

Kempsville High School 2008/2009

High School Student Handbook
2008 – 2009 School Year
VIRGINIA BEACH CITY PUBLIC SCHOOLS
2512 GEORGE MASON DRIVE
P.O. BOX 6038
VIRGINIA BEACH, VIRGINIA 23456-0038
Telephone: 757.263.1000 • www.vbschools.com

MISSION STATEMENT

The mission of Virginia Beach City Public Schools, in partnership with our entire community, is to ensure that each student is empowered with the knowledge and skills necessary to meet the challenges of the future.

GOALS FOR 2003-2009: Framework for the Future of Schools

- Expanded Instructional Opportunities Through Data-Driven Curriculum
- Safe Schools and an Effective, Well-Disciplined Environment
- Effective, Efficient Use of Resources to Create Quality Educational Opportunities
- Technology Integrated into Our Curriculum and Instruction
- Recognition of Our Diversity -- Respect for all People
- Quality Work Force: Trained and Accountable for Performance
- Meaningful Involvement of Community, Parents, and Partners

Non-discrimination Statement

The Virginia Beach City Public Schools prohibits discrimination on the basis of race, color, religion, sex, ethnicity, national origin, age, disability, pregnancy and childbirth, or marital status. School Board policies and supporting regulation (Policies 2-33, 4-4, 5-7, and 6-7 and Regulation 5-44.1) provide equal access to courses, programs, counseling services, physical education and athletics, vocational education, instructional materials, and extracurricular activities. Violations of these policies should be reported to the Director of Student Leadership at 757.263.2020 or the Assistant Superintendent of Human Resources at 757.263.1133.

Dr. James G. Merrill, Superintendent

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2008-2009 SCHOOL CALENDAR*

FIRST SEMESTER

September 1	Labor Day, schools closed
September 2	First day of school for students
October 6	Progress reports issued
October 31	End of First Grading Period
November 3, 4	Staff day, schools closed for students
November 5	First day of the second nine weeks
November 7	Report cards issued
November 11	Veterans Day, schools closed
November 26	Adjusted dismissal for Thanksgiving
November 27, 28	Thanksgiving holidays
December 8	Progress reports issued
December 22–Jan 2	Winter holidays
January 19	Martin Luther King, Jr. Day, schools closed
January 26-29	Adjusted dismissal for exams

SECOND SEMESTER

January 30	Staff day, schools closed for students
February 2	First day of third nine weeks
February 6	Report cards issued
February 16	Presidents' Day, schools closed
March 9	Progress reports issued
April 9	End of Third Grading Period
April 10	Staff day, schools closed for students
April 13-17	Spring holidays
April 20	First day of the fourth nine weeks
April 23	Report cards issued
May 15	Progress reports issued
May 25	Memorial Day, schools closed
June 15-18	Adjusted dismissal for exams
June 25	Reports cards mailed

*Calendar is subject to change by the School Board

VIRGINIA BEACH CITY PUBLIC SCHOOLS HIGH SCHOOL INFORMATION

Please review the following information that summarizes school division policies, regulations, and procedures that directly affect high school students. Additional information and direction can be found on the school division's web site, www.vbschools.com, and in the *Code of Student Conduct, 2008-2009 Student Guide*, transportation rules, *Code of Virginia*, and the Virginia Beach City Public Schools' Policy and Regulation manuals. These items are available in all libraries. Kempsville High School's handbook is also available at <http://www.thezonelive.com>. At the beginning of the school year, students will be given information and forms requesting acknowledgement and signatures. Students and parents are to return the completed forms following a review of the material.

Kempsville High School
5194 Chief Trail
Virginia Beach, VA 23464
(757) 648-5450
FAX (757) 474-7919
Guidance (757) 648-5461
Guidance FAX (757) 474-8423

Administration

	Principal
Mr. George F. Korte	Assistant Principal
Mr. Carey C. Manugo	Assistant Principal
Mrs. Elizabeth H. Porter	Assistant Principal
Mr. Michael T. Vanterpool	Assistant Principal
Dr. Carol R. Chory, CMAA	Student Activities Coordinator

AT KEMPSVILLE HIGH SCHOOL, WE VALUE

People

The uniqueness of each individual

A safe and caring school environment

Learning, exploring, and expanding horizons

Responsible citizenship and democratic principles

The efforts of each individual to achieve maximum potential

A positive relationship among students, staff, parents, and the community

SCHOOL MISSION STATEMENT

The mission of the Kempsville High School community is to prepare students to meet the challenges of the future.

SCHOOL VISION STATEMENT

We at Kempsville High School are committed to providing an inviting place of learning where trust and mutual respect prevail. We are dedicated to helping one another achieve maximum potential by providing a high-quality instructional program, fostering creativity, developing cultural awareness, and encouraging self-directed learning. We recognize the importance of motivating and involving everyone in the total school program. We strive to instill in students a desire for life-long learning and to prepare them as responsible citizens for their roles in a global society. We seek the support of the parents and the community to fulfill this vision.

**THE TOP TEN STEPS TO ACADEMIC SUCCESS AT
KEMPSVILLE HIGH SCHOOL**

10. **MAKE YOUR HEALTH A PRIORITY.** Budget your time to make sure you get enough sleep. Always eat well. Make time to exercise. Relax whenever you can. Cut down on stress. Don't forget that the trick to success is learning how to balance work and play and still find time to stay healthy.
9. **BE YOURSELF.** Be an individual and make your own decisions. Think and act for yourself instead of conforming to other people's expectations. Take chances that will help you grow, and accept responsibility for your actions. Above all, do things that make you happy.
8. **BE PATIENT WITH YOURSELF.** No one has ever gone to school without making mistakes. You won't either. Don't get discouraged, and look at setbacks as part of your success. Be proud of your achievements, and learn from your mistakes.
7. **GET INVOLVED.** Join a student organization. Volunteer in the community. Be part of activities. A large part of the high school experience takes place outside the classroom.
6. **LISTEN TO OTHERS.** Listen to and learn from advice, criticism and praise from your counselor, teachers, friends, and family. These people are some of the most valuable resources you have.
5. **DO NOT PROCRASTINATE.** Break down long-term assignments into smaller tasks and include them in your study schedule. Try not to postpone assignments until the last minute and study for exams prior to the night before. Your teacher will expect you to put more effort into the assignments in which you have been given more time to complete.
4. **BUDGET YOUR TIME WELL.** Learn to balance your time. Take a few minutes each day or at the beginning of the week to make a schedule. It could save you stress in the long run. Your planner is a very valuable tool – use it every day!
3. **KNOW THE RULES.** Unawareness of expectations is not an excuse for not fulfilling them. Ask questions first.
2. **LEARN ABOUT KEMPSVILLE HIGH SCHOOL AND WHAT IT HAS TO OFFER.** Kempsville has a rich tradition of academic, activity, and athletic excellence. Our school has innumerable support services to help you in your academic transition. If you have a question or a problem, more than likely there is someone who can help you. Take the initiative to find out from your counselor, teachers, or principals.
1. **GO TO CLASS.** Boredom, lack of sleep and poor preparation are frequent excuses for skipping class. Avoiding these habits and going to class are the first steps toward academic success.

IMPORTANT NUMBERS/WEBSITES

Kempsville High School

Kempsville High School (757) 648-5450 - then dial "0" for main office

Kempsville High School Attendance Office (757) 648-5450 x 85453

Kempsville High School Clinic (757) 648-5450 x 85457 x 85458

Kempsville High School Guidance Secretary (757) 648-5450 x 85461

Kempsville High School SAT CEEB Code 472-293

Kempsville High School Athletic Message 648-5450 x 58024

(One minute schedule/event updates and cancellations)

Kempsville High School Athletic Office/Student Activities Coordinator – 648-5450 x 85471

Kempsville High School FAX (757) 474-7919

Kempsville Web Site- <http://www.kempsvillehs.vbschools.com> for information on activities go to left column and click on "Sports Info."

Kempsville Student Planner - go to web site www.thezonelive.com and then do a school search- type in city: Virginia Beach, state: Virginia and zip: 23464

Kempsville High School updated athletic schedules – www.highschoolsports.net

Va. Beach City Public Schools - System Web Site: www.vbschools.com

Eastern Region Athletic Web Site – www.easternregionsports.com

Social Service Assistance

Substance Abuse Services

Information and referrals concerning drug dependency and awareness

Registration for any age 757-437-6083

Over 18 only 757-437-6088

Runaways and Suicide Crisis

Suicide Crisis Line-24 hours 757-622-1126

Suicide Crisis Line 757-622-1309

Suicide Emergency	757-437-6150
National Runaway Hotline	1-800-621-4000
National Suicide Hotline - 24 hours	1-800-Suicide

ACADEMY PROGRAMS

The High School Academy Programs developed by Virginia Beach City Public Schools represent an exciting expansion of curricular options for all students across the city. Recognizing that no educational program should adopt a "one size fits all" philosophy, the division developed the academy prototype – a school within a school – to provide additional academic choices for our students.

Our five academies are designed to appeal to a wide range of student interests and offer myriad courses created on a continuum, of academic difficulty. Students who have a talent for and/or deep interest in the focused curriculum of a particular academy are those who should apply.

- The Global and World Languages Academy at Tallwood High School: Focusing on world-class performance, the Global Studies and World Languages Academy prepares students for world citizenship by providing opportunities to develop the intellectual skills needed to make global connections among all disciplines.
- The Health Sciences Academy at Bayside High School: The Bayside High School Health Sciences Academy welcomes all students who may be considering a career in the medical sciences or who are interested in exploring the many opportunities the specialized curricula offer.
- The Legal Studies Academy at First Colonial High School: The Legal Studies Academy provides students who have an interest in and curiosity about the law, law-related fields, and legal and ethical issues the opportunity to extend their knowledge beyond the typical high school program.
- The Technology Academy at Landstown High School: The Landstown Technology Academy features a curriculum designed for students with a keen interest in and talent for technology.
- The Visual and Performing Arts Academy at Salem High School: The Visual and Performing Arts Academy offers the opportunity for students who have an interest in the arts to select courses that prepare them for postsecondary advanced studies or for a faster entry into arts-related occupations.

