



Radford High School Student Code of Conduct – Supplemental Insert For

Student Records Policy Student Code of Conduct Other Information

1 INTRODUCTION

Radford High School provides varied and appropriate learning opportunities for all students. In addition to the regular curriculum, principles and practices of good citizenship are taught and demonstrated, including the appreciation of the rights of others. However, this cannot be accomplished if students are allowed to act in an objectionable manner or to disregard the regulations, which have been made for the benefit of all students.

Radford High School offers its students many privileges, but it also requires the acceptance of individual responsibilities; for while individuality and diversity are encouraged, there must also be an orderly and manageable framework in which to operate. Radford High School is concerned about the rights of each of the individual students and feels that the best method to protect these rights is by uniform enforcement of all school regulations.

1.1 Mission Statement – Radford High School

The mission statement for Radford High School compliments and builds upon Radford City School's mission statement.

Radford High School will provide a learning environment that will afford students opportunities to become independent thinkers and problem solvers in an ever-changing and complex world. A desire for lifelong learning will be encouraged and students will be challenged to accept their roles as informed, productive, responsible citizens.

1.2 Radford City Schools Policy Manual

All parents and students of Radford City Schools need to review the Radford City Schools Policy Manual to familiarize one's self with division – wide policies and procedures.

1.3 Student Responsibilities

The following is expected out of each student:

- It is the student's responsibility to read and follow all policies, rules, and requirements of the Students Records Policy – Student Code of Conduct – Other Information – as provided by Radford City Schools and online through the RCPS website.
- To obey the rules of Radford High School and / or any other Radford City School building or facility when a student may be taking classes, visiting or placed at for educational purposes. (This includes sports activities and practices).
- To work hard on the selected course of study, to be prompt and regular in attendance, to complete assignments on time, to pay attention to teachers, to be willing to work at self-improvement, and to learn to accept criticism and to criticize fairly.
- To respect the authority of all administrators, teachers, and staff.
- To respect, value, and protect, school property.

- To behave properly in school, on school grounds, on buses, and at all school-sponsored functions including those activities or classes which are off-campus.
- To refrain from disruption, demonstrations, violence, and other forms of incitement.

2 Student Conduct

A printed copy of Students Records Policy – Student Code of Conduct – Other Information – provided by Radford City Schools upon request and can be accessed at the Radford High School web page, www.rcps.org/rhs . It is imperative that each student read the Code of Conduct carefully in order to understand the rules and regulations that govern student life at Radford High School and Radford City Schools. Any questions should be directed to an administrator.

- If a student is suspended out of school they will have to complete all work assigned during their suspension and receive up to 80% credit. Students will also be required to serve Night School for the on the days which they are suspended. Night school will be held from 3-7pm at RHS and a meal will be provided. If they have fail to attend Night School, they will go to ISS for twice the amount of time until it is completed. See Radford City Schools Policy Manual for additional information.
- See Radford City Schools Policy Manual for additional information.

2.1 Student Dress – (Specific Building Regulations for Radford High School)

➤ **Apparel Not Allowed for Male and Female Students**

- Students will be dressed appropriately for school. Any student who is wearing clothing that is deemed to be distracting or inappropriate by staff will be referred to office.
- Clothing will not show excessive amount of skin. Short and skirts must be in the mid-thigh area. No pockets should be visible below the leg of the shorts/shirt.
- Sleeveless shirts and tank tops, or tops with oversized armholes are not allowed.
- No undergarments, cleavage, or midriffs may be exposed.
- Safe shoes are required at all times.
- No see through garments.
- Cut offs, torn, or ripped clothing showing excessive skin.
- Grossly oversized clothing.(Pants, Skirts, Shorts, and Clothing in general must be worn at the waist – NO SAGGING – or showing of undergarments)
- Grossly undersized clothing. (Pants, Skirts, Shorts, and Clothing in general must be worn at the waist – NO SAGGING – or showing of undergarments).
- No coats, jackets, or sweatshirts with large holes.
- No jeans, pants, shorts, skirts, or capri's, etc. with holes, ripped, or torn that are located above the fingertip of the student in the standing position **shall not be allowed**. A hole, rip, or tear in garment has to be completely through the fabric to be in violation.
- Heavy or long winter coats / trench coats.
- Pajamas.
- Bedroom slippers.
- Earphones and Earbuds – not allowed during instructional times or assemblies.
- Hair Pick, Brush, or Comb (made from any material) shall not be worn, displayed, carried, or visible.
- Any other garment or accessory not deemed appropriate by the administration shall not be allowed.

