

Please read, sign and return to your child's homeroom teacher

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Rome City Schools
PARENT RECEIPT OF SCHOOL HANDOUTS
2011-2012

I have received the following booklets or handouts from my child's school:

1. *Rome City Schools (RCS) Student Behavior Code*
2. *RCS Student Agenda* (contains Student/Parent Handbook for appropriate school, letter from the superintendent concerning faculty professional qualifications, FERPA, PRA, and grading and promotion criteria)
3. List and description of clubs and activities offered by the school or school system for my child (included in *Student Behavior Code*)

Rome City Schools clubs or activities in which my child may NOT participate: _____

I understand that my child must follow the policies and rules set forth in the *Student Behavior Code* and in the *Student/Parent Handbook*. Except for the clubs or activities listed above, my child has my permission to take part in any club or activity offered by Rome City Schools.

I agree to assume responsibility for the care and return of books and other instructional materials issued. If books are lost or damaged beyond normal wear, I agree to pay for them.

Child's name (signature): _____ School: _____

Parent's signature: _____ Date: _____

NOTES:

USE OF A STUDENT'S PICTURE OR WORK IN PUBLICATIONS OR TRAINING

Frequently, Rome City Schools sends news stories, art work, or class work to the local paper highlighting classroom/school events. Student work may also be submitted to the State Department of Education as samples or used for staff in-system training purposes. Students may be included in video-taped instruction for staff in-system training purposes.

If you do not want your child's picture or name published, please notify the school principal in writing within the first two weeks that your child is enrolled.

ROME CITY SCHOOLS SAFE AND DRUG-FREE SCHOOL PROGRAM SURVEYS

Occasionally the Rome City Schools Safe and Drug-Free School Program administers surveys to students to determine attitudes and practices regarding drug use. This information is necessary when applying for grant monies. The surveys are anonymous; therefore, no personal data is available. If you object to your student participating in such surveys, please notify the principal in writing within the first two weeks that your child is enrolled. Otherwise, it will be assumed that you grant your permission for your student to participate.

ROME HIGH SCHOOL

1000 Veterans Memorial Highway
Rome, Georgia 30161
Telephone (706) 235-9653
Fax (706) 236-5078

2011 - 2012

Student Name: _____ Grade: _____

Our mission: All students will graduate from Rome High School prepared for college or work.

School Motto: Building good citizens today for a better world tomorrow.

Club Schedule

8:30 - 9:15 First Period
9:20 - 10:05 Second Period
10:10 - 10:30 Club
10:35 - 11:15 Third Period
Remainder of the day - regular schedule

Pep Rally Schedule

First - Fourth periods - regular schedule
1:00 - 1:45 Fifth Period
1:50 - 2:30 Sixth Period
2:35 - 3:20 Seventh Period
3:20 - 3:40 Pep Rally

Rome High School Bell Schedule

Locker Bell 8:25 a.m.
First Period 8:30 - 9:25 a.m.
Second Period 9:30 - 10:20 a.m.
Third Period 10:25 - 11:15 a.m.
Fourth Period/Lunch* 11:15 a.m. - 12:55 p.m.
 1st lunch 11:15 a.m. - 11:38 p.m.
 2nd lunch 11:41 a.m. - 12:04 p.m.
 3rd lunch 12:07 - 12:30 p.m.
 4th lunch 12:33 - 12:55 p.m.
Fifth Period 1:00 - 1:50 p.m.
Sixth Period 1:55 - 2:45 p.m.
Seventh Period 2:50 - 3:40 p.m.
Detention Hall 3:40 - 4:30 p.m.

NOTE: *Students arriving at school after 8:30 a.m. must sign in at the attendance office.* In order for tardies to school to be excused, a medical note or legal notice will be required. Students will be allowed ONE parental note per semester to excuse a tardy. All unexcused tardies will result in D-Hall. (Refer to Rule 25)

No tardies are allowed to class periods; D-hall is assigned by the classroom teacher. A student is considered tardy to class if he/she is not in his/her assigned seat when the bell rings.

Rome High Alma Mater

In a land of mighty rivers,
Just beyond the seven hills,
Stands a school of strength and valor,
With a mission to fulfill
Teaching excellence in all things,
Shining bright the light of truth,
And inspiring us forever,
Each our best to do.

When the days of youth have left us
And we stand all on our own,
We will be forever grateful,
That this school has been our home,
For the knowledge we have gained here,
Through our lives will testify,
Of the love we'll have forever,
For our own Rome High.

RHS Staff Numbers

Dr. J. Tygar Evans, Principal Secretary, Mrs. SuddethExt. 1114	Mr. Kevin Strickland Athletic Director.....Ext. 1276
Ms. Linda Felton, Assistant Principal Secretary, Mrs. JordanExt. 1110	Ms. Leanne Chambers Attendance.....Ext. 1119
Mr. Gene Johnson, Assistant Principal Secretary, Mrs. CoffeyExt. 1131	Mr. Lydell Self BandExt. 1137
Mr. Bill Singleton, Assistant Principal Secretary,Ext. 1126	Mrs. Pam Agan BookkeeperExt. 1112
Dr. Dawn Williams, Assistant Principal Secretary, Mrs. TurnerExt. 1146	Guidance OfficesExt. 1121

RHS GENERAL INFORMATION

ATTENDANCE

Regular attendance is necessary for success in school. Chronic absenteeism and excessive tardies will be referred to the Rome City Schools (RCS) Social Worker for investigation. **Excused absences are for the following reasons: personal illness, death or illness in the immediate family (immediate family is interpreted to mean parents, siblings, children, grandparents, brother-in-law, sister-in-law, or legal guardian), religious holidays, government-mandated absences, conditions which render attendance impossible or hazardous to health and safety, military service tests and physical examination, Georgia General Assembly page service, and participation in educational activities outlined below:**

Educational trips must meet the following five criteria: student accompanied by parent or guardian; written plan showing educational merit submitted to the principal five days in advance; list of educational activities, objectives, and project description to be turned in to the principal upon return to school; limit of five days; all work to be made up. ***Educational trips DO count against the 10-day attendance rule outlined below, and the exam exemption policy. No educational absences are granted immediately prior to or during exams. Educational absence forms may be picked up in the front office and must be submitted to the principal 5 days in advance of desired absence(s) date(s).***

Students who miss over 10 days during a semester will not be given credit for any course unless a physician's statement is turned in to the attendance secretary on time for all days in excess of the 10 days. Physicians' notes should be turned in within five days after an absence—preferably, the first day a student returns to school so that teachers will have approval to assign make-up work.

For students who have received a short-term suspension the **first time ever at Rome High School**, the days absent due to the suspension will not count toward the 10-day limit; however, school work cannot be made up because the days are unexcused absences. All future suspensions will count throughout his/her school career. **OSS (out-of-school suspension): At RHS work is never allowed to be made up—even on the first suspension.**

A student returning to school after an absence is to bring a written excuse signed by a parent/guardian telling why the student was absent and listing a phone number for verification. Students are to turn in excuses immediately upon arriving at school—before the tardy bell rings. Students must be in first period class on time; no late passes will be issued for being out of class to turn in excuses. If a bus is late, students are admitted to 1st period with their ID showing bus number.