For additional information, contact the Office of Academy Programs at 757-263-1405.

ACCEPTABLE USE AGREEMENT FOR COMPUTER TECHNOLOGY

Virginia Beach City Public Schools provides Internet access (collectively, the "System"). In order to use the System, students under the age of 18 must obtain parental/legal guardian acknowledgment of the provisions of the Acceptable Use Agreement (AUP) which is integrated into the *Code of Student Conduct*. A Parent Acknowledgment Form will be forwarded annually and signed by the parent(s)/legal guardian(s) acknowledging that they have read and understand the AUP. Inappropriate use of the computer can result in disciplinary action taken under the provisions of the *Code of Student Conduct* and/or other School Board Policies and division regulations governing student discipline. Understanding the importance of Internet/computer safety, information on this subject will be made available to all students throughout the school year. Additionally, Internet/computer safety tips can be found on www.vbschools.com.

ACCESS/DISCLOSURE OF STUDENT RECORDS

In compliance with the Family Educational Rights and Privacy Act (FERPA) and in accordance with School Board Policy (5-31) and Regulations (5-31.1 & 2), parents/legal guardians may review their children's cumulative education records at the school office upon request. If student education records are inaccurate or misleading, the student's parent or guardian may request an amendment by contacting the school principal. Cumulative records are treated as confidential material, and the privacy rights of parents and students are safeguarded. Except as provided by law, no outside agencies or individuals may have access to a student's record without written consent of the parent/legal guardian. If records are copied, a minimal fee may be charged. Parents/guardians have the right to file a complaint with the Family Compliance Office, U.S. Department of Education for failure to comply with FERPA. Whenever a student transfers from one school or school division to another, the scholastic and discipline record or a copy of the scholastic and discipline record will be transferred to the school or school division upon request from the school or school division.

The School Board authorizes making Student Directory Information public as permitted under state and federal laws and regulations. Student Directory Information means information contained in an education record of a student which would not generally be considered harmful or an invasion of privacy if disclosed. School Board Policy 5-66 defines Student Directory Information as the following: name of student in attendance or no longer in attendance; address; date and place of birth; telephone listing; dates of attendance; participation in officially recognized activities and sports; height and weight, if member of athletic team; awards and honors received; and other similar information. Examples include release of student name, school, and grade for submission to the Virginia Beach Beacon for scholastic recognition and/or to elected officials contacting the school division to request student addresses for congratulatory purposes. School Board policy provides the Superintendent with the discretion of selecting which student directory information may be released.

Detailed information on FERPA will be published in the Fall issue of the school division's parent newsletter *Apple-A-Day* and posted on our website at www.vbschools.com under the category *Policies*.

ADVANCED ACADEMIC PROGRAMS

The advanced Academic Programs developed by Virginia Beach City Public Schools represent an exciting expansion of curricular options for all students across the city. Recognizing that no educational program should adopt a "one size fits all" philosophy, the division developed the advanced academic programs to provide additional academic choices for our students.

Our two advanced academic programs are designed to appeal to students with a deep commitment to academic rigor.

- The International Baccalaureate Program at Princess Anne High School: The International Baccalaureate Program is designed to meet the highest standards required of any high school in the world. This prestigious program offers a rigorous, comprehensive approach to learning beginning with the Middle Years Program in the ninth and tenth grades and continuing with the International Baccalaureate Program in the last two years of secondary school.
- The Mathematics and Science Academy at Ocean Lakes High School: The Mathematics and Science Academy provides Virginia Beach City Public Schools students a rigorous and unique program of student emphasizing the core areas of mathematics and science with an infusion of technology.

For additional information, contact the Office of Academy Programs at 757-263-1405.

ATTENDANCE AT SCHOOL

The school division has established attendance zones for schools. Under Virginia law, parents who falsify address information may be found guilty of a class 4 misdemeanor. Parents shall be liable to the school division for tuition charges for the time the student was enrolled in such school division. (Charter 143, 22.1-264.1)

Regular school attendance is important to academic development and successful completion of required Standards of Learning and end-of-course tests; therefore, excessive or unexcused absences from school and specific classes can be detrimental. Virginia law requires that all persons who have not reached their 18th birthday must attend school in the city or county in which they reside. Failure to attend school regularly may result in a referral to the courts. Virginia law requires schools to develop plans of action when a student has five (5) unexcused absences for which the parent has provided no documentation. After seven (7) unexcused absences, schools must report these absences to appropriate authorities.

The school division has established reasons for which an excused absence can be granted. These reasons are as follow: personal illness, severe illness or death in the family, exposure to contagious disease, religious holidays, extremely inclement weather, or school-related activities for which participation has been granted by the school. Absences for other reasons, including out-of-school suspension, are considered unexcused absences.

Absence for any reason other than those stated above must receive prior permission from the school administration. Request for this approval should be written and submitted as soon as possible, but no later than twenty-four hours prior to the date requested. The reason for the request and length of the absence must be provided. In all cases of absence or tardiness, students must present a written excuse from a parent/guardian to the school stating the reason. With a tardy or late arrival, the parent must accompany the student to the school office to obtain a pass to class. Additionally, in the high school setting, a student is marked absent if more than fifteen (15) minutes of class is missed.

Students with more than six (6) class absences, within a given semester—excused or unexcused—will receive a failing grade (69/N) for that course or the actual class grade, whichever is lower.

When extenuating circumstances exist, a parent/guardian should discuss extensive absences with the principal or his/her designee. Students who miss fifteen (15) consecutive days during the school year are withdrawn from the school.

When a student's absences equal two-thirds of the number of excessive absences, the school will notify the parent in writing of the number of absences. Through discussion and working with the parent and student, a corrective action plan will be developed, as appropriate.

ATTENDANCE PROCEDURES

Absence

In all cases of absence, the parent shall give, in writing, a note stating the cause of the absence. The student should bring the note to his/her first block teacher. If the student does not bring a note within three school days following the absence, the absence may be unexcused. Any student missing more than 15 minutes of a class is considered absent from that class.

Early Dismissals

Students are expected to be in school the entire day. Only seniors with a 2.0 grade point average for the previous semester or students enrolled in a work-study program may apply for early release or late arrival privilege from school. Students granted early dismissal are to leave school grounds promptly and are not permitted back on school grounds until 2:00. Students must carry dismissal cards for identification purposes, and these students are to leave school grounds promptly at the designated time. Failure to comply may result in detention, suspension, or forfeiture of the card.

A student who must leave school early is to bring a note from his/her parents to the attendance office before the start of first block. The note must have a telephone number for verification of the early release. The student will be issued a corridor pass for the time he/she is to leave school. A student will not be released without verbal parental verification (9th and 10th grade students must be signed out by a parent). All students must sign out through the attendance office before leaving school.

Tech & Career Education Center, Va. Beach Central Academy, and Governor's Magnet School students who check out early, must receive permission from either school and sign out from that school before leaving. This will include all early releases and clinic releases. Any student who does not follow this policy will be considered leaving without permission and will be suspended or assigned Saturday School.

Late Arrival To School

Students arriving more than 15 minutes late to school (after 7:40 a.m.) must sign in at the front desk. Students are required to bring a note from a parent or legal guardian to account for his/her late arrival. The note is required to have a phone number for verification purposes. If it is determined that the late arrival is unexcused, the student will receive the following disciplinary action per semester: First late arrival, warning; second late arrival, one day detention; third late arrival, two days detention; fourth late arrival, Saturday school or in-school suspension. Any unexcused late arrival may be referred to the assistant principal for additional disciplinary action. Students considered truant will be subject to suspension. Unexcused late arrivals, such as oversleeping, car problems, missing the bus, and personal problems will be subject to the unexcused late arrival policy as noted above.

Leaving School Grounds

Students must remain on school grounds after arriving on school premises. Students are released to parents/guardians or designated adults listed in the student database who have presented photo identification. Students are dismissed to older siblings when parents/guardians submit prior authorization. Written parental approval is necessary prior to leaving school grounds for field trips or special visits to specific schools or work sites.

Release Of Students To Outside Agencies

No student shall be permitted to leave school prior to dismissal at the request of, or in the company of, anyone other than a school employee, a police officer, a court official, or the parent who has custody of the child unless written permission is first received from the student's parent or guardian. When it is necessary for any agent from the police department or any other agency to question a child, it must be done in the presence of the principal or her designee.

Tardiness To Class

A student who is inexcusably tardy to class during a nine week grading period will receive the following: First tardy, warning; second tardy, one day detention; third tardy, continued tardiness and/or failure to serve detention will result in a discipline referral to an administrator.

Truancy

Truancy is an absence which is intentional and is a direct violation of the Virginia State Compulsory Attendance Law. Any student guilty of truancy (skipping classes or staying out of school without permission) will be subject to disciplinary action. The first instance of truancy may result in Saturday detention; the second truancy may result in a one-day suspension and an attendance contract; and the third truancy may result in a two-day suspension and referral to the school social worker.

Visitors/Trespassing

Only authorized personnel and students of Kempsville High School will be permitted on school grounds between 7:05 a.m. and 2:10 p.m. All other visitors must obtain authorization at the school office upon entering school grounds. After 2:10 p.m., students are required to be with a teacher, coach, or adviser. After school hours, it is unlawful for anyone, without the consent of an authorized school official, to go on or enter school premises or property for any purpose other than to attend a meeting or school function. Violators will be disciplined and/or charged with trespassing.

Vacations And Out-Of-Town Trips

Absence for any reason other than those stated in the attendance policy must receive advance permission from the principal. Such requests for absence should be made in writing and should state the reason for absence and that date of absence. These days will be excused absences and will be counted in the total number of absences. Upon returning to school, the student needs to make up all work based on his/her teachers' guidelines.

Waiver Of Attendance Policy

Students should maintain a record of their absences and the reason for each absence on the student absent record form. Any student having more than six absences from a class in a semester may apply for a waiver of the policy. First semester waiver applications should be submitted by January 4, 2008 and second semester waiver applications should be submitted by May 23, 2008.