➤ **Accessories Not Allowed For Male and Female Students**

- Any type of metal chain(s), plastic chain(s) worn on any part of the clothing, attached to the clothing or accessory, or person.
- Any accessories or clothing with spikes (jewelry, belts, coats, jackets, shirts, pants, etc.)
- Dog chains or collars
- Sunglasses
- Bandanas or scarves (except for religious beliefs).

Miscellaneous

- Anything considered dangerous, distracting, or disruptive to the instructional environment is prohibited.
- Clothing or accessories may not bear messages or pictures that are profane, obscene, offensive to others, or promote gangs, violence, drugs, or alcohol.

- Building administration has the authority to interpret these regulations in cases where judgment is called for and to enforce compliance with them in accordance with applicable Radford High School – Code of Conduct.

❖ **Consequences**

Note: The class time missed due to a violation of the Student Dress Code will be unexcused. Anytime a student is found in violation of the dress code, the student will be placed in ISS until they correct the dress code violation.

- First offense- Warning is entered in student discipline record and student must change clothes immediately.
- Second offense- Student is assigned 3 penalty halls and must change clothes immediately.
- Third offense- Student is assigned ISS (1 day) and must change clothes immediately.
- Fourth offense and beyond- Student is assigned ISS (3 days).

2.2 Attendance, Exam Information, Unexcused Absences, Absences, Tardiness, and Skipping Class

- See Radford City Schools Policy Manual for additional information pertaining to this section. The information contained in this section is in addition to any regulation, requirement, and or policy that are covered in the Radford City Schools Policy Manual.
- For truancy purposes, attendance will be calculated by the student's daily attendance. Daily attendance is taken at the start of the school day during a student's attendance period. In addition, teachers will take class attendance each period for other school related matters.
- **Students (9-11) are not allowed to have more than 10 absences from a class. Seniors are allowed 12 absences from a class. Once a student exceeds the number of allowable absences from a class, the student will be placed on Social Probation until the student makes up the time in night school.**
 - **Example – an underclassman who has 12 absences from a class will be placed on Social Probation until he/she serves 2 hours in night school to make up for the absences.**
- All students will be required to take 9 weeks tests which will count 10% of the 9 weeks grade.
- 3 tardies count as 1 absence. In addition, if a student is tardy 3 times you will receive penalty hall. Tardies will reset to 0 at the beginning of the second semester.
- If a student is late for activity period, the tardy will count toward their first period class.
- Students will be required to follow all attendance regulations as set forth by Radford City Schools until the last day of the school year.
- Students are expected to arrive on time to school every day. For students who do not have a Zero Period the school day begins with Activity Period beginning at 8:15. A student who does not have a Zero Period will have their attendance taken in Activity Period.
- Zero period begins at 7:40. Students with a Zero period will have their attendance taken at the beginning of Zero period.
- If a student is late to school, they need to sign in at the front office.
- A parent or guardian must call the main office to report a student's absence on the day of the absence. An attendance officer or automated system will call to check on any student absent without a call-in. If a parent does not call in to verify the absence then it will be recorded as an unexcused absence.
- A note from the parent may substitute for a call when the note is sent on the day the student returns. If a note is not submitted on the day the student returns then the absence will be recorded as an unexcused absence without parental notification.
- A note must contain the current date, the date of the absence, the reason for the absence, the parent or guardian's signature, and a phone number where the parent can be reached to verify the note.
- If the absence was due to illness and a doctor saw the student, a doctor's note must be included or sent to the school in addition to a phone call / note.
- Students are allowed only 10 call in absences for the school year without medical documentation or proper documentation. Any call in absence beyond 10 will be considered unexcused and will be subject to truancy regulation. Excused absences shall include:
 - Presentation of doctor's note, dentist note, or other medical documentation;
 - Student's court or probation appointment with appropriate documentation;

