



**Hannah-Pamplico  
High School  
2014 –2015**

**Student Handbook**

Hannah-Pamplico High School  
2055 South Pamplico Highway  
Pamplico, SC 29583  
(843) 493-5781  
Fax (843) 493-5424  
Web Site: [hphs.flo2.k12.sc.us](http://hphs.flo2.k12.sc.us)

**“Excellence is K.N.O.W Accident”**

**This agenda belongs to:**

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## **FOREWORD**

The Administration, Faculty and Staff at Hannah-Pamplico High School welcome you to our school. The purpose of this handbook is to provide you and your parents/guardians with a document that attempts to address all procedures, regulations and/or guidelines that are pertinent to you and our school.

Please be advised that policies and/or regulations will continue to be amended and implemented as our school board passes new policies. All new policies or regulations will be communicated to our students and their parents/guardians as they are approved.

## **VISION**

### **WE ENVISION A SCHOOL . . .**

1. Where students and staff members are committed to excellence;
2. Where students' individual needs are addressed;
3. Where students and staff members use cutting edge technology;
4. Where everyone respects others' cultures and students are exposed to activities that broaden their cultural awareness;
5. Where students and staff members celebrate and take pride in each other's successes;
6. Where students and staff feel comfortable and safe;
7. Where parents feel welcome and want to be an integral part of their children's education;
8. Where the community is both informed and involved;
9. Where all students are provided an opportunity to reach their maximum educational potential to become successful, lifelong learners.

## **Hannah-Pamlico High School**

### **MISSION STATEMENT**

The mission of Hannah-Pamlico High School is to provide each student with a diverse education in a safe, comfortable, and supportive environment that promotes self-discipline, motivation, and excellence in learning.

We share the responsibility with parents and the community to assist students in developing skills to become independent and self-sufficient adults who will succeed and contribute responsibly in a global community.

### **BELIEFS**

We believe:

1. Each student is a valued individual with unique physical, social, emotional, and intellectual needs.
2. All students can learn, achieve, and succeed when provided a variety of instructional approaches, the proper resources and technology, and a safe, clean environment.
3. Decision-making skills, career exploration, and extracurricular activities are important components of the educational process.
4. A shared responsibility exists among the school, parents, students, and community to provide a continuous learning environment for students to experience maximum success.
5. Curriculum is made relevant through subject integration, collaborative efforts, and multi-cultural activities.

**ADMINISTRATION AND STAFF**  
**FLORENCE SCHOOL DISTRICT TWO:**

**Superintendent**

Mr. Robert E. Sullivan

**Assistant Superintendent**

Mr. N. Charles Hyman, Jr.

**Board of Trustees**

Mrs. Elleveen T. Poston, - Chairperson  
Mr. Thadis D. Calcutt, Jr., Vice-Chairperson  
Mrs. Angela Keith, Secretary  
Mrs. Mona Lisa M. Andrews  
Mr. Johnny R. Jenkins  
Mr. Bradford C. Poston  
Mr. Raleigh O. Ward

**HANNAH-PAMPLICO HIGH SCHOOL ADMINISTRATION**

**Principal**

Mr. Timothy P. Gibbs

**Administrative Assistants**

Mr. H. M. Dixon -CATE/District Transportation Director

Ms. Sophia Mack, Guidance Counselor/ District EEDA Coordinator

**Office Staff**

Mrs. Vanessa H. Ellison - Bookkeeper/Secretary

Mrs. Janice Drawdy – Powerschool/Athletic Secretary

Mrs. Mary Morse - Attendance/Guidance Secretary

## Hannah-Pamplico High School 2014-2015 Calendar

<b>August 18</b> .....	Students' 1 <sup>st</sup> day of school
<b>September 1</b> .....	Labor Day Holiday
17.....	1:00 dismissal for students
18.....	Interim Reports Go Home
22.....	Parent Teacher Conferences 12:00 – 7:30
22.....	...No school for students
<b>October 15</b> .....	1:00 dismissal for students
20.....	1 <sup>st</sup> & 3 <sup>rd</sup> Exams
21.....	2 <sup>nd</sup> & 4 <sup>th</sup> Exams 45 <sup>th</sup> Day
28.....	Report Cards Go Home
<b>November 4</b> .....	Election Day - No School
21.....	Interim Reports Go Home
24-28.....	Thanksgiving Holidays
<b>December 19</b> .....	½ day for Students
22-31.....	Christmas/Winter Break
<b>January 1 – 2</b> .....	Christmas/Winter Break
5.....	Classes resume
13.....	1 <sup>st</sup> & 3 <sup>rd</sup> Exams
14.....	2 <sup>nd</sup> & 4 <sup>th</sup> Exams 90 <sup>th</sup> Day
14.....	1/2 Day for Students/Full Day Staff
15.....	2 <sup>nd</sup> Semester Begins
19.....	MLK Holiday
21.....	Report Cards Go Home
<b>February 4</b> .....	1:00 dismissal for students
16.....	Presidents Day -No School
18.....	Interim Reports Go Home
<b>March 4</b> .....	1:00 dismissal for students
9.....	Parent Teacher Conferences 12:00 – 7:30
9.....	...No school for students
20.....	1 <sup>st</sup> & 3 <sup>rd</sup> Exams
23.....	2 <sup>nd</sup> & 4 <sup>th</sup> Exams 135 <sup>th</sup> Day
<b>April 3 - 10</b> .....	Spring Break
30.....	Interim Reports Go Home
<b>May 25</b> .....	Memorial Day Holiday
<b>27</b> .....	1 <sup>st</sup> & 3 <sup>rd</sup> Senior Exams
28.....	2 <sup>nd</sup> & 4 <sup>th</sup> Senior Exams
<b>June 2</b> .....	1 <sup>st</sup> & 3 <sup>rd</sup> Underclassmen Exams
3.....	2 <sup>nd</sup> & 4 <sup>th</sup> Underclassmen Exams ½ day 180 <sup>th</sup> Day
4.....	Graduation 7:00 pm

