

FORT NECESSITY JUNIOR HIGH SCHOOL PRINCIPAL'S MESSAGE

Fort Necessity Junior High School is a unique community school. It is important all stakeholders (students, parents, faculty, staff, administrators, and other FPSB employees) work in unity to restore the tradition of excellence established for decades by the community and alumni of this remarkable school. The faculty believes that that the principle responsibility of our school is to educate our children. Students enrolled at Fort Necessity Junior High School are expected to maintain a standard of excellence in academics and behavior. Parent input and involvement are important and necessary for our school to be recognized as an effective educational institution. Please feel free to contact me if you need clarification of any policy in this handbook. Your questions and/or comments are welcome.

FORT NECESSITY JUNIOR HIGH SCHOOL MISSION STATEMENT AND GOALS

We are dedicated to academic achievement for all students.

- GOALS:**
1. Motivate students at FNJH to improve academically in reading and math.
 2. Improve academic achievement of students at FNJH by providing more individualized instruction.
 3. Improve discipline/behavior of students at FNJH.
 4. Increase parental involvement at FNJH.

PRINCIPAL'S SCHEDULE

If you need to talk with the principal, you are encouraged to call the school at (723-4793). Because of the new regulations with Covid-19 the principal is unable to see you as a drop in. The principal will contact you as soon as her schedule permits. You can email Mrs. Roberts at croberts@fpsb.us if you would

ARRIVAL

The school day begins promptly at 7:40 a.m. **Students should not arrive on campus before 7:15 a.m. because adult supervision is not available prior to unloading of the first bus.** ALL STUDENTS who plan to eat breakfast at school must arrive no later than 7:30 in order to eat and have time to get to class without being tardy. Students arriving after 7:30 should eat breakfast at home so they will not be tardy for class and miss instruction. Students late for class (after 7:40) are required to "check in" at the office to receive an admit slip before going to the classroom. The hall doors will be locked after 7:40. The classroom teacher is responsible for documenting the attendance of all students by 7:40 and beginning instruction as soon as possible. If you need to conference with the teacher, please check with the office and schedule an appointment during her planning time.

MORNING DROP-OFFS

Students should not be dropped off before 7:15 every morning. This gives the buses time to unload because it poses a safety hazard when students are being dropped off as buses are leaving. Please drop students off in front of the office or in front of elementary building.

DISMISSAL

Students are expected to be off campus by 3:15 p.m. If you pick up your child before 2:51 they will miss academic materials being taught. Parents picking up children must go to the office to sign them out. The secretary will contact your child for you. **All children are expected to be picked up promptly after school is dismissed. If you are not here by the time buses arrive, your child will be put on the bus they are assigned to take them home.** If you are going to be late, please make arrangements for your child. When students are to use a different way of leaving school at dismissal time, either by car or bus, **the teacher and office must be notified in writing.** Changing a child's routine in the afternoon is discouraged because the child becomes confused about what he/she is supposed to do.

ATTENDANCE

Students must be present the required number of minutes to be eligible to pass to the next grade. Exceptions can be made only in the event of extended illness as verified by a physician and/or other extenuating circumstances approved by the principal. "Medical excuses" are kept on file.

Early check-out: The number of minutes the student is checked out early will be recorded. After 60 minutes he/she will be counted as absent for 1 hour. If your child is being checked out for extenuating circumstances an excuse may be granted by the principal. It is important to remember checking out your child habitually causes them to miss important school work and could negatively affect their school performance.

TARDINESS

Parents are expected to ensure that their children arrive to school and class on time. Any student arriving after 7:40 a.m. will be considered tardy unless they have a doctor's or dentist's excuse. They are required to report to the office before going to the classroom. If your child is tardy as the result of extenuating circumstances an excuse may be granted by the principal.

1. In the event that 5 unexcused tardies occur, the parent/guardian will be contacted to encourage punctuality.
2. When 10 unexcused tardies occur, the principal or assistant principal will contact the parent/guardian encouraging punctuality.
3. After 15 unexcused tardies, further action may be taken.

BREAKFAST AND LUNCH

Nutritious breakfast and lunches are served daily. All students will be eating free this year. If a student chooses to bring his/her lunch, he may purchase milk or juice for \$.30 or bring a beverage in a thermos. No glass bottles or beverage will be allowed in the cafeteria.

Parents are welcome to eat in the cafeteria with their children. Please consult your child's teacher concerning the policy. All parents should sign in upon arrival at school in the office before going to the cafeteria. Adult prices for lunch are \$2.60.

CAFETERIA RULES

- * No glass bottles or beverage cans will be allowed in the cafeteria
- * Any carbonated drink must be brought in a thermos.
- * No food or drink shall be taken from the cafeteria.
- * **Proper conduct and common rules of etiquette shall be observed in the cafeteria at all times.**
- * Students should talk at a proper level to those seated immediately next to them in order to keep the noise level to a minimum.
- * The eating area should be cleared of all paper before student returns his/her tray.

VISITORS

There will be no visitors in classrooms until Covid restrictions are lifted. Visitors may be granted special permission by the principal to visit students or teachers under special circumstances. Visitors who use profane language will be asked to leave the campus immediately. Fort Necessity Junior High School is a smoke free campus. **ALL VISITORS** are required to follow this policy. **PROTECTING INSTRUCTIONAL TIME IS A PRIORITY AT FNJH!**

ACCIDENTS / ILLNESS

If a child becomes seriously ill or is seriously injured at school, the school will immediately get in touch with the parent. It is imperative that each parent leave an emergency telephone number in the office in case such an event should occur. Parents will be contacted to pick up their children who become ill at school. Students running a temperature should not come to school and be free of fever before returning to school, in order not to expose others and to speed their recovery. A doctor or parent written excuse will be necessary for an absence to be an excused absence. All activities will be adequately supervised, however, accidents occur. Parents must bear the expense for injuries to their children. Parents should consider purchasing school insurance or private insurance for their children. If a student is sent home for LICE, the parents MUST get a letter from the school nurse, at the school board, before they can return to school.

MEDICATION IN SCHOOL

If your child needs to take medication at school, the appropriate forms must be completed at the school board office through the parish nurse.

SEARCH AND SEIZURE

Fort Necessity Junior High School reserves the right to inspect or search desks, students, and visitors at any time for health and safety reasons. School district administrators are authorized, under justifying circumstances, to require students or other persons under the administrator's jurisdiction to submit to a thorough search of their person and personal belongings including, but not limited to clothing, shoes, handbags, backpacks, and wallets to seize any unauthorized materials. Any individual/student who refuses to comply or cooperate with these expectations will result in parent/guardian and local law enforcement contact, as well as possible placement at HGW and subject to other disciplinary action. If a more extensive search is required, it will be conducted by local law enforcement.

HOMEWORK

Homework will be given on an increasing basis as your child progresses through school. Parents may wish to set aside 20 - 45 minutes each evening. More than 45 minutes is not advised.

Parents and teachers should work together to see that homework is completed and returned to school. (Homework is not necessarily assigned in each subject every night.)

Homework serves as an important purpose in your child's school life. It is a means of reviewing and reinforcing the lessons taught in school. Homework is also a way to help your child to develop work and study habits that will assist him or her throughout the years spent in school.

You can help your child develop some routines that will be of assistance in successfully completing homework assignments. Homework will help your child grow and develop. Please feel free to consult your child's teacher whenever there is a question about homework. We want homework to be a help not a punishment.

