping a course in order to take one that seems easier. Colleges are more interested in the academic rigor of a student's program than they are in the student's GPA.

Grading Interpretation and Values

Other grades

- I - Incomplete work*
- S – Satisfactory
- U – Unsatisfactory

* If incomplete work is not made up after a reasonable period of time, the student will fail the course as a result of lack of completion. A "reasonable period of time" is defined as two weeks beyond the marking period. In the case of an extended absence resulting in an "Incomplete," students are expected to complete work within a two-week period upon return. All exceptions to the two-week deadline will need administrative approval.

	Percent	For GPA Computation Non-weighted Classes	For GPA Computation Weighted Classes	Interpretation
A	93 – 100	4.0	5.0	Advanced
A-	90 – 92	3.6	4.6	
B+	87 – 89	3.4	4.4	Proficient
B	83 – 86	3.0	4.0	
B-	80 – 82	2.6	3.6	Proficient
C+	77 – 79	2.4	3.4	
C	73 – 76	2.0	3.0	
C-	70 – 72	1.6	2.6	Basic
D+	67 – 69	1.4	2.4	
D	63 – 66	1.0	2.0	
D-	60 – 62	0.6	1.6	
F	0 – 59	0.0	0.0	Below Basic

Final Examinations

In courses with common district final examinations, finals may not be administered prior to the scheduled date and time. If a student misses a final examination(s) due to an excused absence, then s/he is responsible to make it up on the scheduled make-up day. If the student does not return prior to the last day of school, then s/he is responsible to schedule an appropriate date/time upon his/her return.

GRADUATION REQUIREMENTS

Required Graduation Credit Distribution

Subject	Standard Diploma	MBIT/Standard Diploma	Scholar's Diploma
English	4.00	4.00	4.00
Mathematics	4.00	4.00	4.00
Science*	3.00	3.00	4.00
Social Studies	4.00	4.00	4.00
World Language			2.00
Electives	10.75	11.25	8.75
PE/Health	1.00	.50	1.00
Performance Assessment	.50	.50	.50
Total Credits	27.25	27.25	28.25

A minimum of one credit per year is required in English and Social Studies. Please refer to the graph in the subject section of this guide for the courses that will meet these yearly requirements.

The Scholar's Diploma requires a cumulative 3.4 GPA. Credits must be earned in at least three Advanced Placement Courses.

***All Students are required to take a Biology course in Grade 10.**

Electives include all subject areas. When a requirement in a specific area has been satisfied, any additional courses taken in that subject area will apply toward the elective credit requirement. For example, if a student completed 4 credits in science the last course taken applies to the elective requirement.

In accordance with state regulations for high school graduation requirements, beginning with the Class of 2020, students must demonstrate proficiency on the Keystone Exams in Literature, Algebra 1, and Biology.

1. **Performance Assessments:** All students will be required to complete successfully both the Ninth-Grade Performance Assessment and a High School Career Planning Project. Upon successful completion of both performance assessments, students will receive 1.0 credit.

2. **Proficiency on Standards:** The State of Pennsylvania mandates that all high school graduates be proficient in Reading, Mathematics, and Writing standards. To demonstrate proficiency on standards, CB students will participate in the Keystone Exams. Questions about this process should be directed to the appropriate House Principal.

National Honor Society

The Central Bucks South Chapter of the National Honor Society is a service organization that promotes scholarship, leadership, and the demonstration of positive qualities of character throughout our school. Once each year, the Faculty Council of the chapter provides all students with a grade point average of 3.7 (not rounded) the opportunity to present their credentials on a Student Activity Information Form.

The Faculty Council determines the membership of the school's chapter of the NHS. This council reviews each student's credentials to determine the extent of his/her demonstration of the essential qualities of scholarship, leadership, service, and character. Students so surveyed should understand that the information they provide does not guarantee selection.

All members of the school's chapter are required to continue to maintain the required grade point average and to demonstrate active participation in the organization's meetings and activities. Membership provides opportunities for continued service and leadership at CB South.

Success Plan

The Success Plan is required of all CB students before graduating. **Please note:** All SUCCESS PLAN DEADLINES must be met to avoid disciplinary action and/or loss of privileges.

Student Records

The school district is required to maintain certain records after a student graduates or leaves school. The records that will be permanently maintained include name, address, phone number, attendance records from grades 7-12, 7th and 8th grade transcript and a final transcript with date of graduation. All other records will be destroyed. If a parent or graduating student (18 years of age or older) wants a copy of the educational record, contact the guidance office by June 1st.

Attendance Policies & Procedures

Attendance policies at Central Bucks High School South conform to the Pennsylvania School Code sections 1326 to 1333 dealing with compulsory school attendance.

“Every child of compulsory school age having a legal residence in this Commonwealth is required to attend a day school in which the subjects and activities prescribed by the standards of the State Board of Education are taught.”

Attendance Guidelines

Procedure to Follow for an Absence:

1. This procedure will be covered in Titan Forum.
2. Parents or guardians should submit an “excuse card”, note, email (southattendance@cbsd.org)*, or call (267-893-3000) the Attendance Office on the day of absence or within 3 days of the student's return. “Excuse cards” are available in the Attendance Office. State law requires that an explanation of absence be stated.
3. All contacts (phone call/e-mail/note) from the parent/guardian must include the student's name, the date(s) of the absence, the reason for the absence, and the signature of a parent/guardian.
4. Failure to contact the school within the three-day grace period after returning from an absence will automatically make the absence unexcused or illegal. In addition, an administrative detention may be assigned.

**The guardian's email address must match the address on the excuse note.*

School Attendance and School Related Activities

Students are expected to attend school on the day they intend to participate in any activity. These activities include sporting events, plays, concerts, dances, proms, and any other school-sponsored activities.

- If a student is absent from school on the day of an activity, s/he may not participate.
- If a student has an unexcused tardy on the day of an activity, s/he may not participate.
- If a student reports to school later than 10:30 AM on the day of an activity, s/he may not participate.

Excused Absence (E) is granted for the following reasons: illness, quarantine, death in the family, impassable roads, inclement weather, religious holidays, health care, home emergencies directly relating to the student, health care, necessary interviews, special family occasions, special tutorial work which must occur in a field not offered in the curriculum and may not interfere with the regular program of studies, educational tour, trip or family travel as outlined in School Board Policy 204, religious instructions up to 36 hours during the school year. Medical and dental attention, home emergencies, and religious observances may also be excusable.

Every student has the opportunity and responsibility to make up missed work. This should be arranged with the individual teachers or, in some cases, through the counselor. Make-up work requiring a teacher’s presence must be made up after school hours. **Students have the total number of days they are absent to make up work. Any work not made up in that time period may have academic consequences.**

State law requires that any absence be substantiated by an excuse card, parental note or doctor’s excuse listing the date of the absence, reason for the absence, and parental/guardian signature. This includes students eighteen years or older. Students who are legally emancipated must also substantiate their absence/tardiness in writing.

Ten (10) days of cumulative lawful absences verified by parental notification will be permitted during a school year. Absences beyond ten (10) days may require a note from a licensed physician. In cases when a physician’s note is required, absences not documented by a physician’s note will be considered unlawful.

In serious attendance situations, the school will coordinate a school/family conference to discuss the cause of the student’s excessive absences and develop a mutually agreed upon School Attendance Improvement Plan. This plan will be required when the student has accumulated three (3) unlawful absences and when a physician’s note is required for all absences. The purpose of the School Attendance Improvement Plan is to resolve the attendance issue.

Unexcused Absence (U) may be declared for reasons such as willful or neglectful failure to come to school, employment, truancy, car trouble, parental neglect, oversleeping, missing the bus, shopping, babysitting, child care or other work at home, visiting relatives or friends, hunting, fishing, working at home, vacation trips, unauthorized leaving from school, and remaining at home to do school work. In situations where absence is declared unexcused or unlawful, students may be assigned to make up time missed outside regular school hours.