It is the student's responsibility to arrange with each teacher for make-up of work missed during an excused absence. The following time limit has been set: If a student misses one day, he/she will have two days to make up the work; two day absences - four days to make up work, etc. When a student has been absent from school for a period of three days or more, make-up work can be collected if a parent calls the guidance office before 9 a.m. For one or two day absences, it is easier for the student to make up the work upon returning to school. Make-up work for lab-type activities will be explained in course outlines. For extended, consecutive absences over 5 days, the time allowed for making up work will be determined administratively.

A student whose parent or legal guardian is in military service in the U.S. armed forces or National Guard, and such parent has been called to duty for or is on leave from overseas deployment to a combat zone or combat support posting will be

granted up to five days of excused absences per school year to visit with his or her parent prior to the parent's deployment or during the parent's leave.

According to Georgia State Law (40-5-22; 20-2-701) (Attendance and Driver's License):

*This code section requires a person younger than 18 who has not completed high school (or has not received a GED, a special diploma, or certificate of high school completion) to be in school and meet attendance requirements in order to obtain and keep a learner's permit or a driver's license.

*The minor must have satisfied relevant attendance requirements for one academic year prior to applying for a learner's permit or driver's license.

*The minor is ineligible to receive a learner's permit or driver's license if the minor has missed more than ten school days of unexcused absences in a semester or a combination of two consecutive quarters.

*The minor is ineligible to receive a learner's permit or driver's license if the minor has been suspended from school for certain discipline code violations: suspension from school for threatening, striking, or causing bodily harm to a teacher or a school personnel; possession or sale of drugs or alcohol on school property; or possession or use of a weapon on school property; any sexual offense prohibited under Chapter 6 of Title 16; or causing substantial physical or visible bodily harm to or seriously disfiguring another person, including another student.

*The minor who misses ten school days of unexcused absences will have his/her learner's permit or driver's license suspended or revoked by the Department of Motor Vehicle Safety.

Drop-Outs:

When a student desires to drop-out of school after the age of fifteen, he/she must have the written permission of his/her parents or guardian if under the age of eighteen prior to withdrawing. Prior to accepting such permission, a school administrator will have a conference with the student and parent/legal guardian within two school days of receiving notice of the intent of the student to withdraw. The purpose of the conference is to share with the student and parent/guardian educational options available and the consequences of not earning a high school diploma.

ACCIDENTS

In case of an accident, report the incident immediately to the teacher or coach if the injury occurs in the classroom or athletic program. If medical attention is required, parents will be notified as soon as possible. Staff members are to fill out an accident report the day an accident occurs. The school cannot assume any liabilities for injuries.

ACTIVITIES

Activities and sports events are for the benefit of students enrolled at RHS. Any student participating in any school activity must be in attendance one-half of the school day on the day of the activity (verified medical appointments excluded). One-half day is the equivalent of three periods. Students who are enrolled at the Rome Transitional Academy, who have dropped out of school, or who are suspended or in ISS cannot attend RHS-sponsored activities.

AFTER SCHOOL

No one will be allowed in the school building before or after school without staff supervision. Students who are waiting for buses should report to the bus area. Detention hall students have time before D-hall starts to go to lockers and restrooms; they are to leave the building as soon as D-hall is dismissed. Students involved in after-school activities are to stay in the designated area with supervision when in the building and leave the campus as soon as they are dismissed.

ANNOUNCEMENTS

All students are expected to participate in the morning ceremony which includes the National Anthem or the Alma Mater, a moment of silence, and the Pledge of Allegiance followed by school announcements. Important information is conveyed on a daily basis; therefore, there should be no talking during this time.

ASSEMBLIES AND PEP RALLIES

At all times behavior should be refined and courteous—no whistling, shouting, or unusual noises. "Booing" will NOT be tolerated at Rome High School pep rallies and assemblies. Teachers will assign detention for inappropriate behavior during assemblies/pep rallies, etc. *Never leave valuables in classrooms during any type of program—the school is not responsible for lost or stolen articles.*

AUTOMOBILES

The campus speed limit is 10 M.P.H. Students must have valid parking tags on any vehicle parked on campus and must park in assigned reserved spaces. Parking tags can be purchased in the office for **\$40 for the school year**. If a car is parked in your space, write down the tag number and description and turn this information in to Ms. Linda Felton's office. Cars parked illegally, or in another's parking space, are subject to be "booted". Students are to leave vehicles **immediately** upon arrival

on school campus and report to designated area. No one is to enter the parking lot at any time without permission from an administrator. The privilege of parking on school property may be revoked at the discretion of school authorities. Certain discipline infractions such as truancy, leaving campus without permission, remaining in vehicle before school, and/or being in the parking lot without permission could result in loss of parking privileges. All cars on campus are subject to routine, unannounced inspections as a condition of permitting the car to be on campus. Speeding and/or reckless driving will result in loss of parking privileges and/or a traffic citation from Rome City Police. Once students arrive on campus, they are under the jurisdiction of RHS code of conduct and may not leave campus for any reason without following proper check out procedures.

Any student that drives, or has someone else drive, a car to campus without proper decal and authorization will be placed in ISS/OSS for defiance. No one is to have a car on campus illegally without proper authorization under any circumstances between the hours of 8 am to 4 pm.

BEFORE SCHOOL

Students who eat an RHS-prepared breakfast are to report to the commons (lunchroom). **Students in the lunchroom not eating a school breakfast will be assigned D-hall.** All other students are to report to the gym and remain seated in designated areas until dismissed. Students are NOT to be in the halls before 8:25 a.m. Faculty members are on duty in the gym, commons, and hallways - there is to be no loitering in the building. Students must have a teacher's written permission slip to go to classrooms, or media center—exceptions must be approved by the teacher on duty in the commons. The breakfast lines close at 8:25 a.m. Breakfast students are dismissed at 8:23 a.m. with students in the gym being dismissed at 8:25 a.m. to go to lockers. **No food is allowed to leave the commons area.**

BUS BEHAVIOR AND BUS PASSES

Students are to remain seated at all times; no eating or drinking; no radios, CD/tape players, or other electronic equipment; no loud noise, shouting, etc. Windows are to remain closed at all times. The bus drivers have the authority to take whatever action necessary to maintain safety and control on the bus including assigning seats and writing disciplinary referrals. **All school rules apply on school buses.** Surveillance cameras are recording student behavior at all times.

All Rome High School students who ride a Rome City Transit Authority bus to and/or from school will be required to show a bus pass issued by Rome City Schools for the current school year. This pass will contain the student's name, a picture I.D. and tripper bus number. Any misuse of the bus pass and the student will be referred to a principal's office.

CELL PHONES

Cell phones are **NOT** to be used or seen at Rome High School from 8:00 a.m. until 3:40 p.m. You must leave your cell phone locked in your car or locked in your locker at all times.