- Serious illness or death in the immediate family (sibling, parent, grandparent);
 - Observation of religious holy days;
 - Parent or sibling departure or return to active military duty;
 - School related activity;
 - College or university visit (1 per junior and 2 per senior year with appropriate verification);
 - Natural disaster;
 - Extended documented medical condition;
 - Extenuating circumstances recognized by the principal.
- A student must be present all day in order to be eligible to participate in extracurricular activities unless they present a doctor's/dentist note, medical documentation, court documentation, or have other extenuating circumstances recognized by the principal.
 - A student who has ISS and is present the entire school day will not be counted absent from their individual classes.
 - Parents need to make all student appointments after school hours and to refrain from checking students out of school during the school day for any reason that can be avoided.
 - Students are considered to be skipping class or school if the teacher or administration does not have knowledge of the student's whereabouts or the student does not have permission to be out of class. If the student leaves class or school without permission, they are also considered to be skipping class. **Once a student boards a school bus or arrives on school grounds, the student is considered to be at school.**
 - Students who are 18 years of age or older are not allowed to check themselves in or out. They must have permission from a parent or guardian.
 - Administration reserves the right to deal with attendance issues not addressed in this or any other document that may arise.
- ❖ **Consequences – Tardiness**
- First offense- Teacher warning.
 - Second offense- Teacher warning and teacher calls parents
 - Third offense- Teacher assigns 1 penalty hall.
 - Fourth offense- Teacher refers student to administration and administration assigns ISS (1 day).
 - Fifth offense and beyond- Teacher refers student to administration and administration assigns ISS (3 days).
- ❖ **Consequences – Skipping Class**
- ❖ First offense- ISS (1 day)
 - ❖ Second offense - ISS (3 days).
 - ❖ Third offense - ISS (5 days).
 - ❖ Fourth offense and beyond- ISS (5 days).

❖ **Consequences – Multiple absences exceeding 10 for underclassmen and 12 for Seniors**

- Student will be placed on Social Probation until absences are made up in Night School. Social Probation means that the student will not be allowed to participate in ANY extra-curricular activities. This includes but is not limited to participation on sports teams, attending games or concerts, participation in clubs, participation on academic teams, attending dances (homecoming and prom), Senior Picnic, Senior Banquet, or participation in Graduation Ceremony.
- A student may earn back class time for absences by attending Night School. For each class missed over the limit, the student must attend 1 hour of night school. Once Social Probation is complete the student will be allowed to return to all extra-curricular activities.

2.3 Disruptive Conduct

Disruptive Conduct (Disorderly Conduct) of the learning atmosphere and / or normal school day, which interferes with the rights of the administrators, teachers, staff, and other students, will not be tolerated. Disturbances of extracurricular activities are also prohibited and are subject to discipline consequences.

Disruptive Conduct (Disorderly Conduct) consists of, but is not limited to, the following:

Shouting, hollering, mischief, back-talking, creating a disturbance that causes a teacher to stop instruction in a classroom, cafeteria / lunch disruptions, bullies, threatens, or intimidates others, picks fights, being willfully disobedient, openly and persistently defiant, interfering with the school's ability to provide educational opportunities to and a safe environment for other students, behavior on school property, school bus or any other contracted or non-contracted school transportation, or at a school sponsored event that is detrimental to the welfare or safety of other students or of school personnel, including behavior that creates a threat of physical harm to administrators, teachers, students, and general public.

❖ **Consequences**

- ***Offenders will receive discipline consequences if sent to the office for class disruption or disturbances of any extracurricular activity.***
- Depending on the severity and number of occurrences, a student will receive a minimum of 1 to 3 penalty halls and a maximum of up to ten (10) days out of school suspension if sent to the office by a teacher for Disruptive Conduct (Disorderly Conduct).
- Depending on the severity, a student will receive a minimum of ISS (1 day) and a maximum of up to ten (10) days out of school suspension if judged to be involved in Disruptive Conduct (Disorderly Conduct) at an extracurricular activity.
- If the behavior is not corrected by the above measures and continues to occur, a recommendation will be made for removal of the student from the school. The administration will recommend expulsion to the school board.
- If the behavior is determined to be severe enough, then the matter will be referred to Law Enforcement.

2.4 Profane, Obscene or Abusive Language

Profane, Obscene or Abusive Language consists of but is not limited to the following:

Intimidations, threats, profanity, offensive remarks, sexual remarks, other blatant ridicule, directed and / or non-directed comments, or responses in the presence of administrators, teachers, staff, students, and the general public any place on the school campus (hallways, classrooms, gym, auditorium, parking lots, cafeteria, etc.) or at a school related activity. This includes verbal, non-verbal, or by electronic means (including social media).

❖ **Consequences**

- ***Students will receive discipline consequences if sent to the office for Profane, Obscene, or Abusive Language.***
- General occurrences of Profane, Obscene, or Abusive Language will result in a minimum of ISS (1 day) up to a ten day (10) out of school suspension.
- If a student uses or directs Profane, Obscene or Abusive Language toward an administrator, teacher, or staff member on the school campus or a school sponsored activity, it will be a minimum automatic three (3) day suspension out of school and possibly up to a ten day (10) day suspension out of school depending on the severity of the incident. Harsher corrective action(s) of more than 10 days out school suspension may be imposed if the situation warrants per the Students Records Policy – Student Code of Conduct – Other Information.