FLORENCE COUNTY SCHOOL DISTRICT TWO

**August 18, 2014**

TO: All Employees, Parents, Children and Patrons  
Of Florence County School District No. Two

FROM: Robert E. Sullivan, Superintendent

SUBJECT: **Title IX and Section 504**

Florence County School District No. Two does not discriminate on the basis of *race, color, national origin, sex, handicapping condition, age, social status, religion, economic level, or any other area of unlawful discrimination in any aspect of its educational program and/or any other phase of its administration or operation.*

If there are questions concerning the above information, please contact the **Title IX and Section 504 Coordinator at the Florence School District Two Office, 2121 South Pamplico Highway, Pamplico, South Carolina 29583, phone (843) 493-2502.**

**SCHOOL POLICY RELATING TO TITLE IX**

Hannah-Pamplico High will comply fully with Title IX of the Education Amendments of 1972. This law forbids discrimination on the basis of sex in education programs or activities which receive federal funds.

The following specific areas are included in Title IX coverage: access to courses, vocational education counseling instruments, counseling materials, treatment of students, athletics, physical education, student marital or parental status, financial assistance, and employment.

Any student or staff member who feels that sex discrimination exists in any of the above areas is requested to discuss his/her concern with the principal, assistant principal or guidance counselor. If, upon closer observation and study, it is determined that a violation does exist, the school and district administrative staff will initiate appropriate action to remedy any discriminatory practice.

The grievance procedures outlined in the District Policy are to be used to process complaints based on alleged violations of Title IX of the Educational Amendments of 1972 (sex discrimination.)

**GRIEVANCE / COMPLAINT PROCEDURES**

Procedures are in place for addressing student and parent complaints on a variety of levels. Individuals may communicate concerns to any teacher or staff member. However, anyone who would like to pursue a formal complaint should contact the principal directly.

FLORENCE COUNTY SCHOOL DISTRICT TWO

**August 18, 2014**

TO: Patrons of Florence County School District No. Two  
FROM: Robert E. Sullivan, Superintendent  
SUBJECT: The Family Educational Rights and Privacy Act (**FERPA**)

The Family Educational Rights and Privacy Act (**FERPA**) is a Federal Law that governs the maintenance of student records. Under the law, parents of students or students if they are at least 18 have both the right to inspect records kept by the school about the student and the right to correct inaccuracies in the records. Access to the records by persons other than the parents or the student is limited and generally requires prior consent by the parents or the student. Florence County School District Two has adopted a written policy governing all the rights of parents and students under FERPA. Copies of this policy may be found in the Superintendent's Office and in the Principal's Office of each school within the District.

Florence County School District Two classifies the following as directory information: ***student's name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous school attended by the student.*** School officials may release this information to any person without the consent of the parents or the student. If a parent/legal guardian objects to release of the above student information without consent, they must notify in writing the principal of the school where the records are kept by **September 1, 2014**. The objection must state what information the parent or student does not want to be classified as directory information. If no objection is received by **September 1, 2014**, the information will be classified as directory information until the beginning of the next school year.

**Complaints about failures of Florence County School District Two to comply with the Family Educational Rights and Privacy Act may be made in writing to FERPA Office, Department of Health, Education and Welfare, 330 Independence Avenue, S. W., Washington, DC 20201.**

**FLORENCE COUNTY SCHOOL DISTRICT TWO**  
**August 18, 2014**

TO: Patrons of Florence School District Two  
FROM: Robert E. Sullivan, Superintendent  
SUBJECT: **Bus Routes and Rules**

Please find listed below some important State guidelines with which you need to be familiar, regarding bus transportation in School District Two:

- Buses shall be routed in the most direct way over publicly maintained highways and streets to provide service within one mile of each child in grades K-12 who qualifies for transportation.
- School bus stops on each route shall not be closer than two-tenths of a mile apart at safe points.
- It is declared to be policy of the State of South Carolina not to assume the responsibility of transporting any students living within one and one-half miles of the school they attend, such distance to be determined by the most direct route over publicly maintained roads or streets.
- State law prohibits anyone other than students, school officials, or law enforcement officers to board or otherwise interfere with the operation of the school buses.
- In consideration of the tight schedule under which the school buses operate, students must be at the bus stop at the designated time and be ready to board the bus with the least possible delay. Buses will not wait for those who are late.
- Students may ride only the bus to which they are regularly assigned. They may not ride any other bus home with friends unless a note from home is sent to the principal who in turn clears it with the bus office.
- Students may not bring animals, food, drinks, firearms, knives, explosives, or other dangerous weapons or materials on the bus.

