

**School District of Philadelphia**



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Philadelphia, PA 19116  
(215) 400-3100  
Web Site: <https://gwhs.philasd.org>

**2019 - 2020**

**STUDENT & FAMILY HANDBOOK  
CODE OF STUDENT CONDUCT**

**Principal**

Susan Thompson

**Grade Level Administration**

Gordon Laurie, 9th Grade Principal  
John Smith Jr., 10th Grade Principal  
Shawn Poole, 11th Grade Principal  
Connie Grier, 12th Grade Principal

**Climate & Culture Administration**

Belinda Rosario, Underclassman Climate Manager  
Kristine Hershman, Upperclassman Climate Manager

**A BRIEF  
OF**

George



**HISTORY  
GWHS:**

Washington High School first opened its doors in September 1962 as a 7th – 10th grade school. It had been established to fill the need for both a junior and senior high school in the rapidly growing Far Northeast section of the city. Our first class graduated in 1965. In 1974, GWHS no longer included junior high grades. Today, students from throughout the city in grades nine through twelve are offered a rich and varied academic and extracurricular program.

**VISION:**

George Washington High School will provide students college and career ready technological & social skills needed to become active, compassionate and lifelong learners who are ready to succeed and fully engaged as active, caring, and contributing citizens in our ever-changing society.

**MISSION:**

The mission of the George Washington High School is to provide all students with learning opportunities that match their abilities and desired outcomes through the International Baccalaureate Program, AP coursework, dual enrollment, internships, apprenticeship programs, hands-on learning activities and industry recognized certifications with 21st century skills. The George Washington staff is committed to preparing, ensuring, and empowering all students of diverse backgrounds to achieve their full intellectual and social potential in order to become lifelong learners and productive members of society.

**NOTICE:**

This booklet provides students and families with

fundamental information regarding student conduct as set forth in Pennsylvania State Law, School District of Philadelphia Policies and Procedures and George Washington High School Regulations.

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### **School Year Calendar: 2019 – 2020**

August 26, 2019	<b>First Day for Staff</b> Preparation for the Year
August 29, 2019	9th Grade Orientation
September 3, 2019	<b>First Day of School</b>  September 27, 2019
	<b>No School - Students</b>  Staff Only - PD Day
September 30, 2019	<b>Rosh Hashanah –</b> Offices & Schools Closed  October 9, 2019
	<b>Yom Kippur –</b>  Offices & Schools Closed  October 16, 2019
	<b>SAT/PSAT School Day</b>
October 22-24, 2019	<b>Interim Reports</b>
October 25, 2019	<b>PD Half Day - ½ Day</b>
October 10, 2019	<b>PSAT/SAT Exam Day</b>  November 5, 2019
	<b>Election Day</b>  Offices & Schools Closed  November 11,

	2019
	<b>Veterans' Day Observed</b> Offices & Schools Closed
November 15, 2019	<b>PD Half Day - ½ Day</b>
November 20-22, 2019	<b>Report Card Conferences</b>
November 28 - 29, 2019	<b>Thanksgiving Holiday -</b> Offices and Schools Closed
December 17-19, 2019 December 23, 2019	<b>Interim Reports</b> <b>No School - Students</b>  Staff Only - PD Day
December 24 - 31, 2019	<b>No School: Winter Recess</b>
January 1, 2020	<b>No School: New Year's Day</b>
January 20, 2020	<b>Dr. Martin L. King Day -</b> Offices and Schools Closed
January 24, 2020	<b>PD Half Day - ½ Day</b>
February 5 - 7, 2020	<b>Report Card Conferences</b>
February 17, 2020	<b>Presidents' Day –</b> Offices & Schools Closed
February 28, 2020	<b>PD Half Day - ½ Day</b>
March 10 - 12, 2020	<b>Interim Reports</b>
April 6 - 10, 2020	<b>No School: Spring Recess</b>
	April 15 - 17, 2020
	<b>Report Card</b> <b>Conferences</b>
April 24, 2020	<b>PD Half Day - ½ Day</b>



April 28,  
2020

**No School: Election Day**

May 13 - 15, 2020

**Interim Reports**

May 22, 2020

**PD Half Day - ½ Day**

May 25, 2020

**Memorial Day -  
Offices & Schools Closed**

June 12, 2020

**Last Day for Students**

June 15, 2020

**Last Day for Staff**

### **A BRIEF HISTORY OF GWHS**

George Washington High School first opened its doors in September 1962 as a 7th – 10th grade school. It had been established to fill the need for both a junior and senior high school in the rapidly growing Far Northeast section of the city. Our first class graduated in 1965. In 1974, GWHS no longer included junior high grades. Today, students from throughout the city in grades nine through twelve are offered a rich and varied academic and extracurricular program.

### **ADDRESS OR TELEPHONE NUMBER CHANGES (STUDENT INFORMATION)**

If, at any time after the beginning of the school year, your home address or telephone number changes or if parents' business address or telephone number(s) change, you must inform the main office and your Advisor. This is essential for handling emergencies.

### **ALMA MATER**

By Daniel Fleishman, Class of 1968

The years will hold the mem'ries  
Of days at Washington  
The blue and gold forever  
Will keep us all as one  
We'll ne'er forget the knowledge  
And friendship that we've won  
We'll raise our voices proudly  
In praise of Washington  
The hallowed halls of wisdom  
With sounds of growing youth  
Will lead us through the future  
With confidence and truth  
The blue and gold forever  
Will keep us all as one  
We'll raise our voices proudly  
In praise of Washington

### **STUDENT ENTRY TO GWHS BUILDING**

The School District of Philadelphia has made a strong

effort to maintain its schools as safe and secure places where students and staff can pursue the educational endeavors our children deserve without worrying safety issues within the learning environment. **Avoiding security will result in disciplinary action or possible arrest. In the event a student opens an unauthorized door for someone, they will be subject to immediate disciplinary action.**

All **students** and **visitors** arriving at school enter through designated doors. Once inside, there will be Personal Student Identification Card (Swipe) machines, walk through scanners and airport type x-ray screening machines with conveyor belts.

1. Students go through metal detectors and continue on to scan their ID cards.
2. All metal or electronic items should be placed in book bags before approaching the x-ray machine.
3. Once the bag or package is placed on the conveyor belt, walk through the metal detector. If no alarm sounds, proceed.
4. If an alarm does sound, remove any overlooked metal, and proceed through again. A “wand” search may follow if the metal detector continues to sound.

#### **CONTRABAND**

**Contraband seized during the scans will be confiscated, as directed by state law, and will not be returned.**

Contraband is defined as the following and any and all items deemed to be potentially disruptive to the learning environment, but is not limited to: Non-School Affiliated Sports Equipment, **Vape Pipes, Vape Paraphernalia, Marijuana, Portable Speakers, Weapons, Tobacco products, lighters and matches, Alcohol, Hookah Pipes, E-Cigarettes, Glass Bottles, Gambling Materials of any kind, Pornographic materials (books, films, magazines, pictures, etc.) Non-prescription drug paraphernalia.**

#### **RESPONSIBILITIES - STUDENT**

Student responsibilities include regular school attendance, consistent effort with both class and homework, respect for school rules, and personal responsibility. Students share with the administration and staff, a responsibility to develop a climate within the school that is conducive to learning and living peacefully.

No student has the right to interfere with the education of his/her fellow students. It is the responsibility of each student to respect the rights of fellow students, teachers, administrators, and all other members of the George Washington family. Students should express their ideas and opinions in a respectful manner and follow these expectations:

**E**veryone is prepared  
**A**ttend school & classes on time  
**G**ive everyone respect  
**L**ease distractions aside  
**E**veryone takes ownership  
**S**afety first

#### **RESPONSIBILITIES - PARENT**

To assist a student's compliance with GWHS's student

discipline code, it is recommended that parents reinforce the school rules with their children.

**E**veryone is professional and responsible

- Hand documents in on time
- Dress appropriately
- Discuss school rules with your student

**A**ttend school meetings on time

- Attend parent meetings regarding grades, discipline, college prep, and any other times you are invited to support your student. Initiate school contact/meetings when you have a question or concern

**G**ive everyone respect

- Solve conflicts respectfully
- Listen to others
- Be an informed advocate for your child

**L**eave distractions aside

- Store distractions away when meeting with teachers and administrators.
- Access your human resources (e.g. Mediation, Counselors, Teachers, and Parent Volunteers) to assist you if needed.

**E**veryone takes ownership

- The community of George Washington High School is all of ours to take care of.
- Keep classrooms, hallways, and the cafeteria clean.

**S**afety first

- We teach and learn best when we all feel safe.
- Walk in hallways and stairwells.
- Volunteer information in matters relating to the health, safety and welfare of the school community and the protection of school property.

