

# STUDENT - PARENT HANDBOOK OF HERSHEY PUBLIC SCHOOLS



## Foreword

		Page
<b>Section 1</b>	<b>Intent of Handbook</b>	<b>1</b>
<b>Section 2</b>	<b>Members of the Board of Education &amp; Administrative Staff</b>	<b>1</b>
<b>Section 3</b>	<b>Teaching &amp; Support Staff</b>	<b>2</b>
<b>Section 4</b>	<b>School Calendar</b>	<b>3</b>

## Article 1 - Mission and Goals

		Page
<b>Section 1</b>	<b>School Mission Statement</b>	<b>4</b>
<b>Section 2</b>	<b>Goals and Objectives</b>	<b>4</b>
<b>Section 3</b>	<b>Mutual Respect</b>	<b>6</b>
<b>Section 4</b>	<b>Complaint Procedures</b>	<b>6</b>

## Article 2 - School Day

		Page
<b>Section 1</b>	<b>Daily Schedule</b>	<b>7</b>
<b>Section 2</b>	<b>Severe Weather and School Cancellations</b>	<b>7</b>
<b>Section 3</b>	<b>Open Campus and Other Student Privileges</b>	<b>8</b>

## Article 3 - Use of Building and Grounds

		Page
<b>Section 1</b>	<b>Visitors</b>	<b>10</b>
<b>Section 2</b>	<b>Smoke-Free Environment</b>	<b>10</b>
<b>Section 3</b>	<b>Care of School Property</b>	<b>10</b>
<b>Section 4</b>	<b>Lockers</b>	<b>10</b>
<b>Section 5</b>	<b>Searches of Lockers and Other Types of Searches</b>	<b>11</b>
<b>Section 6</b>	<b>Video Surveillance</b>	<b>11</b>
<b>Section 7</b>	<b>Use of Telephone &amp; Cell Phones</b>	<b>11</b>
<b>Section 8</b>	<b>Student Valuables</b>	<b>12</b>
<b>Section 9</b>	<b>Lost and Found</b>	<b>12</b>
<b>Section 10</b>	<b>Accidents</b>	<b>12</b>

<b>Section 11</b>	<b>Bicycles</b>	<b>12</b>
<b>Section 12</b>	<b>Laboratory Safety Glasses</b>	<b>12</b>
<b>Section 13</b>	<b>Insurance</b>	<b>12</b>
<b>Section 14</b>	<b>Bulletins and Announcements</b>	<b>13</b>
<b>Section 15</b>	<b>Fundraising Activities</b>	<b>13</b>
<b>Section 16</b>	<b>Copyright and Fair Use Policy</b>	<b>13</b>

**Article 4 – Attendance**

		<b>Page</b>
<b>Section 1</b>	<b>Compulsory Attendance</b>	<b>14</b>
<b>Section 2</b>	<b>Attendance Policy</b>	<b>14</b>
<b>Section 3</b>	<b>Attendance and Absences</b>	<b>15</b>
<b>Section 4</b>	<b>Truancy</b>	<b>16</b>
<b>Section 5</b>	<b>Tardiness</b>	<b>17</b>
<b>Section 6</b>	<b>Leaving School</b>	<b>17</b>
<b>Section 7</b>	<b>Attendance is Required to Participate in Activities</b>	<b>17</b>
<b>Section 8</b>	<b>Make-up Work</b>	<b>18</b>

**Article 5 - Scholastic Achievement**

		<b>Page</b>
<b>Section 1</b>	<b>Grading System</b>	<b>19</b>
<b>Section 2</b>	<b>Graduation Requirements</b>	<b>19</b>
<b>Section 3</b>	<b>Schedule Change 7-12</b>	<b>21</b>
<b>Section 4</b>	<b>Interim Reports</b>	<b>21</b>
<b>Section 5</b>	<b>Report Cards</b>	<b>21</b>
<b>Section 6</b>	<b>Honor Roll Grades 7-12</b>	<b>21</b>
<b>Section 7</b>	<b>National Honor Society</b>	<b>22</b>
<b>Section 8</b>	<b>Scholastic Averages</b>	<b>23</b>
<b>Section 9</b>	<b>Valedictorian and Salutatorian</b>	<b>23</b>
<b>Section 10</b>	<b>Eligibility</b>	<b>23</b>
<b>Section 11</b>	<b>Academic Integrity</b>	<b>23</b>