2.5 Threats or Intimidation

- Please see the Radford City School Board Policy Manual – section JFC for the definition of Threats or Intimidation.

❖ **Consequences**

- Suspension of up to ten (10) school days and possible restriction from attendance at and participation in extracurricular activities for thirty (30) calendar days. Depending on the intensity of the misbehavior

and its potential harm to fellow students, the school administration reserves the right to levy a more appropriate punishment, including recommendation for expulsion.

- This policy also pertains to any function including activities in which the school or representatives of the school are involved at home or away.
- Referral to appropriate law enforcement agencies may be made in cases involving threats or intimidation.

2.6 Assault and Battery (Fighting)

- Please see the Radford City School Board Policy Manual – section JFC for the definition of Assault and Battery.

❖ **Consequences**

- Suspension of up to ten (10) school days and possible restriction from attendance at and participation in extracurricular activities for thirty (30) calendar days. Depending on the intensity of the misbehavior and its potential harm to fellow students, the school administration reserves the right to levy a harsher punishment, including recommendation for expulsion.
- If an aggressor can be determined and the other student acted in self-defense, only the aggressor will be punished.
- This also pertains to any function including activities in which the school or representatives of the school are involved at home or away.
- Referral to appropriate law enforcement agencies may be made. In a case involving aggression against a school employee, a maximum suspension and recommendation for expulsion will be considered.

2.7 Bullying

- Please see the Radford City School Board Policy Manual – section JFC for the definition of bullying.
- Bullying shall include but is not limited to, bullying via Facebook, My Space, Twitter, Vine, Snapchat, instant messaging, phone, written, or any other electronic device / means.

❖ **Consequences**

- First offense- Administrator, Teacher, or Staff refers student to administration and administration assigns ISS (1 to 3 days depending on the judgment of administration). A meeting with the student and parent will be held. The bullying situation will also be referred to the School Resource Officer / Radford City Police.
- Second offense- Administrator, Teacher, or Staff refers student to administration and administration assigns 1 day Out of School Suspension. A meeting with the student and parent will be held. The bullying situation will also be referred to the School Resource Officer / Radford City Police.
- Third offense and each occurrence afterwards - Administrator, Teacher, or Staff refers student to administration and administration assigns 3 days out of school suspension. A meeting with the student and parent will be held and a determination will be made if additional action is warranted. The bullying situation will also be referred to the School Resource Officer / Radford City Police.

2.8 Gambling

Students shall not possess on school grounds or school sponsored activities the following items that include but are not limited to:

Playing cards, dice, games that promote gambling, electronic devices (PSP, phones, etc.) and / or any means that allow a student to gamble or enter into any games of chance via electronic device / means. Students shall not use school property with which to gamble such as computers, Internet, etc.

❖ **Consequences**

- Students shall be subject to discipline consequences ranging from ISS (1 day) up to 10 days out of school suspension or harsher corrective action(s). If the situation warrants such per the Students Records Policy – Student Code of Conduct – Other Information.

2.9 Use and / or Possession of Alcohol, Tobacco, Electronic Cigarettes or Similar Products, Anabolic Steroids and Other Drugs

- Please see the Radford City School Board Policy Manual – section JFC for the definition of Use and / or Possession of Alcohol, Tobacco and Other Drugs.

❖ **Consequences – Drugs in Schools**

- As per the Students Records Policy – Student Code of Conduct – Other Information – Radford City Schools Policy Manual.

❖ **Consequences – Tobacco, Electronic Cigarettes or Similar Products**

- First Offense: The student will be suspended out of school for 3 days. The matter will be referred to the SRO / Radford City Police.
- Second Offense and each occurrence afterwards: The student will be suspended out of school for 5 days. The matter will be referred to the SRO / Radford City Police. A meeting will be held with the student and his / her parent or guardian prior to readmission from suspension.
- All tobacco, electronic cigarettes, or similar products in the possession of students will be confiscated and not returned.

❖ **Consequences – Alcohol and Other Drugs** (as defined per Radford City Schools policy manual)

- First Offense: The student will be suspended out of school for 5 days. The matter will be referred to the SRO / Radford City police.
- Second Offense (during cumulative enrollment in Radford City Schools) and each occurrence afterwards: The student will be suspended out of school for 10 days. The matter will be referred to the SRO / Radford City police. A meeting will be held with the student and his / her parent or guardian prior to readmission from suspension.
- Students found in violation of the Alcohol and Other Drugs Policy will be unable to attend or participate in extracurricular activities / events for thirty (30) calendar days.