### **School-Parent Compact**

2019-2020 School Year

Revision Date 04/20/19

Dear Parent/Guardian,  
JOINTLY DEVELOPED

The parents, students, and staff of George Washington High School partnered together to develop this school-parent compact for achievement. Teachers suggested home learning strategies, parents added input about the types of support they needed, and students told us what would help them learn. Parents are encouraged to attend annual revision meetings held each year to review the compact and make suggestions based on student needs and school improvement goals. This year, a parent input meeting was held on May 10, 2018 where parents were invited to give input into the development of this Compact. Parents are also encouraged to participate in the School Family Engagement survey that is also used as a tool to collect parent feedback regarding the current Title I programs, policies and family engagement

To understand how working together can benefit your child, it is first important to understand the district's and school's goals for student academic achievement.

**THE SCHOOL DISTRICT OF PHILADELPHIA ANCHOR GOALS:**

1. 100% of students will graduate ready for college and career.
2. 100% of 8-year-olds will read on grade level.
3. 100% of schools will have great principals and teachers.
4. SDP will have 100% of the funding we need for great schools, and zero deficit.

**George Washington High School's GOALS:**

1. At least ~~50%~~ 60% of students will attend 95% of days or more.
2. At least 75% of first time 9th grade students will be on track to earn a minimum of 5 quality credits each marking period
3. At least 27% of students will score at Proficient or Advanced on the Algebra I Keystone Exam. Progress towards this goal will be evaluated by MyPath and STAR

progress monitoring tools.

4. At least 47% of students will score at Proficient or Advanced on the Literature Keystone Exam. Progress towards this goal will be evaluated by MyPath and STAR progress monitoring tools.

4. At least 90% of students will have zero-out of School Suspensions.

5. At least 95% of 12th grade students will be on track for graduation

To help your child meet the district and school goals, the school, you, and your child will work together:

#### SCHOOL/TEACHER RESPONSIBILITIES:

George Washington High School will:

- Collaborate with parents and community members as partners in attaining student success
- Provide opportunities for parent meetings and workshops at various times to accommodate varying schedules on topics that will help parents support student learning
- Will provide a safe and serious academic environment in which students can learn and reach their full potential
- Communicate with parents in parent-friendly language about student progress and how to support their child's learning and keep on track for on-time graduation.

#### PARENT RESPONSIBILITIES:

We, as parents, will:

- Update contact information as frequently as needed, including emergency contact information
- Maintain regular contact with school staff
- Monitor my child's free time at home
- Serve as my child's advocate regarding any and all school concerns
- Encourage my child to complete all school assignments and monitor homework completion
- Share important information that could have an impact on my child's academic or social success with the school
- Consistently monitor my child's attendance and

grades

- Read all information sent home from my child's school and become involved, to the extent possible, in the School Advisory Council and other parent engagement activities

STUDENT RESPONSIBILITIES:

- Arrive on time to school daily
- Arrive on time to each class, prepared with class materials, books and a writing implement
- Speak with an adult regarding any issues that may hinder my success
- Serve as a respectful advocate for myself and regarding school concerns
- Complete all assignments and turn them in on time
- Read at least 30 to 45 minutes each day outside of school, independent of assigned homework activities
- Maintain positive behavior at all times and pay attention in class

COMMUNICATION ABOUT STUDENT LEARNING:

George Washington High School is committed to frequent two-way communication with families about children's learning. Some of the ways you can expect us to reach you are:

- Parent Portal
- Teacher websites or other web-based communication resource
- Parent Teacher conferences
- Emails to parents on student's progress
- Text messaging
- Phone calls and Robo-calls

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- Emails to parents on student's progress
- Text messaging
- Phone calls and Robo-calls

**ACTIVITIES TO BUILD PARTNERSHIPS:**

George Washington High School offers ongoing events and programs to build partnerships with families.

- Student-led Partnerships
- School Advisory Council
- Parent-Teacher Conferences
- Community Schools Initiative Partnerships
- Parent Workshops
- PBIS Driven Partnerships
- Curriculum Nights
- Parent Resource Center
- Volunteering / Observing
- Open House

**SCHOOL-WIDE PBIS**

We are proud to be an official School District of Philadelphia PBIS School. PBIS stands for Positive Behavior Interventions and Supports. This year there will be several opportunities to participate in school-wide PBIS activities and programs when students uphold appropriate and positive behaviors.

Our School-Wide expectations for students are to BE KIND, BE HUMBLE, BE RESPECTFUL, and BE COURTEOUS.

**YOUTH COURT**

At GHWS Youth Court will utilize a Restorative Justice model in the classroom where students who receive disciplinary referrals can have their issue discussed among their peers in mock court room setting. Students in the mock courtrooms take turns playing roles as Judge, jury, defendant's lawyer, bailiff announcer, and legal teams.

The goals of Youth Court are to:

- Encourage youth to think about the consequences of their actions
- Establish a way for youth to listen to and decide how to handle their peers' misbehaviors

- Provide students with an opportunity to learn more about legal careers
- Decrease the number of school suspensions, expulsions, drop out rates, and detentions

### **ASSEMBLIES**

Assembly schedules are posted. Be sure to attend and leave distractions aside.

### **ATHLETICS**

George Washington has a comprehensive after school program of intramural and interscholastic athletics available to male and female students. Academic and attendance eligibility are governed by both the PIAA Standards and GWHS Expectations for Success. Athletes **MUST** be passing 6 of the 8 courses they are enrolled in order to participate in athletics. See the Activities Booklet, Athletic Director or the school's website for a full list of programs. Athletics are a privilege and students must uphold the expectations of the school.

### **BELL SCHEDULE**

Your advisor will inform you of the bell schedule if there is a change each day or it will be stated in the daily announcements as well as a Robo call.

### **BUS ROUTES AND TRANSPASSES**

Schedules for the year are available in the main office.

You are asked to always be courteous when representing GWHS outside of school.

### **TRANSPASSES**

Be advised that transpasses this year will only be provided to students who live at least **1.5** miles from the school according to the district calculations. It is the responsibility of the student to keep their transpass. There is a designated travel time associated with School District transpass usage.

**Due to Title I grant regulations, NO replacement TRANSPASSES will be reissued for lost or stolen passes. If a student loses their transpass, it is the responsibility of the family to purchase a new pass until the next set of passes is provided.**

**Transpasses will be distributed daily during breakfast 7:20 AM to 8:00 AM and on Wednesdays during each lunch period. It is the responsibility of the student to retrieve their transpass during the designated distribution times. Transpasses will not be distributed outside of the designated times.**

No transpass will be issued to a student without a student I.D. For emergencies concerning early dismissal students, they must have an early dismissal slip to obtain a transpass. Students will be notified at the beginning of the school year on distribution protocol for GWHS. **The School District of Philadelphia's Office of Transportation determines guidelines for eligibility for transpasses. Student eligibility includes a minimum of 65 % attendance rate.** For more information concerning transportation eligibility, please refer to School District Web Site at [www.philasd.org](http://www.philasd.org)

### **COMPREHENSIVE MID-YEAR AND FINAL EXAMINATIONS**

Mid Year examinations can be given in January and Final examinations in can be June of each school year. Examination schedules will be published well in advance of the testing dates. All exams are scheduled during the regular school day. Early dismissals will not be authorized on these days that include AP or IB students. The following regulations apply:

1. All students must take all exams for which they are scheduled.
2. Absence from any exam must be verified by a doctor's note.
3. Make-up exams will be given during scheduled make-up periods only.
4. Any student neglecting to make up an exam will receive a zero "0" for the exam grade.
5. Any student found cheating on an exam would receive a grade of zero "0" averaged into the course grade.
6. Students who refuse to take an exam or do not make a good faith effort may fail the course.

### **CONFERENCES**

Parent/Teacher Report Card conferences are scheduled three times a year.

### **CLOSED CAMPUS**

George Washington High School is a **CLOSED CAMPUS**. Once students arrive on the school grounds, they are **NOT** to leave before their dismissal time unless they have a work roster (verified through the roster office) or received school administrative approval verified by a parent. A student who leaves campus without permission will be considered truant, as well as cutting. Students who leave school grounds without permission and return will be considered trespassing and are subject to a search. A parent/guardian conference via phone or in person will be required before the student may return to school. This policy is in place to protect the safety and well being of all our students.

### **FOOD DELIVERIES**

Students are not permitted to order food from outside entities i.e. Uber Eats, Grubhub, and Doordash.

Deliveries will be confiscated and returned at the end of the day when a designated administrator is available.

### **CLUBS**

Students will receive a list of all available classroom hours and extra-curricular activities.

### **COUNSELORS**

Counselors are specially trained to help you when you encounter problems. Except for a true emergency, fill out an appointment slip prior to your visit, preferably before advisory. Counselors are assigned for grades 10-12 according to the last name of the student.

Counselors will be assigned and notification will be given to your child at the beginning of the school year. There is one counselor for grade 9.

GWHS has a specially trained student assistance team to help students with drug or alcohol abuse problems. Students may refer themselves for help through their counselor, school psychologist, social worker, or school nurse.