*Vandalism and abuse of buses is a serious problem in South Carolina. Over \$200,000 per year is spent on repairing school buses due to vandalism and abuse. These costs are absorbed by the local school districts. Any individual who vandalizes or abuses a school bus in any manner will be responsible for paying the local school district for the damages.*

**For more details or other information about the school buses, interested persons should contact Mr. H. M. Dixon, Bus Supervisor, (843) 493-5781.**

#### **BUS REGULATIONS**

Riding the school bus is a privilege. Improper conduct on the buses results in that privilege being denied. Bus students are to go immediately to the buses as soon as they are dismissed from school in the afternoon. Only regularly scheduled bus students are to ride the school buses. Students will need to a bus pass to ride on a different bus route or to get off at a different destination. Bus passes may be obtained by bringing a note from their parent/guardian and turning it into your 1<sup>st</sup> block teacher to be forwarded to the office. Bus passes can then be picked up from the office at lunch time. Students eating breakfast should be unloaded at the cafeteria.

#### **LATE BUSES**

Since late buses are usually caused by circumstances beyond the control of those students who ride them, no excuse will be needed from home. A "Late Bus" slip will be given to the student in the main office if the bus arrives after class has begun.

**FLORENCE COUNTY SCHOOL DISTRICT TWO**

**August 18, 2014**

To: Patrons and Students of Florence School District No. Two  
From: Robert E. Sullivan, Superintendent  
Re: Student Behavior

The School Discipline Code for Florence County School District Two is based on School Laws for South Carolina.

The principal is empowered to take appropriate action against non-students who invade the building, grounds or other school property. Such action will include the right to call in the police authorities and swear out warrants. The authority for such is **Article 5, 16-551** of the South Carolina Code of Laws: "Disturbing school---It shall be unlawful: **(1) for any person willfully or unnecessarily (a) to interfere with or disturb in any way or in any place the students or teachers of any school or college in this State. (b) to loiter about such school or college premises or © to act in any obnoxious manner thereon; or (2) for any person to (a) enter upon any such school or college premises or (b) loiter around the premises, except on business, without the permission of the principal or president in charge. Any person violating any of the provisions of this section shall be guilty of a misdemeanor and, on conviction thereof, shall pay a fine of not less than ten dollars nor more than \$100.00 or imprisoned in the county jail for not less than ten days or more than thirty days."**

The following offenses may lead to suspension or expulsion: theft; the use of obscene or profane language or gestures; the deliberate refusal to obey school personnel when ordered to leave a room or report to the office; an unauthorized walk-out by a student or students from a classroom, school building or campus; physical abuse of a student or a member of the staff of a school; blackmailing, threatening or intimidating other students or teachers; possessing any kind of weapon such as pistol, knife, blackjack or other deadly weapon; distribution on school property of materials unauthorized by the principal; possession, selling and consumption of drugs or alcoholic beverages; deliberate failure to attend classes after reporting to school, being present on the school grounds or riding a school bus; the willful destruction of school property or property on the school grounds; any act of disorder which disrupts the conduct of the classroom or obstructs the carrying out of normal

school activities within the school building or on the school grounds; or smoking.

In cases such as theft, physical abuse, carrying a weapon, having, selling or using drugs or alcohol or destruction of property, a student would also be subject to other laws and penalties. If such occurs, the principal will contact the student's parents to inform them of the offense, and law enforcement officials will be notified.

Prior to suspending a student for violation of laws or school policies, the principal is required to give oral notice of the charge against the student and the opportunity to present his own version. If the student is suspended, the principal must notify his parent or guardian in writing, citing the reason for the suspension and setting a time and a place for a conference within three days.

A complete detail of the Florence School District Two **Student Behavior Code** (Policy JICDA) is available in each school. The Behavior Code fully describes the three levels of inappropriate behavior

**Level I - Disorderly Conduct**

**Level II - Disruptive Conduct**

**Level III - Criminal Conduct**

#### **STUDENT DISCIPLINE CODE**

Discipline problems are few in those schools where a positive learning environment exists. The responsibility for providing such a climate is with the administration and faculty of each school. When minor discipline problems do occur, teachers are expected to attempt to solve the problems themselves to a reasonable point. The prime purpose of the school is to provide learning situations which allow each student the opportunity to maximize his or her potential. The philosophy of Florence School District Two Trustees is that an atmosphere free of disruptive behavior contributes to the instructional program and provides for the right of the students who are serious about learning.

This uniform Student Discipline Code has been established by Hannah-Pamplico High School to enhance a school atmosphere that assists in teaching the students citizenship and is conducive to teaching and learning. The code is designed to be fair and

forthright. Dispositions are set for some offenses, and punishment for other offenses will be left to the discretion of the principal or his/her designee.

Each student should review the Discipline Code. A statement is provided for each student to sign stating that he or she has read and thoroughly examined the Discipline Code.

## **SECONDARY CUMULATIVE DISPOSITION SYSTEM**

The cumulative disposition system begins new each year. Tardy infractions are cumulative in each class. The disposition of school bus offenses will accumulate separately. In all cases, however, the strongest disposition shall be invoked.

## **OFFENSES AND DISPOSITIONS**

The offenses and dispositions listed in our discipline policy govern students of Hannah-Pamplico High School while on school premises, at school-sponsored activities, and while being transported to and from school and school activities by bus.

Students may be suspended or expelled from school for misconduct and violation of School Board and/or school rules and regulations. The following list of offenses and dispositions is meant to be illustrative only and is not intended to exclude suspension, expulsion or other appropriate action for offenses not listed.