2.10 Distribution or Sale of illegal Drugs or Possession or Distribution with Intent to Sell

- Please see Radford City School Board Policy Manual – section JFC for the definition of Distribution or Sale of illegal Drugs or Possession or Distribution with Intent to Sell.

❖ **Consequences**

- As per the Students Records Policy – Student Code of Conduct – Other Information – Radford City Schools Policy Manual.

2.11 Vandalism

- Please see the Students Records Policy – Student Code of Conduct – Other Information – and Radford City School Policy manual for additional information.
- Students will be required to pay restitution for any vandalism that occurs on school property.

❖ **Consequences**

- First Offense: Student will be suspended out of school for 3 days.
- Second Offense: Student will be suspended out of school for 5 days.
- Third Offense and each occurrence thereafter: Student will be suspended out of school 10 days.

2.12 Defiance of the Authority of School Personnel

Defiance of the Authority of School Personnel will not be tolerated on any level. Defiance consists of but is not limited to, the following acts: Continued disregard or disobeying of school rules, ignoring requests, directions from administrators, teachers, or staff. Failure to obey classroom rules, repeated unacceptable behavior, refusal of requests to stop inappropriate behavior, refusal to bring appropriate materials, supplies, textbooks, etc. to class, refusal to work constructively on assigned tasks.

❖ **Consequences**

- First Offense: Student will be given ISS (3 days).
- Second Offense: Student will be suspended out of school for 1 day.
- Third Offense and each occurrence thereafter: Student will be suspended out of school for 3 days.

2.13 Possession or Use of Weapons or Other Dangerous Articles

- Please see the Radford City School Board Policy Manual – section JFC

❖ **Consequences**

- As per Radford City Schools Policy.

2.14 Theft

- Please see the Radford City School Board Policy Manual – section JFC for the definition of Theft.

❖ **Consequences**

- Out of school suspension for a minimum of 1 day.
- Referral to the SRO or Radford City Police.

2.15 Behavior on School Bus

- Please see the Radford City School Board Policy Manual – section JFC for additional information.
- Also, see 2.3 Disruptive Conduct (Disorderly Conduct).

❖ **Consequences**

- Depending on the situation, consequences will range from of penalty hall to out of school suspension.

2.16 Cheating

Students shall not engage in any form of cheating, using, or claiming another's work as their own and submitting it for a grade. This includes, but is not limited to, parts, portions or whole documents, tests, quizzes, homework, online assessments, online quizzes, online tests, Virtual VA course work, Virtual VA quizzes, Virtual VA tests, Virtual VA exams, Dual Enrollment course work, Dual Enrollment quizzes, Dual Enrollment tests, Dual Enrollment exams (Dual Enrollment is intended to cover any college that offers classes at RHS), AP assignments, AP quizzes, AP tests, or AP Exams. Plagiarism is not allowed. Using electronic search engines via electronic means during a quiz, test, or exam (written or electronic) are also prohibited.

If a student is unclear on any assignment, quiz, test, or exam concerning what is allowed, or not allowed it is the student's responsibility to ask the RHS teacher or facilitator for clarification prior to submitting the work for review or grade. If a student fails to do this prior to turning in the assignment, quiz, test, or exam, he/she are subject to the consequences below.

NEW ADDENDUM:

If an assessment (quiz, test, exam, etc.) is being given, students will be required to either leave their cell phones, and other smart devices in their lockers or turn them in to the classroom teacher at the beginning of the class. The devices will be given back to the students at the end of the class period. If a student is caught using or in possession of smart technology during an assessment, the student will receive no credit (a zero) on the assessment.

❖ **Consequences**

- First Offense: A conference will be held between the administration and student, a letter will be sent to the parents and the incident entered into the student's online file. The student will receive a grade of 0 on the assignment, quiz, test, or exam. Teacher will contact parent and inform them of the cheating infraction.
- Second Offense: A conference will be held between the administration, student, and parents. In addition, the student will be given ISS (3 days). The student will receive a grade of 0 on the assignment, quiz, test, or exam.

- Third Offense: A conference will be held with the administration, student, and parents. In addition, the student will be suspended out of school for 1 day. The student will receive a grade of 0 on the assignment, quiz, test, or exam.

2.17 Trespass

- Please see the Radford City School Board Policy Manual – section JFC for additional information.

❖ **Consequences**

- As per Radford City Schools policy
- The administration will review the matter with the SRO / Radford City Police and if warranted referred to Radford City Police.
- Possible Out of School Suspension ranging from 1 day to 10 days at the discretion of the administration depending on the nature of the trespass. This will be up to the discretion of the administration if out of school suspension is warranted.