Consequences for unexcused absences:

If an absence is determined to be “unexcused” or “illegal,” the student faces the following disciplinary actions:

- District Policy states “pupils will be assigned the make-up of time outside regular school hours at the discretion of the House Principal/Principal.” (Hours of after school detention) A warning will be given following the first unexcused absence and detention hours will be assigned for each subsequent unexcused absence.
- The student may receive academic consequences for any missed class work, homework, tests, quizzes, assessments, etc. at the discretion of the house principal.

Class Cut Policy: For purposes of discipline and academic consequences related to class attendance, a class cut is defined as an intentional avoidance of class, whether it be by departing the school or school campus or presence in an unauthorized area of the building. Students may receive academic consequences for missed assignments.

Class Cut Consequences *(Cumulative throughout the duration of the course)*

	9-wk Courses	18-wk Courses
1 st Class Cut by Period	• Two-hour detention	• Two-hour detention
2 nd Class Cut by Period	• One Saturday Suspension	• One Saturday Suspension
3 rd Cut by Period	• Removal of privileges such as parking permit, prom attendance, sporting events, or participation in extra-curricular events.	• Removal of privileges such as parking permit, prom attendance, sporting events, or participation in extra-curricular events.

If there are multiple instances of unexcused/unlawful absences:

- The School Code mandates that “every principal...shall report at once to the Superintendent any child who has been absent three (3) days or their equivalent, during the term of compulsory attendance without lawful excuse.”
- After three (3) days of unlawful absences within one school year, parents will receive a letter from the school outlining the consequences of habitual truancy and inviting them to a School Attendance Improvement Conference. Additional absences may result in a referral to a school-based attendance improvement program, referral to Bucks County Children and Youth Services, and/or citation for violating compulsory attendance laws. Penalties for conviction include fines of up to \$750.00 for each offense.
- Unexcused tardiness or absences from class(es) may be accumulated and when these absences equal a full day, the student will be charged with an unlawful/unexcused absence.

Class Attendance Guidelines

All teachers will take roll each day in each class. Students are expected to attend all classes, arrive on time, and remain in class for the duration of the block unless properly excused.

No student is to be anywhere other than the assigned class without prior approval of the teacher. Attendance of a scheduled class (unless legally excused) is a requirement for successful completion and credit award for the course.

When an absence has been declared unlawful or unexcused, students will be expected to make up both time and work missed. The circumstances for making up school work and the amount of credit for the class or for the assignment received shall be at the discretion of the principal.

Tardiness

Tardiness to School:

Central Bucks High School South expects all students to be on time each day. Tardiness to school fosters an irresponsible attitude, interferes with class work, and disrupts the daily school routine. Tardies, like absences, will be considered "excused" or "unexcused" according to whether or not the student presents an acceptable parental note. These excuses will be judged by the same criteria as those for an absence.

Consequences:

- a. If a student misses an entire class block as a result of an unexcused tardy, the teacher will issue a cut for that block. (Refer to Class Cut Policy)
- b. If a student is chronically tardy, the House Principal will be notified and intervene.
- c. When a student with such privileges as Late Arrival accumulates three (3) unexcused tardies, privileges will be removed.
- d. When a student accumulates excessive unexcused tardies, a school official will notify the parent/guardian.
- e. If a student fails to report to the Attendance Office when late, time missed for the day will be considered cuts.
- f. Students who arrive to school later than 10:30 AM will be considered absent from school for the first half of the day, and are ineligible for participation in after-school practices, meetings, competitions, or events.

Procedure to Follow When Tardy to School:

- a. If a student arrives after 7:25 AM, the student must report to the Attendance Office, with or without a parent/guardian note. Students must present an acceptable excuse note in order to receive an Excused Pass. This pass must be shown to the teacher. If not, the tardy will be marked unexcused.
- b. If a student does not have a note, or the reason is unacceptable, the tardy will be recorded as "unexcused". The student has three (3) days to make an unexcused tardy excused by presenting an acceptable note from a parent/guardian explaining the reason for tardiness.
- c. The student will report to their assigned class.

Tardiness to Classes

Students are late to class if they arrive through the door after the bell for class has rung.

- 1 to 2 unexcused tardies = teacher/administrative intervention
- 3 or more unexcused tardies = teacher will contact the parent/guardian and submit a conduct referral form to the House Principal.
- Privileges will be revoked. (This includes parking, extra-curricular opportunities, sports, participation in your prom, etc.)

Procedures for Legally Leaving School During the Day

The School realizes that there are limited occasions when students find it necessary to request permission to leave the building to keep an urgent appointment during the school day. However, appointments should be made after the end of the school day whenever possible. Written and verbal permission must be provided to the attendance office for an approved early dismissal. The following procedure must be followed to leave the building during the day:

If a student must leave for a scheduled appointment during school hours, the parent/guardian must call the Attendance Office (267.893.3008) before the appointment. On the day of the appointment the student must report to the Attendance Office and present a note explaining the reason for leaving school. If permission to leave the building is granted, a pass will be given to the student. This pass will state the reason for leaving, destination and departure time. The student will show this pass to the teacher. For students without parking privileges, parents must come into the building to sign out their students if they are to leave before dismissal. If the student has parking privileges and will drive to the appointment, please indicate so on the excuse note.

Late Arrival/Early Dismissal Privilege

In order to recognize seniors who have completed two years of senior high school, C. B. South has established a program of late arrival and early dismissal. The procedure is as follows:

- Before seniors may use the late arrival/early dismissal program, a form from the Safety & Security Office must be completed, signed by parent/guardian, and returned to the Safety & Security Office for each marking period.
- Seniors who have a study hall 1st block can apply to Security for the privilege of Late Arrival.

- Seniors who have study hall 4th block can apply to Security for the privilege of Early Release.
- **No senior with an outstanding obligation, including an incomplete CP, will be eligible for late arrival or early dismissal privileges.**
- No schedules will be changed to permit a senior to have a first or fourth block study hall.
- **The privilege of Late Arrival or Early release begins upon receipt of the Late Arrival/Early Dismissal Pass from Security.**

Family Travel

The parent/guardian must request, in writing, approval for family travel through the school Attendance Office. The request should include the names and schools of all siblings of school age. Request should be made through the school attended by the oldest sibling **at least two weeks prior** to the absence.

It should be understood that the student is responsible for making up all missed work. Furthermore, it is recommended that the student contacts the teachers and obtains all assignments prior to leaving on vacation. Family travel will not be approved during the last five days of a marking period nor during Keystone Testing windows.

Absences for approved reasons due to family travel shall be limited to five occurrences each year. Total number of approved days of absence shall not exceed five days in a given school year. Days exceeding these guidelines may be considered unlawful and/or unexcused.

College Visitations

College visitations are legal absences from school provided a *Student Request To Be Absent Form* has been properly completed. This form must be filled out two weeks prior to the absence. The student's teachers and the student's parents or guardians must sign the form. The student must return the form to the Attendance Office prior to leaving for the visitation.

It should be understood that the student is responsible for making up all missed work. Furthermore, it is recommended that the student contacts the teachers and obtain all assignments prior to leaving for the visitation.

Missed Work:

- Students are responsible for making up all work missed during excused absences. If a student will be out for an extended amount of time, the parent/guardian should call the student's guidance counselor.
- A student is allowed the same number of days to make-up work as the number of days s/he missed for excused absences and lateness. Students are obligated to discuss and arrange plans for make-up work within that time. Failure to do so may receive academic consequences on the missed assignments.