When an offense occurs during the last ten days of school and disciplinary action cannot be carried out, the disposition will be applied when the student enrolls the following year.

The following offenses and dispositions are categorized according to level, depending upon the severity of the offense:

1. Level I Offenses shall invoke specific dispositions as stated in our policy for Disorderly Conduct.
2. Level II Offenses shall invoke various dispositions at the discretion of the principal for Disruptive Conduct.
3. Level III Offenses shall invoke the dispositions for Criminal Conduct.

Certain offenses may be treated as Level I, Level II, and Level III offenses, or a combination thereof. In all cases the strongest disposition shall be invoked.

### **IN-SCHOOL SUSPENSION PROGRAM (ISSP)**

When available, an in-school suspension program will be implemented to deal with minor (generally Level I) disciplinary offenses while allowing students to remain at school. Students may be assigned to ISSP for lunch periods of one or more days or, for more serious/repeat infractions, for entire days, at the discretion of the administrator.

### **CONSEQUENCES FOR CLASSROOM DISCIPLINE PLAN**

- 1<sup>st</sup> - Warning - Classroom Teacher's plan.\*
- 2<sup>nd</sup> - Student-Teacher conference. Parent notification by mail or phone by the teacher. Classroom Teacher's plan.
- 3<sup>rd</sup> - Parent-Teacher conference during planning period or before/after school. Classroom Teacher's plan, Teacher-maintained detention during lunch, before/after school.
- 4<sup>th</sup> - Student is referred to an administrator.(Prior teacher consequences should be noted.)

### **POSSIBLE CONSEQUENCES BY THE ADMINISTRATIVE STAFF**

- 1<sup>st</sup> - Referral -Parent notification, Lunch Detention, ISSP (if available), OSS.
- 2<sup>nd</sup> - Referral - Overnight suspension, Lunch Detention ISSP (if available) , OSS.
- 3<sup>rd</sup> - Referral - one (1) day suspension, Alternative School, Parent conference. Guidance referral.
- 4<sup>th</sup> - Referral - two (2) day suspension, Alternative School, Parent conference.
- 5<sup>th</sup> - Referral - three (3) day suspension, Alternative School.

Any student who accumulates 7 (seven) or more discipline infractions will be referred to superintendent for possible 45-day Alternative School placement.

\*Severe classroom instructional interference will result in immediate referral to Assistant Principal/Principal. **A severe classroom disruption/interference can result in steps being skipped for a more intensive consequence.**

## **STUDENT RULES/REGULATIONS**

**ARRIVAL**- No students will be allowed in the halls until the 7:46 a.m. bell. Students eating breakfast need to report to cafeteria upon arrival to school. All other students are to report to the commons area (between the gym and cafeteria). In case of inclement weather, students will report to gym. All teachers will be on duty from 7:10 -7:46 a.m.

**BEHAVIOR** - Hannah-Pamplico High School students are expected to conduct themselves in an orderly and courteous manner with proper respect for faculty, students, and school property at all times, both during school and at all school functions.

**CELL PHONES** - See electronic devices

**CHEATING** - Cheating will not be tolerated and will be handled by the teacher on the first offense with proper parent notification and a zero for the assignment. The Administration will handle any second offense after the teacher notifies the parent and gives a zero for the work.

**DRESS CODE REGULATIONS** - In the interests of health, safety, cleanliness, decency and decorum among the students in the district, the following regulations will be followed. However all decisions will be at the discretion of the administration:

1. In all matters relating to individual dress and grooming, students should exercise good judgment and respect for themselves, their school, and their community. Clothing should not be so immodest or indecent in the school setting as to be disruptive to the educational process, for example, sagging, midriffs showing, strapless, spaghetti straps, sheer clothing, tank tops, exposed cleavage, halter tops, spandex, sleep wear, lounging pants, etc.
2. Proper shoes must be worn at all times. Bedroom slippers, cleats, or shoes with wheels may not be worn.
3. Students will not be allowed to exhibit obscene or insensitive slogans, pictures on shirts or other clothing, or gang related paraphernalia .
4. Hats or other headgear (headbands, wrap-caps, do rags, etc.) are not to be worn in the school building by males or females. Hoods must be kept down at all times.
5. Students may wear shorts provided they meet the guidelines specified above. Our informal guideline for the length of shorts/skirts is the "dollar bill rule. If the clothing is shorter than a dollar bill measuring from the knee, it is too short.
6. Over-sized t-shirts that hang below front pocket are prohibited. Male students must have shirts tucked inside their pants if the shirt hangs below the pocket of the pants sitting on the waist.
7. Jeans, pants or any bottom attire may not have visible holes above the knee. Students will be required to change or apply duct tape to comply. Chains (wallet, pocket, etc.) and fishhooks on hats are among items that could be used to cause harm to students or staff. These items are not allowed and will be confiscated.

These regulations shall be reviewed on a regular basis with input and advice from parents, teachers, administrators and students. Students in violation will be required to change attire to remain at school. Students will be provided modest attire to wear over improper shorts, skirts, dresses or improper clothes so that the student will not have to be dismissed from school and miss valuable instructional time and incur excessive absences from each individual class. Future violations may result in disciplinary action due to refusal to obey an administrative policy.

**EARLY DISMISSAL** -If a student leaves for a doctor's appointment, he/she should return to school if at all possible and bring a doctor's statement permitting the return and excusing the class absence.