2.18 Gang Activity

- Please see the Radford City School Board Policy Manual – section JFC for additional information.

❖ **Consequences**

- First Offense: Student will be suspended out of school for 3 days.
- Second Offense: Student will be suspended out of school for 5 days
- Third Offense and each occurrence thereafter: Student will be suspended out of school 10 days and recommended for expulsion.
- Harsher consequences may be administered depending on the level of gang activity and the judgment of the administration.

2.19 Harassment

- Please see the Radford City School Board Policy Manual – section JFC for additional information.

❖ **Consequences**

- As per Radford City Schools policy

2.20 Possession of Electronic Devices (Miscellaneous Electronic Items)

- Please see the Radford City School Board Policy Manual – section JFC for the definition of Possession of Electronic Devices.
- **Cell phones need to be secured in a student's locker during the school day, except for cases of use in class. Students may not have phones out or in use from the time they begin their instructional day until the end of their instructional day. Students are not allowed to use cell phones during class changes or instructional time. EXCEPTION: Students will be allowed to use their phones or smart devices during lunch but are not allowed to make phone calls. Students are allowed to use their Smart devices with teacher supervision for instructional or academic purposes only during instructional time. The administration is not responsible for the loss or theft of an electronic device(s). The administration reserves the right to change or reverse this exception if needed.**
- Instructional Time as referenced in Students Records Policy – Student Code of Conduct – Other Information – shall be defined as the time a student arrives on campus to 2:35 p.m. This includes but is not limited to time between classes, class change, during lunch, physical education classes, plays, concerts, assemblies, in the library or computer labs, common areas, classroom, field trips, and outdoor classroom instruction.
- A student's ability to poses a phone on school grounds is a privilege. A student can lose that privilege at any point during the school year at the discretion of the administration.
- In addition to the definition of Possession of Electronic Devices as per Students Records Policy – Student Code of Conduct – Other Information – additional prohibited items are listed below.

The following are prohibited and include but are not limited to:

Video game players, video games, CD players, tape players, electronic games, wireless devices, Bluetooth devices, MP3 Players, I-Pods, head phones, earbuds, and any other device that the administration deems in-appropriate.

❖ **Consequences**

- ***Any student who refuses to give an Electronic Device / Miscellaneous Electronic Device to an administrator, teacher, or staff member will be suspended out of school for 1 day in addition to the consequences per offense.***
- First offense- Electronic Device / Miscellaneous Electronic Device is turned in to administration and returned to the student at the end of the school day. Student is assigned penalty hall.
- Second offense- Electronic Device / Miscellaneous Electronic Device is turned in to administration and a parent/guardian must pick up the phone / device. A parent or guardian must pick up the phone / device and the student is assigned ISS (1 day).
- Third offense- Electronic Device / Miscellaneous Electronic Device is turned in to administration and parent/guardian must pick up the phone / device. The student is assigned out of school suspension (1 day).
- Fourth offense and beyond- Electronic Device / Miscellaneous Electronic Device is turned in to administration and a parent/guardian must pick up the phone / device. The student is assigned out of school suspension (3 days).
- ***Radford High School assumes no responsibility for confiscated, lost, or stolen items.***

2.21 Reports of Conviction or Adjudication of Delinquency

- Please see the Radford City School Board Policy Manual – section JFC.

2.22 Laser Pointers

- Please see the Radford City School Board Policy Manual – section JFC for additional information.

❖ **Consequences**

- First Offense: (3 Days ISS).
- Second Offense and each occurrence thereafter: (5 Days ISS).
- The Administration will consult with the SRO / Radford City Police and possibly refer the matter to them for additional review if warranted.

2.23 Acceptable Use of the Internet

- Please see the Radford City School Board Policy Manual – section JFC for additional information.

❖ **Consequences**

- First Offense: A conference will be held with the administration and student, a letter will be sent to the parents, and the incident entered into the student's online file.
- Second Offense: A conference will be held with the administration, student, and parents. In addition, the student will be given ISS (3 days).
- Third Offense: A conference will be held with the administration, student, and parents. In addition, the student will be suspended out of school for 1 day.
- Harsher consequences may be imposed depending on the content being viewed and the judgment of the administration.

2.24 Felony Charges

- Please see the Radford City School Board Policy Manual – section JFC for additional information.

❖ **Consequences**

- As per Radford City Schools policy

2.25 Bomb Threats (**Setting off Fire Alarms**)

- Please see the Radford City School Board Policy Manual – section JFC for additional information on Bomb Threats.