Field Trips & Other Planned Absences:

- Two weeks before a planned absence, student should pick up a "Request for Approved Absence" form in the Attendance Office.
- Parent/guardian should fill out the form.
- Student must have each teacher initial the bottom of the form to ensure that plans are made for student to keep current on class assignments while out of school.
- One week before planned absence, student must submit form to Attendance Office to verify that no more than the allotted days are taken: Juniors and seniors are allotted three (3) college visit days per year; all students are allotted five (5) vacation/family trip days per year.
- No trip will be approved during the first or last five (5) days of a semester, during published state standardized testing dates, or final examination testing times.
- Field trips sponsored by specific clubs or classes are for educational purposes. Students must obtain permission from parents and all teachers of classes that will be missed. Trip permission forms must be completed and returned to the sponsoring teacher five school days before the trip. Most trips are open to all class/club students; however, a student may be denied this privilege for academic or disciplinary reasons.

Extracurricular Opportunities - Athletics

Fall

Cheerleading
 Cross Country (B)
 Cross Country (G)
 Field Hockey
 Football
 Golf
 Soccer (B)
 Soccer (G)
 Tennis (G)
 Volleyball (G)

Winter

Basketball (B)
 Basketball (G)
 Cheerleading
 Swimming (B)
 Swimming (G)
 Winter Track (B)
 Winter Track (G)
 Wrestling

Spring

Baseball
 Lacrosse (B)
 Lacrosse (G)
 Softball
 Spring Track (G)
 Spring Track (B)
 Tennis (B)
 Volleyball (B)

Athletic Participation and Eligibility

The Central Bucks School District recognizes the complementary value of an athletic program to its educational program for promoting a student's social, emotional, and physical development. In determining a student's eligibility for participation in school-sponsored athletics, the following standards are promulgated:

1. All student athletes must maintain a passing grade in all scheduled courses in order to participate in any school-sponsored athletic event.
2. Athletic eligibility shall be determined on a weekly basis in the case of senior high students and every other week in the case of middle school students. A student athlete who is reported as failing a course shall have one week to raise the grade to a passing level.
3. If this does not occur, the student athlete will be declared ineligible to participate in school sponsored interscholastic athletic events for a period of one week at the high school level. At the conclusion of each Marking Period student/athletes must be passing the equivalent of FOUR (4) full credit courses. If a student/athlete is not passing the required number of credits, they will be ineligible for FIFTEEN (15) school days. Determination of athletic eligibility shall be the responsibility of the building principal and athletic director.
4. High school student/athletes who are withdrawn from a course as a result of unexcused absences will be ineligible for TEN (10) school days.
5. SPECIAL NOTE: Students who have any un-served detentions **will not be eligible to participate in any extra-curricular activity** until the detentions are satisfied.
6. Student athletes cannot participate or compete on a day in which they are absent or suspended. School related functions are not considered an absence. On any given day, high school students must be in attendance for at least two full class periods. If you are absent from school during a semester for a total of 20 or more school days, you lose your eligibility until you have been in attendance for a total of 45 school days following your 20th day of absence.

Suburban One League – Code of Conduct for Athletics

In the interest of continued good relationships in the field of athletics, the Student Councils of the twenty-four Suburban One schools have asked spectators to:

- Show their respect for their country by standing attentively when the American Flag passes and during the playing and singing of the National Anthem.
- Show their respect by standing for the Alma Maters of both schools.
- Conduct themselves as ladies and gentlemen at all times, showing respect for visiting players and injured athletes by not booing participants on the playing area and by respecting property.
- Show respect for the game officials and refrain from booing their decisions or interfering with their control of the contest.
- Refrain from booing, vulgarity, and indecent gestures that are reflections of immaturity.
- Cheer under the organized guidance of the cheerleaders. Cheers to interfere with the opponent's cheering are prohibited. Foot stamping in the stands is to be eliminated.
- Refrain from using noisemakers and signs in any gymnasium or at indoor contests.
- Refrain from littering premises, throwing of confetti or paper and tossing objects onto the playing areas.
- Pep bands must be organized and supervised, and to play only between games and at halftime of varsity game.

Adults and students alike should follow the Code of Conduct for promoting good sportsmanship.

Student Athlete Handbook

In addition to the District's standards for eligibility, student athletes must adhere to the rules, regulations, and standards in the Central Bucks South Student Athlete Handbook.

Student Services

Guidance

10th Grade House Phone: 267-893-3012

11th Grade House Phone: 267-893-3019

12th Grade House Phone: 267-893-3026

The School Counseling Department is organized according to the House system, alongside the grade-level house principal. Two counselors are assigned to each grade. Each counselor is responsible for approximately half of the students in that grade. Students will work with their assigned counselor throughout their high school years. This assists in providing continuity for the students in planning and making decisions for their futures.

The School Counseling Department exists to serve students. The counselors are trained and certified to assist students in making important and appropriate vocational, education, and personal decisions that could affect their immediate needs and future goals. Current materials and resources to help all students make these decisions are available through the School Counseling Department.

Students can arrange for an appointment with their counselor by stopping at the School Counseling Office or emailing a request. *ALL STUDENTS MUST SIGN IN AND OUT WHEN REPORTING TO AND LEAVING THE GUIDANCE OFFICE.* Parents may contact the counselor by email or phone.

The counselors regularly use a program called Naviance to communicate with parents and students. Families can access Naviance through the High School South website.

The Central Bucks community and surrounding area have resources available to families for mental health, wellness, housing, financial, addiction, and other support services. Local agency contact information can be found on the school website and can be provided by school counselors.

Nurses' Office (ext. 3150)

Open throughout the school day, students are required to present a teacher's pass to report to the nurse unless there is an accident or acute illness. Students should report to the main office when the nurse is not in school. Students who are ill may receive permission to leave school only with nurse authorization. Students who leave the building due to permission from the school nurse will receive a pass for classes missed.

Required Medical Examinations

- Students entering the Central Bucks School System from other districts are required to have a medical examination if adequate health records are not available.
- Eleventh grade students are required to have a medical examination by the school physician or family physician. It is recommended that the medical examination be done by the family physician since s/he is familiar with the student's health status.
- Students who fail to have this medical exam completed will be considered to have an outstanding obligation.
- All students shall be weighed, measured, and have a vision screening test annually.
- Hearing tests shall be given to all eleventh-grade students.

School personnel have the authority to exclude students with suspected communicable and contagious diseases. A physician's note for re-admission to school is required.

Insurance

Students will be given the opportunity to purchase insurance at the beginning of the school year. This insurance will cover students during the time they are under jurisdiction of the school. The school district does not provide accident insurance for any students participating in athletic programs and assumes no responsibility for injuries sustained from participation.

Library

The library is available for students to use as a place to study, do research, and to locate reading materials. All students are required to help maintain an environment that is conducive to productive work for all library users. Students using the library should be with a class or have a teacher's pass. When in the library, students are reminded to refrain from eating and/or drinking and are asked to be respectful of others and the materials. Library computers are available for schoolwork and research only. Failure to comply with these rules could result in the loss of library privileges and possible disciplinary actions.

SAP

The Central Bucks School District recognizes and affirms the individual value and potential of each student. In so doing, it acknowledges that at-risk behaviors including those of emotional/mental health, or created by drug/alcohol use are serious problems with legal, physical, ethical, social, emotional, and educational implications. SAP is an action-oriented team whose goal is to identify, assist, and intervene for at-risk students. Additionally, the team networks with community resources and district programs already in operation. If you, or someone you know is at-risk due to an issue including mental health or chemical dependency, please contact a member of our guidance staff.

Transportation

Students who drive to school must have a valid school-parking permit. Violation of this rule will result in appropriate measures by a school administrator.

Bus Transportation

<http://www.cbsd.org/bus/index.htm>

Bus transportation to and from school, sports, trips, MBIT, and any other school activity is a privilege. Inappropriate behavior while riding a bus will result in disciplinary actions that may include suspension from riding the bus and possibly suspension from school. Students and parents are advised that certain school buses are equipped with electronic surveillance cameras that record video and audio. Appropriate signage is posted on each school bus notifying the student that his/her image and voice is being recorded.