### **COURSE SELECTION**

Students will receive subject selection booklets and roster forms in the spring, including 8th grade. Students can level up from regular to honors classes if they have a B or better after the first and second marking periods only. Students who select an Advanced Placement class cannot opt out of the class until the end of the marking period. A roster change form must be completed and signed by parent, counselor and an administrator for all the above. ***(It is highly recommended that all students who register for honors Math classes obtain their own TI84+ calculators required for each course.)***

### **DRESS CODE**

**Compliance with the Dress Code is required. Students who do not dress appropriately will be**

**subject to student conference, parental notification, exclusion from school activities, and school detentions.**

The School District of Philadelphia has approved a school uniform policy, which pertains to all students and became mandatory on September 1, 2001. To support and help George Washington students and parents become a part of this process, we've decided on a uniform policy consisting of the following:

**Allowed Tops-** Black or Navy Polo Shirt, Any GWHS T-Shirt or Gear

**Allowed Bottoms-** Khaki or Jet Black pants/skirts/shorts (Length is 3 inches center of the knee)

**No Headgear this includes hoods on head, do-rags, hats, bonnets, hoodies up, and scarfs.**

In the event that a student is not in uniform they will be provided a clean uniform shirt and their account will be charged a \$10 fee which will be returned when the shirt is returned.

**Students are required to wear their Identification card and lanyard around their necks and it must be visible at all times. If a student is given a temporary ID it must be visible on their person at all times.**

EVERYONE is expected to be in dress code every day. All school apparel must fit appropriately. We thank our parents and teachers for working together to ensure that adherence to this dress policy is upheld.

All students are required to comply with our dress code policy. **Students may not change their clothes after entering the building with the exception of physical education classes and they must change back to uniform.** Parents will be contacted when a child is not properly attired. We believe that doing so will further accustom them to dressing in an appropriate manner and will help the school fulfill its responsibility to prepare students for the world of work and the roles

that they will assume in the future. Head coverings, except for documented medical or religious purposes, are not permitted in the building. ***Under no circumstances will students be permitted to wear any of the following:***

- ***Thin strap tank tops, muscle shirts***
- ***Blue jeans, faded jeans or ripped clothing***
- ***Fishnet shirts/shorts, see-through clothing/plunging necklines***
- ***Bare midriffs, halter tops***
- ***Leggings***
- ***Dresses and shorts shorter than 3” above the middle of the knee***
- ***High heels (above 3” high)***
- ***open toed shoes***
- ***Hats, caps, scarves (“do” rags), hoodies, headbands, or head coverings.***

***\*Students who come to school dressed inappropriately (In any of the items listed above) will be held by school personnel until proper clothing is provided by the parent of the student. The school will not provide a change of clothing for students dressed in any clothing listed above (unless a uniform top can be provided).***

#### **RELIGIOUS GARB**

Religious head coverings must be worn in accordance with the specific dictates of the Religion.

Students must wear the uniform at all times during the school day. Failure to conform to this policy will result in disciplinary action. All students must be in dress code or approved administrative attire.

#### **EARLY DISMISSAL**

Early dismissal from school must be for emergency reasons only, in writing and verified by the nurse counselor, and or administrator prior to leaving the

building. Early dismissals will not be granted for routine medical or dental appointments. Parents/Guardians picking up students for early dismissals must report to the visitors' desk in the front lobby and present proper identification so that they may be directed to the appropriate school personnel. Notes from parents/guardians must be submitted to the nurse or counselor during advisory on the day of the appointment. Students are expected to make up all missed class assignments. The Sign-Out book is in the main office. Any persons to whom a student may be released must be on file in the main office and be verifiable. Students will not be released without parent and or guardian presenting proper identification. If there is an unexpected interruption in the schedule such as school closings due to snow/weather emergencies, the School District will send out information through broadcast on KYW Radio and via Internet.

#### **EXTRACURRICULAR ACTIVITIES**

George Washington students are offered many opportunities for participation in student government, publications, music, athletics, and various clubs. Refer to the *Student Activity* booklet. Students must be academically eligible to participate. These clubs will be held after regular school hours. There is an expectation that any student engaged in extra curricular activities maintains appropriate behavior throughout the school day. Any school-based infractions will also be subject to penalty within the parameters of any extra-curricular programming.

#### **FIELD EXPERIENCES**

Students may have the opportunity to participate in supervised, school- sponsored Field Experiences. They are reminded that all expectations of Washington High School remain in effect. They must have signed permission to participate. Failure to follow school rules



may limit their ability to attend these trips.

### **FIRE DRILLS**

The buildings are well equipped with fire alarms that sound a series of signals, indicating the building, floor, and fire station. The safety of all people in the building depends upon the correct and orderly departure of each individual. The particular exit to be used depends upon the room in which the pupil is located when the alarm is sounded. A complete copy of instructions is posted in each room of the building. Read it before you need it. There should be as little talking as possible during a fire drill. Follow the teacher's instructions for a safe and orderly evacuation of the building. Stay with your class.

### **GWHS GRADING PROTOCOL GUIDELINES**

#### **GRADING POLICY:**

Teachers have multiple opportunities to evaluate student progress using a variety of assessment strategies. Grades include the following components:

<b>Component</b>	<b>Weight</b>
Tests	40%
Performance Based Learning	30%
Classwork	20%
Homework	10%

Note: "Performance-Based Learning" includes but is not limited to Projects, Labs, Research Assignments, Presentations, etc. All grades will be recorded in the district provided electronic grade book, Infinite Campus, the Student Information System. It is recommended that students receive written feedback in each course at least twice weekly - teachers would thusly enter at least two grades per week.

#### **GRADING SCALE:**

The Alpha/Numerical Equivalency Chart below reflects the numerical mark assigned to each letter grade and applies to all subject areas:

Alpha	Num.	GPA	Alpha	Num.	GPA	Alpha	Num.	GPA
A+	100-97	4.0	A	96-93	4.0	A-	92-90	3.7
B+	89-87	3.3	B	86-83	3.0	B-	82-80	2.7
C+	79-77	2.3	C	76-73	2.0	C-	72-70	1.7
D+	69-67	1.3	D	66-63	1.0	D-	62-60	0.7
			F	59-50	0.0			

A grade of Incomplete (I) can be given in the following situations: Student was enrolled for less than 15 days during the term Student was on extended medical leave (nurse confirmation required) Incomplete grades must be corrected prior to the close of the next term grading window or the grade will convert to a 50. Incompletes cannot be given during the final term of a course. The final grade for a course will be automatically calculated as an average of all term percent grades. Students whose final average falls below a 60 will not earn credit for the course.

### **GRADING AND ATTENDANCE**

Students who miss more than 20 days in a specific class will automatically fail the course (22% of the course). Attendance is required for success in school. In the event of circumstances beyond the student's control, students may appeal this decision with a parent present using supporting documents in a meeting with the principal who oversees that grade level. No Exceptions will be made if this process is not followed.

A new GPA calculation is being phased in with the class of 2022. The following GPA rules apply to all students regardless of graduation year:

- Courses are assigned weights in the form of a multiplier based on their difficulty:
  - General courses = 1.00 multiplier
  - Honors courses = 1.15 multiplier

- AP, IB, and core Dual-Enrollment = 1.20 multiplier
- Courses that are retaken after being failed (Credit Recovery) are calculated into the GPA with a numeric score of 65 / 1.0 GPA points.
- For credit bearing Pass/Fail courses added to transcripts before September 1, 2017:
  - Pass (P) or Met (M) = 70
  - Fail (F) or Not Met (N) = 60
- Pass/Fail courses added to transcripts after September 1, 2017 will not affect GPA.

### **GRADUATION REQUIREMENTS**

In order to graduate George Washington High School, students must earn 23.5 credits:

- 4 English
- 3 Mathematics
- 3 Science
- 3 Social Studies
- 1 African American History
- 2 World Languages
- 1.5 Health and Physical Education
- 2 Arts and Humanities
- 5 Electives:

Note: One elective must be a college preparatory Math or Science course, or an IB/AP or a terminal CTE course.

Students must complete a project (Senior Capstone Project) that involves more than one subject and demonstrates problem solving, communication, citizenship, school-to-career, or multicultural competencies. Students must complete a project that demonstrates citizenship through service learning. Note that GWHS requires both service and a project.

**Students must pass the Keystone Examinations in tested areas and complete Naviance and District required forms.**

## **PROMOTION POLICY**

Promotion from grade to grade is based on credits earned:

- Promotion from 9th to 10th grade – 5 credits
- Promotion from 10th to 11th grade – 11 credits
- Promotion from 11th to 12th grade – 17.5 credits

## **HALL PASSES**

No student is permitted to be in the hallways without a signed official pass from an authorized person. Failure to comply will result in the presumption of cutting. Hall passes will not be issued 10 minutes after a period begins, and 10 minutes before a period ends. It is the responsibility of students to obtain an official signed hall pass. Students must report to the lunchroom first and then obtain a hall pass in order to go to nurse, roster office, library and/or counselor unless they have a pass from their teacher.

## **STUDENT HEALTH CENTER**

**Health Center Hours are 9:00 AM - 2:00 PM**

A student who has not been immunized shall not be permitted to attend district schools or programs.