- Students shall not pull and / or engage any of the fire pull stations located on the school campus to create a false alarm.

❖ **Consequences**

- First Offense: Student will be suspended out of school for 3 to 5 days.
- Second Offense and each occurrence thereafter: Student will be suspended out of school for 10 days and a recommendation for expulsion shall be made to the School Board.
- The Administration will consult with the SRO / Radford City Police with possible refer the matter to them for additional review if warranted.

2.26 Hazing

- Please see the Radford City School Board Policy Manual – section JFC additional information.

❖ **Consequences**

- As per Radford City Schools policy.

2.27 Out of Area

- Students are to be in assigned areas at all times. Failure to be in assigned areas will result in a student being deemed “Out of Area”
- During classes, all students who are out of class **MUST have a hall pass** signed by at teacher with date, time, and destination. Students without a hall pass will be deemed “Out of Area”
- During lunches the only areas that a student may be in are the cafeteria, library, or outside in the outdoor dining area. Students **MUST** have a pass to go to a teacher during lunch. The only exception will be made for students with standing appointments to see the nurse to obtain medication.

❖ **Consequences**

- First Offense: Verbal warning issued by administration and documented in PowerSchool
- Second Offense: Student assigned 1 Penalty Hall
- 3rd Offense: Student assigned 3 Penalty Halls
- 4th Offense: Student assigned 1 day ISS
- 5th Offense of subsequent infractions: Student assigned 3 days ISS.

2.28 ISS Disruption

- Any student who is assigned ISS and disrupts ISS will have their ISS day(s) replaced with OSS. In School Suspension (ISS) is viewed as a final opportunity to correct behavior before out of school suspension (OSS). Failure to adhere to guidelines, expectations

2.29 Other Conduct

2.29.1 Rudeness

- Abrupt or sarcastic responses made to school personnel either inside or outside of the classroom have no place at school.
- Students shall comply with any oral or written instructions make by school personnel within the scope of their authority as provided by School Board policies and regulations.

❖ **Consequences**

- See Consequences Section 2.3 Disruptive Conduct (Disorderly Conduct)

2.29.2 Displays of Affection

- The only display of affection that is accepted at school is holding hands.

- All other forms of displaying affection, such as kissing, hugging, placing hands on other parts of the body, or walking “arm in arm,” are prohibited.

❖ **Consequences**

- First offense- Warning is entered in student discipline record.
- Second offense- Student is assigned 3 penalty halls.
- Third offense- Student is assigned ISS (1 day).
- Fourth offense- Student is assigned out of school suspension (1 day).
- Fifth offense and beyond- Student is assigned out of school suspension (3 days).

2.29.3 Cafeteria

- All food and drinks must be consumed in the cafeteria or picnic area outside the cafeteria
- Students are only permitted to eat lunch in the cafeteria or the picnic area outside the cafeteria.
- Leaving trays, throwing food, littering and breaking in line are prohibited.
- Throw away all trash. Do not leave it on the tables or floor.
- Do not move tables or chairs.
- Drinks and / or food are not to be taken to lockers or classrooms.
- Students may take their lunches outside and eat only in the designated area between the cafeteria and the school boiler room as permitted by the school administration.
- No students will be allowed in the student parking lot, the teachers’ parking lot, and the area in front of our athletic offices, the area around the band room, or the areas around the gymnasium.
- Loud or disruptive behavior will not be allowed.

❖ **Consequences**

- See Consequences Section 2.3 Disruptive Conduct (Disorderly Conduct)

2.29.4 Vehicles/Parking

- All vehicles must be registered in the office and parked in the appropriate student parking lot.
- Students will park in their appropriate assigned spot.
- A parking tag must be displayed at all times.
- Students may not go to parking lot during the school day without permission from the office.
- Students may not loiter in vehicles in the morning before school.
- Student parking is not allowed in front of the Armory, King Center, in Reese Goldsmith Dr. bus circle, in spaces reserved for faculty, behind the vocational building, or in front of the school. Students shall park in the lot on Walker Street.
- As a condition of a parking privilege, the administration at Radford High School and the Radford School System may inspect any part of a student’s vehicle, any time they deem necessary.
- A student’s ability to drive and park a car on school grounds is a privilege. A student can lose that privilege at any point during the school year. Reasons for a student to lose his / her driving and parking privileges on school property are as follows but are not limited to unsafe driving on campus, causing an accident on campus, damaging school property, injuring a student, guest, staff or any other person on school grounds, or multiple reoccurring parking violations.
- Failure to comply with proper parking requirements may result in a student’s vehicle being towed at the student’s/owner’s expense.
- While the vehicle is on Radford City Schools property, if given probable cause, the vehicle may be subject to search by Radford City Police.