Students must load and unload from their buses at their assigned bus stop and bus. **No one is permitted to ride a different bus, load or unload at a different stop, or have friends ride with him or her who are not assigned to that particular bus.** Exceptions to this policy will be made only for reasons of the student's health and safety and based upon administrative regulations.

CB Bus Passenger Expectations

- Be on time at the designated school bus stop.
- Stay on the shoulder of the road at all times while waiting for the bus. Students obliged to cross a street will wait for a signal from the driver and cross at least 10 feet in front of the stationary bus.

- Students are not permitted to move toward the bus at the school-loading zone until the bus has been brought to a complete stop and the bus doors are open.
- Bus riders will conduct themselves in a safe manner while waiting for the bus.
- **While on the bus:**
 - A driver has the authority to assign seats.
 - Riders shall conform to the same standards of conduct that are expected of them at school.
 - Go to your seat without disturbing or crowding other students. Seating should start in the front seats first and progress to the back of the bus.
 - Remain seated while the bus is in motion.
 - Riders shall not extend head, hands, or any portion of the body out of a window or door at any time. Nothing should be thrown inside or out of the vehicle.
 - Scuffling, horseplay, or fighting will not be permitted on or around the bus.
 - Profane or indecent language or gestures will not be tolerated.
 - Smoking or tobacco products may not be used in school buses.
 - No alcoholic beverages or controlled substances (drugs) will be used or transported in school buses.
 - No loud talking or undue noise will be tolerated.
 - Animals or pets are not allowed on the bus.
 - Leave no books, lunches, or other articles on the bus.
 - NO littering on the bus. Help keep the bus clean, sanitary, and orderly. Books, musical instruments, coats, and other objects must be kept out of the aisle.
 - The rider and his/her parent or guardian will be responsible for the costs of any damage to the seats or other bus equipment.
 - In case of a road emergency, students are to remain in the bus.
 - Riders are to obey the bus driver promptly. Refusal to obey the driver may result in the suspension of bus riding privileges.
- **After leaving the bus:**
 - Be alert to danger signal from the driver.
 - Students obliged to cross the street must wait for a signal from the bus driver, and cross at least 10 feet in front of the bus.
 - The driver will not discharge riders at places other than the regular bus stop at the home or school. (An administrator can approve a different stop if there is a note from the student's parents and the parents of the place they are going).
 - Students and parents are advised that certain school buses will be equipped with video and audio surveillance.

Student Driving and Parking Rules

- Parking permits can be purchased throughout the school year.
- Parking privileges will go to seniors first. If there are parking permits still available after the seniors, juniors will receive permits by lottery. Sophomores do not have parking/driving privileges. **Sophomores who drive without permission will forfeit driving privileges in the following year.**
- **Any sophomore, junior, or senior who drives without a permit may be towed at the driver's expense.**
- **MBIT students who drive to MBIT may NOT take any other students as passengers.**

In addition:

- No student will park or leave standing any vehicle that is not properly registered with Central Bucks High School South.
- Students that have acquired a permit to park must park only in the STUDENT LOT in designated areas.
- All students will obey the posted speed limit on the school property as well as all other traffic control signs. The speed limit is 10 mph.
- When driving in the lot, students will follow the aisles. Cutting across the parking lot could cause accidents and is not permitted. Students who cut across aisles will lose parking privileges for the following school day. Subsequent offense will result in increased loss of privileges
- Students must display parking permits on the rearview mirror. Failure to display the parking permit correctly is a violation of the rules.
- Students are not permitted to go to their vehicles during the school day. All exceptions to this must be cleared by the Safety and Security office. Violation of this policy can result in a search of the student and the vehicle (refer to CB Board Policy 226: Searches).
- Students' permits cannot be loaned, transferred, or sold to other students. If you change cars or lose your permit, you must notify safety and security office with the information of the new vehicle.
- All students should be aware that not only do school security personnel issue parking and moving violation citations, but so do the local police. If a student receives a citation from the police, that matter should be handled with the local district magistrate.
- All students in receipt of a school traffic ticket must respond to that ticket within 3 school days. Failure to respond will result in the loss of an appeal process, detention and/or loss of driving privilege.
- All students who drive and park on school property will abide by the above school rules as well as the Vehicle Laws of PA.

PARKING PRIVILEGES MAY BE REVOKED or suspended for any of the following additional reasons:

- Students found in parking lot without a pass from security

- Speeding or cutting across the parking lot
- Truancy
- Disciplinary problems
- Academic problems
- Excessive absences; parking in unauthorized areas; vehicle related violations; outstanding financial obligations and/or detentions; using a vehicle to facilitate another violation.
- Failure to keep up with career plan deadlines
- Failure to pay 3 or more tickets during the school year
- 10 or more tardies, excused or unexcused, to school_(loss of parking for 2 weeks; for each additional tardy, students will lose an additional week of parking privileges)
- Leaving school without permission (loss of parking for 2 weeks)
- Taking another student off our property who is supposed to be in school, *e.g., study hall, lunch, or class* (loss of parking for 2 weeks)

FINES:

- Moving violations = Fines and/or suspension of privileges for 2 weeks. Examples include, but are not limited to driving the wrong way, or reckless driving.
- Selling, loaning, sharing, counterfeiting, or displaying another student's permit will result in fines of for both students and/or suspension of privileges for 2 weeks.
- Fines will be assessed for general parking violations.

Student Conduct

General

Proper conduct in the building is considered essential to maintain a safe, educational environment. Students are expected to comply with the following guidelines:

- Show courtesy and respect towards others.
- Use acceptable language at all times.
- Settle differences peacefully and respectfully.
- Obtain a student pass to be in the hallways and lavatories during class time. Passes are issued for the shortest route of travel and for a single destination. Hall wandering is prohibited.
- Keep our school clean, devoid of litter and defaced property. If you see trash, put it in the appropriate trash or recycling can. If you see graffiti, spills, unsafe or unacceptable damage to our building, report it to the main office.
- When asked for your name by a teacher, safety and security monitor, administrator, or any other adult, you must comply. Giving a false name or not giving a name will be considered insubordinate and will result in administrative disciplinary action.
- Students are not permitted to leave the school without permission. The parking lot is off limits during the school day. The appropriate house principal must clear all exceptions. Students are not permitted to leave campus and return to board bus.
- Card playing is not permitted during the school day.

Inappropriate Affection

Students are allowed to hold hands, but all other personal contact is private and to be kept away from school. Immodest or indiscreet behavior is discouraged. Violation of this rule will result in loss of privileges and contact with parent/guardian, and/or other appropriate measures to correct the behavior.

Bullying

Bullying is a form of harassment that will not be tolerated at Central Bucks High School South. If you or someone you know is being bullied, please report this to a teacher, guidance counselor, or house principal. The Central Bucks School District Board of Directors adopted a bullying policy on July 27, 2004.

Cell Phones, Digital Cameras, and Similar devices:

Cell phones and personal devices are permitted in common areas (hallways, cafeteria, library) but are subject to teacher discretion within the classroom. Cell phones and personal devices may not be used to record images or voice recordings of faculty, staff, or other students for personal use or inclusion on any Internet or other media sites. This is a violation of an individual's right to privacy, which the school has an inherent right to protect.

The inappropriate use of cell phones or other digital technology features will be addressed through disciplinary procedures. Please refer to Board Policy 816 for further information.

1:1 Laptops:

For the 19-20 school year, the school board approved the purchases of laptops for our 1:1 Laptop initiative for grades 10 and 11. Families are asked to pay a \$50 fee each year for usage. The fee covers breaks, repairs and other services. Please visit <https://www.cbsd.org/Page/38067> to review the student laptop agreement and other important information pertaining to the 1:1 laptop initiative.

