

# Dadeville High School Student Handbook

2023-2024



**Dadeville High School Campus**

**Phone (256)825-7848**

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**Dadeville High School  
Tiger Country  
School Handbook**

**Note from the Principal**

Welcome to Dadeville High School, home of the Tigers. Dadeville High School is built on pride and tradition. We work together as a family to provide the best opportunities for all students. The most important people in your life during these formative years are your parents, your teachers, and the spiritual leaders of your church. Listen to them. They deserve your respect. They have already completed the high school journey.

Make this year the most productive yet! Only you have the power to determine your success or failure. Good citizenship, character, an honest endeavor to learn, a cooperative attitude with classmates and teachers, punctuality, and commitment are some of the factors necessary for you to be successful in life!

The Tiger Team looks forward to working with you this year. We will assist you in every way possible. Let's make this the best year ever. Go Tigers!

Office: (256)825-7848

Fax: (256)825-0697

Principal: Dr. Tom Cochran  
Assistant Principal: Ms. Pamela Holloway  
Assistant Principal: Dr. Penny Johnson

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School hours are from 7:35 am until 3:05 pm each day. **Students should NOT arrive earlier than 7:15 am nor remain on the campus later than 3:30 pm** unless they are participating in a supervised school activity. **DOORS WILL NOT OPEN UNTIL 7:15 EACH SCHOOL DAY.** Supervision **IS NOT** provided for students who arrive before 7:15 am or remain later than 3:30 pm. These procedures are designed for the safety and well-being of your children.

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## DADEVILLE HIGH MISSION STATEMENT

The mission of Dadeville High School is to develop intellectually capable students with problem solving skills, healthy bodies and ethical standards needed to contribute wisdom, compassion and leadership to a global society. We cultivate independent thought, promote the building of character and instill civic reflection while promoting active citizenship and participation in American democracy.

## DADEVILLE HIGH SCHOOL VISION STATEMENT

Building Tomorrow's Leaders Today!

## DADEVILLE HIGH SCHOOL ALMA MATER

### Alma Mater

*When the golden sun is melting  
In the purple of the night  
There is promise of the morrow  
That it will be fair and bright  
So today we see the gleaming  
Through regrets that we must part  
Of the beauty of the future  
And the hopes that fill each heart.*

*We go forth with firm endeavor  
And a purpose ever true  
And our motto is perfection  
In whatever we may do.  
Though the land and sea divide us  
We will ever cherish dear  
Our beloved Alma Mater  
And her name will we revere.*

# **DADEVILLE HIGH SCHOOL**

## **Code of Student Conduct and Student Policies**

The Tallapoosa County School System seeks to offer students enrolled in Dadeville High School the opportunity to learn in a pleasant, orderly and disciplined environment, free from distractions or disturbances that might interfere with the educational process. The following policies and regulations ensure the maintenance of a proper atmosphere for learning. All students are expected to abide by the regulations stated herein.

### **EQUAL EDUCATIONAL OPPORTUNITIES**

It shall be the policy of the Board that the Tallapoosa County School System shall place an equal emphasis upon the nondiscriminatory provision of educational opportunities for students and no person shall be denied the benefits of any education program or activity on the basis of race, color, disability, creed, national origin, age or sex. Programs offered by school within the school system shall be open to all students in compliance with statutory and judicial requirements and Board policy.

### **ROLES OF PARENTS, STUDENTS, AND SCHOOL PERSONNEL**

Cooperative efforts between the home and school maximize the opportunity for effective instruction. Such efforts result in...