USE OF INTERNET

The Franklin Parish School Board provides access to the Internet to students, teachers, staff, and administrators. Any and all users of the Internet shall adhere to the policies as set forth by the Franklin Parish School Board. All students must have an "Acceptable Use Contract and Parent Permission Form" signed by a parent and on file before they will be allowed to use the Internet.

BULLYING/CYBERBULLYING

Bullying shall be defined as when a student is exposed repeatedly and over time to negative actions on the part of one or more students. This could include unwelcome verbal, written, electronic, or physical conduct directed at a student by another student or students. Cyber Bullying includes, but it not limited to, the following misuses of technology **during the school day**: harassing, teasing, intimidating, threatening, or terrorizing another student, teacher, or employee of the District by sending or posting inappropriate or derogatory email messages, instant messages, text messages, digital pictures or images, or web site postings. Fort Necessity will not tolerate known acts of harassment or bullying occurring on the school property, at school-sponsored activities scheduled on or off school grounds or during the time students necessarily spend traveling to and from school or school-sponsored activities.

Complaints of harassment, bullying, or cyber-bullying shall be investigated promptly, and corrective action shall be taken when a complaint is verified. Neither reprisals nor retaliations shall occur as a result of the submission of a complaint.

Bullying/Cyber Bullying lessons will be taught the first week of school to educate students on this topic.

DRESS CODE UNIFORM POLICY

Students are not permitted to wear clothing that might cause a disruption of the educational process or that might send an inappropriate message to others. Good judgement should prevail on a student's part by not wearing clothing that:

- Causes a great deal of attention to students
- Displays obscene or suggestive words
- Promotes the use of alcohol, tobacco, or illegal drugs
- Constitutes a health or safety hazard.

The Franklin Parish School Board has adopted a uniform policy which is in effect for the 2019-2020 school year. Parents are encouraged to write the name of the student on the inside of jackets or coats when they are purchased.

1. Shirts are to be navy blue, red, or white polo style.
2. Pants are to be uniform pants in khaki or navy blue. No cargo pants. Pants are not to be cut, torn, or written on. **No skin tight pants will be allowed. Just because they have a School Uniform tag does not make them appropriate to wear to school. It is up to the discretion of the principal and assistant principal to make a determination on the appropriateness of their attire. Skin tight clothes will not be allowed.**
3. Pants are to fit properly. No sagging, bagging, or showing of underwear.
4. Belts are to be worn at all times.
5. Navy or khaki uniform skirts are to be knee length.
6. Tennis shoes or leather shoes/boots (navy, brown, or black) will be allowed. No sandals. Open heels are acceptable, but no open toes. No house shoes or slippers will be allowed.
7. Only FNJH pullover sweatshirts will be allowed.
8. Girls must be properly covered. Undershirts must not be low-cut, sports bras, or camisoles.
9. The Franklin Parish School Board expects all students in the parish to take personal pride in themselves by keeping their bodies and clothes clean and free from body odor. Students may be sent home for showers when deemed necessary.
10. Students should wear all conventional undergarments.
11. No caps/hats are to be worn inside school building. Bandanas are not accepted as "headbands" for female students.
12. Hair must be clean and neatly groomed. Dyed hair & braided/sewed-in hair must be a natural color; not purple, green, blue, purple, polka dotted, spotted, etc...
13. Hair may not hang down in student's eye(s).
14. Hair rollers, pin curls, scarves, bandanas, or any extreme hair styles will not be allowed. Girls will not be allowed to wear bandanas on their head.
15. Make-up must not be excessive. No face paintings.
16. Faces will be clean shaven.
17. Sideburns must not come below the bottom of the ear lobes and must not be excessively flared.
18. Student dress, jewelry, personal appearance, and conduct are required to be of such character as not to disrupt or distract from the orderly educational process of the school. Any style or appearance which tends to diminish instructional effectiveness or the discipline control by teachers is not acceptable.
19. Footwear must be worn in school facilities and on school grounds at all times.
20. Students are not allowed to wear sunglasses at school.
21. Male students are prohibited from wearing earrings or straws of any kind.
22. Pants worn below the waist, sagging stride, or showing underwear are prohibited.
23. All students must have shirts tucked in, must have on a belt, and belt must be buckled at the waist.
24. No depression or holey pants are permitted.
25. Gang symbols and paraphernalia may not be worn.
26. Students may not wear pants leg(s) pulled or rolled up.
27. Knee length/Uniform Shorts may be worn by Pre-K through Eighth grade.
28. The entire length of the belt must be worn inside the loops. Hanging of any part of the belt outside the belt loops is not allowed.
29. Shoestrings are to be worn in lace up shoes. They are to be laced and tied at all times.
30. Combs/brushes are not to be visible in the hair or pockets.
31. Tongue rings, eyebrow rings, nose rings or any visible piercings are prohibited. Girls may wear earrings in their ears.
32. Shirt length must allow for the raising of a student's arms over one's head with no bare skin visible around the midriff

Blue Jean Day

1. On days designated as blue jean days, students may wear their jeans with a school uniform shirt or a spirit shirt that has Fort Necessity or Eagles on it. There will be designated days that students can wear their Patriot shirts.
2. Blue jeans must be solid colors.
3. Sweat pants nor Tights will be allowed on blue jean day.
4. Students who wear dress inappropriately on blue jean day will have their blue jean privileges taken away for the rest of that semester.

Free Dress Day

1. No halter tops, crop tops, tank tops, see-through shirts, or t-shirts with scantily clothed men or women on them. Students are not to wear solid white t-shirts as outerwear. Sleeveless shirts should have shoulder straps at least 3 inches wide.
2. No jogging pants, sweat pants, or wind pants. **No jeans with holes in them.**
3. Dresses are to be knee length. No sundresses.
4. No clothing with degrading, profane, offensive language, or advertising of alcohol, tobacco, or drugs.
5. Nothing sleeveless.
6. The showing of stomachs, backs, and underwear is strictly prohibited.
7. Students may wear their open-toed shoes on Free Dress Day.

*****Students improperly dressed will call home for a change of clothes and wait in detention until they arrive.***

Penalties for Uniform Violations

| | |
|--------------------------|---|
| 1 st Offense: | Warning |
| 2 nd Offense: | Warning |
| 3 rd Offense: | Student is assigned in-school suspension for 1 day |
| 4 th Offense: | Student is assigned in-school suspension for 2 days |
| 5 th Offense: | Student is assigned in-school suspension for 3 days |
| 6 th Offense: | Student shall be recommended for expulsion from regular education and therefore, recommended to the Franklin Parish Alternative School. |

BEHAVIOR CODE

The successful and effective operation of any organization requires that certain structures, procedures, and rules are in place. Fort Necessity Junior High is no exception. It's necessary that students and parents become familiar with the major rules at the school. A claim that one did not know that something was against the rules is not a valid excuse.

The following rules have been established for the safety of all the children.

1. Students are expected to respect school officials, self, and other students.
2. Students are expected to conduct themselves in an orderly manner in the classroom, on the playground, in the halls, going to and from the bus, on the bus, in the cafeteria, or at any school-sponsored activity. Fighting at school, going to or from school (on the bus or walking home) will be dealt with by the teacher or principal. FIGHTING ANYTIME IS CONSIDERED A SEVERE DISRUPTION AND WILL BE DEALT WITH ACCORDINGLY.
3. Students are expected to come to class prepared to work, with required materials and assignments completed.
4. Students are not to congregate, play, or rough-house in the restrooms.
5. Personal equipment and toys are not to be brought to school unless approved by the teacher.
6. Profanity and vulgarity **WILL NOT** be tolerated. This is considered a severe disruption and will be dealt with accordingly.
7. Any other behavior not listed which is considered by the principal to be unacceptable and not in the best interest of Fort Necessity Junior High School **WILL NOT** be allowed.