Academic Integrity Policy

Statement of Philosophy

- The primary goals of any educational institution should be to enhance the learning environment and to promote excellence. Central Bucks High School South believes that our school should reinforce the values of our democratic society, teach citizenship, and provide an environment conducive to ethical behavior. Our school community believes that all members of our community are responsible for maintaining a climate that values honesty, courtesy, consideration, integrity and a concern for others.
- Cheating is an obstacle to achieving these goals. In any of its forms, for whatever reason, cheating denies the value of education. Our teaching staff strives to put the importance of learning above the importance of grades and to convince students that their best efforts are all that anyone should expect.

Definitions

Academic Integrity involves helping maintain a culture of honesty, trust, fairness, respect, and responsibility in all aspects of learning. Academic integrity means avoiding cheating and plagiarism in all forms and taking responsibility and ownership of your own work.

Academic Misconduct is intentionally or unintentionally breaking the codes of honesty, trust, fairness, respect, and responsibility in the academic process. Misconduct will be dealt with seriously and judiciously * see academic integrity infractions.

Since academic integrity involves taking responsibility of one's own learning, it is important to know and recognize the following forms of academic misconduct and avoid them:

Cheating

- Giving or receiving unauthorized assistance (e.g., copying, stealing exams, using electronic aids/devices, Internet sources, or using aids like *SparkNotes* instead of reading the original work) in any academic work, quiz, test, Career Plan, or examination.
- Using graphic calculators to store information/formulas, using camera phones or text messages to store or share testing information and/or other academic work.

Plagiarism is to steal and pass off the ideas or words of another as one's own. All of the following are considered plagiarism:

- Using a direct quotation from a text without quotation marks, even if the source has been cited correctly.
- Paraphrasing or summarizing the ideas or text of another work without documenting the source.
- Substituting a word or phrase for the original while maintaining the original sentence structure.
- Citing sources incompletely with intention to deceive.
- Patch writing: using words and phrases from a source text (that may or may not have been acknowledged) and patching them together in new sentences.
- Using graphics, visual imagery, video or audio without permission of the author or acknowledgment of the source.
- Translating text from one language to another without citing the original work.
- Falsification – Falsifying or inventing information, data, and citations.
- Multiple Submission – Submitting substantial portions of any academic exercise more than once without prior authorization and approval of the teacher.
- Turning in someone else's work as your own.

Most cases of plagiarism can be avoided by citing sources. Simply acknowledging that certain material has been borrowed, and providing your audience with the information necessary to find the original source is usually enough to prevent plagiarism. See **Student Responsibilities** for tips on how to avoid plagiarism.

Consequences

Consequences for cheating are serious. They are school-wide and cumulative for all the years a student attends Central Bucks High School South.

First Offense:

- Student must re-do assignment to meet standards without cheating/plagiarism. Student may receive up to ½ credit for revised assignment.
- Student must attend a conference with teacher, parent, and counselor to discuss infraction, as well as acceptable ways to meet course obligations.
- House Principal logs 1st offense of cheating in Infinite Campus/discipline file, and makes determination about additional disciplinary consequences.

Second Offense: (in any class)

- Student must re-do assignment to meet standards without cheating/plagiarism. Student will not receive credit for revised assignment.
- Student is suspended or removed from CBS activities, organizations, and/or privileges, pending successful completion of assignment.
- Student must attend a conference with House Principal, teacher, parent, and counselor to discuss infraction, as well as acceptable ways to meet course obligations.
- House Principal assigns Saturday Alternative Suspension and logs 2nd offense of cheating into Infinite Campus/discipline file.

Third Offense: (in any class)

- Student must re-do assignment to meet standards without cheating/plagiarism. Student will not receive credit for revised assignment.
- Student must attend an Administrative Hearing to determine appropriate consequences, including suspension and removal from CBS activities/organizations.

Teacher Responsibilities

- ✓ Make CBS Academic Integrity policy and philosophy known to all students.
- ✓ Include reference to CBS Academic Integrity policy in course information handouts and pertinent assignments. This may require students to “sign-off” indicating understanding of the policy.
- ✓ Consistently enforce CBS Academic Integrity policy.
- ✓ Create a learning environment that supports academic integrity with:
 - Specific expectations for individual tests, papers, homework, and class work.
 - Process guidelines and incremental checks/feedback provided to students prior to final assessment deadlines.
 - Fair warning and study suggestions for upcoming assessments.
- ✓ Supervise students actively during tests, in class essays, and quizzes.
 - Minimize student passes outside the classroom during assessments.
 - Plan constructive activities for students to do if they finish before classmates.

Student Responsibilities

- ✓ Make sure that you know and understand CBS Academic Integrity policy. Ask for clarification if necessary.
- ✓ Ensure that your actions comply with CBS Academic Integrity policy.
- ✓ During assessments:
 - Make sure your paper cannot be seen by anyone else.
 - Keep your eyes on your own paper.
 - Do not talk, text, or otherwise communicate with other students.
 - Do not use unauthorized notes, resources, computer print-outs, or other information sources.
- ✓ For projects, papers, assignments:
 - Use MLA format to document research and cite sources.
 - Use works cited and/or bibliography pages accurately and appropriately.
 - Cite sources for information, images, media clips, and all other material used.
 - Document your own thinking (brainstorming, research, drafts, etc.). If questioned about the authenticity of your work, be prepared to give evidence of your preparation for the final assignment or assessment. This evidence may include:
 - Outlines, mind-maps, brainstorm lists, graphic organizers
 - Photocopies or print-outs of research materials
 - Notes, note cards and source cards (paper or electronic)
 - Copies of all drafts of work (printed or electronic documents saved under individual file names)
 - Logs of work on assignments and papers

- ✓ In fairness to all students, make teachers aware of academic dishonesty, including kind of cheating and methods used.

Parent Responsibilities

- ✓ Reinforce the values you believe in. Make sure that students understand that your moral values apply every day.
- ✓ Reduce the pressure for "success at any cost." Give your child support even when his or her best effort doesn't earn an "A."
- ✓ Be aware of homework. Help your child protect study time. Provide a good study environment (desk, good light, quiet, etc.) Be sensitive to your child's study time frame. When s/he says s/he needs to study, s/he means it. Students commonly cheat because "there wasn't enough time."

Acknowledgement for the development of this document must be given to the members of the CBS Academic Integrity Committee led by Sarah LeClair and Jennifer Tannous, as well as to resources and policies that were used in the compilation of this policy. These sources include: *Palo Alto High School Academic Honesty Policy, Council Rock High School Academic Integrity Guidelines, Conestoga High School Academic Honesty Policy, Virtual Salt: "Anti-Plagiarism Strategies for Research Papers"*

Disorderly Conduct (Pennsylvania Criminal Code Section 5503)

Offense defined - A person is guilty of disorderly conduct if, with intent to cause public inconvenience, annoyance or alarm, or recklessly creating a risk thereof, s/he:

1. Engages in fighting or threatening, or in violent or tumultuous behavior.
2. Makes unreasonable noise.
3. Uses obscene language, or make an obscene gesture.
4. Creates a hazardous or physically offensive condition by any act, which serves no legitimate purpose of the actor.

Definition - As used in this section the word "public" means affecting or likely to affect persons in a place to which the public or a substantial group has access; among the places included are highways, transport facilities, schools, prisons, apartment houses, places of business or amusement, and neighborhoods, or any premises which are open to the public. Students at C. B. South may be cited for Disorderly Conduct in each of the following incidents:

1. Fighting in school, on school grounds, or at school events.
2. Using obscene language directed at any staff member.
3. Creates a hazardous or physically offensive condition (i.e., throwing objects).

Dress and Appearance Code

The primary responsibility for the appearance of the students of Central Bucks South rests with the parents and the students themselves. Together, they have the right to determine such dress and grooming, as long as that appearance does not substantially and directly endanger physical health and safety, damage property, disrupt the educational process, distract those engaged in that process, or go beyond the community and school definition of modesty. If an administrator deems an article of clothing inappropriate, the student will be asked to cover the article of clothing or change into something that meets the code before being allowed to return to class.