#### **PARENTS WHO:**

- Maintain close communication with school personnel concerning their child's performance and behavior
- Make certain that their child attends school regularly and send a written note to school personnel when their child is absent or tardy
- Help their child to stay healthy, neat and clean
- Supply their child with materials needed for schoolwork
- Communicate to school personnel any problem or condition that may affect their child or other children in the school
- Supply school personnel with current home and work telephone numbers

#### **STUDENTS WHO:**

- Attend all classes on time with the proper material needed for schoolwork
- Show respect for all people and property
- Behave in a safe, responsible manner and abide by all school rules and regulations
- Assume responsibility for their own work
- Are healthy, clean, neat and properly dressed
- Avoid using profane language, making inflammatory statements or making obscene gestures
- Seek changes in an acceptable manner and through proper communications with school personnel

#### **SCHOOL PERSONNEL WHO:**

- Maintain a proper environment for learning
- Show respect for all students
- Offer a varied curriculum that meets the needs of all students
- Support the use of proper guidance procedures
- Strive to maintain effective discipline through fair, impartial treatment of all students
- Communicate periodically with parents
- Encourage parental support of school activities
- Invite student and parent input into the development of school rules and regulations
- Encourage community involvement in improving the quality of life
- Comply with the following ideals
  1. attend school regularly and on time
  2. carry out assigned duties in an effective, efficient manner
  3. show respect for all people and property
  4. avoid using profanity or making inflammatory statements
  5. act in a professional, responsible manner
  6. are healthy, neat, clean, and dressed professionally

7. follow all Tallapoosa County Board of Education policies as well as school rules and regulations
8. take part in professional development activities
9. employ various disciplinary and guidance procedures such as:
  - conferences and/or contact between administrator(s), parent(s), teacher(s), and student(s)
  - referral to appropriate personnel for counseling, psychological evaluation or other needed services
  - changes in the student's school program
  - referral of identified problems to proper community agencies

## **JURISDICTION OF THE BOARD OF EDUCATION**

Students enrolled in Dadeville High School are subject to the policies of the Tallapoosa County Board of Education and to the rules and regulations of Dadeville High School. This jurisdiction extends to all school-sponsored activities, whether on the Dadeville High School campus or not, which include but are not necessarily limited to the following:

1. Transportation on school buses
2. Field Trips
3. Athletic functions
4. Club or group meetings
5. School-sponsored social events
6. Trips by groups representing the school system in educational events
7. Vehicles driven or parked on school property.

Student Attendance – see Tallapoosa County Handbook

## **BELL SCHEDULE**

7:35-9:03	First Block
9:07-10:30	Second Block
10:34-11:47	Third Block
11:51-1:33	Fourth Block
1:37-3:05	Fifth Block

## **CHECK-OUT POLICY**

School Officials WILL NOT allow students to leave campus during the day without the following prearranged checkout or the parent, guardian, or custodian coming to school and personally signing the student out. To prearrange a checkout, a parent, guardian, or custodian may come by the office earlier than the student will be leaving to sign him/her out. Students may check-out with a written note or faxed notes from parent's workplace/home to (256)825-0697. Parents must be available for school to contact him/her after receiving the notification in order to verify authenticity. Check-outs will count as one of the five parent notes used during the school year. Please schedule appointments during times in which school is closed as much as possible. **No checkouts are to occur after 2:30 pm due to students moving to buses and safety concerns.**

## Absences Defined

**School Day Absence** - A school day absence is defined as non-attendance for more than fifty (50%) percent of the regularly scheduled school day. To be counted present, a student must be present for more than fifty (50%) percent of the scheduled school day. However, students can lose credit by course due to check-ins and check-outs.

**Class Absence** - A class absence is defined as non-attendance for more than fifty (50%) percent of a regularly scheduled class. To be counted present, a student must be present more than fifty (50%) percent of the scheduled class time.

**Tardy** - A tardy is defined as a student's arrival after the official time set for the beginning of each respective school's regular daily activities. Students are required to report to school no later than the official beginning of the school day and to be on time for all classes during the day. Students arriving after 8:00 a.m. must be checked in by a parent(s)/guardian(s)/custodian(s). Tardies are excused for the same reasons as absences. Only an excused tardy permits the make-up of assignments. Principals, with the advice and counsel of staff members at respective schools, shall be responsible for establishing specific rules and regulations governing tardies. **Parent notes for tardies count toward the 5-note limit each semester.**

### UNEXCUSED TARDIES

#### Tardy to school and classes:

- 1<sup>st</sup> - Student conference
- 2<sup>nd</sup> - Parent notification
- 3<sup>rd</sup> - After school detention
- 4<sup>th</sup> - Office Referral (Pre-referral form with documentation of contact necessary)

Consequences may be amended by administration as needed.