Withdrawal from School

Should it be necessary for a student to withdraw from school during the year, he/she should give his/her counselor a note from the student's parents/guardians stating the reason for the withdrawal, the withdrawal date, and the student's destination, so that the transfer can be completed. Withdrawing students must return all textbooks, library books, and instructional materials assigned to them. All financial obligations must be cleared.

BICYCLES/SKATEBOARDS/SCOOTERS/SKATES

Bicycles must be secured on a bike rack with the student's lock. Bicycles are not permitted in the school building and may not be ridden on sidewalks at the school. The school assumes no responsibility for bicycles on school property. Skateboards and scooters are not allowed on school board property and cannot be used for transportation purposes to and from school.

BLOCK SCHEDULES / DAILY SCHEDULE

BLOCK	TIME	LUNCH/STUDY	
Block 1	7:25 – 9:00	Homeroom	
Block 2	9:05 – 10:40	Block 2-1 9:05-9:55	Block 2-2 10:00 – 10:40 (<i>Lunch only</i>)
Block 3	10:45 – 12:20	Block 3-1 10:45 – 11:30	Block 3-2 11:35 – 12:20
Block 4	12:25 – 2:00	Block 4-1 12:25 – 1:10	Block 4-2 1:15 – 2:00 (<i>Study Block only</i>)

One Hour Late Schedule

BLOCK	TIME	LUNCH/STUDY	
Block 1	8:25 – 9:45	Homeroom	
Block 2	9:50 – 11:10	Block 2-1 9:50 -10:30	Block 2-2 10:00 – 10:40 (<i>Lunch only</i>)
Block 3	11:15– 12:35	Block 3-1 11:15 – 11:55	Block 3-2 12:00 – 12:35
Block 4	12:40 – 2:00	Block 4-1 12:40 – 1:20	Block 4-2 1:25 – 2:00 (<i>Study Block only</i>)

Two Hour Late Schedule

BLOCK	TIME	LUNCH/STUDY	
Block 1	9:25 – 10:30	Homeroom	
Block 2	10:35 – 11:40	Block 2-1 10:35–11:05	Block 2-2 11:10-11:40 (<i>Lunch only</i>)

Block 3	11:45– 12:50	Block 3-1 11:45-12:15	Block 3-2 12:20 -12:50
Block 4	12:55 – 2:00	Block 4-1 12:55 -1:25	Block 4-2 1:30 – 2:00 <i>(Study Block only)</i>

BREAKFAST/LUNCH PROGRAM

Virginia Beach City Public Schools participate in both the National School Breakfast and Lunch Programs. Applications for free or reduced price meals can be obtained from the school office throughout the school year. Menus, current meal prices, and a complete listing of a-la-carte items can be found on vbschools.com under the category *Lunch Menus/Food Services* as well as in *The Virginia Beach Beacon* and on VBTv (channel 48). A-la-Carte items are offered for sale in addition to breakfast and lunch items. Payments for meals can be made using one of three methods: cash; a computerized point-of-service system that allows individual student to have accounts for prepayment and payment at the time of service; and online using Visa, MasterCard, or a debit card. This online service –via www.vbschools.com -- allows parents of students to prepay money directly into their child’s account, monitor their child’s food purchases, set up low-balance e-mail reminders, and schedule recurring payments.

Cafeteria Regulations:

1. Breakfast and lunch will be provided in the cafeteria. Breakfast will not be served after 7:15 am
2. Students, whether they bring their lunch from home or purchase it from the cafeteria, are expected to eat lunch in the cafeteria. Food is not to be taken outside the cafeteria.
3. Students are not allowed to bring in or have brought to them food from outside the cafeteria, i.e., “fast food,” pizza, etc.
4. Glass bottles or fountain drinks are not allowed in the cafeteria.
5. Each student is responsible for returning his/her dishes, silverware, trays, paper, etc., to the disposal area. Additional regulations will be discussed during all lunches the first week of school.
6. Students are not allowed to break in line or to save places for friends.
7. It is expected that all students will observe the common rules of courtesy and good eating habits.

CHILD CUSTODY

The school division recognizes that issues related to the legal and physical custody of students are complicated and can impact the student’s educational experience. Parents and legal guardians of students are strongly encouraged to stay involved with their student’s academic progress. Unless a court order decrees otherwise, either parent or a legal guardian may view education records and attend school functions or school meetings regarding the student. Official notices and report cards will be sent to the parent or legal guardian with primary physical custody of the student during the school year. It is the responsibility of the parent or legal custodian with primary physical custody to provide current copies of court orders to the school. Child visitation and exchange of custody should not take place during school hours or on school property. The school division will assume no responsibility for enforcing visitation or custody orders and reserves the right to prohibit parents or legal guardians from entering School Board property if their conduct becomes disruptive to the school environment. Concerns regarding custody and visitation should be directed to the school principal.

CHILD FIND

The Virginia Beach City Public Schools maintain an active and continuing child find program designed to identify, locate, and evaluate those children in need of special services. Child find includes children who are migrant, homeless, attend private schools, or are home schooled. All new students in kindergarten through grade three are screened in the areas of speech, language, voice, fine and gross motor functions, vision, and hearing within the first 60 days of enrollment. Vision and hearing screenings are conducted by the school nurse for all students new to the division in grades four through twelve. Additionally, the school nurse conducts vision and hearing screenings for all students in grades three, seven, and ten.

CLINIC: OVERVIEW OF HEALTH SERVICES FOR STUDENTS

Each school clinic is staffed with a full-time registered nurse, along with trained clinic assistants in the larger schools. They provide health screenings, assessments for chronic and acute illness, and first aid. The registered nurse at each school is available to consult with parents as needed, regarding health concerns of students.

If a student has special health needs (medication, seizure precautions, catheterizations, gastric tube feedings, blood sugar checks, oxygen needs, or others), the parent is to schedule a time to meet with the school nurse to arrange for these needs to be taken care of during the student’s school day. All medications and treatments require both a written physician’s order and a parent’s/guardian’s signature. The school nurse will assist the parent by preparing a plan of care for their student and advising them as to what supplies the student will need at school.

Administration of medications, especially short term, should be done at home whenever possible. However, if a student is required to take prescription or non-prescription medication during the school day, the following guidelines must be met:

- A written order from the physician, dentist, or practitioner is required, stating the student’s name, the name of medication, the dosage, the time, the route (oral, injectable, inhaled, patch, etc.), and the duration of time that it is to be given (e.g., one week, the school year, etc.), along with the parent’s/guardian’s signature. Medication forms are available for your convenience in the school clinic.
- Medication must be in a container that has been labeled by the pharmacy and has the most current prescription date. Over-the-counter medication must be in a sealed, unopened new bottle.
- Parent /guardian must deliver medication to the school clinic, as students are not permitted to transport medication.
- All medicine must be picked up by a parent at the end of the school year. Medicine not picked up will be discarded.

In some situations, accommodations can be made for students with asthma and with potential for severe allergic reactions to self-administer their inhaled asthma medication or their auto-injectable (epi-pen) medication. These situations require written health care plans, along with other specific details for care. Additional questions and concerns may be directed to the registered nurse at your school.

As per the Code of Virginia and state legislation, the school division must comply with all requirements for immunizations as pertaining to school age children. There are specific regulations for DPT, Polio, MMR, and Varicella. Hepatitis B (a series of three injections) is now required for ALL students, kindergarten through Grade 12. Varicella vaccine is required for students who were born on or after January 1, 1997. Rising sixth graders are required to have a Tdap booster prior to entry to sixth grade in the fall. If such as vaccine has been received in the last five years (since September 2, 2003) this booster is not required. Documentation of this vaccine may appear as DPT, T, Td, Dtap, and/or Tdap. Lack of compliance with vaccine requirements can result in students being excluded from school until compliance, or a plan for compliance, is achieved.

Parents are encouraged to keep the school nurse informed of significant health concerns and diagnoses for their children. It is essential that the clinic staffs have current work, cell, home phone numbers, pagers, and any other means whereby they can be contacted should the need arise. Emergencies can occur at any time. It is imperative that your child's school be able to reach parents and caregivers are able to be reached during the school day. Collaboration and communication with parents, guardians, and physicians are necessary in order for complete and effective care to be provided to students.

CORRIDOR PASSES

Any student who is released from class or the cafeteria must have written permission in the student planner from an authorized staff person to be in the halls.

DELIVERIES

No flowers, balloons, or gifts should be delivered to the school. The office staff has been instructed not to accept money for delivery to a student.

DISCIPLINE/CODE OF STUDENT CONDUCT

Every student is expected to maintain self-discipline. If the student is unable to behave appropriately, he/she may be referred to an administrator. Disciplinary actions may include detention, suspension, or recommendations for long-term suspension or expulsion. Parents must attend conferences following suspensions. Refer to the *Code of Student Conduct* for additional information. Parents and students must review these rules and procedures annually and sign an acknowledgment of support of the *Code of Student Conduct*. The School Board requires all principals to make recommendations for expulsion when the following incidents occur:

1. Arson or attempted arson
2. Assault and battery of an employee or student
3. Possession, use, or sale of a firearm or dangerous weapon
4. Use, possession, being under the influence of, selling, bringing, giving, distributing or passing to another individual or possessing with intent to sell, give, or distribute alcohol, marijuana, controlled substances or imitation controlled substances, and inhalants
5. Extortion, attempted extortion, robbery, burglary, motor vehicle theft, and/or larceny
6. Sex offenses: Sexual battery, inappropriate sexual behavior, obscene phone calls, and sexual assault
7. Hazing: Initiation of another student through abuse and humiliation so as to cause bodily injury
8. Kidnapping or other serious criminal violations
9. Possession, use, distribution, sale, lighting or discharging of explosive devices
10. Homicide
11. Malicious wounding of an employee or student
12. Other good and just cause as determined by the Superintendent

Philosophy

It is the philosophy of Kempsville High School that students of senior high school age are capable of exercising self-discipline. Their responsibilities are continually increasing in the school, home, and community, and their acceptance of these responsibilities should be displayed throughout the school year. To implement this philosophy, only those rules and regulations necessary to ensure an effective instructional program and ensure the safety and well-being of the student have been adopted. These rules also apply to student conduct going to and from school and attending or engaging in any school-sponsored activity. Students who do not exercise acceptable self-discipline or fail to adhere to school policy will be subject to disciplinary action by the administration to include but not be limited to, detention, Saturday school, after school service, in-school suspension (ISS), out-of-school suspension (OSS), long-term suspension, and expulsion.