Students will wear:

1. Clothing that does not expose underwear or abdomen/midriff.
2. Skirts or shorts that do not rise above the mid-thigh level.
3. Tops that cover cleavage (front and rear), the back, and torso up to the underarms. (Tube tops, strapless tops, and off the shoulder tops **are not allowed**).
4. Clothing that is free of pictures or wording that contains profanity, vulgarity, ridiculing of any person or group, or references to alcohol, tobacco, or illegal activity.

Every staff member has the right to exercise control of his/her classroom atmosphere. The wearing of hats inside the building as in classrooms comes under this right. If a staff member refuses to allow hats/hoodies to be worn in the classroom, students are required to conform to this reasonable request.

Graffiti

Possession of instruments of graffiti (i.e. aerosol spray-paint cans, broad-tipped indelible markers, or similar marking devices) is a felony of the third degree under the crime code of Pennsylvania. Anyone found guilty of possession of an instrument of graffiti and/or found guilty of desecrating or vandalizing district property may incur school penalties as well as criminal charges.

Hall Conduct

- All movement between classes should be orderly and reasonably fast.
- No loitering in the halls or in the intersections.
- No running please.
- No inappropriate language.
- Students are not permitted to use any type of wheeled carriers for transporting books and supplies through the halls, as these could create a safety hazard.

In the Classroom

- The classroom teacher is in charge of the general conduct of the class. However, all students are responsible for their own behavior in and out of class.
- Students are expected to follow all regulations established by the teacher and the school. Any actions that would detract from the teaching/learning process will result in disciplinary actions.
- Food or drinks are permitted in the classroom at teacher discretion.

Lockers

- Changing of a locker location is not permitted.
- If students have a problem with the operation of their locker, they are to report it to the appropriate House Office.
- Students are responsible for maintaining a clean and organized locker.
- Sharing a locker and/or sharing the combination of the locker with other students are not recommended.
- Student lockers are considered the property of the Central Bucks School District and, if warranted, may be randomly searched. Periodically or as the situation warrants, a dog may be used to sniff around lockers (refer to C.B. Board Policy 226: Searches).

Study Halls

- Study halls are for studying and are 90 minutes in length.
- All students assigned are to bring books, materials, and/or something to read.
- For the first half of the block (40 - 45 minutes) all students are expected to remain quiet, orderly, busy, and in their assigned seats.
- During the second half of the block, students may work in small groups.
- Card games are **not** permitted in study hall.
- At all times students are to conduct themselves in an appropriate manner.
- Students who do not follow procedures, directions of the educational assistant, or are disruptive will be referred to the Safety and Security Office, and will be subject to disciplinary action.
- Students may use the Library during study halls with a pass from a subject teacher. Students must report directly to the Library by the beginning of the block and present the pass to the Librarian.
- Students using the Library must sign in at the circulation desk.
- If students are out of study hall and not in the appropriate area of the building, the privilege of passes may be revoked.

Cafeteria

- Students using the cafeteria and its facilities are expected to observe the rules of courtesy to everyone.
- Glass bottles are not permitted in the cafeteria or anywhere in the building.
- Students are expected to clean their area, particularly spills and/or litter.
- Students are expected to leave the cafeteria in clean condition free from litter and spills.
- Students are permitted to go on the patio. Students may not go on the grass by the patio.
- Students are expected to cooperate with the educational assistants to keep the area clean. Take special care to clean tables after use.
- Any student who refuses to cooperate with the educational assistants will be referred to the Safety and Security Office.
- Students are not permitted to leave the cafeteria without signing out and having an appropriate pass. If students are found in an off-limits area, they may be searched (reasonable cause of suspicious activity-refer to C.B. Board Policy 226: Searches).
- Students must report directly to the cafeteria when leaving class.
- Drop all trash in the receptacles provided.
- Trays are to be returned to the designated area.
- Throwing food, trash, utensils, etc. in the cafeteria is strictly prohibited. Violation of this rule could result in suspension or a disorderly conduct charge from the police.
- Eat only while seated in the cafeteria.
- Any damage to cafeteria equipment will be charged accordingly.
- No card playing.

Leaving School Property

Students are forbidden to leave school property during school hours without proper authorization. Students that have a valid reason to leave school must bring a note to the Attendance Office prior to leaving. The Attendance Office secretary will issue the student a timed pass, which the student will present to the classroom teacher at the appropriate time for dismissal. Leaving school property could constitute reasonable cause for an administrator or an administrator's designee to search a student

and/or a student's car if the student went to his or her car without proper authorization. Students are not permitted in the area between the guardrail (on the edge of the back-parking lot) and Mill Creek Elementary School. Violation of this rule will result in appropriate measures by a school administrator. **Leaving school illegally will result in suspension.**

(See Procedures for Legally Leaving School During the Day on Page 15).

When students arrive at school each day, they are not permitted to leave school property.

Smoking and/or Possession of Tobacco (Policy 222)

The Central Bucks School District recognizes its responsibility to ensure a safe and healthful environment. The district further recognizes that smoking poses a significant health risk to smokers and nonsmokers alike.

For purposes of this policy tobacco includes a lighted or unlighted cigarette, cigar, pipe, or other smoking product or material, smokeless tobacco in any form, any nicotine delivery device and a vaping device in the possession or use of by a student in a school building, a school bus, or on property owned by, leased by, or under the control of the Central Bucks School District or by students at school sponsored activities that are held off school property.

In order to protect all individuals from the safety hazards of smoking and from an environment noxious to nonsmokers, smoking and/or the possession and use of tobacco in any form is prohibited in all district buildings, on district owned property, in all district vehicles, and on school-sponsored field trips. Possession of matches, lighters, or other such items may result disciplinary consequences.

Disciplinary Procedures for Smoking/Tobacco Violations on School Property

1st Offense: \$50 fine to be paid within five (5) school days and smoking cessation program. Other discipline may be issued at the discretion of the House Principal.

2nd Offense: \$100 fine to be paid within five (5) school days. Other discipline may be issued at the discretion of the House Principal.

3rd and Any Subsequent Offenses: The individual shall be referred to the District Magistrate for prosecution under Section 6306.1 of Act 145, Title 18. Referral to the District Justice is in addition to all other school-related discipline that may be imposed by the building principal. Other discipline may include but not be limited to the following:

1. Detention
2. Saturday suspension
3. Assignment to an in-school suspension.
4. Removal from any activity.
5. Removal of parking privileges at the high school level.
6. Suspension from school.

Failure to Pay Fine and/or Attend the Smoking Cessation Program

Anyone who fails to pay the appropriate fine within the specified time shall be referred to the District Justice for prosecution under Section 6306.1 of Act 145, Title 18. The Principal, House Principal or designee shall serve as the enforcement officer for implementation of this policy.

Threats of Violence

It is a goal of the Central Bucks School District to maintain a safe, caring school community where every child and staff member can feel the safety and security necessary for learning and personal growth to flourish.

Verbal or physical threats made against any member of our community will not be tolerated. *If, at any time a student hears an individual threatening the life or safety of another student or staff member, it is his or her responsibility as a member of the school community to report the incident to a responsible adult in the building.*

Vandalism

Any student destroying and/or defacing school property will be immediately suspended and will be held legally responsible for financial restitution. If the case warrants prosecution, the school shall sign the complaint and exercise its legal prerogatives.

Weapons on School Property (refer to C.B. Board Policy 218.1: Weapons)

The district will not tolerate any weapon in school, even when there is no actual implied threat. This is the only way schools can insure a safe and orderly climate for all students and staff members. **Possession, use, or transfer of a weapon may result in expulsion from school in accordance with the law.**

A weapon includes any knife, cutting instrument, cutting tool, nunchaku, firearm, shotgun, rifle, replica of a weapon, and/or any other tool, instrument or implement capable of inflicting serious bodily injury.