#### Late Arrivals/Early Dismissals

Late arrivals/early dismissals shall be considered unexcused absences from those class periods missed unless evidence is presented to the principal or designee by the parent(s)/guardian(s)/custodian(s) that the late arrival/early dismissal was for an excused reason. Students must make arrangements for late arrivals/early dismissals through the school office and in compliance with local school procedures: **All students arriving after 8:00 a.m. to school must check in with a parent/guardian/custodian. Parent notes for tardies count toward the 5-note limit each semester.**

#### Perfect Attendance Award

A Perfect Attendance Certificate shall be awarded only to those students who have attended school every day without check-ins or check-outs, during one school year. Attendance records from other school systems are reviewed for students enrolling after the beginning of the school year. Students receiving the Perfect Attendance Certificate shall not have tardies, late arrivals/early dismissals.

### TRUANCY

Truancy is an unlawful absence from school. Alabama law states that the parent or legal guardian is responsible for seeing that a child attends school regularly until the child is seventeen years of age. If a student under seventeen years of age is truant, the parent or guardian may be guilty of a misdemeanor and may be subject to punishment by law. If the parent or guardian files a written statement in court that he/she is unable to control the student, the student may be subject to action of the juvenile court. **\*\*\*Over 10 unexcused absences per course will result in retention or course failure.**

#### School Participation Activities

Students who are absent from school for an excused or unexcused absence shall not participate in any school extracurricular or co-curricular activities that day (including athletic events, band, cheerleading, club activities, etc).

### **School-Sponsored Activities**

Any student participating in off-campus activities, under the sponsorship of the school, is required to have written permission from parent(s)/guardian(s)/custodian(s). Students must arrange to make up assignments missed while participating in school-sponsored or sanctioned activities. **Students who are failing classes and/or students who have excessive absences will remain on campus for tutoring/make-up work.** In the case of on-campus club activities, individual teachers, with the approval of the principal, have the option to deny permission for selected students to participate for the same reasons they might deny permission for selected students to participate in off-campus activities. It is the responsibility of the student to inform all teachers prior to the activity and arrange for making up all work missed. Students who are away from school or class due to participation in official school-sponsored activities shall be marked present and allowed to make up missed work.

### **EMERGENCY-FIRE-SEVERE WEATHER**

Each student must cooperate fully with the teacher in charge whenever a need exists to evacuate the room or building. Teachers will be instructed on proper procedures and everyone is to act accordingly with safety always in mind.

### **GRADUATION**

A graduating senior needing only one course to graduate, may enroll for only that course provided they give verification to the principal of either employment or enrollment in college/vocational school. A student at DHS must enroll in a minimum of two courses for participation in any band or AHSAA activity. Any student who registers and attends classes, then decides to stop attending after an extracurricular season has ended, will be assigned a final grade of "F" for each of those courses not completed. Any student failing to pay fees by the last day of the school year will have a "O" recorded for that class. No Seniors can walk or graduate owing fees.

### **STUDENT PROGRAMS AND EXTRACURRICULAR ACTIVITIES**

Information pertaining to the availability of all special programs and extracurricular activities at Dadeville High School will be posted on social media and/or in student announcements. It will be the responsibility of the sponsor or coach to post these notices. Information will be provided as to the program or activity offered, the name of the sponsor or coach and how students may apply and participate. All students are encouraged to participate in school programs and activities.

### **PARTICIPATION IN EXTRACURRICULAR ACTIVITIES**

A student must be in attendance at least fifty (50%) percent of the regular school day in order to participate in a school-sponsored activity on the same school day. This policy applies to student participation in activities scheduled during or after regular school hours.