Alcohol/Drug Policy

Under Virginia law, it is unlawful for any person to manufacture, sell, distribute, possess with the intent to sell, give, distribute, or bring any controlled substance, imitation controlled substance, or marijuana on the property, including buildings and grounds, of public school property, within 1,000 feet of school property, on any school bus, or to any school-sponsored event. Violation is a felony; violators are subject to expulsion. A student will be recommended for expulsion for the use or possession of alcohol or drugs, or possession of paraphernalia used with drugs. A student accused of simple possession, a first offense, at the principal's discretion, may be offered the opportunity to participate in the *Substance Abuse Intervention Program* (SAIP) in lieu of the recommendation of expulsion.

Chief Administrative Service (CAS)

This after school service program is designed to provide an alternative course of corrective action for minor disciplinary infractions. The program will be held from 2:15 p.m. to 3:00 p.m. and students assigned will be required to perform school improvement tasks. Failure to attend after school service will result in suspension.

Communication Devices

Students in high schools may possess, display and use "Portable Communication Devices" before or after the instructional day only as set forth in Regulation 5-36.8. For purposes of this regulation the instructional day is defined as the moment a student enters the school building to the final dismissal bell (7:05 a.m.-2:00 p.m.). The "instructional day" includes, but is not limited to, study halls, lunch break, class changes and any other structured or non-structured instructional activity that occurs during the normal school day. School officials shall take possession of portable communication devices for twenty-four hours for any violation of this regulation and parents/legal guardians/adult students must make arrangements with school officials to claim such devices. Students who violate the off

and out-of-sight rule are subject to the following disciplinary consequences in accordance with the Virginia Beach City Public Schools Discipline Guidelines as specified in the *Code of Student Conduct*.

First Offense – ISS (1-3 days)

Second Offense – OSS (1-5 days)

Third Offense – OSS (6-10 day recommendation)

Fourth Offense – Long-Term Suspension Recommendation

Defacing School Property

Defacing or damaging school property, or the attempt to deface or damage school property, is strictly forbidden. Any student found guilty of this offense will be subject to suspension, and shall pay the entire amount of the damage.

Detaining Students After School/Detention

High school students are expected to practice self-discipline. Tardiness and misbehavior may result in detention. A written notice will be given one day in advance for the convenience of the parents. Students may be assigned a maximum of an one-hour detention per day. Failure to report for detention may result in Saturday school or suspension.

Display of Affection

School is not the proper place for public displays of affection. Displaying such affection is unacceptable behavior, and students who violate this policy will be subject to disciplinary action.

Firearms/Dangerous Weapons, Including Laser Lights

Carrying or possessing firearms or other dangerous weapons, including look-alikes, is prohibited. Using, distributing, selling, lighting or discharging an explosive device, including fireworks, on school property violates Virginia law and School Board policy. Legal authorities may impose imprisonment and/or fines for guilt. Possessing and using laser lights to potentially cause harm, injury, or irritation violates the *Code of Student Conduct*. Expulsion recommendation and police notification are mandatory for these offenses.

Honor Code: "As A Student At Kempsville High School, I Will Practice Complete Honesty In All School-Related Matters."

Kempsville High School has established an honor code to maintain the integrity of its student body. This honor code is taken very seriously and is strictly enforced. Honor code infractions are referred to the Student Activities Coordinator and School Administration for appropriate action based on the *Code of Student Conduct*.

In-School Suspension (ISS)

ISS is a program in which students who are suspended attend school, but do not attend their regular classes. Students will attend ISS for the entire school day. They will be given assignments and guidance by the coordinator. The classroom teachers are also asked to provide assignments to the coordinator. These assignments will be returned to the teacher for grading and are to be used as part of the students' grades.

Students in the ISS program will be provided the opportunity to make up the work missed in their regular classes. In order to be readmitted to their classes, students must satisfactorily complete all requirements of the coordinator.

Tardiness or failure to meet requirements of the ISS program may result in an extension of the length of suspension. Refusal to attend ISS will result in a long-term suspension. Students in the ISS program will be considered present for daily attendance but absent from their individual classes.

Loitering In Unauthorized Areas

Students may not loiter in unsupervised areas on school grounds. Students should not congregate along the ditch adjacent to the tennis courts or in the areas behind the school. Students found in these areas or in other unsupervised areas will be subject to disciplinary action and may be searched. In addition, students are not to loiter in the building, or on school grounds, after dismissal or early release time.

Out Of School Suspension (OSS)

The principal, acting as agent for the Superintendent, may suspend a pupil from school. The principal shall notify the Superintendent and the parents or guardians in writing immediately following any suspension indicating the reason for the suspension. An out of school suspension constitutes an unexcused class absence.

Saturday School

Saturday school is a program held on Saturday from 9-12:00 noon. Saturday school is assigned for minor disciplinary and attendance infractions. It may also be assigned in lieu of ISS at the discretion of the administrator. Failure to attend or abide by Saturday school rules will result in suspension.

Search And Seizure

Designated school officials may, according to law and School Board policy, have access to student lockers, desks, or other storage facilities when evidence suggests that the welfare of students and other personnel may be threatened or when evidence suggests that the facility might contain items which violate state law, School Board policies or regulations, or might contain items which may be harmful to the school or its students. The search may be made in the presence of the user of the locker, desk, or other storage facility but, in any event, a witness other than the user of the facility must be present during the search.

Designated school officials may search any student when there is reasonable basis to believe that the student possesses an item which violates state law, School Board policies and regulations, or which may be harmful to the school or its students.

Designated school officials may search any student's car on school grounds or at any school activity when there is a reasonable basis to believe that the student possesses an item which violates state law, School Board policies and regulations, or which may be harmful to the school or its students. School officials will notify the parent(s) of any student whose person or personal belongings have been searched of the circumstances justifying the search and the results thereof.

Sexual Harassment

Sexual harassment is unwanted sexual attention from anyone with whom the student may interact during the school day or at school-sponsored activities. If a student believes that he/she has been a victim of sexual harassment, he/she should contact a counselor or administrator.

Smoking/Possession Of Tobacco Products

Students are prohibited from possessing, smoking, and/or using tobacco products at all times while on/using school board-owned property. Based on the number of offenses, students could receive a one-day suspension or a long-term suspension of up to one year. The principal may refer the student to the Substance Abuse Intervention Program in lieu of a one-year suspension. Under Virginia law, the Virginia Beach Police Department must be notified when a student 18 years old or younger is suspended for a tobacco-related offense.

Students Charged With or Convicted of an Offense

If a court petition or warrant is filed against a student, or a student is found guilty or not innocent of a crime, the School Board may require that the student attend an alternative education program. Students who have been expelled or suspended for thirty days from another public or private school may be required to attend an alternative education program.

DRESS CODE

Dress guidelines are designed to promote a standard of appearance that complements the learning environment; each high school will provide guidelines. All students are expected to wear dress appropriate to the occasion; extreme or ostentatious apparel or appearance is to be avoided. Any article of clothing or accessory that advertises alcohol, or an illegal substance, depicts lewd graphics, displays offensive or obscene language, or is gang-related is forbidden. Disciplinary action will be taken against any student taking part in gang-related activities that are disruptive to the school environment, which include the display of any apparel, jewelry, accessory, or tattoo, by virtue of its color, arrangement, trademark, or any other attribute, denotes membership in a gang that advocates illegal or disruptive behavior. If there is doubt about a particular item of apparel, the student should contact a school administrator for a decision prior to wearing the clothing to school. If the item is deemed inappropriate and the student does not modify the attire, entry into class may be denied by an administrator.

KHS Guidelines For Appropriate School Dress: Unacceptable appearance includes, but is not limited to, halter tops, "spaghetti" strap tops, tube tops, tank tops, strapless dresses, backless dresses, bare midriffs, cutoffs, pants with rips or holes, "soffee" shorts, pajamas, bedroom slippers, head covering (ie. doo rags), bandannas, hats, scarves, head bands, sunglasses, excessive makeup, T-shirts or any clothing that advertises alcohol or illegal substances, depicts lewd graphics, displays offensive or obscene language, or is gang-related, and jewelry which could be considered dangerous or ostentatious.

Please note: Pants must be pulled up and secured at the waist. T-shirts must be worn under jersey tank tops. The length of shorts and skirts must come below the person's fingertips when arms are fully extended by the side. Shorts and slacks which are form-fitting must be worn with long shirts or blouses which extend below the fingertips when arms are fully extended.

First block teachers are responsible for monitoring student attire each day and are to send students with questionable dress to the appropriate administrator with a pass stating the violation. If the item is deemed inappropriate, the student will be denied entrance to class until the situation is corrected through alternate clothing. Repeat offenders will be suspended or assigned Saturday school.

ELECTRONIC DEVICES

Use of electronic devices such as CD players, MP 3 players, games, and the like is prohibited during the instructional day as set forth in the *Code of Student Conduct*. Such devices will be confiscated and appropriate disciplinary action taken if the rule is not followed.

EMERGENCY CALLS

In order to preserve uninterrupted instructional time, only emergency messages will be taken.