**EMERGENCY CLOSINGS** -The Superintendent is empowered to close the schools or to dismiss them early in the event of hazardous weather or other emergencies which threaten the safety or health of students or staff members. If school is to be called off due to bad weather (**snow, ice, or storm**) or some other emergency before buses start on their routes in early morning, the Superintendent will notify radio stations **Cumulus Broadcasting (94.3, 98.5, Z100, 100.5, 102.1, 106.3)** in Florence, and **Root Communication (92.9, 102.9, 103.3, 105.5)** in Florence and Television Stations **WBTW** and **WPDE** in Florence. If the Superintendent knows during an afternoon or evening that school will not be held the next day, then he will notify these same stations. Hence, patrons should tune in to these stations. In the event of bad weather or some other emergency while students are at school and if it should become necessary to dismiss early without prior notice to parents, the following procedures will be followed:

1. Town students and bus students will be dismissed early to go home unless the parent has notified the principal (*in writing*) that the parent desires that the student remain at school until the parent can come for the student. The parent pickup should be no later than 4 p.m. on these days.
2. This written notice requesting that the student be permitted to remain at school no later than 4 p.m. on these days must be filed at the beginning of the school year at the principal's office where the child attends school.
3. When the parent files a permit for the student to remain at school until 4 p.m. on days that school is dismissed early due to an emergency closing, the parent is to have a clear understanding with the student that he or she is to remain at school for the parent pickup on these days.
4. In cases when students are to leave school early on an emergency closing day (*and the students do not have permits on file to remain at school*), parents should instruct children in advance as to where they should go if no one will be at home to take care of them.

**ELECTRONIC DEVICES** - **Cell phones**, while important at times, have a disruptive effect on the school setting. For this reason, students are not to bring cell phones into the building during school hours. Devices may be confiscated if seen by Teachers/Administrators between 7:46 and 3:00 pm. **This includes students having early dismissal.**

- 1<sup>st</sup> offense - Device held until end of day and returned after administrative contact with parent.
- 2<sup>nd</sup> offense - Device held overnight and returned after administrative contact with parent.
- 3<sup>rd</sup> offense - Confiscation will result in a longer holding period. Multiple offenses may lead to a confiscation period not to exceed the remainder of the school year.

**iPods, MP3 players, and other audio/video playing devices** are only permitted in classrooms with the teacher's permission. Head phones, or ear phones, are not permitted outside of these classrooms, in hallways, during lunch, etc. These devices will be confiscated and turned over to an administrator if seen.

**Electronic games, laser pointers,** and other such devices are not permitted on campus without administrative approval. They will be confiscated and turned over to an administrator.

**FOOD AND DRINKS** - No outside food or drinks allowed without administrator approval. Students will not be allowed to carry cups, cans, bottles etc. through hallways and classrooms.

**GAMBLING** - Gambling is not allowed on campus. Violation will result in detention or suspension.

**HALLWAYS** - Students will be dismissed during a class session for emergencies only! **Students are required to have their planners as hall passes to be in the hall except during the changing of classes.** This pass must include teacher's name, time, date, and the destination. It is the student's responsibility to keep up with his or her planner. Students in the hall without planners are considered to be cutting class. Students should always use the closest restroom facility to their classroom unless the facility is being cleaned or repaired. Students should report to the approved destinations, or they will be disciplined for being in unauthorized areas. Students should walk to the right of the hallway to aid in the flow of traffic. The halls are to be kept free from congestion at all times.

**ID BADGES-** The wearing of ID badges will assist the district staff in identifying any person that does not belong on campus.

- All students are required to wear a school issued ID badge.
- ID badge must be visible at all times. They must be worn above the waist preferably around the neck.
- Students found in violation of this rule will spend the day in In-School Suspension (ISS).
- After 3<sup>rd</sup> offense the student will be suspended.
- Any student that removes their ID during the day will be suspended.

**INTERIM REPORTS** - Interim reports are issued mid-way through each grading period to all students. Parents are encouraged to contact teachers as needed.

**LEAVING CAMPUS WITHOUT PERMISSION** - Students are not to leave the campus at any time for any reason without permission, but when excused they must sign out in the office and follow proper sign out

procedures. Leaving school without permission or allowing a student to ride off campus without permission will result in suspension and loss of driving privileges on campus for a period of time specified by the administration.

**LUNCH BREAKS** - No students are to be in the hallways between 11:10 - 11:50 p.m. Students who have business in the Main Office, the Guidance Office, or the Media Center should communicate their needs to the individual on duty. The cafeteria, area behind the cafeteria and JROTC classroom, student commons and canteen areas are open to students. All other areas are **off limits**. Students may use any of the restrooms in the old building located between the gym and cafeteria. They must enter from the back doors nearest to the restroom facilities. No food is to be taken out of cafeteria. Students who need a boxed lunch, must have a pass from their teacher or sponsor to be permitted in hallway. The scanning of ID cards makes the lunch line move more efficiently. Students need to have their ID cards and money ready when they get to the cashier.

**MEDICATION** - Any medication to be taken at school must be taken to the Nurse's Office. This is for the student's safety. **School Policy: Student Medication at School.** DHEC requires a Short Term (less than 3 weeks) form be filled out by the parent/guardian before dispensing prescription medicine. DHEC requires a long term (over 5 weeks) form be filled out by the parent/guardian before dispensing prescription medicine. **NON-PRESCRIPTION** medications such as Tylenol, aspirin, Nuprin, or Midol, require parental **written** permission. Prescription medication needs to be brought from home in the **correct bottle and labeled with the student's name.** **Medication taken at school must follow the district medication policy. THE ADMINISTRATION ENCOURAGES TAKING ALL MEDICATION AT HOME, IF POSSIBLE.**

**PARKING LOT** - Students driving to school may not return to the parking lot, without administrator permission, once they have entered the school grounds.