**Article 6 - Support Services**

		<b>Page</b>
<b>Section 1</b>	<b>Special Education Services</b>	<b>27</b>
<b>Section 2</b>	<b>Guidance Services</b>	<b>28</b>
<b>Section 3</b>	<b>Breakfast and Hot Lunch</b>	<b>28</b>
<b>Section 4</b>	<b>Transportation Services</b>	<b>29</b>
<b>Section 5</b>	<b>Health Services</b>	<b>30</b>

**Article 7 - Drugs, Alcohol and Tobacco**

		<b>Page</b>
<b>Section 1</b>	<b>Drug-Free Schools</b>	<b>34</b>
<b>Section 2</b>	<b>Education and Prevention</b>	<b>34</b>
<b>Section 3</b>	<b>Standards of Student Conduct Pertaining to Drugs, Alcohol and</b>	<b>34</b>

	<b>Tobacco</b>	
<b>Article 8 - Student Rights, Conduct, Rules and Regulations</b>		
		<b>Page</b>
<b>Section 1</b>	<b>Purpose of Student Conduct Rules</b>	<b>36</b>
<b>Section 2</b>	<b>Forms of School Discipline</b>	<b>36</b>
	<ul style="list-style-type: none"> <li>●Short-Term Suspensions</li> <li>●Long-Term Suspensions</li> <li>●Expulsions</li> <li>●Other Forms of Student Discipline</li> </ul>	
<b>Section 3</b>	<b>Student Conduct Expectations</b>	<b>38</b>
	<ul style="list-style-type: none"> <li>●Grounds for Short-Term Suspension, Long-Term Suspension, Expulsion or Mandatory Reassignment</li> <li>●Student Appearance Policy</li> <li>●Electronic Devices</li> <li>●Harassment and Bullying Policy</li> <li>●Inappropriate Public Displays of Affection</li> <li>●Dating Violence Prevention</li> <li>●Specific Rule Items</li> <li>●Network, E-Mail, Internet and Other Computer Use Rules</li> <li>●Risks of MySpace, Facebook and other Social Networking</li> </ul>	
<b>Section 4</b>	<b>Reporting Student Law Violations</b>	<b>50</b>

**Article 9 - Extra-Curricular Activities - Rights, Conduct, Rules and Regulations**

		<b>Page</b>
<b>Section 1</b>	<b>Extracurricular Activity Philosophy</b>	<b>51</b>
<b>Section 2</b>	<b>Extracurricular Activity Code of Conduct</b>	<b>52</b>
<b>Section 3</b>	<b>Attendance</b>	<b>57</b>
<b>Section 4</b>	<b>“Team Selection” and “Playing Time”</b>	<b>58</b>
<b>Section 5</b>	<b>Academic Grade Standard for Activities Participation</b>	<b>58</b>
<b>Section 6</b>	<b>Relationships Between parents and Coaches/Sponsors</b>	<b>58</b>
<b>Section 7</b>	<b>Good Sportsmanship—Behavior Expectations of Spectators</b>	<b>60</b>

**Article 10 - State and Federal Programs**

		<b>Page</b>
<b>Section 1</b>	<b>Notice of Nondiscrimination</b>	<b>62</b>
<b>Section 2</b>	<b>Designation of Coordinator(s)</b>	<b>62</b>
<b>Section 3</b>	<b>Anti-discrimination &amp; Harassment Policy</b>	<b>62</b>
<b>Section 4</b>	<b>Multicultural Policy</b>	<b>64</b>
<b>Section 5</b>	<b>Notice to Parents of Rights Afforded by Section 504 of the Rehabilitation Act of 1973</b>	<b>64</b>
<b>Section 6</b>	<b>Notification of Rights Under FERPA</b>	<b>65</b>
<b>Section 7</b>	<b>Notice Concerning Disclosure of Student Information to Military Recruiters</b>	<b>67</b>

<b>Section 8</b>	<b>Notice Concerning Staff Qualifications</b>	<b>67</b>
<b>Section 9</b>	<b>Student Privacy Protection Policy</b>	<b>67</b>
<b>Section 10</b>	<b>Parental Involvement Policies</b>	<b>70</b>
<b>Section 11</b>	<b>Homeless Students Policy</b>	<b>74</b>
<b>Section 12</b>	<b>Breakfast and Lunch Programs</b>	<b>76</b>
	<b>Acknowledgment of Receipt Form</b>	