EXAMINATIONS

1. Students in courses that are of one semester duration will be required to take an examination in the course.
2. Final examinations in June for year courses are required of all students with the following exceptions:
 - Seniors who have attained a "B" average through the end of the school year in a full year course may be exempt from taking the final examination for that course. This exemption applies only to graduating seniors and only to courses in which eligibility has been established as described in section 1.
 - Students who take an A.P. Course and the A.P. Exam and have a "B" average in the course.
 - Students who pass SOL tests.
 - Industry Certification Exemption – Students passing an Industry Certification Exam in a vocational course are exempt from the final exam in that course.
3. The examination in each course is to be weighted one-seventh of the semester grade.
4. No student is to be exempt from a final examination, except as detailed in Section 2, and no examination may be given out of the framework of the examination schedule. The principal is the only person with the authority to grant permission to deviate from the established examination schedule. The giving of early examinations is discouraged.
5. It is the responsibility of the school to ensure proper evaluation of a student's work when the student transfers into or out of the Virginia Beach City Public Schools immediately prior to the examination period.
6. It is the responsibility of the student when absent from an examination for a reason approved by the principal to make up the examination within a six-week period following the date of the examination missed. Under extenuating circumstances, the principal has the authority to modify this policy.

EXTRA CURRICULAR ACTIVITIES

Students have the opportunity to participate in a variety of Virginia High School League (VHSL) sports or academic competitions, after school activities, and club activities. The school's Student Activity Coordinator (SAC) can provide information regarding the individual programs and the VHSL requirements.

Activities

A calendar of school events is updated daily and is available on line at www.kempsvillehs.vbschools.com, go to sports info. and go to www.highschoolsports.net. Athletic schedules will be updated immediately on www.highschoolsports.net. Announcements are posted on the club board in front of the cafeteria each morning after announcements. There is also an electronic information board in the 800 hall.

Literary Magazine

The literary magazine, *Montage*, is published once a year. It consists of original poems, short stories, essays, and art work by the students of the school.

National Honor Society Selection Procedures

National Honor Society membership is based on scholarship, leadership, service, and character.

1. To be eligible, a student must:

- a. be a junior or senior.
 - b. have a minimum cumulative average of 3.40.
 - c. has been enrolled at Kempsville High School for at least one semester.
2. To be selected, eligible students must demonstrate:
 - a. participation in extracurricular and/or community activities
 - b. service to the school and/or community
 - c. character
 - d. leadership
 3. Early in the second semester, scholastic records of all juniors and seniors will be evaluated to determine eligibility. Eligible students will receive a student activity information form to be completed and returned by the designated date.
 4. Faculty members will be invited to comment on the candidates.
 5. The faculty council will review the forms and any other verifiable information to determine selection.
 6. Tapping and induction will be held in the late spring.

SCA, Clubs, And Organizations

The Student Cooperative Association is the nucleus of the co-curricular activities at Kempsville High School. The SCA serves as an open forum within the school which promotes and sponsors student activities.

Yearbook

The purpose of the yearbook, *Image*, is to reinforce the events of the school year. The publication is a creative work, both in design and literary aspects.

The staff is selected each spring. Any interested person may apply. The yearbook is a means by which students may reflect on the past year of school life. At Kempsville, the general growth and development of the school can be traced through past yearbooks.

The yearbook may be purchased in the fall, thus assuring you a yearbook. A package consisting of the yearbook and literary magazine may be purchased.

STUDENT ACTIVITY ORGANIZATIONS

<u>Organization</u>	<u>Description of the Organization</u>	<u>Advisor</u>
<u>SCA/Class</u>		
SCA	Student Cooperative Association	Ms. Timlin
Senior Class	Includes all seniors in the school	Mr. Prescott
Junior Class	Includes all juniors in the school	Ms. K. Knott/Mrs. Meer
Sophomore Class	Includes all sophomores in the school	Ms. Foust
Freshman Class	Includes all freshmen in the school	Ms. Fernandes
<u>Clubs</u>		
Astronomy Club	Students interested in Astronomy	Mr. Ives
Bowling Club	Students interested in bowling	TBD
Chess Club	Students interested in playing chess	Mrs. Morse
Dance Club	Students interested in dance	Mrs. Costanzo
DECA	An association of Marketing Students	Mrs. Britton/Mrs. Fam/Ms. Timlin
FBLA	Future Business Leaders of America	Mrs. Brown/Mrs. Carter
FCCLA	Family, Career and Community Leaders of Am.	Mrs. Wilson/Mrs. Costanzo
FEA	Students interested the teaching profession	Mrs. Jackson
Filipino Heritage	Students interested in learning the culture	Ms. Jiminez
First Priority	To inform students about Christianity	Mrs. LaMont
French Club	Students interested in the French language	Mrs. Finnegan
Gay/Straight Alliance	Promotes a positive school environment for students	Mrs. Teague
German Club	Students interested in the German language	Ms. Miskimmin
Interact	Service Club sponsored by Rotary	TBD
Japanese Club	Students interested in Japanese culture	Ms. Kato
Latin Club	Students interested in Latin	Ms. Tuttle
Make A Difference	Students interested in making a difference	Mrs. Daughtry
Outdoor Bio Lab	School beautification service club	Mr. Prokopchak
Spanish Club	Students interested in the Spanish language	Ms. Perez
Step Team	Students interested in Step	Ms. Carter
Technology Club	Students interested in technology	Mr. Parham
Young Democrats	Students interested in politics	Mrs. Morse
Young Republicans	Students interested in politics	Mrs. Carpino
<u>Publications</u>		

Montage	School literary magazine	Mr. Bulleit/Mr. McGrath
Image	School yearbook	Mrs. Boubouheropoulos

Honor Society Organizations

French Honor Soc.	Academic excellence in French	Mrs. Finnegan
Latin Honor Soc.	Academic excellence in Latin	Ms. Tuttle
Music Honor Soc.	Excellence in music	Mr. Prescott
Nat. Forensics League	Excellence in Debate & Forensics	Mr. Cowan
National Honor Soc.	Jrs. & Srs. that have a 3.4 average may complete an interest form for membership	Mrs. Golden Mrs. Piccillo
Quill & Scroll	Journalism Honor Society	Mrs. Cohen
Spanish Honor Soc.	Academic excellence in Spanish	Mr. O'Neil
Thespians	Drama Honor Society	Ms. Sullivan

Other Activities

Band	Students interested in band activities	Mr. Wills
Chorus	Students interested in choral activities	Mr. Prescott
Crime Solvers	Students interested in school safety	Officer Vanderheiden
Debate Team	Student interested in debate	Mr. Cowan
Forensics Team	Oratorical and poetry competitions	Ms. Stephens
Gifted	Students enrolled in the gifted program	Mrs. Denson/Ms. Sullivan
One Act	One Act Play Competition	Ms. Sullivan
Orchestra	Students interested in orchestra	Ms. Kuznetsova
Scholastic Bowl	Team selected for academic competition	Mr. Bulleit Mr. McGrath

VIRGINIA BEACH SCHOOL BOARD GRADE AND TRANSFER POLICY FOR ATHLETIC ELIGIBILITY

GRADE REQUIREMENTS (2.0 RULE)

In February 1997, the School Board approved grade point average (GPA) standards for participation in interscholastic activities in grades 6-12. All VHSL activities are covered by the new standards. Intramural sports and individual school extracurricular and club activities are exempt.

In order to be eligible for participation in interscholastic activities in Virginia Beach City Public Schools, students must meet two standards:

1. Virginia High School League (VHSL) regulations (enroll in 5 classes in the current semester and pass 5 for the previous semester/year and other rules as explained in the Beach District Athletic Manual*)
2. Virginia Beach School Board Policy which requires participants to earn a 2.0 grade point average (GPA) for the previous semester.

Students who do not meet the grade point average requirement in a given semester and who wish to participate have the option to use a waiver available to them one time during the middle school years and one time during the high school years.

TRANSFER RULE (ATHLETIC ELIGIBILITY)

Any student who transfers from one school to another within the city, without a corresponding change of address, will be ineligible to participate in any VHSL activity for a period of one calendar year from the date of enrollment. For extenuating circumstances, the normal VHSL appeals process may be utilized. According to the VHSL Transfer Rule, 28-6-1, "The student shall not have enrolled in one high school and subsequently transferred to and enrolled in another high school without a corresponding change in the residence of his parents, parent, or guardian."

*If you want to try out for a team, check with the Student Activities Coordinator for the academic and eligibility requirements during the semester preceding the tryout date. VHSL and VBCPS requirements are different than graduation requirements. DO NOT WAIT UNTIL TRYOUTS TO ASK WHAT IS REQUIRED TO MAKE A TEAM!

For updated scores, sports schedules by season, necessary athletic forms and more - visit the Kempsville athletic web site at www.kempsvillehs.vbschools.com and go to the left column and click on "sports info." or go to www.thezonelive.com

For daily athletic schedule updates call 474-8400 x 58024 and listen for the most current information (a one minute recorded message)

2008-2009 KEMPSVILLE HIGH SCHOOL

SPORTS & COACHES

Student Activities Coordinator - Dr. Chory, CMAA
Assistant Student Activities Coordinator – Ms. Knott, Mr. Denson (Winter) & Mr. Wolf, CAA
Equipment Manager - Mr. Wolf, CAA
Athletic Trainers - Mrs. Mansfield, Ms. Sarah Hensley

FALL VARSITY SPORTS	WINTER VARSITY SPORTS	SPRING VARSITY SPORTS
Comp. Cheer – Ms. Edwards	Boys Basketball - Mr. Hickman	Baseball - Mr. Shows
Var. Cheer – Ms. Nixon	Girls Basketball - Mr. Dunn	Boys Soccer - Mr. Schultz

B/G Cross Country - Ms. Tata	Gymnastics – Mrs. L. Knott	Girls Soccer - Ms. Tucei
Field Hockey – Ms. Hitchings	G. Indoor Track – Mr. Kayser	Softball - Mr. D. Spruill
Football - Mr. Johnson	Boys Indoor Track - Mr. Wolf	Boys Tennis - Mr. Behson
Golf - Mr. Polychroni	Boys Swimming – Ms. Archer	Girls Tennis – Mr. Curtis
Boys Volleyball - Mr. Reeves	Girls Swimming - Ms. K. Knott	Boys Track - Mr. Wolf
Girls Volleyball - Mr. Hale	Wrestling - Mr. Early	Girls Track - Ms. Tata
FALL JV SPORTS	WINTER JV SPORTS	SPRING JV SPORTS
Cheer – Ms. Meehan	B. Basketball - Mr. Loder	Baseball - Mr. Cinnamond
Field Hockey – Ms. Keenehan	G. Basketball - Ms. Patillo	B. Soccer – Mr. Harrell
Football - TBA	Wrestling - Mr. Barlow	G. Soccer - Mr. Krekorian
		Softball - Mr. Brinton

IMPORTANT DATES:	FALL	WINTER	SPRING
PRACTICE BEGINS	AUGUST 1/FB JULY 28	NOV. 10	FEBRUARY 23
PARENT INFO NIGHT	AUGUST 5	NOV. 17	MARCH 3
PICTURES	AUG. 14 & SEPT. 18 & 19	DEC. 4 & 5	MARCH 4 & 5
AWARDS NIGHT	NOVEMBER 20	MAR. 9	JUNE 1 7:15 PM
SR. ATHLETE REC. NIGHT			JUNE 1 5:30 PM

GIFTED EDUCATION

High school gifted students have a variety of offerings to consider. Each high school offers a wide selection of Advanced Placement courses, and the services of a gifted resource teacher based at that school. All opportunities allow gifted students to work to their potential through curricular offerings emphasizing differentiated instruction, specialized programs, and the use of strategies designed especially to raise levels of thinking and learning. Dual-enrollment courses, in which high school students can earn college credit, are also offered at several high schools.