*Parents or guardians will be responsible for damages committed by children who participate in vandalism or fighting.

8. Students are not allowed to bring cell phones, Ipods, MP3 players, or any other electronic devices to school. If a student brings their phones/electronic device, school is not responsible if phone is stolen or broken.

School Board Policy Consequences for bringing electronic devices to school:

- 1st Offense: Device is confiscated and can only be picked up by a parent after signing parent release/notification form **no sooner than the next day.**
- 2nd Offense: Device is confiscated and student is subject to 3 day in-school suspension. Parent may pick up the phone after signing parent release/notification form.
- 3rd Offense: Device is confiscated and student is subject to 5 days in-school suspension. Parent may pick up the phone after signing parent release/notification form.
- 4th Offense: Device is confiscated and student may be sent to Horace G. White for a period of time. Parent may pick up the phone after signing parent release/notification form.

In School Suspension Procedures

1. All students are checked with a wand before entering ISS to check for cell phones.
2. All backpacks and purses are left in the front of the room (with the teacher) when students enter.
3. Students will have paper and pencil in cubicle (**nothing else**).
4. Students will complete a 25 word essay on why they are in ISS. Essay will be readable and neat or it will be done again.
5. Student will complete a written assignment to encourage the student not to return to the I.S.S. room. When finished the student will complete work sent from teachers.
6. Failure to finish any part of the assignment or failure to comply with any rule will result in an additional day in I.S.S.

ISS Rules:

1. No talking. **All** communication will be by writing. **No sounds.**
2. Stay in desk at all times.
3. No sleeping, No head on desk.
4. Students must work at all times.
5. Bathroom Break 1 will be at 9:40 and Break 2 will be at 2:05. NO others will be allowed.
6. Lunch is in the ISS Room at 11:00 with a restroom break right after.
7. No writing on desks or cubicles.
8. No gum, food, or drink of any kind.
9. 3 Strike Policy: **3 violations of Rules/Procedure and student will be sent to office for possible Alternative school placement.**

CLASSROOM BEHAVIOR

Students should obey rules written for each classroom. If any of these rules are broken, he/she will be disciplined according to the teacher's posted classroom discipline plan

PARENT MESSAGES TO CHILDREN

Many phone messages are received from parents for their children during school hours. This creates some confusion and classroom disruptions when messages are delivered during the instructional day. To avoid this, parents are encouraged to send notes to their child's teacher. **Parents are asked to call the school only in the case of emergency.**

GENERAL CONDUCT

We expect and require all students of the school, regardless of age and grade, to obey the rules set up for conduct in the classroom, hall, walkway, cafeteria, bus, campus, or any other activity sponsored by the school.

Louisiana law authorizes every teacher and bus driver to hold every pupil to strict accountability for orderly conduct at school and enroute to or from school.

FORT NECESSITY JUNIOR HIGH SCHOOL DISCIPLINE PLAN

All students are expected to come to school ready to learn.

All students will be treated in a fair and consistent manner as outlined by the Franklin Parish School Board Policy Manual.

- I.** Students will follow classroom rules/procedures as outlined by their teacher on the classroom discipline plan. Removal from class can result from any of the following:
- a. disrupts normal classroom activities
 - b. is disrespectful to a teacher
 - c. willfully disobeys a teacher
 - d. uses abusive or foul language
 - e. interferes with the orderly education process
 - f. poses a threat to safety of pupils
 - g. violates school dress code

- II.** Consequences when sent to office:
- a. Warning / Parent notified; *
 - b. Corporal Punishment / Contact Parent / Parent Conference as soon as possible *
 - c. Corporal Punishment / Mandatory Parent Conference/Student will not be allowed to return to class until after conference is held*
 - d. In-School Suspension; Will remain at this level until number of suspensions have been exhausted; Mandatory Parent Conference. *
 - e. Placement at Horace G. White Learning Center

* **Principal may choose any of the following according to the reason student is referred to the office: conference with student, teacher, parent, or all three; paddling; removal of free time; isolation; in-school suspension; placement at Horace G. White Learning Center.**

- III.** Any violations of the following, depending on the severity, could result in paddling, in-school suspension, or placement at Horace G. White Learning Center:
- a. fighting
 - b. profanity or vulgar behavior
 - c. disrespect/disobedience to faculty or staff
 - d. violation of dress code
 - e. destruction of property
 - f. committing an immoral or vicious act
 - g. possession of tobacco, drugs, or alcohol
 - h. possession of a weapon
 - i. striking a teacher

SAFETY REGULATIONS

All students are asked to regard the safety of others as well as themselves.

- *Students are not to run on the walkway or in the building.
- *Students are not to jump from swings or twist the chains of the swings.
- *Students are expected to play in their assigned area(s).
- *No rocks, dirt, sticks, or any other objects are to be thrown.
- *Students will not use the trees for swinging or climbing.

RECESS

Recess is a privilege, not a right. Failure to obey rules will result in removal of this privilege.

RESTROOM POLICY

All students are to go directly to the restroom and get water when recess begins. Student use of the bathroom should be completed before the end of recess. Students are only allowed to leave the classroom in order to go to the restroom if it is an emergency. Students are also encouraged to use the restrooms before school begins.

OFFICE RULES

The school office is a place where school business is transacted. Students should go there only to enroll, withdraw, or when the teacher sends them. Upon entering the office, the student should wait quietly in the reception area until the secretary is able to attend to his/her needs. If a student or parent desires to see the principal, please tell the secretary, and the secretary will ask the principal to see you or schedule you an appointment for a conference as soon as possible.

STUDENT USE OF TELEPHONE

Any student requiring the use of the telephone must get permission from the office personnel. Pupils will not be called to the telephone except in cases of emergency. Students will not be allowed to use the phone at school except in cases of illness. All students should have an emergency telephone number on file in the office. Any student caught using the telephone without permission is subject to in-school suspension.

JANITORIAL WORKROOM

The janitorial workroom is off limits to all students. All students must have permission from a responsible person before entering the workroom.

GRADING AND REPORTING

The grading scale for students attending Fort Necessity Junior High School is as follows:

Satisfactory ----- S
Needs Improvement ----- N
Unsatisfactory ----- U

| <u>Percent</u> | <u>Converted Letter Grade</u> |
|----------------|-------------------------------|
| 100 - 93 | A |
| 92 - 85 | B |
| 84 - 75 | C |
| 74 - 67 | D |
| 66 and below | F |

AWARDS

Progress Reports will be sent home the third week of each six weeks. Report Cards will be sent home on a six-week schedule. Students will be recognized school wide for honor roll and Perfect Attendance.

Honor Roll - Only core courses are used when determining honor roll. Students with a "B" average (3.0 GPA) or higher in all core subjects, with no grade lower than a "C" (no "D's" or "F's"), are considered for Honor Roll. In grades 6-12, P.E. is used when determining this average.

In grades K-5, P.E., Gifted, Incentive, and Enrichment grades are not considered core subjects and are not used when calculating GPA for honor roll.

AR Awards - A student who reads and earns their set AR points will be eligible to attend AR parties that will be held twice a year. Students with most points in each grade will be recognized with awards at the end of the year.