Students who become sick or injured during the school day are cared for in the health center by certified school nurses. Except in an emergency, a student must have a hall pass from a teacher before reporting to the Health Center. Emergencies occurring in school are seen anytime. Accidents occurring at home must be cared for at home. When a student needs to be sent home ill or injured, a parent or emergency contact is always made. In cases of an acute emergency, a parent is notified and the student is transported to the nearest hospital. School District policy dictates that a parent or other responsible adult must pick up the student and a responsible adult must be at home to receive the

student. Persons who pick up the student must show proper identification. Parents should check health room's available hours. Students MUST SHOW I.D. CARD when entering the Health Center.

The school nurses conduct state mandated health assessments, provide ongoing health counseling, and case management for students, parents and school personnel. Students should not come to school when ill or when recovering from an injury that requires medical attention. The Public Health Department has recommended that students must be fever free for 24 hours and off fever medication if their temperature is over 100 ° F. Students recovering from surgery or injuries are not to be taking narcotic pain medication in school. Students should not attend school when recovering from an illness injury, which requires medical attention. Parents must notify the School Nurse when there is any change in a student's medical condition or medication. Students who require medication during the school day must have the appropriate School District forms completed by physician or your healthcare provider. All 9th graders are required to submit a report of physical exam by their healthcare provider as mandated by the Commonwealth of Pennsylvania. These reports are due when students return back to school in September or upon entry into the School District.

\*Students MUST present a note for all absences within **THREE** days of returning. Failure to turn notes in makes the student absence listed as TRUANT and must be reported to the truancy department after the 10th unexcused absence. In addition, **after THREE consecutive days**, a note from the Doctor of record must be presented as an excuse for the absence.

**If a student has a fever over 100°F and is seen by the School Nurse, that student will be sent home and must remain home from school for a full 24 hours after being fever-free. If a student is home with a fever over 100°F, the student must remain home for a full 24 hours after being fever-free.**

### **HOMEBOUND TEACHING**

Homebound teaching is available to Washington High School students in the event of prolonged illness requiring students to be out of school for four (4) weeks or longer. The nursing office should be contacted for details concerning homebound approval. Physician referral forms can be obtained in the Health room.

### **HONOR ROLL**

Distinguished - All "A's" with one "B" in a minor subject acceptable. Meritorious - All "A's" and "B's" except for one "C" in minor subjects acceptable.

### **ID CARDS (PHOTO)**

Each student is issued a photo identification card. **You must wear this card or have it visible at all times.** If you lose your card, you must purchase another one for \$10.00. Failure to present your I.D. upon request will result in disciplinary and/or legal action. Temporary I.D. cards must be secured at a cost of **\$2.00 EACH DAY** (added to the student account which must be settled prior to graduation or transfer to a different school) when you enter the building, and are to be carried throughout the day. Juniors may opt to retake their freshman pictures at a nominal fee of \$ 5.00. There is a \$ 15.00 fee for intentional damage to an I.D. card. After a student has received 5 unpaid temporary I.D.s, parents will be requested to come to school to clear the debt.

### **INTERIM REPORTS**

In an effort to keep parents advised of student progress, interim reports will be issued at mid-report period during the school year. Take these reports seriously – **it's rarely too late to turn around a failing grade!**

### **LOCKERS**

Lockers are the property of the School District of Philadelphia. The School District reserves the right to enter lockers at all times, without the permission of the pupil assigned to the locker. Each student is assigned two lockers, one for books and clothing (regular) and

the other for gym clothes. There is no fee for the use of a regular locker. However, GYM LOCKERS AND LOCKS WILL ONLY BE PROVIDED WITH A CASH DEPOSIT. You may only use a school lock for Gym Lockers. **THE SCHOOL WILL NOT BE RESPONSIBLE FOR LOST OR STOLEN ARTICLES.**

***Do NOT share lockers or combinations. The owner of the locker will be held responsible for the contents in it.*** The locker office is located in the library corridor on the first floor. Students are not permitted to have or keep glass bottles in their locker or on school property.

### **LOST AND FOUND**

Return all lost and found articles immediately to the bin in room 157. At the end of the week all items will be removed and donated to goodwill. All electronic devices lost or found will go through the school police office.

### **CAFETERIA**

**Report only to the lunchroom area during your designated lunch period. Students are to follow all expectations of the cafeteria. Students should not run, play music loudly, engage in horseplay/fighting, and other reckless behaviors. Students are expected to throw away their trash after they finish eating.**

Students are required to produce their I.D. cards to gain entrance to the lunchroom. Students must report to the lunchroom first and then obtain a hall pass in order to go to nurse, roster office, library and/or counselor.

Written permission and/or a special pass are required in order to enter and/or leave the cafeteria area during lunch if other than the designated time. **Students are not permitted to leave school premises for lunch** and are subject to suspension if they do so.

### **MEDICAL EXCUSES FOR PHYSICAL EDUCATION**

If you need to be excused from any Physical Education class you will need a medical note. A parental note, approved by the grade level principal, is acceptable for one day of excuse. Two or more days of excuse require a

doctor's note, which must be verified by the school nurse DURING Advisory. Legitimate absences over four (within a marking period) must be made up.

### **NATIONAL HONOR SOCIETY**

Membership in the Colonial Chapter of the National Honor Society is limited to students in the eleventh and twelfth grades who have shown outstanding scholarship, leadership, character, and service and maintain at least a 90.0 grade point average (GPA). A student may be dismissed from the N.H.S. for failure to maintain the standards that were used as the basis of their selection. If a student is dismissed, a letter will be forwarded to their attending college or university explaining the nature of the dismissal.

**Every student must read and sign our commitment form before becoming a member of the N.H.S. Inquiries about the National Honor Society may be made to sponsor.**

### **PARKING POLICY**

Parking in the school parking lot is a privilege extended to the faculty and staff of GWHS. Students are not permitted to park on school grounds unless they have a parking permit for the vehicle. Students must park in the designated student parking area in the rear of the building next to the tennis courts. The Principal or designee may issue parking permits to students who meet the following criteria and provide the documentation listed.

1. Must be a member of the Junior and Senior class. After January 1 and on a space available basis, members of the Junior class who are sixteen years of age may be considered for parking privileges.
2. Must have a C average or better.
3. Must have a good attendance/lateness record; i.e. No unexcused absences, no more than 5 absences per report period except for long term illness or injury, no unexcused lateness's, no more than 5



lateness's.

4. A "clean" discipline record: i.e. no more than three discipline "contacts" during the entire time at GWHS.
5. Must present a valid driver's license.
6. If the student owns the vehicle, they must present a valid registration card for the vehicle.
7. If the student owns the vehicle, they must present valid proof of insurance.
8. If the vehicle is owned by a third party (parent/guardian), the third party must appear in person with the documentation noted above.
9. If the vehicle is owned by a third party (parent/guardian), the third party must appear in person and sign a form authorizing the student to use the vehicle to travel to and from school and assuming responsibility for the student's use of the vehicle.

**In the event that a student does not adhere to the school's code of conduct their parking privileges will be revoked.**

**Philadelphia Police will ticket any unauthorized parking. Failure to adhere to the parking rules will result in loss of parking privileges. Any persons who park in the fire lane will be ticketed and/or towed**

### **SCHOOL SPIRIT SONG**

Hail to the  
Eagles Loyal and  
true Hail Alma  
Mater  
Praise the gold and blue  
Onward to victory  
Fame shall be won  
So, Fight, Fight,  
Fight With all your  
might  
For Washington, FIGHT!

### **SCHOOL PROPERTY**

When issued to you it is **your** responsibility - if damaged, lost or stolen you are required to replace it. Save your book receipts after returning your books. They will provide proof if there is a discrepancy. If barcode is removed or tampered with, student is responsible for the cost of the book.

### **SCHOOL STORE**

The School Store is located on the ground floor adjacent to lunchroom. Store hours will be communicated during the first few weeks of school.

### **UNAUTHORIZED AREAS**

**Annex Area, Gym, Classrooms that students are not rostered to, and hallways/stairwells outside of transitions, and the cafeteria outside of breakfast and assigned lunch are considered unauthorized areas for students. Students found in unauthorized areas will be subject to immediate disciplinary action.**

### **STUDY PARTNERS**

All students are encouraged to find a study partner in case of absence. Students should exchange telephone numbers in order to obtain homework and/or missed school assignments.

### **TRESPASSING**

Trespassing on school property is subject to a fine of not more than \$300.00 or imprisonment not to exceed 90 days. **You are not permitted on any School District of Philadelphia property.**

### **VISITORS**

**All visitors must enter through the front entrance.** Appointments should be made in advance. Receive your pass after going through the scan/metal detectors. Report to the counter in the main office in order to obtain authorization to visit the school. The visitor will wait in the office until escorted to their destination. After

returning visitor's pass to front desk, leave the building promptly when visitation is over. Anyone found in the building without a visitor's pass will be considered trespassing and subject to all legal penalties. Circumventing security will be considered trespassing and may be subject to arrest.