In addition to honors sections, dual-enrollment programs, and Advanced Placement courses, specific programs for gifted students are offered. Students participate in accelerated courses, mentorship programs, and cooperative college programs in academic areas and the arts. After-school gifted program courses are also available for interested students identified as gifted. Talented students can also apply to attend the regional Governor's School for the Arts for half of each school day.

GRADING SCALE

The Virginia Beach School Board has approved the use of an A-E grading scale as follows:

Grade	Teacher Assessment	Number Score
A	Superior	94-100
B	Above Average	86-93
C	Average	78-85
D	Below Average	70-77
E	Failing the Class	69 and Below

A "W" is given when a student has withdrawn from a class; "I" indicates incomplete work that must be turned in to the teacher prior to the end of the following nine weeks. "N" indicates excessive absences and loss of credit.

Class Ranking

In computing rank of students, the following procedure will be used:

Regular classes--Each year grade will be given the indicated value:

A=4	B=3	C=2	D=1	E=0
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Each indicated value for a year course is to be recorded twice, and each indicated value for a semester course is to be recorded once. The values will be

multiplied by the amount of credit assigned to the course, and the products for each computation will be totaled and divided by the number of graded, attempted credits. The division of the total is to be carried four (4) decimal places in obtaining the grade point average of the student.

After the grade point average of the student has been determined, bonus credit points are to be added for advanced placement courses and specifically approved courses such as international baccalaureate and magnet courses. The Department of Curriculum and Instruction will determine which courses are to receive bonus credit. Bonus credit will be awarded as follows for year courses:

A=.0488	B=.0366	C=.0244	D=.0122	E=0
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Bonus credit will be awarded as follows for semester courses:

A=.0244	B=.0183	C=.0122	D=.0061	E=0
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Students will be ranked at the end of the senior year. Class rank will be determined by assigning the student with the highest average the rank of number one (1); the second highest, the rank of number two (2), etc. In cases where more than one student has the same numerical average, all students with that average will be given the same rank. The next highest average will assume the next rank position, which will indicate the number of students having a higher rank. Only those credits earned toward graduation will be used in the ranking--a total of eight (8) semesters of work. Credit courses completed prior to 9th grade will be included in determining the grade point average and class rank. A student with a 3.0000 average is to be considered an honor graduate. To be eligible as valedictorian(s)/ salutatorian(s), students must complete the last four (4) consecutive semesters in the high school.

After a course has been passed, no future grade earned in the same course or its equivalent will be used in determining class rank or student grade point average, except as provided in regulation 5-26.2, section D.

GUIDANCE AND COUNSELING PROGRAM

Each high school offers a comprehensive and developmental counseling program that is an integral part of the total educational program designed to promote the academic, social, and career development of all students. As an essential part of the instructional program, school counseling helps to build a foundation for student learning and academic success. Certified school counselors provide a variety of services, including classroom guidance, crisis intervention, individual and group counseling, consultation with parents, teachers, and administrators, and coordination of services with outside agencies.

Guidance Services

It is the counselor's responsibility to work with students, parents, administrators, and teachers. As the counselor works with these individuals, the ultimate role of the counselor is to help each student to understand his/her own potential, analyze his/her abilities, formulate plans, and make decisions.

Each student is assigned a counselor. A list of counselor-student assignments is posted on classroom bulletin boards and in the guidance office. Students are advised to see their counselor before or after school, during lunch, or during study block. Seeing a counselor during class time is not permissible unless approval from the teacher has been obtained in writing. Appointment slips are available in Guidance.

The Guidance Department offers the following services:

1. Counseling: Educational/academic, personal/social, career/occupational.
2. Standardized Testing: PSAT - Preliminary Scholastic Aptitude Test; SAT - College Boards; Kuder, COPS - Interest Inventory; career, college and financial aid computer programs.
3. Parent-Teacher Conferences: Counselors will help parents and teachers arrange and participate in conferences.
4. Schedule Changes: Forms requesting changes must be completed by the student and signed by the parent or guardian. All changes are subject to space availability. No student may add a new semester course after eight school days or a year course after fifteen school days. A student has nine weeks to drop a year course and one day after the first interim progress report to drop a semester course.
5. Sending Transcripts: Requests should be made to the guidance secretary at least one week prior to the deadline; two weeks if a form or recommendation is required with the transcript. A \$2.00 fee must be submitted with each transcript request. Please notify your counselor ahead of time.
6. Teacher Recommendation Letters are to be handled directly between the student and recommender; please provide a stamped, addressed envelope to each recommender.
7. Homebound Instruction: Counselors and the Guidance Secretary will provide information to assist parents in applying for homebound instruction for students with an extended illness.
8. Tutoring: Counselors or the Guidance Secretary can provide parents and students with names of tutors when extra help is requested. Peer & SOL tutoring is available after school and during lunches. For more information contact the peer tutoring coordinator in Room 107.
9. Scholarship Information Available Online
In order to assist Virginia Beach Schools' graduating seniors with financial assistance for higher education, a centralized scholarship database – Scholarship Central – is available on the school division's Web site – vbschools.com. Students may access information on scholarships that are available to assist them in financing their education in a four-year college or university, a community college, or a specialized vocational school.
10. Job Opportunities: The counselors will post any job openings provided by the community on the bulletin board across from guidance.
11. VA View and Kuder are computer-based systems that provide information about occupations, two-year and four-year colleges, graduate and professional schools, and additional sources of scholarship and financial aid. There are also Interest Inventories available to assist students in career decision-making.
12. Homework request procedures: Contact the guidance secretary to request homework for a student who will be absent for two or more consecutive days. The homework should be available for pick-up by the end of the following day. Exchange phone numbers with a classmate for shorter absences.

Academic Recognition

Students enrolled in the Regular Program must earn 22 credits in grades 9 through 12. Students completing the program with a grade of "A" or better will receive the Board of Education seal on their diplomas.

Students enrolled in the Advanced Studies Program must earn 24 credits and take higher levels of science, mathematics, and foreign languages. Students

completing the program with an average of “B” or better and successfully completing an Advanced Placement (AP) course, or one college-level course for credit, will receive the Governor’s seal on their diplomas. Students completing the program with an average of “B” and not taking an Advanced Placement (AP) course, or one college-level course for credit, will receive the seal of excellence on their diploma.

Academic Letter

Students who have a 3.2 grade point average for the year will receive an academic letter in a fall assembly. First year recipients will receive a letter and, for each succeeding year, a gold star. Advanced Placement course weight will be added to determine the final average.

Honor Roll

An Honor Roll and Principal’s List are established after each nine weeks to recognize students who achieve excellence in academic performance. To qualify for the Honor Roll, a student must earn a “B” average, with no grade lower than a “C.” To qualify for the Principal’s List, a student must earn all “A’s.”

Graduation Requirements

The Virginia State Board of Education establishes graduation requirements for all students in public schools. The Virginia Beach City Public Schools bases its requirements on the Virginia State Board of Education requirements. To determine graduation requirements, students and parents must consider both the type of diploma sought and the year the student first entered ninth grade. Specific diploma requirements are distributed separately from this document in the annual *Notice of Graduation Requirements* and are also available for review on the Web site vbschools.com. It is the responsibility of the student, with family support, to meet all requirements for graduation.

Program Of Studies

To receive a high school diploma, students must earn a minimum of six verified credits and meet the minimum academic requirements outlined under Graduation Requirements. To earn a verified credit, a passing score must be obtained both in the course and the corresponding SOL test, or substitute test, approved by the Virginia Department of Education.