You are not to wear them on your belt or keep them on your person. If a cell phone is seen or heard, it will be collected by a staff member. The guardian or parent must then come to the school after seven (7) days and pay a \$20 fine and retrieve the phone. If the student refuses to give the phone to the staff member originally, the student will face disciplinary action by the school.

Rome High staff **WILL NOT** spend any time searching or investigating for any lost or stolen cell phone.

CHECKING IN OR OUT OF SCHOOL

Students are to check-in at the attendance office when arriving at school any time **after** 8:30 a.m. Except in cases of doctors' appointments or court appearances, late arrivals will be treated as tardies. A student will only be allowed to be checked out by a parent, or guardian, coming to the school to check out that student. Checking in or out for unexcused reasons results in zeroes on all class work. If checking out for medical reasons, students are to bring a doctor's note when they return to school. Doctors' offices will be called for verification. Altered or forged notes of any kind will result in disciplinary action.

COLLEGE VISITATION DAYS

Juniors and Seniors may visit a college if the College Day Form (available in Guidance) is completed and approved **three days** in advance by the counselor. This will count as an excused absence. College visits are limited to two days as stated in Rome City Schools Board Policy (JBD); all work must be made up. **College visitation days will not count against exam exemption provided students return approved college documentation (verification from college official of a personalized nature) to the attendance secretary.** We encourage students to visit colleges on teacher in-service days and student holidays. College days may not be taken in May.

CONDUCT IN THE HALLS

Students should walk on the right side of the halls. No running; no loud talking; no pushing; **no loitering between classes; no congregating in the halls during class change.** Teachers and staff members will assign detention for misconduct in the halls. No public display of affection at school; students should demonstrate respect and courtesy to others and themselves.

DANCE RULES

1. **Admittance is limited to the 1st hour** - exception, Jr./Sr. prom; valid student ID required for all RHS students. Non-RHS students **MUST** present valid photo identification
2. Students will be required to leave the dance for inappropriate and/or suggestive dancing.
3. If students are asked to leave a dance, they must leave the premises and a parent will be contacted.
4. When students exit the dance facility, they are not permitted to return.
5. All dates who are not RHS students must be approved by the sponsoring advisor and administration two weeks prior to the date of the dance.
6. Students not picked up within 20 minutes of the end of the dance cannot attend the next dance.
7. Any student in ISS, suspended out-of-school, or assigned to the transitional academy cannot attend until the assigned discipline is complete.
8. High school dances are for those students generally considered to be of high school age; dates over the age of 20 **will not** be admitted. No middle school students will be allowed to attend.
9. Violation of rules by a student or date will result in both the student and date having to leave the event.

DELIVERIES

No flowers, balloons, gifts, or food will be accepted by RHS for delivery to students at any time.

DRESS CODE

The mission of Rome City Schools is to create an environment where students learn to be successful in all areas of life, not just academics. Because appropriate dress is such a critical aspect of success in the workplace and because research suggests that students behave and perform better when they dress for success, we are obligated to enforce a more conservative dress code at school than would be acceptable in a more leisurely setting. In the interest of taste, modesty, school pride, and safety, we require our students to follow the guidelines below until they exit the campus:

A. Shirts and Dresses

1. All shirts or dresses should be cut so they are not revealing and do not expose the midriff area, chestline, or undergarments. This would prohibit halter tops, see-through shirts, shirts cut low in the neckline, spaghetti straps, bare midriff tops, etc. They should also be appropriately sized for the individual.
2. No student may wear tank-tops or sleeveless shirts (includes dresses for girls) of any kind.
3. No shirts, dresses, or any other article of clothing or jewelry may contain any language, imagery, or references pertaining to drugs, tobacco, alcohol, nudity, sex, gangs, overt violence, or other antagonistic or suggestive material.
4. Boys must tuck their shirts into their pants at all times on campus.

B. Pants, Shorts, and Skirts

1. Pants, shorts, and skirts must be worn at the waist without exposing the undergarments, and they must be appropriately sized and worn by the individual.
2. Shirts and skirts must reach to the middle finger tip with arms extended completely down the sides.
3. All pant legs should be worn at equal length, and they may not drag the floor causing a tripping hazard.
4. Pajamas, nightwear, or other overly casual clothing of any kind is prohibited, including, but not limited to, house slippers and pajama pants, spandex bottoms, clothes with holes and tears, etc.

C. Headwear/Hair

1. Headwear of any kind is prohibited inside the building. This includes, but is not limited to, hats, scarves, bandanas, sweatbands, wave caps, sunglasses, etc. These items will be confiscated immediately if found in the building.
2. Grooming items such as combs, brushes, files, picks, etc. should not be worn or displayed.
3. Hair, hair pieces, and weaves should be of natural color and should be worn in a way that does not disrupt the educational environment.

D. Shoes—should be tied and fitted for the safety of the individual and other students.

E. Jewelry

1. While earrings are allowed, body piercing items are prohibited on campus.
2. Studded and spiked bracelets, necklaces, and other items are prohibited.
3. Long chains and overly heavy or jagged pendants that could be used as weapons are prohibited.
4. Any jewelry item or display that distracts from the educational process is prohibited.

The administration retains full discretion in determining the appropriateness of school dress and its effect on the instructional environment.

DRIVER'S/LEARNER'S LICENSE

A certificate of attendance is required for all students under the age of 18 in order to get a learner's and/or driver's license. Confirmation that a student has successfully completed the Alcohol and Drug Awareness Program (ADAP) is also required for a student to receive his/her driver's license. **Each form requires a 24-hour turn around time and can be requested in**

the Guidance Office. The certificates of attendance are good for only 30 days from the date they are notarized and cost \$1.00.

EARLY GRADUATES

Seniors who graduate early may participate in the prom and graduation. Early graduates cannot take part in athletics, clubs, band, yearbook staff, literary events, or other continuing activities.

ELECTRONIC DEVICES

Radios, iPods, MP3 players, remote controls, headphones, ear phones, beepers, tap/CD players, recorders, video games, cell phones, electronic communication devices, laser pointers, etc. are NOT permitted in Rome High School's classrooms, hallways, etc. from the time you enter the building until dismissal.

These items are not to be used at anytime during the hours of 8:00am – dismissal. If any of these items are seen by a Rome High staff, the item will be collected by a staff member. The guardian or parent must then come to the school after seven (7) days and pay a \$20 fine and get the device. If the student refuses to give the electronic device to the staff member, the student will face disciplinary action by the school.

RHS staff WILL NOT spend any time searching or investigating for any lost or stolen electronic devices including cell phones and iPods/MP3's.

EMERGENCY DRILLS

Fire drills are held monthly. Other drills are held as needed. Instructions are posted in each classroom indicating how to leave the building; listen to teachers' instructions and the intercom. Walk quietly and quickly to designated areas.