#### **WITHDRAWAL FROM SCHOOL**

Students are required to attend school until they are 17 years of age or have obtained proper working papers. All students transferring from school must do so through the counseling office. All school property must be returned and signatures of all teachers must be recorded on the withdrawal form before a transfer slip will be issued or records forwarded.

**APPENDIX A-CODE OF STUDENT CONDUCT  
SCHOOL DISTRICT OF  
PHILADELPHIA (PLEASE SEE  
SEPARATE PUBLICATION)**

**Purpose**

The School District of Philadelphia has adopted a Code of Student Conduct in order to inform students, parents, and school personnel of the behavior that is expected from all students to ensure a safe and focused learning environment. The School District expects each student to work to the best of his/her ability and to cooperate with other students and school staff in maintaining a safe, healthy and orderly learning environment. A proper learning environment must be free from disruptive, threatening and dangerous behavior that interferes with the excitement and challenges of teaching and learning. These rules are intended to promote self-respect, respect for others and respect for property.

The Code of Student Conduct has rules to promote safety, order and responsible conduct in all school related activities. These activities include the educational program, school activities, functions and extra-curricular programs as well as traveling to and from school.

The Code of Student Conduct is divided into two levels. These levels are designed to ensure that fair and even disciplinary action is taken for similar violations and to inform students and parents of the scope of discipline they will face for particular violations. The Code also establishes the boundaries of disciplinary action for administrators.

Individual schools may make additional rules so long as they are necessary, reasonable, and not inconsistent with this Code. The students at a school must be informed of any supplemental rules before they are applied.

### **Expectations**

Under this Code of Conduct, as a student you are expected to:

- Work to the best of your ability and try to reach the highest levels of success.
- Attend school every day and is in class on time and prepared to learn.
- Contribute to a safe and orderly school climate and show respect toward others.
- Follow the rules of proper conduct, including the student dress code.
- Seek help from school staff in solving problems that might lead to confrontations with others.
- Treat teachers, administrators and all other school staff in a respectful and positive way.
- Accept responsibility for your actions.
- Consider the possible consequences to others of your actions.
- Report to school staff any information that may help prevent danger or injury to others or property. Tell a teacher or other staff member or call the District's Safety Hotline @ 215-400-SAFE (7233).

### **General Statement**

No student may engage in any conduct or encourage any other person to engage in conduct that jeopardizes the health, safety or welfare of any member of the school community, or in any conduct that disrupts or undermines the basic educational mission of the School District.

**Note:** Internal school disciplinary action shall not in any way deprive the School District or an individual victim from pursuing any legal remedies available in the Criminal, Civil or Delinquency Courts of the Commonwealth, or United States.

### **SCOPE OF RULES OF DISCIPLINE**

- (a) Off school grounds at any school activity function or These rules shall apply to any conduct:
  - (b) On school grounds during the school day or immediately before or after school hours;
  - (c) On school grounds at any other time when the school is being used by a school group;
- (d) event;
- (e) Traveling to and from school, including actions on any school bus, van or public conveyance;
- (f) Off school grounds when the conduct may reasonably be expected to undermine the proper disciplinary authority of the school, the safety of students or staff, or disruption within the school

### **PROGRESSIVE DISCIPLINARY STEPS**

#### **Detention:**

If assigned a ***Detention*** you have until the next school day to serve. Further disciplinary action will be assessed if you do not attend your assigned detention.

#### **Alternatives to Suspension/Restorative Practices**

At the discretion of administration, students may be given the option to participate in alternative activities to address either academic or behavioral infractions.

#### **Restorative Room:**

An intervention that will repair the harm to the relationships between a student and the school community, that resulted from the violation of the school code of conduct. The activities in the Restorative Room seek to find understand and address the circumstances which contributed to the misconduct.

#### **In School Suspension:**

An exclusion from a classroom for disciplinary purposes that allows a student to remain under the direct supervision of school personnel. Direct supervision means school personnel are physically in the same location as students under their supervision.

#### **Out of School Suspension:**

An exclusion from school and/or any school activity or function for a period of eight or fewer school days. Students who are suspended must meet with the principal or his/her designee prior to the suspension. Also, upon the completion of their suspension the student must be reinstated by the Deans or School Administrator prior to returning to school.

### **DISCIPLINARY RECORDS**

All official disciplinary records for incidents involving the possession of a weapon or acts of violence, shall remain in the student's permanent record (pocket), and **must** be transferred with the student to any school within the District, or public school within the Commonwealth. They shall also be released to any other school upon request if the student is enrolled in the school or district or by permission of the student's parent or guardian if the student is not enrolled.

All EH-21s shall be maintained in the student's permanent record (pocket).

All EH-20s, EH-21s for incidents involving violence (to a person or to property) or possession of a weapon, drugs or alcohol shall be maintained in the student's permanent record (pocket). They must also be transmitted to any school within the School District as well as to any K-12 school in the Commonwealth of Pennsylvania in which the student is enrolled.

EH-20s not involving weapons, drugs, alcohol or acts of violence may be expunged from the student's records after two years of good conduct; i.e., no new EH-20s or 3s in behavior.

**PLEASE SEE THE UPDATED STUDENT CODE OF CONDUCT ON THE SCHOOL WEBSITE FOR FULL DETAILS**

## **STUDENT PRIVILEGES**

The behavior of a GWHS student should reflect the standards of good citizenship expected by society. Self-discipline is one of the most important goals of education. While education is the right of all American youth, student participation in certain ancillary programs and activities are not rights, which are guaranteed, but rather privileges, which may be granted.

### **Examples of such privileges are:**

- Participation in co-curricular activities (both athletic and non-athletic)
- Attendance at home athletic events
- Attendance at school-sponsored events such as dances, proms, trips, etc. Participation in commencement ceremony
- Membership in school-sponsored clubs and organization Parking privileges

Students wishing to take advantage of these opportunities are expected to exhibit appropriate behavior on a regular basis. Compliance with the School District of Philadelphia Code of Conduct will be a prerequisite for granting such privileges. Students with senior status who are not graduating will not be permitted to participate in any senior activities.

A discipline review by the administrator in charge and those professionals he/she deems appropriate to consult, will withdraw the privileges of any student who demonstrates a consistent disregard for proper behavior and cooperation. Upon seeing evidence of appropriate behavior modification over an extended period of time, the review board may reinstate privileges previously revoked by the administrator in charge of discipline.

**All students involved in Level II infractions may result in a EH-21 process. Students involved in this process may be transferred to an alternative setting.**

**Dean's Office – Ms. Stacey Lackey & Mr. Charles Socki**



**Unserved detentions will result in further disciplinary action.**

**\*Please Note; the George Washington High School dean's office is aspiring to become a "Paperless environment". Parents/Guardians and students are expected to ensure that all student records are accurate and updated on a continual basis so that information regarding students can be regularly communicated via phone, email, and Infinite Campus.**

**APPENDIX B-REGULATIONS**  
**ATTENDANCE AND PUNCTUALITY OF PUPILS**

The School District of Philadelphia and George Washington High School, consistent with Commonwealth of Pennsylvania law and regulations, will not condone nor permit absences from school for an unlawful reason and will not issue credit if minimum student attendance is not achieved. Therefore, every student enrolled at Washington High School shall be in daily attendance except for the following reasons:

1. Illness of pupil
2. Illness in family
3. Death in the family
4. Quarantine
5. Inclement weather
6. Religious Holiday
7. Other **URGENT** reasons

Absences for the above reasons—when properly verified within 3 days of return—will not be counted against the student, although work missed must be made up. All other absences, which occur without prior administrative approval, shall be considered unexcused for all purposes. Students under the age of 17 are subject to truancy court after 10 unexcused absences.

**Students will fail a course in the event that they have 20 or more absences.**

**ABSENCE VERIFICATION**

When a student returns to school after an absence, a written excuse must be provided by a parent/guardian within 3 days. Please use the official absence form provided for your convenience. A blank form will be supplied to your child upon the return of the official absence form. This excuse must be one of the permissible reasons for absence stated in Part A above in order for the absence to be excused. Unless a written excuse is presented within three (3) school days after the student returns to school, the absence will be counted as unexcused. A doctor's excuse is required for any absence

due to illness or injury that is three (3) or more consecutive school days in duration and/or for a student who is consistently absent from school ten (10) or more days in order for the absences not to be declared unexcused.

### **Policy Explanation**

Absences will be coded “unexcused” if a note is not provided by the parent or guardian.

Excessive lateness and or absence will have a negative effect on your child’s academic achievement.

Unexcused lateness which causes a student to miss all or a substantial part of the day’s instructional time may be coded as an unexcused absence.

Students with excessive unexcused absences may be referred to Truancy Court.

### **CLASS CUTS**

Cutting classes will have a negative impact on academic achievement. Students who are present in school on a given day but are illegally absent from a scheduled class are subject to disciplinary action.