Courses for Standard Diploma	Credits	Courses for Advanced Studies Diploma	Credits
English 9, 10, 11,12	4	English 9, 10, 11,12	4
Mathematics ¹	3	Mathematics ¹	4
Science ²	3	Science ²	4
Social Studies	3	Social Studies	4
Health and Physical Education	2	Health and Physical Education	2
Fine Arts or Practical Arts	1	Fine Arts or Practical Arts	1
Elective Courses ³	6	Foreign Languages ³	3
		Elective Courses	2
¹ Including two courses from Algebra I, Geometry, Algebra II, or other courses above the level of Algebra and Geometry ² Selected from two different science disciplines: Earth Science, Biology, Chemistry, or Physics ³ Courses to satisfy these requirements must include at least two sequential electives: for example, Accounting and Advanced Accounting or Journalism I and Journalism II. Courses taken to meet the sequential electives requirement cannot be used to meet the fine arts or practical arts requirement.		¹ Including three courses from Algebra I, Geometry, Algebra II or other courses above the level of Algebra II ² Selected from three different science disciplines: Earth Science, Biology, Chemistry, or Physics ³ Three years of the same language or two years each of two languages	

Courses for Modified Diploma	Credits	
English 9, 10, 11,12	4	¹ Including content from among applications of Algebra I, Geometry, Personal Finance, and Statistics ² Including content from at least two of the following: applications of Earth Science,
Mathematics ¹	3	
Science ²	2	
Social Studies ³	2	
Health and Physical Education	2	

Fine Arts or Practical Arts	1	<i>Biology, Chemistry, or Physics</i>
Elective Courses ⁴	6	³ <i>Virginia and U.S. History 1 credit and Virginia and U.S. Government 1 credit</i> ⁴ <i>Courses to satisfy these requirements must include at least two sequential electives: for example, Accounting and Advanced Accounting or Journalism I and Journalism II.</i>
<p>Fine Arts: The following courses will meet the fine arts graduation requirement: all art courses, all music courses, all drama courses, World Literature, Visual Language, and designated courses in the gifted program. Practical Arts: All technical and career education courses and designated courses in the gifted program will meet the practical arts graduation requirement.</p>		

For the graduating classes of 2007, 2008, and 2009, students choosing to earn a Standard Diploma must earn at least six (6) verified credits as follows: students must earn two (2) in English and four (4) others of their choice. Students in the Advanced Studies Program must earn a minimum of nine (9) verified units, two (2) each in English, Science, History, Mathematics, and one (1) in a subject of choice. To earn a verified credit, students must successfully complete the requirements of the course and pass the end-of-course Virginia Standards of Learning (SOL) test for that course.

Promotion Standards

Students in high school progress toward graduation on a course-by-course basis, the number of verified credits earned based on the diploma type, and passing the end of course SOL tests for certain courses. Assignment of class standing is made on the following basis: ninth graders fewer than five credits; tenth graders at least five credits, but fewer than 10 credits; eleventh graders at least 10 credits but fewer than 16; seniors at least 16 credits and/or be eligible for June/August graduation.

HEALTH INSURANCE

Family Access to Medical Insurance Security (FAMIS) is available for children (ages birth to 19 years) of families who qualify based on income. FAMIS is Virginia's health insurance program for children. It provides access to quality health services for children of working families.

For additional information, you may call 1(866)87-FAMIS or visit their Web site at www.famis.org. Your school nurse can also assist you with obtaining information on this program. Should there be any changes to the health insurance offered to students, this information will be made available on www.vbschools.com by selecting the category *Student Health Services* on the homepage.

HOMEWORK

Homework should be a cooperative endeavor shared by the home and school to emphasize the importance of education. It is an extension of the classroom experience and enhances the learning process. Homework should be designed to provide essential practice in needed skills, afford opportunities for self-discipline, promote growth in responsibility, and develop self-direction in time management.

INCLEMENT WEATHER AND SCHOOL CLOSINGS

In the interest of student safety, federal and local agencies are consulted prior to making a decision to close, delay, or dismiss schools early due to inclement weather. Parents will be notified via phone and/or email about school delays or cancellations using the rapid notification system *AlertNow*. AN official notice will also be posted on the homepage of the school division's Web site www.vbschools.com. Radio and television stations will also be notified should schools be closed, delayed, or dismissed early.

Each school has an *Emergency Response Plan* for use in the event of early closings and other emergencies. Parents should make sure they have plans in place since students will be transported home earlier.

INVESTIGATING SCHOOL-RELATED INCIDENTS

If an allegation were made that an employee was exhibiting poor performance and/or engaging in misconduct (which could include an allegation of child abuse/neglect), a VBCPS Human Resources Employee Relations Specialist or other administrator could decide to interview one or more students to obtain pertinent information. In appropriate circumstances, an interview(s) may be conducted jointly with the Department of Social Services and/or law enforcement personnel. Although Division administrators are not legally obligated to obtain parental permission before interviewing a student, as a general rule, the principal or his/her designee will make a reasonable attempt to notify a parent or guardian that an interview will be conducted. If notification cannot be given prior to the interview, the principal or his/her designee will make a reasonable attempt to notify a parent or guardian that an interview has been conducted. Virginia law permits law enforcement personnel and/or child protective service workers to interview any child suspected of being abused or neglected and/or siblings without first obtaining parental consent.

LIBRARY

The library will open at 7:00 a.m. and will close at 2:50 p.m. During official school hours a student must have a pass to come to the library. Students do not need passes to visit the library before or after school. Students using library computing and Internet services must comply with the Standards of Acceptable Use Policy set by the School Board of the City of Virginia Beach. Most library books check out for 10 days and may be renewed for an additional 10 days. Some books are only checked out overnight. Students may check out up to 4 books. The fine for overdue books is 5 cents a day per book for 10-day books and 25 cents a day per book for overnight books. Students must pay for lost or damaged materials based on the total cost of replacement.

LOCKERS

Each student will be assigned a locker during the first week of school in which he/she may keep books and other personal belongings. The school reserves the right to make periodic locker checks. Students with damaged or malfunctioning lockers should report them to the front desk and complete the appropriate form.

Gym lockers are distributed through physical education classes. Report any damaged or stolen items to your P.E. teacher.

Students should not give their combination to other students. The school is not responsible for any item lost or stolen from a student's locker.

LOST AND FOUND

Students are responsible for the care and security of their possessions. Lost and found articles are to be turned in to the clinic and may be picked up during school hours. Any lost and found or confiscated items that are unclaimed at the end of the school year (by June 30) will be donated to a local charity.

MAKEUP WORK

Students who receive excused absences will be allowed to make up all assignments that affect the course grade and will be made aware of these assignments. It is the student's responsibility to make up assignments within a reasonable amount of time (generally five school days). Students who receive unexcused absences may make up assignments at the discretion of the teacher, subject to the requirements communicated (provided) by the teacher at the beginning of the course. It is the student's responsibility to be aware of established guidelines and to follow those guidelines to make up the assignment. Students who are under the penalty of Out-of-School Suspension (OSS) will be provided class work and homework material, if requested by the parent and/or student, so the student may remain current with school instruction as long as enrolled in school.

MINUTE OF SILENCE AND PLEDGE OF ALLEGIANCE

The Virginia General Assembly has mandated a daily minute of silence and the recitation of the Pledge of Allegiance. The *Code of Student Conduct* addresses disruptive behavior during these daily activities.

NEWS MEDIA COVERAGE

From time to time, news reporters may use photos or videotape of students in incidental news coverage. A parent/legal guardian who objects to a student's image being used should notify the school at the beginning of each academic school year. If a student is to be interviewed on school property by the news media, a signed parental consent form is required (*Parental Release for Interviewing, Photographing, and Videotaping/Audio-recording of Students Form*) and is available in each school office.

PARENT ACKNOWLEDGEMENT FORM AND SUPPORTING DOCUMENTS

Each parent will receive a *Parent Acknowledgement Form* during the first week of the school year. This form is for parents/legal guardians of all minor students or for students who are eighteen years of age or older enrolled in Virginia Beach City Public Schools. The *Parent Acknowledgement Form* must be signed and returned to the student's teacher in order to verify that the parent/legal guardian has received these important documents. A complete list of documents is available on the school division's website at www.vbschools.com by selecting the category *Schools/Centers* on the homepage.

PROCEEDS FROM SCHOOL PICTURES SALES

Each school schedules photography sessions for all students in the fall and spring of each year. Funds generated from this activity benefit school projects, which can include but are not limited to, purchasing supplementary instructional materials and equipment, landscaping/outdoor equipment/signs, and supporting student activities that benefit students.

PROTECTION OF PUPIL RIGHTS AMENDMENT, 20 U.S.C. § 1231 (H)

The Protection of Pupil Rights Amendment (PPRA) 20 U.S.C. § 1231 (h) requires that the School Board notify you and obtain consent or allow you to opt your child out of participating in certain school activities such as student surveys, analyses, or evaluations that concern one or more of the following areas:

- Political affiliations or beliefs of the student or student's parent;
 - Mental or psychological problems of the student or student's family;
 - Sexual behavior or attitudes;
 - Illegal, anti-social, self-incriminating or demeaning behavior;
 - Critical appraisals of others with whom respondents have close family relationships;
 - Legally recognized privileged relationships such as with lawyers, doctors, or ministers;
 - Religious practices, affiliations, or beliefs of the student or parents; or,
 - Income, other than as required by law to determine program eligibility.
- This requirement also applies to the collection, disclosure or use of student information for marketing purposes, and certain physical exams and screenings.

The School Division will publish a schedule of activities requiring parental notice and consent or opt-out for the upcoming school year.

SAFE SCHOOLS AND EMERGENCY PROCEDURES

Virginia Beach City Public Schools is committed to providing a safe environment for students, staff and visitors. The school division conducts annual safe school audits of all school facilities in accordance with Virginia State Code. The audit process provides a comprehensive overview of the school division's security and emergency preparedness.

We work closely with national, state, and local safety officials -- police, fire, emergency medical services, and public health -- in order to ensure our schools are well prepared for an emergency. Together, we have developed a comprehensive *Emergency Response Plan* that covers a wide variety of emergencies that serves as a guide to help staff and our public safety partners respond swiftly should a crisis occur in our schools.

Should a school emergency occur, parents will be notified and updated by phone and/or e-mail using the school division's new rapid notification system – *AlertNow*. Prior to reporting to your child's school during an emergency, it is critical for parents to follow directions communicated via *AlertNow*.

Should a school be evacuated, each school has a procedure for helping parents locate their child. Parents will be directed to a specific location where they will be required to show proper identification. Remember, a student can only be released to an adult who is documented as an emergency contact. If you are a non-custodial parent, you must be listed with your child's emergency contact information as a guardian and show proper identification.

In addition to being notified via *AlertNow*, parents are able to receive information about the school emergency by:

- Calling the school division's Emergency Hotline at 757-263-1000
- Visiting the homepage of www.vbschools.com

ADDITIONAL INFORMATION ON SCHOOL EMERGENCIES AND IMPORTANT TERMS THAT ARE USED DURING AN EMERGENCY, SUCH AS INTERNA/EXTERNAL LOCKDOWNS, ARE AVAILABLE AT www.vbschools.com.