❖ **Consequences**

- ❖ See Consequences Section 2.12 Defiance of The Authority of School Personnel.
- ❖ See 2.2 Unexcused Absences or Tardiness (Absences, Check-In and Out).
- ❖ Loss of driving and parking privileges.
- ❖ Vehicle being towed at student’s/owner’s expense.

2.29.5 Locker Inspection

- The administration of Radford High School reserves the right to inspect the interior of any locker at any time without notice.

2.29.6 Attendance

- If a student misses a determined number of excessive tardies and / or absences or other conduct as per the Code of Virginia / JDRDC the administration will make a referral to the JDRDC.
- Please see Radford City School Board Policy Manual – section JFD-RCPS for more information.

- **STUDENT ABSENCES/EXCUSES/DISMISSALS**

- Where telephone contact about the absence does not occur between parent and the school, the student who is absent must bring a parental note on the first day the student returns to school stating the reason for the absence. The only excuses for absence that shall be deemed acceptable are:
 - A. illness (if over two days, the school may require a note from the doctor)
 - B. court appearance
 - C. death in the family
 - D. religious holidays
 - E. field trips and school-related activities
 - F. extenuating circumstances which are determined by the school administration.

- *All schools will follow School Board Policy JED Student Absences/Excuses/Dismissals in reference to Compulsory Attendance Procedures. In addition to SBP JED-RCPS, Radford City Schools will implement the following:*
- *If a student fails to report to school for a total of ten scheduled school days for the school year, with or without notification, then the principal or his/her designee can recommend the student and parent(s)/guardian(s) to the RCPS Attendance Improvement Team to resolve issues related to the pupil's nonattendance.*
- **A student with 10 absences from a class will be placed on Social Probation (please see above Section 2.2)**
- Students (grades 9-12) who have been absent for acceptable reasons will be permitted to make up work missed.
- Students who have been absent for unacceptable reasons will be required to make up work missed.
- Students absent due to suspension from school or truancy will be required to make up work missed. Students who return to school from out-of-school suspension or truancy will report to in-school suspension to finish any incomplete missed work. The grade for completing work missed during a suspension or during truancy can be no higher than 80. However, other students absent from classes due to assignment to in-school suspension will receive full-credit for all work completed during such absence.
 - a. It is the student's responsibility to see the teacher on the day he or she returns to schedule make-up work. Students with absences will be expected to make up all work missed immediately, within 5 days after returning to school. All work not made up within the time limit will be graded zero. Extenuating circumstances, however, may be considered by the principal or his/her designee in extending the time limit for make-up, and extensions shall be liberally granted in order to insure that a student with a valid excuse is allowed to make up missed work.
- Students who are out of class for partial or full-days of school while participating in Partnership Programs approved by the school principal will not be counted as absent for the purpose of calculating average daily membership. Students must make-up any missed work from regular classes as determined by the school's missed work procedure.

Notice to Parent / Guardian

Radford High School has a School Resource Officer who is a sworn Radford City Police Officer who is stationed at Radford High School / John Dalton Intermediate School. This is to let you know that your, son and / or daughter are bound by the laws of the Commonwealth of Virginia as prescribed in the Code of Virginia and any additional laws of the City of Radford while on school campus and the jurisdiction of Radford City. If you or your son and/or

daughter violate any of these laws while on the school campus or its jurisdiction, you are subject to criminal charges being placed against the violating person(s).

If your son and/or daughter violate any law(s) while on a school sponsored activity, they are subject to the laws of that jurisdiction.

Also, see Radford City Schools - Standards of Conduct Policy - Extra and Co-Curricular Activities for Students, Parents, and Coaches for additional information not covered in this document.

If a situation occurs that is not covered in this document or in the Students Records Policy – Student Code of Conduct – Other Information or the Radford City School Board Policy Manual that causes a disruption of the educational environment or campus, students shall be subject to discipline measures as deemed appropriate by the administration of Radford High School.

By signing the Parental Statement of Receipt of Notice of Requirements of Virginia Code 22.1-279.3 and School Board's Standards of Student Conduct both (Parent / Guardian, Student) are acknowledging that you have read and understand the Radford High School Student Code of Conduct – Supplemental Insert For Students Records Policy, Student Code of Conduct, Other Information and the Radford City School Board Policy Manual.