TEXTBOOKS

Textbooks are the property of the parish and are only loaned to the student for a period of time. The student shall account for loss of or unnecessary abuse to a book. Textbooks should be returned to school each day in order to avoid loss.

SEX DISCRIMINATION

The Franklin Parish School System does not condone discrimination on the basis of sex or physical condition. Should you feel that you are the victim of discrimination, you should contact the principal. The Franklin Parish School Board has established an official grievance process.

Fun Day

It is up to the discretion of the teachers to decide if a student has earned the right to attend fun day according to rules set ahead of time. **NO STUDENT WILL BE ALLOWED ON FUN DAY IF THEY HAVE MORE THAN 3 DISCIPLINE REFERRALS OR IF THEY HAVE 10 OR MORE UNEXCUSED ABSENCES.**

BIRTHDAY CELEBRATIONS

To avoid class disruptions, gifts, flowers, and/or balloons are to be delivered to the office only. They will be distributed at the end of the school day. Individual birthday parties need to be approved by the classroom teacher **and a Principal.**

Graduation

No student will walk unless they have met **all criteria** for graduation. If a student is not graduating, no refund will be given for their cap and gown. It will be given to the student.

Fort Necessity Homecoming Procedure

Students who are not eligible for Homecoming:

- 1) Any student that repeated the grade they are currently in.
- 2) Any student that has been to H.G. White Alternative Center this school year.
- 3) Any student that has been in I.S.S./Detention 3 or more days.
- 4) Any student that has a GPA of below a 2.0.
- 5) Any student that was on the court last year. (This does not apply to the KING and QUEEN.)

PARENT - TEACHER CONFERENCES

We urge you to become acquainted with the teachers and administrative staff. Because of Covid restrictions, teachers will be available for phone conferences during their planning time. Call the school in advance to schedule phone conferences. **Please contact your child's teacher before contacting the principal in order to keep open communication.**

2020 – 2021

FRANKLIN PARISH SCHOOL BOARD

STUDENT CODE OF CONDUCT

STUDENT CONDUCT

The Franklin Parish School Board expects students to be well behaved while attending school or any school activity and conduct themselves in an appropriate manner at all times. Every teacher and every other school employee shall be authorized to hold every student to a strict accountability for any disorderly conduct, and discipline policies shall be applicable, in school or on the playgrounds of the school, on the street or road while going to or returning from school, on any school bus, during intermission or recess, or at any school-sponsored activity or function.

Students have the responsibility to know and respect the rules of the school system. Students shall comply with all Board policies and school regulations, student codes of conduct, and directions of principals, teachers, and other authorized school personnel during any period of time when the student is under the authority of school personnel.

The School Board shall demand reasonable student behavior and administer discipline with fundamental fairness without regard to gender, race, ethnic origin, religion or political belief. All students shall be afforded the basic rights of citizenship recognized and protected for persons of their age and maturity. Students shall exercise their rights and responsibilities in accordance with rules established for orderly conduct of the school's mission. Students who violate the rules of conduct shall be subject to disciplinary measures designed to correct the misconduct so that an environment conducive to learning can be maintained.

Moreover, the School Board reserves the authority to discipline students for behavior that may constitute a material disruption of the educational process such as audio, video, or other materials/information that may appear on the Internet or be transferred over electronic devices.

STUDENT CODE OF CONDUCT

While the School Board cannot reasonably be expected to develop a *Student Code of Conduct* in such detail as to anticipate every type of misconduct that could possibly occur, the Board shall develop and maintain a *Student Code of Conduct*, which shall enumerate the necessary discipline action to be taken against any student who violates the *Code of Conduct*. It shall be in compliance with all existing policies, rules, and regulations of the Louisiana Board of Elementary and Secondary Education and all state laws relative to student discipline.

Prior to the beginning of each school year, all schools of the Franklin Parish School District shall provide each student, and his/her parent, tutor, or legal guardian with a *Student Handbook* or similar document that identifies and explains discipline policies, rules or regulations, and procedures that are parish-wide and/or specific to that school, as well as outline the consequences for students who violate the *Student Code of Conduct* or any school policy, regulation, or procedure. Such consequences may include, but may not be limited to, oral or written reprimands, parental contact, removal of the student from the classroom, detention, corporal punishment, in-school suspension, suspension from school, assignment to an alternative school, recommending expulsion from school, or any other disciplinary measure authorized by the principal in conjunction with state law and/or School Board policy.

New policy: November, 2012

Ref: La. Rev. Stat. Ann. ' ' 17:223, 17:235.2, 17:416, 17:416.1, 17:416.8, 17:416.12, 17:416.13, 17:416.20.

Board Approved – January 14, 2014, Ord. 2014-01-0008
FPSB approved 8.1.16

FPSB approved 6.1.15
FPSB approved 6.3.19

STUDENT ATTENDANCE
(All Schools Grades K-12)

Compulsory attendance laws and Louisiana Board of Elementary and Secondary Education (BESE) regulations require high school students to be in attendance a minimum of **30,060** minutes (equivalent to 83.5 six hour school days) per semester or 60,120 minutes (equivalent to 167 six-hour school days) a school year for schools not operating on a semester basis in order to be eligible to receive credit for courses taken.

Elementary students shall be in attendance a minimum of 60,120 minutes (equivalent to 167 six-hour days) a school year in order to be eligible to receive credit for courses taken.

GRADES K-12

SCHOOL PRINCIPALS MAY USE AT THEIR OWN DISCRETION, any of the items under the Student Code of Conduct they feel appropriate. The *Student Code of Conduct* includes but is not limited to the following disposition.

- A. Suspension unless a danger to self or others (Temporary out-of-school suspension if immediate danger to self or others).
- B. Assignment to Horace G. White, Sr. Learning Center
- C. Referral to Office of Child Welfare and Attendance.
- D. Referral to counseling (or educational program)
- E. Require an administrative conference with the parent or guardian. Include the teacher in the conference upon the teacher's request
- F. Referral to School Building Level Committee
- G. Referral to Pupil Appraisal for support service, if appropriate; and
- H. Any other disciplinary measure authorized by the principal with the concurrence of the teacher or the building level committee pursuant to Law and Board policy, which includes corporal punishment.
- I. You are to use your ISS teacher/room instead of HGW if possible. There will be five (5) day minimum assignment to HGW. No student 4th grade or under is to be assigned to HGW unless severe incidence required by law. You are to use your ISS teacher/room for students less than five (5) days.

GRADES K-12

A student found in violation of the *Student Code of Conduct* shall be disciplined according to the disposition set forth for that offense. **SCHOOL PRINCIPALS MAY USE THEIR DISCRETION** in any violation of the rules.