EXAMS

Students will have two exams a day. Teachers are required to give exams on the assigned day and time. *A doctor's excuse is required for absences during final exams.* It is the student's responsibility to make up the exam at the convenience of the teacher; all exams must be made up within one week unless there is permission from the principal. **No exams will be given early.**

EXAM EXEMPTION – Exam exemption eligibility is based on period by period attendance, grades, and conduct. (1) If a student has no more than one absence and has a "B" average in a class OR has no more than two absences and an "A" in a class, (2) and has not had an ISS or OSS assignment during the semester, he/she may elect to exempt the final exam. ANY single assignment of ISS or OSS for one or more periods will result in the loss of exam exemptions in EVERY class they are taking. Students who enter or transfer to RHS after the beginning of the semester will NOT be able to exempt any exams that semester.

EXTRACURRICULAR ACTIVITIES

Students may participate in extracurricular activities governed by the Georgia High School Association if they pass five credit courses the previous semester and are on track for graduation. Dr. Evans is the school's gender equity representative.

FEES OR FINES

RCS retains the right to charge students reasonable fees for lost, damaged, or abused school system property; sanctions permitted by law for failure to pay include withholding report cards, diplomas, or certificates of progress. This does not affect legal property rights of students; meetings to discuss fines and payment arrangements are welcomed.

FUND RAISING

Only school-sponsored fund raising items may be sold on the school campus.

GIFTED EDUCATION

Students, grades kindergarten through twelve, in Rome City Schools who demonstrate a high degree of intellectual and/or creative abilities, exhibit an exceptionally high degree of motivation, and/or excel in specific academic fields are provided with special instructional services. Eligibility criteria for placement in this program is determined by the State Board of Education. Referrals for consideration for eligibility for gifted services may be made by teachers, counselors, administrators, parents or guardians, peers, self and other individuals with thorough knowledge of the student's abilities. For a summary of eligibility criteria or for further information about Rome City Schools' Program for Gifted Students, please contact the Gifted Program teacher at your child's school.

GRADING POLICY

Grades are determined solely on the basis of achievement of stated learning objectives and performance in the subject. The criteria for evaluation includes, but is not limited to, written and oral classroom performance, homework assignments, scores achieved on tests, and completion of assignments for enrichment, acceleration, exploration, research, or extra practice. Learning objectives may legitimately include such things as following directions, proper format, and other such procedural considerations.

The grading scale is as follows:

- A = 90 - 100
- B = 80 - 89
- C = 74 - 79
- D = 70 - 73
- F = 69 and below

NOTE: CPA & AP classes receive weightings of 1.03 and 1.05 respectively; these GPAs are used for class rank and honor rolls and are communicated to colleges and universities for scholarship purposes. (HOPE Scholarship does not recognize weighting of any kind at high schools).

If a student has incomplete work at the end of the semester, a zero will be given for the work and the final average will be computed. If prior administrative approval was given for the incomplete work, the grade will be changed when and if the work is completed (must be made up within 10 days). Students who have more than 10 absences in a course during a semester, excused or unexcused, without a doctor's note for the absences exceeding 10 will receive their average in the course if the average is 69 or less. If they attain a passing average, they will receive a 69 grade average in the course for the semester. This is an RCS Board policy. *A student who transfers from another system where grades were not weighted but took courses equivalent to RHS CPA and AP courses will not have them weighted by Rome City Schools. RHS will accept ONLY the actual transcript grade sent by the other school.*

GUIDANCE

The guidance program is designed to help each individual student achieve his/her highest growth mentally, emotionally, and socially. Guidance counselors help new students adjust to teachers and friends in a different setting; schedule individual conferences whenever a student, parent, teacher, or administrator deems it necessary; and supervise the testing program. Students must have written permission from their classroom teacher to go to the guidance office during class time. The counselors are available every morning before school and after school until 4:00 p.m. Parents may make appointments to see the counselors or schedule conferences with teachers by contacting the guidance office at 235-9653 - extension 1121.

HEALTH AND SEX EDUCATION INSTRUCTION

In accord with the current Georgia law requiring sex education in the public schools, the State Board of Education rule allows any parent or guardian of a child to whom a course of study in sex education is to be taught to elect, in writing, that the child not receive the instruction. Sex education materials approved by the Health Advisory Committee will be available for review at the school by appointment.

HOMECOMING AND PROM CANDIDATES

In order to be considered as a candidate for either the homecoming court or Prom King/Queen, students must meet the following criteria:

- Academic: Student can have no failures on the previous report card/progress report and meet eligibility requirements as set forth by the Georgia High School Association.
- Attendance: Student must be in compliance with Rome City School Board Policy regarding school attendance.
- Discipline: Student can have no serious discipline infractions during their entire high school career. Freshmen students can have no serious discipline infraction during their 8th grade year.

HONOR GRADUATES

Rome High honor graduates will be those who have maintained a 90 average in a regular education diploma program and have met all other requirements for a regular education diploma. Grade averages will not be rounded up to achieve a 90 average. A grade below 74 at the end of the second semester will disqualify a student for honor graduate status. Valedictorian and Salutatorian will be the # 1 and # 2 ranked students who have met all requirements for a CPA diploma.

HONOR ROLL

The honor and high honor rolls are determined each semester. High honor roll is a 93-100 average in all courses; honor roll is a 90-92 average; and honorable mention is an average of 86-89 average.

IDENTIFICATION CARDS

Each student will be required to carry a Rome High School ID card. The first card is at no cost to them. These cards must be worn at all times at the high school. Students who lose their cards must purchase a replacement for \$5.

ILLNESS AT SCHOOL

If students become ill after they have come to school, they should get permission from their teacher to go to the attendance office to sign up with parent information. The attendance secretary will call parents. Once parents are contacted and/or parents arrive, the student will be called from class to check out.

IMMUNIZATIONS

Georgia law requires that students have an immunization form from the county health department stating that shots are up to date. If this form is not filed with the office by the required deadline, students cannot continue to attend school.

INSURANCE

School insurance is available to all students at a nominal price. School day and 24-hour coverages are available. All students participating in any extracurricular activity governed by the Georgia High School Association must be covered by school insurance, or a signed waiver must be on file stating that the parent has an insurance policy that covers the student and releases the school of all responsibility in case of accident or injury.

JOINT ENROLLMENT/ACCEL

Students participating in ACCEL must meet all rules, regulations, and guidelines outlined in the following: [Georgia Board of Education Rule 160-4-2-.34](#); [Rome Board of Education Policies](#) IDE, IED (3), IDCH, and IHF; [Postsecondary Dual Credit Program Regulations](#) (GaDOE & Ga. Student Finance Commission); [Postsecondary Dual Credit Programs Directory](#) (GaDOE & Ga. Student Finance Commission); Rome High School Transfer of Credit Procedures (RHS Student Handbook).