Any student who possesses, uses or transfers a weapon on school property or during a school function shall be considered for expulsion in accordance with applicable law. Such expulsion shall comply with the formal due process proceedings required by law.

Any knife, including Scout knives, penknives, and other pocketknives, will be considered a weapon. Any device that could conceivably be used as a weapon, even when the device is designated to be used for another purpose such as a letter opener; and any device that is actually used to harm another will also be considered a weapon under this policy. In all cases, possessing or using a weapon (as defined above) in school may result in expulsion

***School Property** shall include buildings, facilities, grounds on the school campus, school busses, school parking areas, and any facility being used for a school function or school sponsored trip.

Disciplinary Actions

Discipline Referral

Students who are disruptive in the classroom to the extent that the instructor requests assistance may be referred to a House Principal. The case will be reviewed and administrative action will be taken.

Detention

After school detention will be issued for various infractions of school rules. Teachers or administrators may issue detentions. Serving the detention time will become a major responsibility of the student and sports or jobs will not be permitted to interfere with the detention. Failure to serve a detention will result in additional disciplinary actions including suspension from school.

Suspension

The following procedure will be followed when a student is suspended from school for unacceptable behavior:

- The student will have a conference with the House Principal. At this time, the student will have the opportunity to respond and explain his or her side of the case.
- Before the end of the day, parent/guardian will be notified of the suspension by telephone.
- For the duration of the suspension the student **MUST** remain home during school hours or be under the direct supervision of his parents. He may not attend classes at South or the Middle Bucks Institute of Technology. The student is not permitted on school property during the suspension.
- In some cases, parent/guardian and student must meet with the administration before the student is re-admitted to school.
- The student is required to make arrangements with all classroom teachers to make up work missed. The usual time allotted for this make-up work is three days unless otherwise agreed.

Central Office Hearing

In the event that other disciplinary attempts have met with little or no success, a ten (10) day suspension will be requested and a hearing will be held at the Administration Center. In attendance at this hearing will be the student and parent/guardian, the superintendent, an administrator from C. B. South, the student's guidance counselor and any school district personnel that the superintendent deems appropriate. At the hearing the student's entire school record will be reviewed.

The case will be evaluated and a decision will be made. All in attendance will be notified of the results. The results of such a hearing could mean that the student would be excluded from attending regular classes at C. B. South.

Safety Procedures

Fire Drills and Building Evacuation Procedures

To insure rapid and safe exit from the building in case of an emergency, it is required that evacuation drills be performed from time to time. Classroom teachers will cover evacuation procedures.

Student abuse of any fire, safety, and health equipment will result in severe disciplinary actions. Police will be notified.

Canine Searches

Periodically, or as the situation warrants, a dog may be used to sniff the air around lockers, desks, bags, purses, items, or vehicles that are on district property or at a district-sponsored event.

Search by Administrators (refer to C.B. Board Policy 226: Searches)

- School administrators shall have the authority to require students or other persons under their jurisdiction to submit to a thorough search of clothing, handbags, wallets, lockers and vehicles.
- School administrators shall take possession of any illegal or unauthorized materials found as a result of such a search, pending its release to proper authorities.
- Search shall be conducted with an appropriate witness.
- Searches may be conducted only when reasonable suspicion exists that illegal or unauthorized material is being concealed.
- Students who leave the building without permission or students who are found in an unauthorized area of the building may be searched.
- The Central Bucks School District considers student lockers as school district property for the purpose of random searches.

- Periodically or as the situation warrants, a dog may be used to sniff the air around lockers, desks, bags, purses, items, book bags or vehicles that are on district property or at a district-sponsored event.
- Students and parents are advised that high schools in Central Bucks are equipped with electronic surveillance cameras that record video and audio. Appropriate signage is posted in each school notifying the student that his/her image and voice is being recorded.

Student Assistance Program (SAP)

SAP is a student assistance program mandated by the Commonwealth of Pennsylvania and comprised of trained school personnel. It is designed to identify high-risk students who are having school problems due to alcohol or drug use, depression or other mental health problems. The team may intervene and refer these students to appropriate community services. Any student in violation of the District Controlled Substance Policy will be referred to SAP and be required to participate in an intervention and complete an assessment.

Student Medication

No prescribed medication shall be dispensed by an employee of the Central Bucks School District to any student without the Medication Dispensing Instruction Form adopted as part of this policy. Failure of a parent or legal guardian to provide the documentation will require the parent or legal guardian to report to school to personally dispense the medication to their child and/or ward.

No medication will be allowed to be given, other than these guidelines, except for emergency first aid care.

All medication brought to school must be in the original pharmaceutically dispensed and properly labeled container.

Central Bucks School District Board Policy Number 210 – Use of Medications must be strictly adhered to when dispensing and administering student medications.

NOTE: The Medication Dispensing Instruction Form is available from the school nurse and from many local physicians.

Miscellaneous

Proms

CB South students are permitted to bring a guest to prom with the signed permission of both parent and the respective House Principal. Like South students, guests must follow all school rules and demonstrate respectful behavior at all times. In order to be a guest at a South Prom, you must be in good standing at your respective school. Individuals in grades 9 or below or anyone 21 and over are NOT permitted to attend.

Field Trips

During the course of the school year, specific clubs or classes will take several field trips. These trips are for educational purposes. Before leaving on the trip, parental permission slips must be taken home and signed, then returned to the teacher in charge. If there is any cost involved, it should be taken care of ahead of time. Most trips are open to all students, but a student may be denied this privilege for academic or disciplinary reasons.

Messages for Students

Students may pick up routine messages from the receptionist. Classes will not be interrupted to deliver routine messages to students. If an emergency message is received for a student, that student will be contacted or called immediately.

Military Recruiters – Act 10

Act 10 of 1991 requires school superintendents to provide armed forces recruiters the same access to lists of senior students, as they make available to colleges and trade schools. Students will be notified of the requirements of the act and given 21 days to request, in writing, to be excluded from the list.

Photography Consent

Central Bucks High School South takes photos and videos of students for district and school publications, the website, community displays, the district television station CBTv and the school's Titan TV, which may or may not use the students' names. The photographs and videos are not released to any other group and are not used for commercial purposes. If you do not wish to have the photograph, video, or name of your child used in this way, please inform the Principal's Office at Central Bucks High School South.

School Closing Information

If the Central Bucks Schools are closed or are opening late because of bad weather conditions, the appropriate information will be available through several means.

- The school district's web page www.cbsd.org.
- The school district's name along with the appropriate information can be viewed on the scrolling lists of the various Philadelphia television stations.

The school district's closing number, 755, will be read over KYW news radio as well as other Philadelphia radio stations.

Titan Forum

During Titan Forum, students will meet with their mentors to engage in a variety of activities designed to increase community, empower students, and build self-esteem, including daily attendance, Career Plan, interdisciplinary activities/lessons, and

guidance activities. On Thursdays, Titan Forum time is extended to provide students with an opportunity to seek academic support as needed.

Working Papers (267-893-3001)

Application can be picked up in the main office. Please see the receptionist for further information.

The following are abbreviated versions of several CBSD Board policies. To view the policies in their entirety, please go to: <https://www.boarddocs.com/pa/cbuc/Board.nsf/Public>

Appendix A: Disciplinary Procedures & Responsibilities

Level I

Description: Minor misbehavior on the part of the student, which impedes orderly classroom procedure or interferes with the orderly operation of the school.

These misbehaviors can usually be handled by an individual staff member but sometimes require the intervention of other school support personnel.

Examples:

Classroom or in-school disturbance, cutting classes (first instances), inappropriate attire, inappropriate displays of affection, disrespectful language or gestures, cheating and lying, bus disturbance, non-defiant failure to complete assignment or carry out directions, tardiness, lack of respect, unreasonable noise, cafeteria misbehavior, misbehavior on school property, abuse of school or personal property and equipment, abusive language. **See Website for more information.**

Level II

Description: Frequent or serious misbehavior that tends to disrupt the learning climate of the school.