The *Student Code of Conduct* includes but is not limited to the following offenses:

| Incident Code | Offense | Disposition 1st | Disposition 2nd | Disposition 3rd | Disposition 4th | Disposition 5th |
|---------------|---|---|---|--|---|--|
| 1 | Willful disobedience | Notify parents Counseling by teacher/administrator 1 day suspension | Notify parents 3 days suspension | Counseling 5 days suspension | 9 days suspension Recommended expulsion | |
| 2 | Treats an authority with disrespect | Notify parents Counseling 3 days suspension | Notify parents Counseling 5 days suspension | Notify parents Counseling 9 days suspension | Notify parents Counseling 9 days suspension Recommended expulsion | |
| 2a | Treats an authority with disrespect on school bus | Notify parents Counseling 3 days suspension from school bus or ISS | Notify parents Counseling 5 days suspension from school bus or ISS | Notify parents Counseling 9 days suspension from school bus or ISS | Notify parents Counseling Removal from school bus at principal's discretion | |
| 3 | Make an unfounded Charge against authority | Notify parents Warning, counseling by teacher or administrator | Notify parents Counseling by teacher or administrator 2 days suspension | Notify parents Counseling by teacher or administrator Mandatory parent conference 3 days suspension | Notify parents 5 days suspension | 9 days suspension Recommended expulsion |
| 4 | Vulgarity, profanity toward faculty, school personnel or school official | Notify parents Counseling 5 days suspension | Notify parents Counseling 9 days suspension | Notify parents 9 days suspension with recommended expulsion | | |
| 5 | Is guilty of immoral or vicious practices | Notify parents Counseling 3 days suspension | Notify parents Counseling 5 days suspension | Notify parents Counseling 9 days suspension | Notify parents Counseling 9 days suspension Recommended expulsion | |
| 6 | Is guilty of conduct or habits injurious to his/her associates | Notify parents Counseling 3 days suspension | Notify parents Counseling 5 days suspension | Notify parents Counseling 9 days suspension | Notify parents Counseling 9 days suspension Recommended expulsion | |
| 7 (a) | Uses or possesses any controlled dangerous substances governed by the Uniform Controlled Dangerous Substances Law, in any form (ZERO TOLERANCE) | Notify parents Counseling 9 days suspension and recommended expulsion Refer to law enforcement | | | | |
| 7 (b) | Possession of illegal drugs with intent to distribute (ZERO TOLERANCE) | Notify parents Counseling suspension and recommended expulsion Refer to law enforcement | | | | |
| 7 (c) | Distribute, sell, or dispense controlled dangerous substance to anyone while on school premises or school bus (ZERO TOLERANCE) | Notify parents Counseling suspension and recommended expulsion Refer to law enforcement | | | | |
| 7 (d) | Possession of drug paraphernalia (ZERO TOLERANCE) | Notify parents Counseling suspension and recommended expulsion Refer to law enforcement | | | | |
| 8 | Uses or possesses tobacco or lighter or electronic device | Notify parents Counseling 5 days suspension | Notify parents Counseling 9 days suspension | | | |

| Incident Code | Offense | Disposition 1st | Disposition 2nd | Disposition 3rd | Disposition 4th | Disposition 5th |
|---------------|--|--|--|--|--|--|
| 9 | Uses or possesses alcoholic beverages on school property at any time | Notify parents Counseling 5 days suspension with recommended expulsion | | | | |
| 10 | Disturbs the school or habitually violates any rule | Notify parents Counseling 2 days suspension | Notify parents Counseling 3 days suspension | Notify parents Counseling 5 days suspension | Notify parents Counseling 9 days suspension Recommended expulsion | |
| 11 | Cuts, defaces, or injures any part of public school buildings/vandalism | Notify parents Counseling 5 days suspension Restitution before re-entering school Notify law enforcement | Notify parents Counseling 9 days suspension Restitution before re-entering school Notify law enforcement | 9 days suspension Recommended expulsion | | |
| 12 | Writes or uses profane or obscene language or draws obscene pictures | Notify parents Counseling 3 days suspension | Notify parents Counseling 5 days suspension | Notify parents Counseling 9 days suspension | Notify parents 9 days suspension Recommended expulsion | |
| 13 | Possesses weapon(s) as defined in Section 921 of Title 18 of the US Code (ZERO TOLERANCE) Note: use of 13 requires additional submission of the weapon type code | Notify parents Counseling 9 days suspension and recommended expulsion Refer to law enforcement | | | | |
| 14 | Possesses firearms (not prohibited by federal law), knives or other implements, which can be used as weapons, the careless use of which might inflict harm or injury (ZERO TOLERANCE) Note: Excludes pocket knives with a blade of less than 2 inches. Refer to code 31 for blades 2 inches or smaller | Notify parents Counseling 9 days suspension and recommended expulsion Refer to law enforcement | | | | |
| 15 | Throws missiles liable to injure | Notify parents warning Counseling 2 days suspension | Notify parents Counseling 3 days suspension | Notify parents Counseling 5 days suspension | 9 days suspension Recommended expulsion | |
| 16 | Instigates or participates in fights while under school supervision and/or on school bus | Notify parents Counseling; suspension Grds K-4 - 5 days Grds 5-8 - 10 days Grds 9-12 - 45 days | Notify parents Counseling suspension Grds K-4 - 5 days Grds 5-8 - 10 days Grds 9-12 - 45 days | Notify parents Counseling suspension Grds K-4 - 5 days Grds 5-8 - 10 days Grds 9-12 - 45 days | | Grds K-4 - 5 days Grds 5-8 - 10 days Grds 9-12 - 45 days |
| 17 | Violates traffic and safety regulations | Notify parents warning Counseling 3 days suspension | Notify parents warning Counseling 5 days suspension | Notify parents warning Counseling 9 days suspension | 9 days suspension Recommended expulsion | |
| 18 | Leaves school premises (includes school bus) without | Notify parents Counseling 3 days suspension | Notify parents Counseling 5 days suspension | Notify parents Counseling 9 days suspension | 9 days suspension Recommended expulsion | |

| | | | | | | |
|---------------|--|---|---|---|---|---|
| | permission | | | | | |
| 18 (a) | Leaves classroom without permission | Notify parents Counseling 1 days suspension | Notify parents Counseling 3 days suspension | Notify parents Counseling 5 days suspension | | |
| Incident Code | Offense | Disposition 1st | Disposition 2nd | Disposition 3rd | Disposition 4th | Disposition 5th |
| 18 (b) | Loitering and/or sitting in parked cars—owner or participant | Notify parents Counseling | Notify parents Counseling 5 days loss of privileges for driving and/or riding automobile on school premises | Notify parents Counseling Loss of driving/riding automobile on school premises for the year | | |
| 19 | Is habitually tardy and/or absent from school | warning Counseling Verbal/written notification to parents. | warning Counseling Verbal/written notification to parents. Referral to Supervisor of CWA | warning Counseling Verbal/written notification to parents. Referral to Supervisor of CWA | warning Counseling Verbal/written notification to parents. Referral to Supervisor of CWA | Written notification to parents. Referral to District Attorney's office |
| 20 | Is guilty of stealing | Notify parents Counseling 3 days suspension Restitution | Notify parents Counseling 9 days suspension Restitution | Notify parents 9 days suspension Recommended expulsion Restitution | | |
| 21 | Commits any other serious offense including, but not limited to: | To be determined by the school administrator | | | | |
| 21 (a) | Violation of FPSB Internet Policy for access and use of internet and/or electronic resources available | Notify parents Lose use of computers on campus | Notify parents 3 days suspension Loss of computer privileges for 3 weeks | Notify parents 9 days suspension Loss of computer privileges for 6 weeks | Notify parents Loss of computer privileges for the rest of the school year with 9 days suspension recommended expulsion | |
| 21 (b) | Promoting gang membership and/or activities | Notify parents Counseling 5 days suspension | Notify parents Counseling 9 days suspension | Notify parents 9 days suspension Recommended expulsion | | |
| 21 (c) | Molesting students (any hands on infraction or physical contact) | Notify parents Counseling 9 days suspension or expulsion | Notify parents Counseling 9 days suspension Recommended expulsion | | | |
| 21 (d) | Indecent behavior | Notify parents Counseling 3 days suspension | Notify parents Counseling 5 days suspension | Notify parents Counseling 9 days suspension or expulsion | 9 days suspension Recommended expulsion | |
| 21 (e) | Intimacy between students | Notify parents 9 days suspension and recommended expulsion | | | | |
| 21 (f) | Extortion | Notify parents Counseling 3 days suspension | Notify parents Counseling 9 days suspension or expulsion | 9 days suspension Recommended expulsion | | |
| 21 (g) | Disrupting or conspiring to disrupt normal operation or school sponsored activities (Ex: bomb threat) | Notify parents 9 days suspension and recommended expulsion Refer to law enforcement | | | | |
| 21 (h) | Inciting a riot | Notify parents Counseling 9 days suspension and recommended | | | | |