Enrollment / Scheduling Procedures

1. The student must have completed all of the academic requirements of the 10th grade (high school sophomore) and be classified as an 11th grader (high school junior) or 12th grader (high school senior) by the student's eligible high school.
2. Students must meet with their counselor to establish an approved ACCEL schedule.
3. Courses used for core academic credit must be equivalent to the state required course and must cover the Georgia QCC/Performance Standards objectives.
4. Students may not take courses off campus if the courses have a required End of Course Test component.
5. Courses taken for high school credit must be listed in the [ACCEL Program Directory](#).
6. Courses or equivalent courses may not be repeated for core academic or elective credit on the high school transcript to satisfy any Carnegie unit requirements for graduation.
7. Students who transfer to Rome High School the second semester of their senior year may not participate in the ACCEL program. All classes must be taken on campus.
8. Students who sign up to take AP classes at Rome High School will be required to remain in the AP classes and will not be released to take an ACCEL class in lieu of the AP class.

Grading Procedures

1. Rome High School will accept only the official transcript grade sent by the ACCEL school.
2. Letter grades will be posted numerically on the Rome High School transcript according to the following scale:
A = 95 B = 85 C = 77
D = 72 F = 68
3. Courses taken that meet core academic requirements for graduation and will be used for that purpose will be given the multiplicative weighting of 1.03.

LOCKERS

Lockers with locks are available and may be rented for **\$10 for the school year**. This fee covers the cost of changing the combinations each year for security reasons. Lockers may be rented from Dr. Williams' secretary if students did not get a locker on orientation night. **Students are not permitted to share lockers because they are not designed to accommodate more than one student's belongings.** Students will be held responsible for the repair cost of lockers they damage. The school reserves the right to open and inspect any of the school lockers at any time. Make sure the lock and door of your locker are operating properly. If they are not, notify the office as soon as possible. Exercise care in sharing your locker combination with other students. **RHS will not assume responsibility for items stolen from lockers.** We cannot assure students that stolen items will be found or replaced. *We caution students not to place any items of special value in the hall lockers or P. E. dressing room lockers. These items, such as money and expensive jewelry, should be left at home; however, if these are brought to gym class, they should be left for safekeeping with the coach. Students will be fined for intentional "jamming" the lock in the locker.*

LUNCH PROGRAM

Our lunchroom staff prepares delicious and nutritious meals for our students each school day. All students may eat breakfast free in the commons area. Students may eat a school lunch or bring a lunch from home; both, however, should be eaten in the commons. Restaurant, or fast-food lunches, deliveries are not allowed on campus and cannot be accepted for delivery.

PRICES	LUNCH	BREAKFAST
Student	\$1.50	FREE
Reduced price	\$0.25	FREE
Adult	\$2.00	\$1.00
Extra milk/juice	\$0.35	

Applications for free or reduced-price lunches are issued the first week of school in homeroom and are available later in the guidance office. Students will maintain their status from last school year through the first 30 days of school; thereafter, all students who have not filed an application will be considered “paying” lunch students.

MEDIA

Students are encouraged to use the media center for reference work and for other media business. Students must present a media center pass from a teacher when coming from class. Media center hours are from 8:00 a.m. until 4:00 p.m. each school day. No food or drinks are to be taken to the media center. Books can be checked out for two weeks, and reference and reserve books can be checked out overnight. Overdue fines will be assessed for items turned in late.

MEDICINE

Medicine of any kind—prescription and non-prescription—must be left in the designated school office (in the original container). A medical release form must be completed by the parent allowing the student to take medication. **Students are not to give other students medicine of any kind (this includes ALL over-the-counter medications).** All medications will be discarded at the end of the school year unless collected by the student on the last day of class.

National Honor Society:

To be eligible for induction into the RHS chapter of National Honor Society, a student will be considered for membership based on the four traits of NHS: **scholarship, service, leadership, and character**. To initially qualify for membership, the student must be in at least the 10th grade, must have obtained a minimum GPA of 93, must be on track to earn a college preparatory diploma, and must not have served ISS/OSS or have been sent to RTA since entering high school. Eligible students will then complete NHS applications to be reviewed by the NHS Faculty Council. The Faculty Council will evaluate eligible students based on service, leadership, and character. The Faculty Council, along with the NHS adviser, makes the final selection for National Honor Society members.

PROMOTION REQUIREMENTS

Specific course requirements are outlined in the *RHS Diploma Requirements Handbook*. Ask your guidance counselor about graduation requirements. A Carnegie unit is equivalent to successful completion of one full year in a course or a combination of two semester courses. Rome High’s promotion requirements are as follows:

- 9th to 10th grade..... Four (4) Carnegie units required
- 10th to 11th grade..... Ten (10) Carnegie units required
- 11th to 12th grade..... Sixteen (16) Carnegie units required and the ability to graduate at the end of the school year, based on previous coursework
- Graduation..... Twenty-two (22) Carnegie units required/twenty-three (23) for freshmen entering the 2008-2009 school year and thereafter.

Beginning with the graduating class of 2011, only students who meet all state and local requirements and are awarded either a regular education or special education diploma will be allowed to participate in the graduation ceremony.

REPORT CARDS AND PROGRESS REPORTS

Students receive report cards at the end of each nine weeks. Parents are to keep the copy sent home; sign and return the report card cover to the 1st Period teacher. Progress reports are issued every 4 1/2 weeks to students. Failure to return signed progress reports/report cards will result in disciplinary action.

SCHEDULE CHANGES

These are the only reason that schedule changes would be considered:

1. The course has been taken and passed previously.
2. The student is misplaced in the class, and his or her ability level requires a change of schedule. Schedule changes will not be considered when parents have signed a waiver for admittance to the class.

3. The schedule contains a course obviously inappropriate for the student's grade level. (example: a freshman has been scheduled for English IV instead of English I.)
4. The student needs another class to meet graduation requirements.

When such an error appears on the student's schedule, the student may complete a Course Review request (available from the student's First Period Teacher) to address this issue. All requests must be made through the counselor. ***The student must remain in his scheduled classes until he is notified in writing that the requested change has been approved and processed.***

NOTE: Schedule changes will not be granted after the 10th day of the semester. It is the student's responsibility to return any textbooks/materials to teachers of courses dropped.

Some common requests for schedule changes that will **NOT** be approved are:

1. Requests for change of teacher.
2. Requests to change lunch schedule.
3. Requests to move into classes with friends or out of classes with students one "doesn't like."
4. Requests made by students who failed to complete their scheduling process during pre-registration, forcing their counselors to register for them. Failure to meet the responsibility of pre-registering removes the opportunity to request changes.
5. Requests to change the time of day a class is scheduled.

SEARCH AND SEIZURE

According to Georgia Laws and Board of Education policy, schools have access to student lockers, automobiles, and personal belongings while on the school campus when there is reason to suspect that the welfare of students and other personnel may be threatened. The search shall be made in the presence of at least one witness, except in emergency situations or if dangerous or illegal materials are in plain view. Discovery of dangerous or illegal materials shall be reported to proper authorities. Delegated search officials are the principal, assistant principals, school resource officer (during school hours and/or any function under school jurisdiction) and certified employees who are responsible for students who are away from school before, during, or after regular school hours.

SELECTIVE SERVICE REGISTRATION

The law requires that all males age 18 register for the Selective Service. Information on how to register may be obtained in the Guidance Offices.