### **BUS RIDERS**

School officials will not allow students to ride a different bus without first securing permission from the student's parent or legal guardian. We must have a note from the parent hand-delivered by the student or faxed directly to the school office no later than **2:00 p.m.** This ensures that we can contact the parent by phone to verify the note and still get the student to the appropriate designation before we begin end of day dismissal.

## STUDENT DRIVERS

All students who intend to drive to school during the school year need to fill out a permission form and provide proof of insurance. This form, once approved, gives you the privilege of driving to school. This privilege may be revoked if it is deemed by any staff member that you are driving in an unsafe manner. All traffic laws must be followed. No reckless driving will be tolerated. No loud music will be allowed on campus.

Violations will be handled as follows:

1<sup>st</sup> Violation      Written documentation and parental conference.

2<sup>nd</sup> Violation      Driving privilege revoked for a month.

3<sup>rd</sup> Violation      Driving privilege revoked for a year.

\*\*Consequences may be amended by administration as needed.

**All vehicles driven by visitors or guests must park in the front parking lot during school hours (8:00 a.m. to 3:05 p.m.). Parking in undesignated areas or in an inappropriate manner is cause for revocation of parking privileges on campus. No person should park in a manner to prohibit the smooth arrival and dismissal of DHS students. All school rules still apply.**

## PICK-UP AND DROP-OFF

Morning Drop-off is located at the front of the main high school building. Please follow signs and directions on the first day. All persons dropping off or picking up students must remain in the vehicle at all times. All visitors must go to the front office to get a visitor's pass when exiting a vehicle for school business. Any visitor without a pass will go to the office or leave the property.

## WITHDRAWALS

Students who withdraw must pick up a withdrawal slip from the counselor. Notification of enrollment in another school must be received within two weeks or the student will be referred to appropriate personnel for failure to enroll, pursuant to state law.

## REPORT CARDS-PROGRESS REPORTS

Students' progress is reported every three weeks for all students. Parents may use PowerSchool to monitor up-to-date progress. Parental inquiries are encouraged and log-on certification is available for immediate feedback. At the end of each grading period, report cards will be sent home by each student. The parent must pick up report cards after the fourth grading period. Retention – See Tallapoosa County Handbook. **\*\*\*Over 10 unexcused absences per course will result in retention or course failure.**

Special Education, Section 504 Services, RTI, Exception Educational Services, Gifted – see Tallapoosa County Handbook.

## TITLE I SERVICES

According to the U.S. Department of Education the purpose of Title 1 funding, "is to ensure that all children have a fair, equal, and significant opportunity to obtain a high quality education and reach, at minimum, proficiency on challenging state academic achievement standards and state academic assessments." The basic principles of Title 1 state that schools with low income students will receive supplemental funds to assist in meeting student's educational goals. Low-income students are determined by the number of students enrolled in the free and reduced lunch program. For an entire school to qualify for Title I funds, at least 40% of students must enroll in the free and reduced lunch program. All students will need to fill out a lunch form to ensure that breakfast and lunch are provided free of charge. If you seek any further information about how Title I funds are used at Dadeville High School please attend the Title I school-wide meeting. You may also contact the school at 256-825-7848.



## **COMPLAINTS AND GRIEVANCES**

Grievance Policy and Procedures are available from the Principal's Office or in the County Handbook.

## **SEARCHES BY SCHOOL OFFICIALS**

School administrators and/or their designated representatives have the authority to conduct a reasonable search of students, their possessions, their lockers, and their automobiles when on school property or property being used by the school. The administrator is required to have only reasonable suspicion to conduct such searches.

## DISCIPLINE

Parents are expected to be active partners in the discipline of their children. Students who violate rules and the Code of Conduct will be disciplined using the Tallapoosa County Code of Conduct as a guide.