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|---------------|---|---|---|--|--|---|
| | | expulsion Refer to law enforcement | | | | |
| 21 (i) | Participating in a riot | Notify parents 9 days suspension Recommended expulsion | | | | |
| 21 (j) | Boarding bus at incorrect stop | Notify parents Counseling Warning | Notify parents Counseling 1 day suspension | Notify parents Counseling 2 days suspension | Notify parents Counseling 5 days suspension | 9 days suspension |
| Incident Code | Offense | Disposition 1st | Disposition 2nd | Disposition 3rd | Disposition 4th | Disposition 5th |
| 21 (k) | Defacing bus or destroying property | Notify parents Counseling 5 days suspension Restitution before re-entering school Notify law enforcement | Notify parents Counseling 9 days suspension Restitution before re-entering school Notify law enforcement | 9 days suspension Recommended expulsion | | |
| 21 (l) | Eating, drinking, chewing gum in room without teacher's permission | Verbal warning Counseling Notify parents | Counseling Notify parents 1 day suspension | Counseling Notify parents 2 day suspension | Counseling Notify parents 5 days suspension | 9 days suspension |
| 21 (m) | Cutting class | Notify parents Counseling 3 days suspension | Notify parents Counseling 5 days suspension | 9 days suspension | | |
| 21 (n) | Students threatening students (killing, remarks, verbal, written or implied) (ZERO TOLERANCE) | Notify parents Assessment/ Counseling 9 days suspension Recommended expulsion Refer to law enforcement | | | | |
| 21 (o) | Student threatening faculty school personnel or school official (verbal, written, or implied) (ZERO TOLERANCE) | Notify parents Assessment/ Counseling 9 days suspension Recommended expulsion Refer to law enforcement | | | | |
| 21 (p) | Gambling | Notify parents Counseling 3 days suspension | Notify parents Counseling 5 days suspension | 9 days suspension Recommended expulsion | | |
| 21 (q) | Possession or use of fireworks | Notify parents Counseling 3 days suspension | Notify parents Counseling 5 days suspension | 9 days suspension Recommended expulsion | | |
| 21 (r) | Beepers, pagers, cellular phones, walkie talkies or other communication devices shall not be on, visible on in use students will not be assigned to HGW until 4 th offense. | Notify parents Counseling Confiscation until next school day Parents must pick up device | Notify parents Counseling Confiscation until next school day Parents must pick up device 3 days suspension | Notify parents Counseling Confiscation until next school day Parents must pick up device 5 days suspension | Notify parents 9 days suspension with recommended expulsion | |
| 21 (s) | Refusing to sit in assigned seat | Counseling Verbal warning | Notify parents Counseling 1 day suspension | Notify parents Counseling 3 days suspension | Notify parents Counseling 5 days suspension | Notify parents 9 days suspension and recommended expulsion |
| 21 (t) | Treats students with disrespect | Notify parents Counseling Verbal warning | Notify parents Counseling 1 day suspension | Notify parents Counseling 3 days suspension | Notify parents Counseling 5 days suspension | Notify parents 9 days suspension and recommended expulsion |
| 21 | Public display of affection (Ex: kissing) | Notify parents Counseling Verbal warning | Notify parents Counseling 3 days suspension | Notify parents Counseling 5 days suspension | Notify parents 9 days suspension recommended | |

| | | | | | | |
|---------------------|---|--|---|---|---|--|
| (u) | | | | | expulsion | |
| 21 (v) | Intimidation | | | | | |
| 21 (v)(1) | Sexual harassment (student to student) | Notify parents Review of sexual harassment, bullying, cyber bullying policy Dating violence <u>Written</u> warning 3 days suspension | Notify parents Counseling 5 days suspension | Notify parents 9 days suspension and recommended expulsion | | |
| Incident Code | Offense | Disposition 1st | Disposition 2nd | Disposition 3rd | Disposition 4th | Disposition 5th |
| 21 (v)(1) (a) | Student to teacher | Notify parents Review of sexual harassment, bullying, cyber bullying policy Dating violence <u>Written</u> warning 3 days suspension | Notify parents Counseling 5 days suspension | Notify parents 9 days suspension and recommended expulsion | | |
| 21 (v)(2) | Bullying | Notify parents Review of sexual harassment, bullying, cyber bullying policy Dating violence <u>Written</u> warning 3 days suspension | Notify parents Counseling 5 days suspension | Notify parents 9 days suspension and recommended expulsion | | |
| 21 (v)(3) | Cyber bullying | Notify parents Review of sexual harassment, bullying, cyber bullying policy Dating violence <u>Written</u> warning 3 days suspension | Notify parents Counseling 5 days suspension | Notify parents 9 days suspension and recommended expulsion | | |
| 21 (w) | Not having proper materials and supplies/equip. (Ex: shorts in P.E., etc) needed for participation | Notify parents Counseling Warning | Notify parents Counseling 1 day suspension | Notify parents Counseling 3 days suspension | | |
| 21 (x) | Not participating in class | Notify parents Counseling Verbal warning | Notify parents Counseling Parent conference | Notify parents Counseling 3 days suspension and completion of missed assignments | Notify parents 5 days suspension and completion of missed assignments | |
| 21 (y) | Dishonesty | To be determined by school administrator | | | | |
| 21 (y)(1) | Forging signatures or grades | Notify parents Counseling 3 days suspension | Notify parents Counseling 5 days suspension | Notify parents Counseling 9 days suspension | Recommended expulsion | |
| 21 (y)(2) | Cheating | Notify parents Counseling Student receives "0" on test/assignment | Notify parents Counseling Student receives "0" on test/assignment 2 days suspension | Notify parents Counseling Student receives "0" on test/assignment 3 days suspension | Notify parents Counseling Student receives "0" on test/assignment 5 days suspension | 9 days suspension Recommended expulsion |
| 21 (z) | Horse playing | Notify parents Counseling | Notify parents 1 day suspension | Notify parents 2 days suspension | Notify parents 5 days suspension | |
| 22 | Murder (ZERO TOLERANCE) | Notify parents and law enforcement Counseling 9 days suspension with recommended expulsion | | | | |
| 23 | Assault and/or battery (ZERO TOLERANCE) | Notify parents and law enforcement | | | | |