SOCIAL EVENTS

Social events are primarily for the benefit of Rome High School. The school reserves the right to refuse admittance to any school event. Students who wish to invite non-students to dances and other social events at RHS must sign up the date with the sponsoring advisor one month before the event. All dates must adhere to Rome High School policies.

STUDENT DISAGREEMENTS

Students are to confer with a counselor and attempt to use peer mediation to resolve differences before they escalate into more serious situations. Students may also contact assistant principals or the school resource officer.

STUDENT WELFARE/CHILD ABUSE/NEGLECT

Georgia law requires that school personnel report all cases of suspected child abuse to the Department of Family and Children Services (DFACS). The law requires the reporting of injuries or neglect of minors, provides immunity for those reporting in good faith, and provides penalty for violation of the law. Suspected cases are referred to the counselor who will contact DFACS.

TELEPHONES AND MESSAGES

Office phones are for emergencies only. Students may not be allowed to leave class to use the telephone. No messages will be given to students during class time except in emergency situations.

TUITION STUDENTS

All students who live outside the city of Rome and have been approved to attend Rome High School must pay tuition. Poor academic performance or failure to adhere to the RHS disciplinary code could result in the loss of right to attend Rome High School.

VANDALISM

Any acts of vandalism or pranks resulting in destruction of RHS property will be dealt with by filing charges with the police department. Students are never to be on campus during unauthorized times without faculty supervision. Disciplinary action may include in-school suspension, out-of-school suspension, placing of "holds" on school records (diplomas, transcripts, etc.)

until restitution is made, loss of privilege to participate in graduation activities, and recommendation to the RCS Disciplinary Tribunal for long-term suspension or referral to the Rome Transitional Academy.

VISITORS

All visitors are to see the secretary in the front office, who will issue a visitor's pass, which must be worn and visible, if there is a legitimate reason to be on campus. Students are not allowed to have visitors at school at any time.

Students from other schools are not allowed to visit unless their parents have had a conference with an administrator with the intention of enrolling their children at RHS. Parents are always welcome at RHS and are encouraged to make appointments with a counselor to see a teacher. Conferences are usually scheduled during teachers' planning periods or after school and should be arranged at least a day in advance.

VOTER REGISTRATION

All students who are at least 18 years old may register to vote. Students who are nearing their 18th birthday can complete the registration form early if they wish, but they cannot vote until their 18th birthday. Registration forms are available in the counseling office to fill out and mail to the Floyd County registrar's office which verifies eligibility.

RHS CODES OF CONDUCT

Attendance Note—The Georgia State Compulsory Attendance Law Mandates that: “Every parent, guardian, or other person residing within the State of Georgia having control or charge of any child or children between their 7th and 16th birthdays shall enroll and daily send such a child or children to an educational program . . . under the penalty for noncompliance.” In order for the educational process to be successful, students must have a learning climate which is free from distractions. RHS students are expected to display self-discipline, respect, and responsibility. Parents must be the first to foster self-discipline within the student at home.

For those students who disrupt the orderly operation of the school, procedures have been established to prevent and correct abuses. An attempt will be made by teachers, counselors, and administrators to work cooperatively with parents in helping troubled students modify inappropriate behaviors. When chronic disruptive patterns develop, parents are encouraged to meet with school administration to develop a discipline plan and/or attend classes with their children. However, all students must be governed by the policies, rules, and regulations of Rome High School and the Rome Board of Education. Rules listed in this handbook are applicable on all Rome City school grounds, on school buses, en route to and from school, and at school activities away from school. If a student has to be asked to leave an extracurricular activity, he/she will not be permitted to attend any activities the remainder of the year. ***Penalties for violations of rules are not limited to disciplinary actions listed in this handbook.***

DETENTION HALL

Detention hall is assigned as a method of discipline; no other punishment will be substituted for detention hall. Having a job or being involved in athletics, band, or any other extracurricular activity is no excuse for missing D-hall. D-hall is from 3:55 p.m.-4:45 p.m. No one is admitted to D-hall after 3:55 p.m. Students who do not arrive on time will be regarded as skipping. **Students are required to be actively engaged in school work in D-Hall, failure to do so will be regarded as skipping. There is no talking allowed in D-Hall.** No bus transportation is provided after D-hall—all students are given a day’s notice before D-hall has to be served. Teacher assigned Me-hall does not precede school-wide D-hall.

No one can miss D-hall for any reason other than a doctor’s appointment or court-ordered appearance during the D-hall time. A doctor’s note or a court subpoena must be given to the D-hall teacher the first day back to school so that doctors’ appointments/time or court appearances/time can be verified. Reporting to a probation officer is not an excused absence from D-hall—this must be done *after* D-hall. **All athletes, cheerleaders, band members, etc., must report to D-hall on the assigned day regardless of game or practice. Teams dismissed early from school will NOT be excluded from this rule.** After the first D-hall skip, the D-hall administrator has a conference with the student and requires a signed statement that because a day was skipped, an additional day has been added and if the student misses a second day, he or she will be suspended out-of-school for two days and must return to school with a parent/guardian for a conference with the appropriate assistant principal. **Conferences can be scheduled beginning at 9:15 a.m. because all administrators have early morning duties—please call the appropriate assistant principal’s secretary for an appointment.**

Students dismissed from D-hall for any reason will be assigned two days out-of-school suspension (OSS). No more than 10 days of D-hall per semester can be served by a student. D-hall referral #11 will result in two days OSS; all referrals for the remainder of the semester after #11 will result in two days OSS.

IN-SCHOOL SUPERVISION PROGRAM (ISS)

The purposes of ISS are teaching self-discipline, concentrating on academic work, and replacing out-of-school suspension in less severe discipline cases. Only an administrator may assign ISS except for dress code violations. ***Refusal to report immediately to ISS will result in five days OSS with the student being required to return to school with a parent/guardian for a conference and then serving the original ISS assignment.***

Students who are in-school suspended are not allowed to participate in or attend any school function during or after school—on or off campus. Students in ISS are confined to one area; they do not change classes or eat lunch with the student body. Students report to ISS at 8:30 a.m. on days assigned. Students in ISS cannot take part in or attend any school functions—this includes all athletic activities on or off campus, classes, club meetings, field trips, etc. Violation of this rule will result in additional days in ISS. Students in the co-op work-study programs do not leave early if assigned to ISS. All students in ISS remain at school for the entire day. Teachers send students’ work to the ISS coordinator. ISS work is monitored, and assistance is available if requested. Students are to make up the work that is taking place in the regular classes; students must work the entire time they are in ISS; and they must have supplies and books each day in ISS. Students must have permission to speak or leave their seats for any reason. Students are to attend to cosmetics and personal appearance prior to school—personal care items must be kept in the pockets or purse at all times. ISS students are not allowed to use the telephone. Days in attendance in ISS are not recorded as absences from school. Work is sent to the classroom teacher for evaluation. Work will not be sent to students who are assigned to 1 day of ISS or less. Students are responsible for making that work up with

individual teachers. *Note: Students are limited to 12 days of ISS per semester. Each discipline code violation thereafter, which would normally result in ISS, will result in OSS.*