Fire/Emergency Drills

Regular emergency evacuation drills are conducted at the direction of school staff. When a fire alarm sounds, students must evacuate the school quickly in an orderly fashion. At the direction of staff, students must follow evacuation routes noted on diagrams posted throughout the school. Students must follow all staff directions regarding movement to other locations and return to classrooms. It is essential to be quiet during drills and evacuations. Specific procedures will be outlined by each high school for all other emergencies.

SCHOLARSHIP INFORMATION AVAILABLE ONLINE

In order to assist Virginia Beach Schools' graduating seniors with financial assistance for higher education, a centralized scholarship database – Scholarship Central is available on the school division's website – www.vbschools.com. Students may access information on scholarships that are available to assist them in financing their education in a four-year college or university, community college, or a specialized vocational school. Virginia Beach students in the graduating Class of 2007 accepted over \$19,648,113.00 million in scholarships.

SCHOOL INSURANCE

The school division contracts with authorized insurance carriers for voluntary student accident and dental insurance programs. This insurance is available yearly to all students. Fee information, application forms, and information are sent home with students at the beginning of the school year.

SCHOOL STORE (THE TRADING POST)

The school store is located on the 100 hall. The hours of operation will be daily, before school 7:05 - 7:25, between blocks, and during lunches (10:00 - 1:10).

SECTION 504

Section 504 of the Rehabilitation Act of 1973, as amended, is a civil rights law that prohibits discrimination against individuals with disabilities. The statute ensures that a qualified student with a disability receives reasonable accommodations necessary for that student to access education or school-related programs and activities. A student suspected of needing a Section 504 Plan can be referred by any source. Upon referral, the process for determining whether the student meets the qualifications under this federal law will be initiated. A complete description of *Section 504 of the Rehabilitation Act of 1973* is available on www.vbschools.com.

SPECIAL EDUCATION

Special Education is specially designed instruction to meet the unique needs of an eligible child with a disability. The referral of a student for a suspected disability that may require special education services can be made by any source. A full evaluation is conducted to determine the student's eligibility and to assist in planning to meet the student's educational needs.

A student who has been found eligible for special education will receive supports and services as identified through an Individualized Education Program (IEP) that is planned and designed to provide an appropriate education. Further information and referrals may be made to the administration of the school where the student is enrolled. Additional information may be obtained through the Virginia Beach City Public Schools Parent Resource Center at 757-263-2066. The Director of Special Education and the Section 504 Coordinator for the Virginia Beach City Public Schools is Robert L. Mitchell, Office of Programs for Exceptional Children, 757.263.2400, Laskin Road Annex, 1413 Laskin Road, Virginia Beach, VA 23451.

STANDARDS OF LEARNING AND ADEQUATE YEARLY PROGRESS

Students take Standards of Learning (SOL) tests to determine how well they have mastered the SOL objectives in the four content areas of English, mathematics, science, and history and social science. During the 2008-2009 school year, students taking certain secondary credit classes such as English 11, Algebra I, Algebra II, Geometry, Biology, Chemistry, Earth Science, Virginia and U.S. History, World History I, World History II, and World Geography will take SOL tests.

Students earn verified credits for graduation by taking and passing certain secondary credit classes and passing the corresponding end-of-course (EOC) SOL tests. Opportunities are available to retake any failed SOL EOC test. All schools offer academic intervention for students who do not pass SOL tests. There are certain identified tests and industry certifications that can be substituted for SOL tests in order to earn verified credits. See your child's guidance counselor for a list of the substitute tests and industry certification exams that apply.

The Virginia Beach City Public Schools continues to support the federally mandated *No Child Left Behind Act of 2001 (NCLB)* for the benefit of all students in grades K-12. This legislation requires students enrolled in SOL EOC reading and mathematics classes to be tested annually and to meet certain benchmarks under Adequate Yearly Progress (AYP). AYP requires schools to meet annual student performance benchmarks and a 95% student participation rate on statewide tests in reading and mathematics. AYP applies to all students and to the following subgroups of students: students with disabilities, limited English speaking students, economically disadvantaged students, and students in major racial/ethnic groups. All students are expected to participate in state assessments as required. By 2014, the expectation is that every student will pass every test.

TEXTBOOKS

The school division provides textbooks free of charge to students for use during the school year. Students are expected to care for books they receive. Fees are assessed for damaged or lost books. The Code of Virginia (22.1-276) authorizes local school boards to take action against pupils who fail to return property owned by, or under the control of the school board, and used by the pupil in the course of his or her studies.

TOBACCO POSSESSION AND USE

The School Board has established an *Anti-Tobacco Use Program* to ensure a smoke/tobacco-free environment. Students possessing or using tobacco products are subject to disciplinary actions as described in the *Code of Student Conduct*. Based on the number of offenses, students could receive recommendations for various interventions and short- or long-term suspensions. Under Virginia law, the Virginia Beach Police Department must be notified when a student 18 years or younger is suspended for a tobacco related offense.

TRANSPORTATION

Bus transportation is provided for Virginia Beach City Public Schools' students to and from school, based on each school's transportation zone.—Students riding a bus to school must be at their stop no earlier than five minutes before regular pickup time. The *Code of Student Conduct* outlines the conduct for all students while riding a school bus. Bus routes, pickup times, and safety tips are posted on www.vbschools.com and published in a special *Back-to-School* section of *The Virginia Beach Beacon* just prior to the beginning of the school year. Students must ride their assigned buses. Extenuating circumstances requiring a bus change must be submitted in writing with a contact telephone number and approved in advance by the administration.

Automobiles

Students must secure permission from the administration before they will be permitted to park on the school grounds. Applications may be picked up the first week of school. These applications must be returned to the attendance office by Tuesday, September 9, 2008. Due to the limited space available, parking permission will be determined as indicated on the parking application. If the application is approved, a parking decal will be issued. The cost of the decal will be \$25.

Parking decals may not be transferred from one vehicle to another vehicle without the permission of the administration. Because of limited parking, students may wish to apply to park at Rock Church. Students must contact Rock Church authorities for an application.

Students without a valid parking decal may not park on school grounds. Reserved spaces for faculty cars are clearly marked and students may not use these spaces. No student is to park in staff parking during school hours. Any students in violation of these parking regulations will have their car retained on school premises or towed at their own expense. Students who have their cars retained (booted) must pay a \$20 fine to have the boot removed. Repeat offenders will face appropriate disciplinary action and risk having their cars towed.

The parking lot in front of the school and the row of parking spaces against the fence on the north side of the school has been designated for student parking. Students are not permitted in the parking lot or in vehicles, except when arriving or leaving school, without permission from the administration. Any student going to the parking lot without permission from the administration will be subject to disciplinary action. Students should not use their cars as lockers. Any student that repeatedly needs to go to his/her car for materials may be assigned Chief After School (CAS) or Saturday detention.

Students who leave early should not return to school grounds to pick up other students. Students who do this may lose their parking and/or early release privileges.

Students who violate the conditions of the Kempsville High parking regulations are subject to suspension and may have their parking decal confiscated. Students suspended for disciplinary infractions (skipping, truancy, leaving without permission) may also have their parking privileges revoked.

School Bus Safety Tips

As a parent, you can help ensure our students arrive to and from school safely each day by practicing the following school safety tips:

- Be sure your child arrives at the bus stop 5 minutes before the bus is scheduled to arrive.
- When the bus approaches, remind your child to stand at least 5 giant steps (ten feet) away from the curb and line up away from the bus.
- Never run after the school bus if it has already left the bus stop.
- Never run in front or behind the school bus to pick up something that your child dropped or forgot.
- Make sure you tell your child never to get on the bus until it has completely stopped.
- After the bus stops and the door opens, take firm hold of the handrail and get onto the bus.
- Never push another student while getting on or off the bus.
- All students riding the bus should go directly to a seat and sit quietly. This allows the bus driver to concentrate on driving safely.
- Students should never place any part of their body through the bus window.
- When outside of the bus, make sure your child is aware of the danger zones and is always within sight of the bus driver. The Danger Zone is a 10-foot wide area on all sides of a school bus -- an area where children are in the most danger of being hit. Children should be taught to stay 10 feet away from a school bus (or as far away as they can) and never go behind it. They should be told to take five giant steps in front of the bus before crossing so the driver can see them.

VISITATION TO SCHOOLS

Students may visit other Virginia Beach schools during the school day with advanced approval from both building principals. Parents/legal guardians may visit classrooms following advanced consultation and approval from building administrators. Other specific guidelines may be established by high schools.

VISITORS/TRESPASSING

Visitors are welcome in the Virginia Beach City Public Schools. As outlined in School Board Policy 7-17, "Parents of student in the schools are encouraged to visit the schools and their children's teachers. However, parents should make arrangements in advance in order to be assured that school personnel will be available to meet with them. Visitor's shall be treated in a courteous manner and shall be afforded prompt and informative replies to legitimate questions. In order to protect the students, staff, and property, visitors during the school day first shall report to the front desk or main office for authorization to be in the building or on the grounds. Law enforcement officers may be called upon to enforce this policy in cases of uncooperative violators.

All persons entering the school must receive authorization to move through the school. The visitor must wear an identification badge while in the school. Outside of regular school hours, it is unlawful for any person, without the consent of an authorized person, to enter school grounds, premises, or property for any purpose other than to attend an event/meeting held at the school. Violators may be charged.

WORK PERMITS

In Virginia, work permits are required for 14 and 15 year olds to be employed. An information sheet and the proper forms are available in the guidance office. A parent or guardian must appear in the office along with the minor before the certificate can be issued. For details, please contact the guidance office.

Alternative formats of this publication, which may include taped, Braille, or large print materials, are available upon request for individuals with disabilities. Call or write Department of School Administration, Virginia Beach City Public Schools, 2512 George Mason Drive, P.O. Box 6038, Virginia Beach, VA 23456-0038. Telephone: 757.263.1088; fax: 757.263.1260 or e-mail terry.skidmore@vbschools.com.