| | | Counseling 9 days suspension with recommended expulsion | | | | |
|------------------|---|---|------------------------------|--------------------|--------------------|--------------------|
| 24 | Rape and/or sexual battery (ZERO TOLERANCE) | Notify parents and law enforcement Counseling 9 days suspension with recommended expulsion | | | | |
| 25 | Kidnapping (ZERO TOLERANCE) | Notify parents and law enforcement Counseling 9 days suspension with recommended expulsion | | | | |
| Incident Code | Offense | Disposition 1st | Disposition 2nd | Disposition 3rd | Disposition 4th | Disposition 5th |
| 26 | Arson (ZERO TOLERANCE) | Notify parents and law enforcement Counseling 9 days suspension with recommended expulsion | | | | |
| 27 | Criminal damage (ZERO TOLERANCE) | Notify parents and law enforcement Counseling 9 days suspension with recommended expulsion | | | | |
| 28 | Burglary (ZERO TOLERANCE) | Notify parents and law enforcement Counseling 9 days suspension with recommended expulsion | | | | |
| 29 | Misappropriation with violence to the person (ZERO TOLERANCE) | Notify parents and law enforcement Counseling 9 days suspension with recommended expulsion | | | | |
| 30 | Illegal carrying and discharge of weapons (Ex: guns tasers, etc.) (ZERO TOLERANCE) | Notify parents and law enforcement Counseling 9 days suspension with recommended expulsion | | | | |
| 31 | Possesses pocket knife with a blade length of less than 2 inches. Note: includes box cutters with a blade of less than 2 inches. Note: Refer to code 14 for blades greater than 2 inches (ZERO TOLERANCE) | Notify parents and law enforcement Counseling 9 days suspension with recommended expulsion | | | | |
| 32 | Serious bodily injury (ZERO TOLERANCE) | Notify parents and law enforcement Counseling 9 days suspension with recommended expulsion | | | | |
| 33 | Use of medication in a manner other than | Notify parents Counseling | Notify parents Counseling | | | |

| | | | | | | |
|--------|---|---|--|---|--|--|
| | prescribed or authorized | 5 days suspension | 9 days suspension Notify law enforcement | | | |
| 34 | Possession of inappropriate objects or materials | | | | | |
| 34 (a) | Body armor | Notify parents Counseling Notify law enforcement 5 days suspension | Notify parents and law enforcement Counseling 9 days suspension with recommended expulsion | | | |
| 34 (b) | Possession, viewing and/or distribution of pornographic materials | Notify parents Counseling 5 days suspension | Notify parents Counseling 9 days suspension | Notify parents 9 days suspension With recommended expulsion | | |

CORPORAL PUNISHMENT

Corporal punishment may be used in accordance with state law.

ZERO TOLERANCE VIOLENCE PREVENTION PROGRAM PROVISIONS

Fighting is disruptive to the school climate and causes students to feel physically and psychologically threatened. Studies show that the majority of students who bring weapons to school do so to defend themselves. School administrators believe students who feel safe are less likely to bring weapons to school. Guns, knives, and other weapons are clearly hazards to a safe learning environment and the possibility that such items will be brought to school must be significantly reduced.

Any fight that occurs shall promptly be reported to the principal's office by any employee who witnesses the fight. Once the report is received:

1. The principal or his/her designee shall investigate all circumstances. Once fault has been determined, the principal or his/her designee may call the law enforcement agency. The principal may call law enforcement before fault is determined, if deemed necessary. The law enforcement agency shall be called if students do not respond to the school personnel's instructions to cease fighting. A behavior report shall be sent to parents.

2. Results of the investigation, reports, statements of witness, etc. may/shall be given to the District Attorney for his/her consideration of institution of charges, community service, and referral to judge, informal adjustment agreement, or other options.

3. The parents shall be required to have a conference with the principal or his/her designee before the student will be allowed to return to school.

LAW ENFORCEMENT RESPONSIBILITIES

Once called, law enforcement officials shall:

1. Remove the students determined to be involved from the campus and call parents.
2. Charges will be filed with the District Attorney.

SUSPENSION

Each of the student aggressors involved also will be suspended and/or expelled from school. The suspension or expulsion is appealable according to established School board policies already in effect. (Law enforcement procedures are not subject to appeal through the School Board).

JCDB-2

DRESS CODE

Students shall be expected to maintain a neat, clean, well-groomed appearance at school. No article of clothing shall be bizarre in style, unsuitable for school activities, nor of a nature to call undue attention to the wearer. Since school life prepares students to take their place in adult life, these primary requirements are expected of all students. The first responsibility for maintaining proper standards belongs to the student or parent, or guardian. The school should deal with the responsibly when the student or parents fail to recognize this need.

The principal shall be the authority in determining the inappropriateness of any feature of clothing or grooming.

SCHOOL UNIFORMS

1. Navy blue, red or white three (3) button polo shirt for all schools. Shirts must be tucked in.
2. Long or short sleeve undershirts in the parish colors; must be a solid color, with no lettering or numbers
3. Navy blue or khaki uniform pants.
 - a. Must wear belts if they have belt loops on pants
 - b. No capris for grades 9-12 students.
 - c. No bell bottoms, cargo pants, or hip huggers
4. Principals may approve special t-shirts for special occasions or to be worn daily.
 - a. Principals may allow "Blue Jean Days" with no cost to students.
5. Pre-K through 8th grade may wear uniform shorts, skirts or uniform capris, navy blue or khaki. Pre-K may wear uniform shorts or skirts with elastic waist.
6. Length of uniform skirts, jumpers, dresses, and shorts shall be no shorter than 2 ½ inches above the knee. (The width of a dollar bill)
7. Leather shoes or tennis shoes may be worn for all grades.
 - a. No open toe shoes (thong, sandals, etc.)
 - b. Open heeled shoes allowed
 - c. Shoes must be tied or snapped as intended by design
 - d. Shoes must be a matched pair
8. Belts must be worn and should only be one size larger than needed.

9. Jackets that button or zip down the front may be worn. Jackets may have a hood. No trench coats, dusters or pullovers.
10. Socks, stockings/pantyhose, and tights may be worn in the colors of navy, khaki, white, or flesh tone/black (stocking/pantyhose).

11. ~~BACKPACKS MUST BE CLEAR OR MESH.~~ Board changed 10.2.17

12. Pre-K through 12th grade may wear **knit caps and jackets with a hood on campus, not to be worn in the school building.**

GROOMING

1. Hair must be clean and neatly groomed. Makeup must not be excessive.
2. Facial hair must be clean and neatly trimmed. Students will be give one warning of clean and neatly trimmed and after student’s second warning student will remain clean shaven for the rest of that school year. **(Board changed 11.5.18)**
3. Sideburns must not come below the bottom of the ear lobes and must not be excessively flared.
4. Hair rollers, pin curls, or extreme hair styles are inappropriate and will not be allowed.
5. No sunglasses may be worn unless under doctor’s orders.
6. Boys are prohibited from wearing any kind of earrings to school.
7. Pants worn below the waist, sagging and showing the underwear, are prohibited.
8. Body piercing is prohibited, except that a girl may wear earrings (limited to 2). Nose rings/studs, tongue rings/studs, cheek rings/studs or eye rings/studs are not permitted.
9. Tinting of hair is limited to natural shades only (blond, black, brunette, or auburn).

DISCIPLINE

Penalties for violations of the student dress code shall be as follows:

The penalties for the first two violations of the parish dress code shall be determined at the school level. Additional offenses shall remain as follows:

- | | |
|-----------------|--|
| Third Offense: | Student shall be given a one (1) day suspension. |
| Fourth Offense: | Student shall be given a two (2) days suspension |
| Fifth Offense: | Student shall be given a three (3) days suspension. |
| Sixth Offense: | Student shall be recommended for expulsion from regular education and, therefore, recommended to the Franklin Parish Alternative School. |

Parents shall be notified of each dress code violation committed by their child by telephone and/or letter.