OUT-OF-SCHOOL SUSPENSION (OSS)

Students who are suspended out of school are not allowed to participate in or attend any school function during or after school—on or off campus. In accordance with Board policy, students suspended out of school are not allowed to make up any work; zeroes are assigned by each teacher for all work missed by OSS students. Parents will be notified when a student is suspended and are required to come for a conference with the assistant principal before the student is allowed to return to school. **Please call the appropriate assistant principal’s secretary for an appointment. Appointments may be scheduled beginning at 9:15 a.m.**

Although the punishment for some offenses is specific, no student or parent should expect to automatically receive the minimum or maximum disciplinary action when he/she is involved in a problem. Disciplinary action may be determined on an individual basis based on a wide range of variables such as, but not limited to, the age of the student, past record of behavior, student attitude, the severity of the infraction, and the severity of the problem as it exists in that particular setting. School administrators will exercise professional judgment in these decisions. Administrators retain the right to treat each occurrence on an individual basis without creating a precedent in any future case and to suspend any disciplinary action which they deem appropriate.

The types of consequences that will be used at Rome High School are, but not limited to:

- * *Me-Hall*
- * *D-Hall*
- * *ISS (In-school suspension)*
- * *OSS (Out-of-school suspension)*
- * *Bus suspension*
- * *Referral to Rome City Schools Discipline Tribunal*
- * *Assignment to Rome Transitional Academy*
- * *Police referral and/or arrest*
- * *Rule sheets*

ROME TRANSITIONAL ACADEMY (RTA)

A student may be placed at Rome Transitional Academy for “chronic disciplinary issues” which means the student continues to be a disciplinary problem at his/her school even after a number of disciplinary consequences have been assigned to the student, or for specific one time events such as fighting, weapons, drugs, etc.

There may be a very serious disciplinary infraction such as possession of a weapon, drugs, alcohol, or threats against others that may be cause for immediate placement at the Rome Transitional Academy.

In either of the above cases, the student may request a student disciplinary tribunal/hearing for a due process opportunity. The disciplinary tribunal will be held within ten school days of the disciplinary infraction.

Students placed at the Rome Transitional Academy are not permitted to attend extra-curricular activities at their base school nor are they permitted to participate in the high school graduation ceremony.

Rule 1: Fighting

Students are expected to conduct themselves in an orderly manner at all times and use good communication skills to avoid confrontations or violence or any kind. Fighting is defined as the exchange of physical contact such as pushing, shoving or hitting, with or without injury. Students who fight, assault, physically attack or incite others to do so on the school premises, at any school function, at the bus stop, or while being transported to or from school, subject themselves to severe disciplinary measures. Any student who fails to stop fighting immediately upon the request of any school official will be assigned to Rome Transitional Academy for at least 90 days and will be arrested. Students must disperse when instructed to do so.

Rule 2: Refusal to Identify Oneself

Students must give their full names upon request immediately—only one request will be made by faculty/staff.

Rule 3: Bullying - Harassing - Abusing - Taunting

Georgia Law defines bullying as: *any willful attempt or threat to inflict injury on another person, when accompanied by an apparent present ability to do so, or any intentional display of force such as would give the victim reason to fear or expect immediate bodily harm.* Georgia Law requires a third offense of bullying to result in immediate placement into alternative school (O.C.G.A. 20-2-751.4).

Bullying, verbally abusing, making lewd or suggestive comments, taunting, harassing, inappropriately touching, or threatening students, faculty, or staff are not allowed. Students are not to annoy, intimidate, or make derogatory comments to others, or to wear clothing or act in a way that could be determined to bring about racial disharmony.

Rule 4: Refusing to Follow Instructions

Refusal to follow instructions of faculty or staff and all acts of insubordination are serious offenses at RHS. This includes refusing to sign D-Hall slips. Signing D-Hall slips is required for acknowledgement of the assigned consequence; it is not an admission of guilt or agreement with the assigned D-hall.

Rule 5: Academic Misconduct

All acts of dishonesty in any academic work constitute academic misconduct.

Rule 6: Classroom Disturbances, Rude and Discourteous Behavior

Any continuous student actions or inappropriate comments/disruptions/disrespect which prevent a teacher from conducting class undisturbed are not tolerated. Teachers at RHS who find it necessary to stop teaching in order to discipline a student who continues to be uncooperative will send him/her to the office immediately with a disciplinary referral. Students misbehaving with a substitute teacher subject themselves to a severe penalty.

Rule 7: School Disturbances

Disturbances and loudness in the halls, classrooms, commons, or other areas of the building and campus endanger the safety of others. **Students who gather around and encourage others to argue or fight will be considered participants.** If students are arguing, fighting, etc., all other students are to **leave the area immediately** so that teachers can handle the situation.

Rule 8: Drugs and Alcohol

A student shall not possess, sell, use, transmit, or be under the influence of any illicit drug or inhalant, substance represented as a drug, drug paraphernalia, or alcohol. This rule is in effect on all Rome City school grounds, en route to and from school on school-related activities, on school buses, and at school activities away from school. The proper use of a drug authorized by a registered physician shall not be considered a violation of this rule—prescribed medication must be kept in the school's designated office.

Rule 9: Weapons

RCS Board Policy states that students cannot possess, supply, handle, use or transmit a knife of any size, razor blade, or other object that can be considered a weapon or represents a weapon including but not limited to toy guns. This rule is in effect on all Rome City school grounds, en route to and from school at school-related activities, on school buses, and at school activities away from school. **State Law O.C.G.A. 16-11-127.1 prohibits any person from carrying, possessing or controlling any weapon at a school building, school function or on school property or on a bus or other transportation furnished by the school.** The term “weapon” means and includes any pistol, revolver, or any weapon designed or intended to propel a missile of any kind, or any dirk, bowie knife, switchblade knife, ballistic knife, any other knife having a blade of three or more inches, straight-edge razors, spring stick, metal knucks, blackjack, or any flailing instrument consisting of two or more rigid parts connected in such a way to allow them to swing freely, which may be known as a nun chuck, or chain, throwing star or oriental dart, or any weapon of like kind. No mace, pepper spray, stink/smoke bombs, firecrackers, explosives, gasoline, etc. **State law provides for a fine of not more than \$5,000 and/or imprisonment for not more than five years for those found guilty of violation.**

Rule 10: Bus Disturbances

Students are to be seated **in their assigned seats** while on Rome City tripper buses; observe the no-eating/no-drinking/no-loud noise, etc., regulations of the Rome Transit Department. Students must be respectful of Rome Transit Authority personnel and carry out all reasonable requests made by them. Surveillance cameras operate at all times on school buses.

Rule 11: Vulgar Communications including Pornography

Use of profane, vulgar, or obscene words, gestures, or actions; or possession of pornographic materials are not allowed at RHS and cannot be displayed on clothing, book bags, school materials, etc.