**PARKING PERMITS** - All vehicles must have a parking decal for proper identification, and must be **parked front end first.**

**PUBLIC DISPLAYS OF AFFECTION** - Any public display of affection between students is not allowed. Violation of this may result in disciplinary action.

**REPORT CARDS** - Report cards are issued to students at the end of every 45 days/ 9 week grading period. Report cards are sent out for the purpose of informing parents of the progress of their children.

**SCHOOL SECURITY** - During the school day, all buildings at Hannah-Pamplico HS are locked to prevent the entry of unauthorized persons. Individuals seeking entry except during normal class changes must report to the Main office door for admission.

**SELLING ITEMS** - The selling of items other than projects sponsored by the high school is not permitted in the school building or on the school grounds.

**STAFF** - All students should address their faculty members by proper protocol such as Mr., Mrs., Ms. or Coach.

**TEXTBOOKS** - All textbooks are issued to the students on loan from the State Department of Education. Any consumable workbook and other supplies must be paid for by the student. Textbooks are to be kept clean and should be handled with care. Any lost or damaged textbooks must be paid for by the student before a transcript can be released.

**TOBACCO PRODUCTS POLICY** - Florence County School District Two is a Tobacco-Free Campus. Students are not allowed to smoke or possess any type of tobacco products or incendiary devices (lighters, matches) on the campus at Hannah-Pamplico High School. **Level II - Disruptive Conduct** will apply to students caught smoking or possessing/using any tobacco products. These rules apply to all school property at any school function (i.e., athletic events and field trips).

**VALUABLES** - The school urges students to avoid bringing valuables or large sums of money to school. Administrators and teachers will refuse to hold students' valuables. If students bring such valuables to school, they do so at their own risk. The school is **NOT** responsible for any loss.

**VANDALISM AND PROPERTY DAMAGE** - Our school building and equipment cost the taxpayers money to construct, purchase, and maintain. Students who destroy or vandalize school property will be required to pay for losses or damages. If students willfully destroy school property, suspension and subsequent expulsion may be necessary. If a student damages something by accident, he or she should report it to a teacher or the office immediately.

**VISITORS** - All visitors must report to the main office upon arrival. Parents/Guardians who wish to visit classrooms while classes are in session, must have prior arrangements with an administrator. Visitors requesting to meet with teachers should make every effort to arrange visits during the teacher's planning block. **Student visitors are not allowed to see students or attend any classes.** Visitors without a pass will be asked to leave immediately. Visitors will not be allowed during break and lunch time for safety reasons.

## ATTENDANCE POLICY

**ONE (1) UNIT COURSE - 85 DAYS IN ATTENDANCE.**

**ONE HALF (½) UNIT COURSE - 42.5 DAYS IN ATTENDANCE.**

### GUIDELINES FOR APPROVED ABSENCES AND EXCUSES:

(Board Policy JBD-R)

The following regulations will relate to all students in grades 9-12:

Students enrolled in block scheduled courses should be in attendance 85 days for a one (1) unit course and 42.5 days for a half ( ½) unit course. Therefore, students are allowed no more than five (5) unexcused absences in a one (1) unit course and three (3) unexcused absences in a half ( ½) unit course. The order of absences does not become vital until after the fifth unexcused absence in a unit course or third unexcused absence in a half unit course. After this level is reached, all other absences must be denoted by medical (m), funeral (f), or legal (l) documentation. Students that are failing due to having more than the allowed unexcused absences will receive an FA (failure due to attendance) as their final grade.

***HANNAH-PAMPLICO HIGH SCHOOL WILL NEITHER CONDUCT NOR APPROVE A "SENIOR CUT DAY."***

### EARLY DEPARTURES AND TARDIES

The procedures concerning early departures and tardies are stated below for the 2014-2015 school term. It is very important that you and your parent read this information and plan accordingly because it will be followed in detail by office personnel.

**Early Departure Procedures** Parents must send a note from home before students can be checked out of school. These notes should be brought to the office **before** first period or homeroom begins or turned in to your 1<sup>st</sup> block teacher to be put in with the first period attendance sleeve. **If notes are not in by first period, they must be approved by an administrator.** Departures should be scheduled if at all possible between classes or at lunch. If a medical appointment makes it necessary to be excused during class, the note should include the home phone number and the parent's full name so this can be checked if it is deemed necessary. **No student will be checked out to anyone other than a parent unless a note is received from the parent specifically stating who is to pick up his or her child.**

If a student is sick, he/she will be allowed to call home for a parent to come and pick him/her up. If the parent cannot come in person, he or she must talk to the principal, guidance counselor, nurse, or school secretary, explaining who will come.

All early departures will be listed on morning attendance sheet. Let the teacher know that you need to leave at the time specified on the attendance sheet and report to office at that time to sign out.

**\*\*NOTE:** Being excused from school after lunch always increases the chance for excessive absences in the last blocks; thus the possibility to receive a failure due to attendance increases dramatically.