These infractions, which usually result from the continuation of Level I behavior, require the intervention of personnel on the administrative level because the execution of Level I disciplinary options has failed to correct the situation.

Also included in this level are misbehaviors which do not represent a direct threat to the health and safety of others but whose educational consequences are serious enough to require corrective action on the part of the administrative personnel.

Examples:

Continuation of unmodified Level I misbehavior, disruptive classroom behavior, insubordination, truancy, repeated tardiness, smoking, using forged notes or excuses, cutting classes (repeated instances), failure to serve detention assignments and gambling. **See Website for more information.**

Level III

Description: Acts directed against persons or property but whose consequences do not seriously endanger the health or safety of others in the school.

These acts which might be considered criminal (or illegal) but most frequently can be handled by the disciplinary mechanism in the school. Corrective measures which the school should undertake, however, depend on the extent of the school's resources for remediating the situation in the best interest of all students.

Those acts which are criminal (or illegal) will automatically be referred to the appropriate law enforcement office.

Examples:

Leaving school without authority, fighting (simple), stealing, vandalism (minor) throwing rocks or other harmful objects, reckless driving on school property, threat to others, continuation of unmodified Level I and II misbehavior, setting off firecrackers, use of obscene language or gestures, violation of controlled substances policy. **See Website for more information.**

Level IV

Description: Acts which result in violence to another's person or property, or which pose a direct threat to the safety of others in the school.

These acts are clearly criminal and are so serious that they always require administrative actions which result in the immediate removal of the students from school, the intervention of law enforcement authorities, and action by the Board of School Directors.

Examples:

Continuation of unmodified Level I, II, and III misbehavior, vandalism (major), arson, theft, possession, or sale of stolen property, deliberately striking a staff member, furnishing or selling of drugs and alcohol, fighting (assault/battery), extortion, bomb threat or false alarm, possession, use, or transfer of a weapon (may result in expulsion from school for a period of not less than one year). **See Website for more information.**

Appendix B: Controlled Substances Policy 227

Preface

This policy and its associated guidelines are an effort by the Central Bucks School District to respond effectively to the potential and current use and abuse of alcohol and drugs by members of its school population.

Statement of Policy

The Central Bucks School District will work through curriculum and classroom activities, administrative and faculty effort and disciplinary procedures to prevent and intervene in the abuse of drug substances by members of the school populations.

This school district and its individual employees shall be committed to the enforcement of all existing laws, regulations and guidelines as adopted by federal, state, local and school district authorities. Furthermore, the primary concern of this school district and its representatives shall be the welfare of students and school-related personnel. It must be understood that this policy alone cannot accomplish implementation of the philosophy and commitment of school district officials.

The Board prohibits students from using, possessing, distributing, and being under the influence of any controlled substances during school hours, on school property, and at any school-sponsored event. Possession of drug paraphernalia and look-alikes are also prohibited.

The Board may require participation in drug counseling, rehabilitation, testing or other programs as a condition of reinstatement into the school educational or athletic program.

The privileged confidentiality between students and guidance counselors, school nurses, school psychologists, home and school visitors and other school employees shall be respected; and no confidential communication made to any such employee shall be required to be revealed without the consent of the student or his/her parent, unless the best interests of the student can be served only by such release.

Alcohol, narcotic drugs, and mood-altering chemicals shall include any of the following: alcohol or malt beverages, controlled substances, illegal and abused substances, medications not approved and registered by the health office, and substances which are intended to alter mood. Examples of the above are marijuana, hash, steroids, chemical solvents, glue, capsules and pills not approved and registered by the health office, and any look-alike chemical.

See Website for more information.

Appendix C: Extracurricular, Co-curricular Activities and Athletics Policy 122

The Board believes that the district's goals and objectives are best achieved by a diversity of learning experiences, some of which are more appropriately conducted outside the regular curricular program of the schools.

All learning experiences offered by the schools, curricular and extracurricular, shall be planned and integrated toward attainment of the district's educational objectives.

For purposes of this policy, extracurricular activities shall be those programs that are sponsored or approved by the Board and are conducted wholly or partly outside the regular school day; are marked by student participation in the processes of initiation, planning, organizing, and execution; and are equally available to all students who voluntarily elect to participate. Examples of activities that are considered extracurricular activities include, but are not limited to, athletics, clubs, marching band, school plays, and student council.

For purposes of this policy, **co-curricular activities** are those activities that are sponsored by the Board, are offered for credit toward graduation, and have required components of their programs that require attendance at and participation in activities scheduled during non-school hours. Examples of activities that are considered co-curricular activities include, but are not limited to, choir and band performances and practices during non-school hours, world language travel for credit and non-school hours field trips.

Code of Conduct

Student participation in any co-curricular/extracurricular/athletic activity is a privilege, which may be revoked or suspended when the established rules or regulations are violated. Students who desire to participate in co-curricular/extracurricular/athletic activities are expected to properly conduct themselves at all times. Each program may establish additional rules, which apply specifically to that program. The rules and regulations in this code shall apply to any on and off school premises violation. It is the responsibility of the student to become familiar with and follow the guidelines in this code.

See Website for more information.

Appendix D: Unlawful Harassment Policy 248

The Board strives to provide a safe, positive learning climate for students in the schools. Therefore, it shall be the policy of the district to maintain an educational environment in which harassment in any form is not tolerated.

The Board prohibits all forms of unlawful harassment of students and third parties by all district students and staff members, contracted individuals, vendors, volunteers, and third parties in the school. The Board encourages students and third parties who have been harassed to promptly report such incidents to the designated employees.

The Board directs that complaints of harassment shall be investigated promptly, and corrective action shall be taken when allegations are verified. Confidentiality of all parties shall be maintained, consistent with the district's legal and investigative obligations. **See Website for more information.**

Appendix E: Use of Technology Policy 815

Use of Technology

The use of computers and technology in the Central Bucks School District is designed to have a positive impact on curriculum and instruction for all students. **See Website for more information.**

Appendix F: School Visitors Policy 907

For health and security reasons, the district does not permit students of other public school districts, private schools, colleges or universities to visit in Central Bucks classrooms or to shadow Central Bucks students. **See Website for more information.**



Good readers use specific reading strategies to help them make sense of the text and construct meaning as they read.

Good readers **PREVIEW** a text before reading to think about what they know about the topic and develop initial questions and predictions.

Good readers are actively engaged while reading and use details connected with their own experiences to **MAKE PREDICTIONS** about what might happen next.

Good readers think about the text and **DEVELOP QUESTIONS** as they continue to read to answer those questions.

Good readers are actively engaged with text to **MONITOR** their comprehension and use specific fix-up strategies when they need to clarify their understanding.

Good readers **MAKE CONNECTIONS** between the information in the text and personal experiences the reader has had, other texts the reader has read, and other experiences gained through various forms of media.

Good readers recognize that authors sometimes convey ideas indirectly and understand that the reader must pay attention to details, **MAKE INFERENCES**, and 'read between the lines' to understand the text.

Good readers **VISUALIZE** as they read to construct meaning by creating mental images.

Good readers **SUMMARIZE** the author's ideas during and after reading to develop their understanding of the text.

Good readers **SYNTHESIZE** and **EVALUATE** information within and across texts both during and after reading to develop their understanding of the text.

Good readers notice the new and unusual words authors use and infer meaning when possible to **EXPAND THEIR VOCABULARY**.

Good readers pay attention to meaning, punctuation, and conventions to help them read with **FLUENCY**.

Good readers use phonics, word analysis, context, and other cueing systems to **DECODE** unknown words.

Good readers **ADAPT** their use of strategies in reading different types of text.