Revised: April, 1998; June, 1999; July, 2000; August, 2001; January, 2003; September, 2006; August, 2012

Approved by Franklin Parish School Board on August 7, 2012; **November 5, 2018**

NOTICE: Students assigned to Horace G. White Learning Center must have navy blue, red or white three (3) button polo shirt. Shirts **must** be tucked in.

ACT 248

PROHIBITS SUSPENSION OR EXPULSION OF STUDENTS IN PRE-KINDERGARTEN THROUGH GRADE FIVE FOR SCHOOL UNIFORM VIOLATIONS.

MOTION TO CONSIDER AND/OR TAKE ACTION ON POLICY FOR BACKPACKS

ORDINANCE # 2017-10-0004

BE IT ORDAINED, ETC., that the Franklin Parish School Board approve to change the backpack policy from being clear or mesh backpack to students being able to carry any solid backpack. The student's backpack must not contain any derogatory pictures, symbols or words.

MOTION: Mr. Tim Eubanks SECOND: Mr. Danny Davis

YEAS: Mrs. Louise Johnson, Mr. Tim Eubanks, Mrs. Dorothy Brown,
Mr. Eddie Ray Bryan, Mr. Ronnie Hatton and Mr. Danny Davis

NAYS: None

ABSENT AND/OR NOT VOTING: Mr. Richard Kelly

The motion was approved. 10/02/2017

Dr. Lanny Johnson, Secretary-Treasurer
Franklin Parish School Board

Mr. Eddie Ray Bryan, President
Franklin Parish School Board

STUDENT USE OF PERSONAL ELECTRONIC DEVICES

No student shall have in his/her possession any personal electronic device, including any mobile telephone services device (cell phones, Blackberries, camera phones), any other electronic telecommunication device, or other electronic devices, including but not limited to cameras, video tape recorder, audio recorder, digital recorder of any kind, iPods, tape players, CD players, video games, MP3 players, Palm Pilots, and their contents, while in any elementary or secondary school building, or on the grounds thereof, or in any school bus used to transport public school students to and from school.

Devices discovered in the possession of students shall be confiscated. Refusal to relinquish a device constitutes willful disobedience and shall be handled accordingly. The school shall not be responsible for confiscated items if not picked up by parent within ten (10) days of the last day of school. The School Board shall not be responsible for any electronic devices, including cell phones, lost or damaged while on School Board property.

A properly authorized medical device worn by a student shall not be considered to be in violation of this policy.

In the event of an emergency, any person may use any electronic device available. Emergency is defined as an actual or imminent threat to public health or safety which may result in loss of life, injury or property damaged.

Reference incident code 21 (r).

Ref: La. Rev. Stat. Ann. §§ 17:239, 17:416, 17:416.1
Franklin Parish School Board approved June 1, 2015

Bullying

A. Definition of Bullying

1. Bullying is defined as a pattern of one or more of the following behaviors:
 - a. gestures, including but not limited to obscene gestures and making faces;
 - b. written, electronic, or verbal communications, including but not limited to calling names, threatening harm, taunting, malicious teasing, or spreading untrue rumors;
 - c. physical acts, including but not limited to hitting, kicking, pushing, tripping, choking, damaging personal property, or unauthorized use of personal property; and
 - d. repeatedly and purposefully shunning or excluding for activities.
2. Behavior defined as bullying is exhibited toward a student, more than once, by another student or group of students and occurs, or is received by, a student while on school property, at a school-sponsored or school-related function or activity, in any school bus or van, at any designated school bus stop, in any other school or private vehicle used to transport students to and from schools, or any school-sponsored activity or event.
3. Bullying must have the effect of physically harming a student, placing the student in reasonable fear of physical harm, damaging a student's property, placing the student in reasonable fear of damage to the student's property, or must be sufficiently severe, persistent, and pervasive enough to either create an intimidating or threatening educational environment, have the effect of substantially interfering with a student's performance in school, or have the effect of substantially disrupting the orderly operation of the school.

Dating Violence

A. Definition of Dating Violence

Dating violence is type of intimate partner violence. It occurs between two people in a close relationship. The nature of dating violence can be physical, emotional or sexual.

- Physical — This occurs when a partner is pinched, hit, shoved, slapped, punched, or kicked.

- Emotional — This means threatening a partner or harming his or her sense of self-worth.

Examples include name calling, shaming, bullying, embarrassing on purpose, or keeping him/her away from friends and family.

- Sexual — This is forcing a partner to engage in a sex act when he or she does not or cannot consent. This can be physical or nonphysical, like threatening to spread rumors if a partner refuses to have sex.

B. Warning Signs:

- Problems with school attendance, particularly if this is a new problem
- Lack of interest in any form of extracurricular activities
- Sudden request for change in schedule
- Unexplained changes in behavior, grades, or quality of schoolwork
- Noticeable change in weight, demeanor, or physical appearance
- Isolation from former friends
- Little social contact with anyone but the dating partner
- Unexplained bruises or injuries
- Making excuses or apologizing for the dating partner's inappropriate behavior
- New disciplinary problems at school, such as bullying other students or acting out
- Name-calling or belittling form a dating partner

C. Reporting:

- All employees that suspect dating violence shall report the incident to the Principal or designee

- The Principal or designee may provide counseling for the student and notify law enforcement. The parents or guardians shall be notified of any incidents of dating violence

STUDENT STATEMENT OF COMPLIANCE
(GRADES K-12)

I, _____, do hereby agree to the following:
(Print name of student)

1. I will attend school daily, except when absent for reasons due to illness or other excused absence;
2. I will arrive at school on time each day;
3. I will demonstrate significant effort toward completing all required homework assignments; and,
4. I will follow school and classroom rules.

Signed: _____
(Student's signature)

Date: _____

School: _____

**Parents, please sign and return this statement of compliance to your child's principal.*

PARENT OR GUARDIAN STATEMENT OF COMPLIANCE
(For students grades K-12)

I, _____, parent or legal guardian
(Print name of parent or guardian)

of _____, do hereby agree to:
(Print name of student)

1. ensure that my child attends school daily, except for reasons _____ due to illness or other excused absence;
2. ensure that my child arrives at school on time each day;
3. ensure that my child completes all required homework assignments; and,
4. attend all required parent and teacher or principal conferences.

Parents please sign below and return this portion to your child's school.

Signed: _____
(Signature of parent or guardian)

Date: _____

School: _____

Dear Parent or Guardian:

Welcome to a new school year at Fort Necessity Junior High. We are looking forward to a wonderful year filled with many learning experiences for our students. We know when our students, parents, and teachers work together that great things are possible.

The enclosed policies were designed to inform you of the regulations and policies that are in place in our school. Please take time to carefully read the documents. If you have any questions, please contact me for clarification.

The signed acknowledgment sheet will provide a record that you and your child have received and reviewed the policies and agree to comply with the rules and regulations set forth by the Franklin Parish School Board and Fort Necessity Junior High.

Sincerely,

Chris Roberts, Principal

I acknowledge that a copy of the 2020-2021 Fort Necessity Jr. High Student Handbook is posted online. My child and I have reviewed the following Franklin Parish/Fort Necessity Jr. High Policies:

Discipline Policy
School/Parent/Student Compact
Consent to Use Google
Parental Involvement Policy

My child and I agree to comply with the rules and regulations set forth in the policies.

Parent/Guardian's Signature _____

Child's Signature _____