## **TARDIES**

Tardies are a major problem and cause students to lose valuable instruction time. They also disrupt the educational process.

A student who arrives after first block has begun must report to the office and should bring a note from home, stating the reason for the tardiness and signed by the parent or guardian. The student will then receive an excused/unexcused tardy slip and be sent to class.

Students are expected to report to class on time. Students who have excessive tardies are subject to disciplinary action. The main office will monitor 1<sup>st</sup> block tardies. Teachers are responsible for monitoring all other tardies.

### **Tardies per 90 days (on semester basis):**

If a student arrives late to school, he/she must report to the main office and sign in.

**4<sup>th</sup> Tardy** - office referral, warning/ parent notification.

**5<sup>th</sup> tardy** - office referral, overnight suspension with loss of privileges to participate in any student activity for the day of the overnight suspension. Student may not return to school without a parent signing student back in.

**6<sup>th</sup> Tardy** - After school detention.

**7<sup>th</sup> - 9<sup>th</sup> Tardy** - Out of school suspension with loss of privileges to participate in any student activity for the day of the suspension. Student may not return to school without a parent conference with an administrator.

**10<sup>th</sup> Tardy** - Privileges such as parking and/or membership in certain organizations may be jeopardized. Parent conference with administrator required.

A student must be in class a minimum of 70 minutes to be marked present for the class. **(Less than 70 minutes in a class constitutes an absence.)**

### **2014– 2015 Bell Schedule**

7:46	-----	First Bell - Enter class
7:50	-----	Tardy Bell
7:50 - 9:35	-----	First Block
9:40 - 11:10	-----	Second Block
11:10 - 11:50	-----	Lunch
11:55 - 1:25	-----	Third Block
1:25	-----	Senior Early Dismissal
1:30 – 3:00	-----	Fourth Block
3:00	-----	Dismissal

## **ACADEMICS**

**STUDENT LOAD** - All underclassmen are required to take courses that will earn a maximum of eight (8) units each year. Seniors are required to enroll in at least six (6) units. Exceptions must be approved by the District Superintendent and Board of Trustees in accordance with published policies.

The implementation of block scheduling will allow four (4) units per ninety (90) day semester block. Senior early departure is a possibility for dismissal from school if the schedule permits. The School-To-Work Transition Act was developed to allow seniors to request dismissal if a work agreement is reached between the school and employer for work based learning. Early dismissal for underclassmen is not permitted. Seniors must have passed all classes in the previous semester and maintain a 2.0 GPA to have early dismissal. **Senior dismissal students are not allowed to remain on campus unless approved in advance by an administrator.**

For a full year course in grades nine through twelve, each semester will be treated independently. First semester will yield one unit of elective credit. The second semester of a full year course will result in the required unit.

No student shall be allowed to apply more than six (6) units earned in summer school, credit recovery, and/or through approved correspondence courses to the twenty-four (24) units required for a state high school diploma. Such work will be approved only when the student has failed course-work during the regular school year. No student may enroll in correspondence course work during the regular school year except when approved by the principal.

No more than two (2) units of credit may be earned during the summer.

### **PROMOTION/RETENTION POLICY:**

1. To be promoted from the ninth to the tenth grade, a student must have six (6) units including one unit of English, one unit of math, and one unit of science.
2. To be promoted from the tenth grade to the eleventh grade, a student must have twelve (12) units including two (2) units of English, two units of math, and two units of science.
3. To be promoted from the eleventh grade to the twelfth grade, a student must have seventeen (17) units including three (3) units of English, three (3) units of math, and two (2) units of science. Graduation must be obtainable by the end of the regular school year.

**HIGH SCHOOL CREDIT** - In each class where high school credit may be awarded, a student must attend a minimum number of days each instructional period before receiving consideration for credit, unless the board grants approval for each excessive absence in accordance with this policy. The attendance schedule required for the various instructional periods is:

<b>Instructional Period</b>	<b>Credit</b>	<b>Minimum Days attendance required</b>
Quarter block (45) days	½	42.5
Semester block (90) days	1	85
Year (180) days	1	170

Any student who attends fewer than 42.5/85/170 days in the school year will not be eligible to receive credit unless the local school board grants approval for excessive absences in accordance with local board policy. A detailed local policy is distributed to each student at the beginning of the school year.

**CREDIT RECOVERY** - An after-school program is in place to allow students to “recover” failed units by completing coursework using a computer-based tutorial system. During the school year, students may, with administrative permission, enroll in such work PROVIDED they are passing all classes during the current semester. Summer work may also be done through this program. No student may apply more than 6 credit recovery, summer school, and/or correspondence course toward a high school diploma. Students must have earned 60 or above to be eligible for Credit Recovery.

**HOMEBOUND INSTRUCTION** - Homebound instruction is never equivalent to in-class teaching. In those cases where homebound is justified, documented by a licensed physician, and approved by the District Superintendent, schedules may be modified in an attempt to salvage critical units. We will attempt to secure Homebound instructors who have expertise in relevant areas, but that may not always be possible. All homebound instruction should be completed by the end of the current school year.

**HOMEROOM CHANGE** - Students that are behind in grade level because they have not completed the proper number of units and/or courses can apply for homeroom change for the Spring Term by notifying the Guidance Office.