Class I offenses per Tallapoosa County Code of Conduct such as visible or use of cell phones or electronic devices, sleeping in class, classroom violations and tardies, etc. will follow the procedures below. Dress Code violations will follow the same procedures with the exception that students may be placed in ISI until compliance with dress code is met. Class II and Class III offenses will be sent directly to the office. Consequences may be amended by administration as needed. Steps for Class I offenses are as follows:

- 1<sup>st</sup> - Student conference
- 2<sup>nd</sup> - Parent notification
- 3<sup>rd</sup> – After school detention
- 4<sup>th</sup> – Office Referral (Pre-referral form with documentation of contact necessary)

## DISCIPLINARY ACTIONS

Depending upon the severity and individual circumstances involved. The principal or his designee has the following options for punitive action. Other alternatives can be utilized beyond the list below. The administration reserves the right to interpret and implement the rules and policies stated in the handbook.

### **Required Student Resource Meeting**

**Any student who receives his/her third referral is automatically required to attend a Student Resource Meeting with his guardian.** It will be held on the second Wednesday each month beginning at 4:00 p.m. in the high school office. This meeting will allow the student and parent/guardian to learn about all the resources available to assist the student with his behavior and education. In addition, information is to be presented that enables all parties to understand the legal and civil ramifications that could occur if the student continues to present negative circumstances which disrupt the learning atmosphere at Dadeville High School.

### **School Bus Suspension**

The principal or his designee has the authority to deny a student the privilege of riding a school bus. This denial, based on the misconduct of the student, will be for a reasonable and specified period of time. An attempt will be made to contact parents in cases of school bus suspension.

### **Physical Restraint**

Any employee of the Board of Education (including bus drivers) has the authority to use reasonable physical force to restrain a student from abusing or attempting to abuse himself/herself, other students, teachers, administrators, parents, or other staff members. This action may be taken when it is "necessary" to maintain discipline or to enforce school rules and must be done in a reasonable fashion to protect all parties involved. Law officials may be called to assist in the enforcement of this action.

### **Corporal Punishment**

See County Policy

### **In-School/Period Intervention**

In-school or period intervention is the removal of a student from regular classes and placed in another location. The student is isolated and works on independent study. Students assigned to ISI or period intervention are permitted to make up work missed from regular classes. Any student who is in ISI (in school intervention) for over half the day cannot participate in extracurricular activity for that day only.

**Disciplinary Work Assignment**

The principal or his designee has the authority to assign supervised activities related to the upkeep and maintenance of school facilities for a reasonable and specified period of time. The parent(s) will be notified as to the student's placement in a work assignment and will be responsible for transportation, if such work assignment is after school.

**Parent Shadowing**

The principal or his designee may require a parent/guardian to attend school with the student. The parent/guardian will be required to follow the student around to all classes and activities and monitor the student's performance and behavior.

**After School Detention**

Students may be assigned After School Detention. If the student is not on time, they will need not attend, and consequences for being absent will be assigned.

**Suspension - Out of School**

Suspension is defined as the temporary removal of a student from a school for violation of school rules or regulations. The principal or his designee has the authority to suspend a student from school. The suspension will be in accordance with prescribed due process.

**Expulsion**

Expulsion is defined as the removal of a student from a school for violation of school rules or regulations for a period of time prescribed by Board policy relating to due process. The principal or his designee has the responsibility to recommend student expulsion to the Superintendent for Board action.

**Administrative Hearing**

An administrative hearing involving a recommendation for expulsion will be conducted at the request of the parent to determine whether the recommendation warrants presentation to the Superintendent for Board action.

**PROCEDURES FOR THE ADMINISTRATION OF SUSPENSION AND EXPULSION**

A student recommended for suspension or expulsion will be made aware of the charges and given an opportunity to respond. Anytime an action warrants suspension or expulsion, a reasonable effort will be made to contact the parents by telephone and by written notice delivered by the student and/or U.S. Mail. The student is responsible for notifying his parents of all written communications from the school. Failure to do so may result in further disciplinary action.