#### **Cutting class will result in the following disciplinary actions:**

1. Teacher Intervention (Restorative conversation)
2. Teacher call home and email to document
3. EH-20 to Dean (detention)
4. Further student intervention i.e. Restorative Room, ISS or Mandatory Parent Meeting
  - a. - 3 more cuts = Restorative Room
5. Exclusion from school trips and activities.

#### **Failure to attend assigned detention will result in further disciplinary action.**

Chronic cutting will result in, but not limited to, loss of participation in school activities such as proms, music

activities, athletics, trips etc.

**Students will fail a course in the event that they have 20 or more absences or cuts. In addition, when students cut 3 or more classes, their transpass privilege will be revoked.**

Continued cutting repeats remediation cycle. Periodic hall monitoring will take place and students who are unauthorized will be assigned a detention and/or be suspended immediately. **REMEMBER THAT ALL JOBS, COLLEGES, AND MILITARY RECRUITMENT PROGRAMS REQUIRE GOOD ATTENDANCE AND PUNCTUALITY.**

#### **LATENESS TO SCHOOL/CLASS (TARDINESS)**

Students are late to school if they arrive after 7:45 AM and/or late to class. A cycle of consequences will be issued after 5 latenesses. The consequences are as follows:

1. Teacher restorative conversation
2. Teacher calls home and emails
3. 3 lates- optional teacher detention or Phone call home (one of these interventions must occur)
4. 4 lates- Refer Dean who calls home
5. 6 lates- Refer to Dean for Mandatory Detention
6. MTSS meeting/ Intervention
7. Further student intervention i.e. Restorative Room or ISS
8. 10 Could lead to exclusion from school trips and activities.

The cycle is repeated for the next set of 5 latenesses and continues on indefinitely after each set of 5 latenesses. If a student is more than 10 minutes late to class without a written excuse from an administrator, faculty or staff member, he/she will be considered cutting.

A student's late arrival to school will be excused for the following reasons only:

1. Personal illness - must provide note from parent upon arrival
2. Very unusual weather conditions

3. **Exceptionally** urgent reasons - must pertain to student-note required when entering
4. Required court appearance-court notice presented upon arrival
5. In the case of an exceptional student (Special Education) where the tardiness is caused by or directly related to the student's exceptionality.

If a student is to arrive late, parent or guardian, must provide a signed note with a telephone number or email where the parent can be reached for confirmation. If such a note is not presented at the time of arrival it is the **student's responsibility** to present it to the front desk prior to swiping in on the next school day. Failure to meet this requirement may result in disciplinary action. **The classification of the lateness as "unexcused" with a grade of zero is given for any missed work.** Student/Athletes who arrive after 11:00 a.m. may not participate in that day's athletic competition or after school activities without a Doctor's Note.

MTSS coordinators will work with students who have excessive lateness and who may require a parent/guardian conference or referral for disciplinary action. If lateness continues after the parent conference, percentage points may be deducted from final marking period averages for those classes affected by lateness.

#### **MAKE-UPS FOR EXCUSED ABSENCES**

Any student who is absent from school/class for any reason (including participation in activities) must make up all missed class assignments; and if the made up work is satisfactory, the student will receive full credit for the assignment **when an authorized absence note is presented.** Work is not permitted to be made up during class unless special provisions are made with the teacher.

**Parent/guardian of any student who will be lawfully absent for more than five (5) school days must notify the school so that arrangements for home assignments can be offered.** The parents/guardians for any student who will have a prolonged absence (4 weeks or longer) must notify the school to make the

necessary arrangements for some method of homebound instruction. In each case, substantiation of the reason for the absence is required. This will require that the school nurse be contacted for procedures and protocol according to district mandates and guidelines.

NOTE: Students with excessive lateness (15 or more) may be barred from any extra-curricular activities for the report card period.

### **COLLEGE VISITATIONS**

Normally, college visitations by juniors and seniors shall be scheduled during non-school time. If the visitation cannot be so scheduled, one day prior to the visitation the student must present to the proper authority a letter from the college or a parent requesting the visitation. If prior approval is not received, the days will be declared unexcused absences.

### **ATTENDANCE CHECKS FOR PARENTS**

School attendance is the responsibility of the pupil and parents/guardians. A student who fails to meet the requirements for daily attendance by absenting himself/herself from school is clearly impeding and diminishing the learning process. Parents may check pupil attendance by calling or stopping in to the main office to check attendance. Please visit with your child's counselor to discuss any extenuating circumstances. The school telephone number is 215- 400-3100.

### **RANK AND AVERAGE**

For inquiries about rank, average, and policies on weighting of transfer credits, please contact your counselor.

## **APPENDIX C- OTHER RULES AND REGULATIONS**

### **SEARCH AND SEIZURE**

Any search of a student's locker, clothing, wallet, pocketbook or person shall be done only by the principal or his or her designee and must be reasonable under all circumstances.

Under ordinary circumstances, a search will be justified where there are reasonable grounds for suspecting that the search will turn up evidence that the student has violated or is violating either the law or the rules of the school district.

Such a search will be permissible in its scope when the measures adopted are reasonably related to the objectives of the search and it is not unreasonable or intrusive in light of the student's age and the nature of the infraction.

The search should be conducted according to the dictates of reason and common sense and its scope should be no more than is necessary to achieve the purpose of preserving order in the schools.

1. LOCKERS belong to the School District and are provided to the student only for limited purposes. The administration has a right to inspect a student's locker at any time for any "reasonable cause."
2. AUTOMOBILES may be searched by the administration or designee to detect the possible possession of drugs, alcohol, weapons, or possible stolen properties or for any other "reasonable cause."
3. A designated school employee of the same sex for reasonable cause may make a PAT DOWN SEARCH.
4. COMPLETE SEARCH may be conducted if there is reasonable proof or evidence of illegal material being hidden on the person and safety concerns require an immediate search. A designated school employee of the same sex will make such a search with a witness present. The search will be conducted as unobtrusively as possible while still conducting a search the scope of which is reasonable under the circumstances giving rise

to it.

5. All searches will be reasonable in scope.

### **SEARCHES OF STUDENTS AND STORAGE AREAS**

For the safety of the entire school community, any student or school visitor is subject to having his/her person scanned, and or his/her personal belongings inspected upon entrance to any school building, program or conveyance.

Lockers, locks, desks or storage compartments may be provided for the use of students, but remain the property of the School District. Students should be aware that:

1. The school keeps a record of each locker number and the combination of every locker and lock assigned to a student.
2. Students must notify the school office when a locker is broken.
3. No drugs, alcohol, weapons, money or contraband may be kept in any locker, desk, lab, gym, shop compartment or any other storage place.
4. Students may not share lockers with others, except by permission of school officials, and must keep lockers locked. The student who is assigned the locker is responsible for any items in that locker.
5. **The School District has the right to randomly or periodically inspect lockers, desks, and other storage areas at any time. Students do not have the right to be present during such searches.**
6. Students should not leave money or other valuables in lockers, desks or other storage areas. **The School District assumes no responsibility for loss of a student's personal property.**



### **PHYSICAL RESTRAINT**

Staff members may use reasonable force as is necessary to protect themselves from attack, protect another person or property, quell a disturbance threatening physical injury to others, and/or obtain possession of dangerous objects.

### **USE OF TOBACCO**

The Commonwealth of Pennsylvania through the provisions of Act 168, 1988, and the School District of Philadelphia, Board of Education Policies 222, 323, 423, 523 regulate the use of tobacco (and tobacco related products) by school pupils, School District employees and visitors on School District buildings, grounds, school buses, or on any property owned, leased, or controlled by the School District. Use of tobacco as used in these regulations encompasses smoking of cigarettes, cigars or pipes and using smokeless tobacco. Tobacco products include (but are not limited to ): Vape Pipes, Vape Paraphernalia,, Tobacco products, lighters, Hookah Pipes, E-Cigarettes, and/or any products containing Nicotine.

Any person violating any provision of the ordinance shall, upon conviction, be sentenced to pay a fine of not more than three hundred dollars (\$300) and costs of prosecution for each violation. Failure to pay the fine and all costs will be punished by imprisonment of up to ninety (90) days for each violation.

Pupils are prohibited from using tobacco in or on the following locations or activities:

1. School buildings and grounds
2. School buses (or leased buses)
3. Property owned, leased or controlled by the School District
4. While participating in School District sponsored or approved events. Failure to comply with the above policy will result in disciplinary action.

**APPENDIX D- APPLICABLE LAW, REGULATIONS  
AND POLICIES**

**AGGRAVATED ASSAULT**

(a) Offense defined - A person is guilty of aggravated assault if he/she:

1. Attempts to cause serious bodily injury to another, or causes such injury intentionally, knowingly or recklessly under circumstances manifesting extreme indifference to the value of human life;
2. Attempts to cause or intentionally, knowingly or recklessly causes serious bodily injury to another with a deadly weapon; or
3. Attempts to cause or intentionally or knowingly causes bodily injury to a teaching staff member, school board member, other employee or student of any elementary or secondary publicly-funded educational institution, any elementary or secondary private school licensed by the Department of Education or any elementary or secondary parochial school while acting in the scope of his or her relationship to the school.