Rule 12: Physical Insult

Inappropriately touching, intentionally bumping or pushing, spitting on, etc., another student; throwing objects (including food) at another person are physical insults and are not allowed.

Rule 13: Property

Willful and malicious destruction or vandalism to school or private property while under school supervision, vandalism, destruction, or theft of any property belonging to students or school personnel at any time or place is a violation of code of conduct.

Rule 14: Tobacco

Students shall not possess, transmit, or use tobacco in any form on any RCS school grounds, en route to and from school, on school buses, or off the school grounds while in attendance at any school function. Students shall not be in possession of lighters, matches, or other smoking paraphernalia.

Rule 15: Extortion or Attempt to Extort, Intimidation

Students shall not obtain anything from others through pressure, by force, or by undue or illegal power.

Rule 16: Gambling

Students shall not gamble on school property or while attending an activity under school supervision. Students should not be in possession of playing cards, dice, or other gambling paraphernalia.

Rule 17: Off-limits

Students are to go only to sections of the building/campus where faculty/staff have given permission. Students are to remain on the RHS campus throughout the school day; students are not to go to cars in the parking lot during the day; no high school students are permitted on the middle school campus without written permission from an administrator. Students are not to be in the building after 3:45 p.m. without adult supervision. Students are not to use the phone during class time without administrative permission.

Rule 18: Radios and Electronic Equipment, and Cell Phones

Radios, remote controls, beepers, tape/CD players, recorders, electronic games, electronic communication devices, laser pointers, etc., are **NOT** allowed in the hallways, or classrooms, from the time you enter the building until dismissal.

Rule 19: Truancy - Skipping any Portion of the School day & Leaving Campus

Missing any class time without written permission approved by an administrator or teacher constitutes truancy; failure to check in or check out properly will be considered truancy; leaving campus during the school day without permission is truancy. Students are considered to be on campus the moment they enter the parking lot and may not leave without checking out.

Rule 20: Forgery/False Statements

Parent/guardian signatures are required on documents. School records or medical excuses are not to be altered. The **student** is responsible for **any** altered or forged document regardless of who actually changed the document. Making false accusations against teachers and/or students is prohibited. Parents may not allow students to sign documents for them.

Rule 21: Lunchroom Conduct

Student ID cards will be used to obtain breakfast and lunch, including paid, reduced/free and prepaid meals. **Use of another person's ID # will be considered theft and disciplined according to Rule 13.** Students are not to break the lunch line; students must present ID in line; no loud talking or other loud noises in the lunchroom; no meals are to be taken from the lunchroom and/or courtyard areas; good behavior and cleanliness are expected of all students—no trays or trash should be left on tables or in the courtyard—return everything to the service area. **If remaining in the lunchroom, students are to remain in seats until the bell rings after returning trays to the service area.** While in the commons, students may go to the restrooms in the lunchroom ONLY. **Students are NOT allowed to be in areas of the building where classes are being taught or to go to lockers during lunch. Do not stand near the serving lines waiting for the bell.** Students going to the media center must ask permission before leaving the lunchroom and stay there until the bell. Students in the courtyard are not to disturb classes in session.

Rule 22: Hall Passes

Students must have an official RHS hall pass **whenever** they leave a classroom without a teacher. Students are not allowed to visit teachers or other students during class hours. **Students are not to use the telephone or to purchase items from vending machines during class time.**

Rule 23: State or Federal Laws

Any student violating a law of the State of Georgia or the United States of America while on any RCS school grounds or at any school function shall be subject to disciplinary action.

Rule 24: Dress Code Violations

Students will be dressed appropriately or report to Mr. Johnson. Please refer to the “Dress Code” in the *RHS General Regulations* section of this handbook for guidelines.

**Rule of Thumb:
If it’s questionable,
It’s unacceptable!**

Rule 25: Tardies

Students should be in class and **seated** when the tardy bell rings. Teachers will assign RHS D-hall each time for tardies (2nd through 7th periods). Each student is allowed one tardy to school each semester without question. For tardies two through nine, detention hall is assigned for each tardy without a doctor’s note, or parent’s note as long as the note is received within five days of the tardy. For all tardies after nine, students will be assigned to ISS the day of the tardy and remain there for the entire day. No excuses, except verified doctor notes or juvenile court appearances, will exempt a student from D-hall or ISS on the tenth tardy in a semester. If a student arrives at school after 8:30AM, he or she is to see the attendance clerk to check in. Failure to follow this procedure will be considered truancy. Tardies which are excessive in length may be considered truancy.

Rule 26: Intimidation of a School Employee

Physical or verbal threats to any school employee are not tolerated.

Rule 27: Assault of a School Employee

Any hostile physical contact with a school employee is unacceptable and will be handled quickly and to the full extent of the law.

Rule 28: Athletic Events and School Related Activities

Students attending athletic events and school related activities on or off the campus are governed by school rules. In addition, the following general guidelines apply: Be seated except for going to the concession stand or restrooms; no “cruising” the stands or bleachers, no throwing objects at spectators or on the playing surface; do not stand and block the view of others; do not block walkways; please stand quietly for the National Anthem. **Any student asked to leave a game or activity will be assigned ISS or OSS and will be suspended from events for the remainder of the school year.**

Rule 29: Computer Equipment

Students may not use or load their privately owned computer software on school computers. **Students finding any problem with any equipment are to notify the classroom teacher immediately or the student will be held responsible.** Work produced on school equipment must be academic in nature – no personal use of school equipment. Vulgar or inappropriate work will be dealt with as a disciplinary offense. **Students are only to perform those tasks assigned by the teacher; failure to comply will result in disciplinary action.** In order to prevent the spread of computer viruses, students are not to bring computer disks from home for any reason. If a disk is needed for assignments, RHS will provide the disk. That disk is not to leave the classroom. Students must purchase additional disks if they lose assigned ones.

Rule 30: Mechanical Rooms and Areas

Mechanical rooms and areas around air conditioners/electrical equipment are off limits to all students.

Rule 31: Off Campus Misconduct not School Related

Any student involved in conduct off the school campus which may cause disruption or threaten the safety or well-being of other students may at the discretion of the principal be excluded from school (**suspended or expelled**) or **transferred to the transitional academy or a combination of both.**

Rule 32: Gang Related Activities

Gang related activities, symbols, or paraphernalia, found on body, clothing, or possessions are prohibited (examples: bandanas, graffiti on clothes/or personal possessions, sweatbands, tattoos, pants leg pulled up, etc.).

NOTE

Rome High School is required to provide directory information on all juniors and seniors to representatives of the Armed Forces. If you do not wish to have your student’s information released, you should inform the school guidance office in writing.

Rome High School is required by law to notify the public concerning asbestos content in the building. We are pleased to announce that RHS is an asbestos free building.

The Rome Board of Education does not discriminate on the basis of race, color, national origin, age, religion, sex, or disability in its education programs, activities or employment practices. Persons seeking information regarding Section 504/ADA, Title IX, or related issues should contact; Superintendent, Rome City Schools, 508 E. Second St., Rome, Georgia 30161.