(b) Grading. - Aggravated assault under subsection (a) 1 is a felony of the first degree. Aggravated assault under subsection (a) 4 and 5 is a felony of the second degree.

Amended 1986, Dec. 11, P.L. 1517, No. 164 & 1, effective in 60 days; 1990, Feb. 2, P.L. 6, No. 4 & 1, effective in 60 days; 1005, July 6, P.L. 238, No. 27 & 1, effective in 60 days.

**DISORDERLY CONDUCT**

1. Offense defined - A person is guilty of disorderly conduct if, with intent to cause public inconvenience, annoyance or alarm, or recklessly creating a risk thereof, he/she:
  - a. Engages in fighting or threatening, or in violent or tumultuous behavior;

- b. Makes unreasonable noise;
  - c. Uses obscene language, or makes an obscene gesture; or
  - d. Creates a hazardous or physically offensive condition by any act, which serves no legitimate purpose of the actor.
2. Grading. - An offense under this section is a misdemeanor of the third degree if the intent of the actor is to cause substantial harm or serious inconvenience, or if he/she persists in disorderly conduct after reasonable warning or request to desist. Otherwise disorderly conduct is a summary offense.
3. Definition. - As used in this section the word "public" means affecting or likely to affect persons in a place to which the public or a substantial group has access among the places included are highways, transport facilities, schools, places of business, any neighborhood, or any premises that are open to the public.

**1972, Dec. 6, P.L. 1482, No. 334 & 1, effective June 6, 1973.**

## **ACT 26 EXECUTIVE SUMMARY**

### **WEAPONS**

1. #1317.2 requires public schools to report to police, any student found in possession of "any knife, cutting instrument, cutting tool, nunchucks, firearm, shotgun, rifle and any other tool, instrument or implement capable of inflicting serious bodily injury" (in school or while traveling to or from any school or school program, including on public transportation).
  - a. Review the 2014-2015 Code of Conduct for specifics related to ACT 26.
2. Special Education procedures must be followed for exceptional students. Presumably this includes the parent's right (except in the case of firearms) to maintain the student in the current program pending the outcome of due process procedures.

### **REPORTING & RECORDS REQUIREMENT (# 1301. et seq.)**

1. All new incidents involving acts of violence or possession of a weapon by any person (student, visitor, or trespasser) must be reported at least twice a year to the PA Dept. of Education on an approved form. The information on each report must include:
  - a. age or grade of student, b) name and address of school,
    - a. c) Circumstances of incident and type of weapon, d) sanction imposed, e) notice to police, f) remedial programs involved, g) parental involvement, h) relationship of violator to the school, and i) arrests, convictions or adjudications, if known.
  - b. Prior to admission to any school entity, The School District of Philadelphia requires parents/guardians to sign a sworn statement as to whether their child was ever expelled or suspended from any public or private school for an offense involving weapons, drugs, alcohol, willful injury to another person or any act of violence on school property. This document is part of the registration process.

2. This record must be maintained as a part of the student's permanent disciplinary record, and
3. A certified copy of the student's disciplinary record must be transmitted to any school to which the student transfers, upon request, without parental consent.

### **ELIGIBILITY STANDARDS FOR EXTRACURRICULAR ACTIVITIES**

The School District's policy on student participation in sports and all other extracurricular activities sets forth academic, attendance, citizenship and behavioral requirements for grades 5 through 12.

For all high school students (grades 9 through 12) the academic standards are the following:

To be eligible for interscholastic athletic competition, a student must pursue a curriculum defined and approved by the Principal as a full time curriculum. The student must be passing at least four full credit subjects, or the equivalent. Eligibility shall be cumulative from the beginning of the grading period, shall be reported on a weekly basis, and shall be filed in the Principal's office. In cases where a student's cumulative work from the beginning of the grading period does not as of any Friday meet the standards provided for in this Section, the student shall be ineligible from the immediately following Sunday through the Saturday immediately following the next Friday as of which the student's cumulative work from the beginning of the grading period meets the standards provided for in this Section. (Section X PIAA By Laws) The terms "extracurricular activities" shall include all interscholastic sports in the after-school athletic program, dramatics (including school shows and stage crew), school band (including All-City Band), school orchestra (including All-City Orchestra), school chorus (including All-City Chorus), art competitions, trips, student government, yearbook, school newspaper, chess, debating and other teams and clubs. **PLEASE NOTE THAT ALL RULES ARE IN EFFECT**

## **REGARDING PIAA ATHLETIC ELIGIBILITY.**

### **SCHOOL-SPONSORED ACTIVITIES**

School District policy dictates that a student must be present in order to participate in any school-sponsored activity for that day. A student on out-of-school suspension may not attend or participate in any extracurricular activities during the length of the suspension. Any student who is absent the day before a school holiday or a weekend, is not permitted to participate in a school-sponsored activity for the holiday or weekend unless a valid excuse is presented to the faculty advisor in charge of the activity. The Student Code of Conduct will apply to all school-sponsored activities.

### **CELL PHONES, ELECTRONIC DEVICES, IPODS and PORTABLE SPEAKERS**

Students may use electronics devices in the cafeteria only. If these devices are seen or heard in any other areas of the building teachers/staff will ask the student to put them away. If student disregards this warning, then the device may be confiscated by Dean or Administrator. George Washington H.S. does **not** have a “guaranteed return policy” on confiscated contraband. School personnel are not responsible for the protection of confiscated contraband nor can school personnel be held liable for safekeeping of such items. **We cannot emphasize enough that ANY CELL PHONE SEEN OR HEARD DURING THE SCHOOL DAY MAY BE CONFISCATED. DISRUPTION OF THE LEARNING ENVIRONMENT WILL NOT BE TOLERATED.**

### **MACE, PEPPER SPRAY AND LASER POINTERS**

It is the policy of the School District of Philadelphia that students may not possess mace, pepper spray or laser pointers in school. They will be confiscated and not returned. A student will also be subject to Level I discipline for possession of either of these items. A student discharging or using either of these items in the building or proximate to other people will be disciplined according to the Student Code of Conduct.

### **COMPULSORY ATTENDANCE**

#### **PENNSYLVANIA LEGISLATURE AMENDS COMPULSORY ATTENDANCE STATUTE**

The Pennsylvania legislature has amended the state compulsory attendance statute to require that every parent or guardian having the control of a child of compulsory school age who fails to comply with the act must pay a fine not exceeding \$300 or complete a parenting education program. If the parent or guardian defaults on the fine or completion of the parenting program, he or she shall be sentenced to the county jail for a period up to five days. If the parent or guardian shows that he or she took every reasonable step to ensure attendance of the child at school, he or she shall not be convicted of the offense. The district court may suspend a sentence provided that the child is no longer habitually truant from school without justification. The court may order the parent or guardian to perform community service in the school district in which the offending child resides for a period not to exceed six months.

If a parent is not convicted because he or she took every reasonable step to ensure the child's attendance, children who are at least 13 years of age who fail to comply with the provisions of this act shall be sentenced to pay the fine. The child may, in lieu of the sentence, be referred by the school district for services or possible disposition as a dependent child. The legislature has also provided that the state Department of Transportation suspended for 90 days the driver's license of any child upon receiving a certified record that the child was convicted of violating the act. If the child is convicted more than once, the department shall

suspend his or her driving privileges for six months. The legislature has provided that the Department of Education formulates recommendations for the General Assembly concerning the establishment and funding of effective community-based anti-truancy pilot programs.

Pennsylvania Laws, Act No. 1995-29, 1995 Session Laws. Public School Code 1333 and 1338.

**COMPULSORY ATTENDANCE PARENT SIGNATURE  
FORM**

TO THE PARENT (S) OR GUARDIAN;

WHAT HAPPENS IF YOU ARE CHARGED WITH VIOLATING THE PENNSYLVANIA SCHOOL CODE (24 P.S. 13-1327-1333) COMPULSORY EDUCATION ATTENDANCE LAW?

1. All children of “compulsory school age”, between the ages of 8 and 18, must attend school in Pennsylvania. The child’s parent or guardian can decide when to start their children but it must be no later than age 8 and the children must attend school regularly until their 17th birthday or upon graduation from high school.
2. As a parent, guardian or person in a parental relationship who is responsible for a child between the ages of 8 and 17, you are liable for making sure the child attends school regularly.
3. This section holds every parent or guardian of a school-age child responsible for the child’s attendance at school. If a child is found to be truant, his or her parent or guardian can be subjected to the following:
  - a. A FINE, UP TO \$300.00.
  - b. COURT COSTS.
  - c. ORDERED TO ATTEND PARENTING CLASSES.
  - d. SENTENCED TO UP TO FIVE (5) DAYS IN JAIL.
  - e. SENTENCED TO UP TO SIX (6) MONTHS COMMUNITY SERVICE.
  - f. REMOVE THE CHILD FROM HIS OR HER



HOME AFTER THE COURTS HAS  
DECLARED THE CHILD DEPENDENT.

In Pennsylvania, truancy is defined as when a child of compulsory school age is absent from school for three or more days without a valid excuse.

1. Before bringing an action against a parent or guardian under this act, the school must give the parent or guardian three (3) days written notice of the violation. The notice comes from the school attendance officer. If a child is truant again, the parent does not have to receive additional notice to be held liable.
2. When a child is truant, teachers are responsible for giving a list of the name of truant students to the school attendance officer who serves the parents with the notice. The school district then files a truancy petition in Family Court. Finally, a truancy hearing is scheduled.
3. The child and every parent, guardian or person in a parental relationship must appear at the truancy hearing. Unless the parent or guardian shows that she/he took every reasonable step to ensure the child's school attendance, the parent or guardian shall be convicted and subject to the penalties outlined above.
4. If convicted, you may appeal to the Court of Common Pleas in Philadelphia County.

WHAT HAPPENS TO A CHILD OVER THE AGE OF 13  
WHO IS NOT COMPLYING WITH COMPULSORY  
SCHOOL ATTENDANCE LAWS?

1. If a parent or guardian is not convicted because reasonable efforts were shown to ensure the child's attendance at school, a child who is at least 13 years old may be convicted under this section and fined up to \$300.00 for each offense, or may be assigned to an adjudication alternative program (such as an education program).
2. The court may also adjudicate a child, 13 or older, as a dependent, if the child does not pay the fine or complete an alternative program. Any

such child who is adjudicated dependent by the court may be removed from his or her home by the court and placed in a facility for dependent children.

3. A child who is found to be truant can also have his/her driver's license suspended for up to 90 days for the first conviction of truancy and six months for any other convictions of truancy. If the child does not have a license, the chance to apply for one can be suspended for 90 days for the first offense and six months for additional offenses.

I ACKNOWLEDGE THAT I HAVE READ THE ABOVE AND MAY BE SUBJECTED TO ANY OR ALL OF THE ABOVE INSTRUCTIONS.

(Signature)

**USE OF COMPUTERS SCHOOL DISTRICT OF  
PHILADELPHIA COMPUTING AND  
INTERNET**

**ACCEPTABLE USE POLICY**

**A. Purpose**

1. The School District of Philadelphia is providing its employees and students (“users”) with access to computing equipment, systems and local network functions such as School District e-mail and the Internet.
2. This access has a limited education purpose for students and is to facilitate employees’ work productivity.

**B. Access rights and privileges.**

1. The School District has the right to place reasonable restrictions on the use of equipment, resources and material students and employees access or post through the system. Students and employees are also expected to follow the rules set forth in the District’s rules and regulations governing conduct, disciplinary code, and the law in their use of The District’s equipment and network. This access has not been established as a public access service or a public forum. All access and rights are privileges granted by the District, and users should expect no privacy rights.
2. All District employees and students will have access to the Web through the District’s private network. Parents may specifically request that their children not be provided such access by notifying the District in writing.
3. No student will be given or have access to District-provided Internet e- mail.
4. Students may be permitted to access an external Internet e-mail service or their personal email account for the purpose of legitimate instructional or school-based needs. This is a local decision.

5. Guests/contractors are not automatically eligible for a District email account. E-mail or network access accounts may be granted if directly sponsored by a District administrator.

### **C. Unacceptable Uses**

1. Users may not use the District's private network to access material that is profane or obscene (pornography of any kind), that advocates illegal acts, or that advocates violence or discrimination towards other people (hate literature).
2. Users may not post personal information on the Internet about themselves or other people. Personal contact information includes address, telephone, school address, work address, pictures or video bites, clips, etc.
3. Students may not agree to meet with someone they have met on the Internet without their parent's approval and participation.
4. Users may not attempt to gain unauthorized access to any other computer system. This includes attempting to log in through another person's account or access another person's files. These actions are illegal, even if only for the purposes of "browsing", "snooping", or "electronic discovery".
5. Users may not deliberately disrupt or harm hardware or systems, interfere with computer performance, interfere with another's ability to use equipment and systems, or destroy data.
6. Users may not use the District's private network to engage in illegal acts, such as arranging for a drug sale or the purchase of alcohol, engaging in criminal gang activity, threatening the safety of person, etc.
7. Users may not use the District's private network to solicit information with the intent of using such information to cause personal harm or bodily injury to another or others.
8. Users may not post information that could endanger an individual, cause personal damage or cause danger of service disruption.
9. Users may not knowingly or recklessly post false

or defamatory information about a person or organization.

10. Users may not intentionally seek information on, obtain copies of, or modify files, other data, or passwords belonging to other users.
11. Users may not indirectly or directly make connections that create “backdoors” to the District, other organizations, community groups, etc. that allow unauthorized access to the District’s network.
12. Users may not use obscene, profane, lewd, vulgar, rude, inflammatory, hateful, threatening, or disrespectful language.
13. Users may not engage in personal attacks, including prejudicial or discriminatory attacks.
14. Users may not harass another person.  
Harassment is persistently acting in a manner that distresses or annoys another person.
15. Users may not re-post a message that was sent to them privately without permission of the person who sent them the message.
16. Users may not forward or post chain letters or engage in "spamming". Spamming is sending an annoying or unnecessary message to a large number of people.
17. Users will not install or reproduce unauthorized or unlicensed software on District resources.
18. Users may not plagiarize works that they find on the Internet or other resources.
19. Users may not use computer resources and Internet for private business activities or unreasonable personal use.
20. Users may not use the District’s private network for political lobbying.
21. Students will not download files unless approved by their teacher.

#### **D. System Security Obligations**

1. Users are responsible for the use of their individual access account and should take all reasonable precautions to prevent others from being able to use their account. Under no conditions should a user provide his/her

password to another person.

2. Attempts to log on to the District's private network or any other network as a system administrator is prohibited.
3. Any user identified as a security risk or having a history of violating this or any other Acceptable Use Policy may be denied access to the District's private network.
4. Users will avoid the inadvertent spread of computer viruses by following the School District virus protection procedures if they download software or share a common file directory.
5. Users should immediately notify a teacher or system administrator of any possible security problem.
6. Students will promptly disclose to their teacher or other appropriate school employee any message received that is inappropriate.

#### **E. Filtering**

1. As required by law and in recognition of the need to establish a safe and appropriate computing environment, the District will use filtering technology to prohibit access, to the degree possible, to objectionable or unsuitable content that might otherwise be accessible via the Internet.

#### **F. Due Process**

1. The School District will cooperate fully with local, state, or federal officials in any investigation concerning or relating to any illegal activities conducted through The District's private network.
2. In the event there is an allegation that a student has violated the District's Acceptable Use Policy, the student will be provided with a written notice of the alleged violation and will be provided with notice and opportunity to be

heard in the manner set forth in the Student Hearing Process Policy. Disciplinary actions may be taken.

3. Employee violations of the District Acceptable Use Policy will be handled in accord with law, School Board Policy or collective bargaining agreement(s), as applicable.

#### **G. Administration**

1. The Chief Information Officer has the responsibility and authority for the development, publication, implementation and ongoing administration and enforcement of the processes and techniques required to protect the Philadelphia School District's computer systems from unauthorized access, loss or misuse.
2. School principals have the responsibility to establish a system to ensure adequate supervision of students using the system and to maintain executed user agreements for students. They are also responsible for interpreting and enforcing this policy at the local level.
3. Local management has the responsibility to interpret and enforce this policy for employees including maintaining executed user agreements.

## **SPECTATORS CODE OF CONDUCT**

### **An informed spectator realizes that:**

1. High school athletes are amateurs and are constantly learning. They deserve encouragement and praise, not public criticism.
2. Coaches work long, hard hours to learn about the sport they are coaching and to teach the proper skills to the athletes. They, and they alone, are responsible for decisions on use of players and strategies employed.
3. Officials spend long, tedious hours learning the rules of the sport. They must make hundreds of instantaneous decisions during a contest, and mistakes may occur. Everyone involved in the sport must accept his or her decisions. Coaches and officials deserve thanks for their efforts, praise for their successes, and understanding of their mistakes.

It is the policy of George Washington High School that spectators who do not conduct themselves properly will be asked to modify their behavior. Any spectator who chooses not to follow the basic principles of good athletic behavior may be asked to leave the contest. **No refunds will be given.**



**Specific behaviors that will be deemed unacceptable for spectators at GWHS athletic events include:**

1. The use of abusive, profane or obscene language — whether directed toward participants, coaches, officials or other spectators;
2. Any actions that interfere with the orderly conduct of the event, including interference with school personnel in the performance of their duties;
3. Excessive criticism of players, coaches or officials.
4. Possession of any intoxicant or being under the influence of any intoxicant;
5. Conduct that incites players or other spectators to commit an act of violence;
6. Any conduct that school officials deem inappropriate for an athletic contest.

**The above code of conduct applies to all contests involving George Washington High School athletic teams regardless of the site of the contest.**