**PHYSICAL EDUCATION** -A maximum of four (4) units in Physical Education may be applied toward a high school diploma.

**REQUIREMENTS FOR SOUTH CAROLINA  
STATE HIGH SCHOOL DIPLOMA**

All students, to qualify for a state high school diploma, must earn a total of 24 units of credit distributed as follows:

English .....	4 units
Math .....	4 units
Natural Science .....	3 units
Physical Education or JROTC .....	1 unit
U.S. History.....	1 unit
Economics .....	½ unit
Government .....	½ unit
Other Social Studies .....	1 unit
Keyboarding.....	1 unit
Foreign Language Or .....	1 unit
Career and Technology Education	
Electives .....	<u>7 units</u>
	24 units

**HIGH SCHOOL COURSE REQUIREMENTS FOR APPLICANTS TO S.C. PUBLIC COLLEGES AND UNIVERSITIES:**

<b>Area</b>	<b>Carnegie Units</b>
English	4: At least two having strong grammar and composition components, at least one in English Literature, and at least one in American Literature (completion of college preparatory English I, II, III, IV will meet these requirements.)
Math	4: Including Algebra I, II, III, and geometry
Laboratory Science	3: At least one unit each of two laboratory sciences chosen from Biology, chemistry, or physics; a fourth unit of laboratory Science is strongly recommended
Foreign Language	2: Two units of the same foreign language (Some colleges require 3 units.)
Other	1: One unit of advanced mathematics or computer science or a combination of these or one unit of world history, world geography, or western civilization
U. S. History	1
Economics	½
Government	½
Additional Social Studies	1
Physical Education or JROTC	1
Keyboarding	1

**SOUTH CAROLINA UNIFORM GRADING SYSTEM -**

The General Assembly passed legislation mandating a uniform grading system to be adopted by the State Board of Education and implemented in all school districts. As a part of the grading policy mandated by the state,

consistent numerical breaks for grades, weightings for specified courses, and a conversion chart for computing grade point ratios were developed. The grading scale is shown below.

<b>GRADING SCALE:</b>	A	93 -100
	B	85 - 92
	C	77 - 84
	D	70 - 76
	F	0 -

South Carolina Uniform Grading Scale Conversions				
Numerical Average	Letter Grade	College Prep	Honors	AP/IB/Dual Credit
100	A	4.875	5.375	5.875
99	A	4.750	5.250	5.750
98	A	4.625	5.125	5.625
97	A	4.500	5.000	5.500
96	A	4.375	4.875	5.375
95	A	4.250	4.750	5.250
94	A	4.125	4.625	5.125
93	A	4.000	4.500	5.000
92	B	3.875	4.375	4.875
91	B	3.750	4.250	4.750
90	B	3.625	4.125	4.625
89	B	3.500	4.000	4.500
88	B	3.375	3.875	4.375
87	B	3.250	3.750	4.250
86	B	3.125	3.625	4.125
85	B	3.000	3.500	4.000
84	C	2.875	3.375	3.875
83	C	2.750	3.250	3.750
82	C	2.625	3.125	3.625
81	C	2.500	3.000	3.500
80	C	2.375	2.875	3.375
79	C	2.250	2.750	3.250
78	C	2.125	2.625	3.125
77	C	2.000	2.500	3.000
76	D	1.875	2.375	2.875
75	D	1.750	2.250	2.750
74	D	1.625	2.125	2.625
73	D	1.500	2.000	2.500
72	D	1.375	1.875	2.375
71	D	1.250	1.750	2.250
70	D	1.125	1.625	2.125
69	F	1.000	1.500	2.000
68	F	0.875	1.375	1.875
67	F	0.750	1.250	1.750
66	F	0.625	1.125	1.625
65	F	0.500	1.000	1.500
64	F	0.375	0.875	1.375

63	F	0.250	0.750	1.250
62	F	0.125	0.625	1.125
0-61	F	0.000	0.000	0.000
61	FA	0.000	0.000	0.000

### **ACCREDITATION INFORMATION**

The school is accredited by the South Carolina State Department of Education and by Southern Association of Colleges and Schools.

### **NHS/NJHS**

The National Honor Society/National Junior Honor Society induction will be held once per year. The minimum scholarship requirement for consideration is **3.75** on the S.C. Uniform Grading System. **IN ADDITION**, students must show evidence of leadership, character, and service. Members will meet and maintain the scholarship, leadership, service and character standards on which they were selected through the end of their senior year to be eligible to wear the gold cord at graduation, denoting membership in the Prospique` Chapter of the NHS. Standards for selection and dismissal are written in the National Constitution and in the local by-laws. See HPH By-Laws for Prospique` Chapter of NHS.

### **HONOR GRADUATES**

A Hannah-Pamplico honor graduate must earn a minimum of **3.75** on the S.C. Uniform Grading System on all high school academic work through the end of the senior year. This ranking includes all other units earned including those during the eighth grade. An honor graduate will wear a stole during the ceremony to distinguish honor graduates from the National Honor Society. If the program goes to the printer for publication before names and averages are tabulated, honor graduates will be denoted in the graduation program as follows: "Honor graduates are signified by wearing a special stole during the ceremony."

At the end of the senior year, the Valedictorian will be the number one ranked senior, and the Salutatorian will be the number two ranked senior, based on the S.C. Uniform Grading System. Other participants will also be determined by rank, according to the S.C. Uniform Grading System. These names will be released after all final grades are calculated.

### **HONOR ROLL**

#### ***SUPERINTENDENT'S DISTINGUISHED LIST***

The superintendent's distinguished list consists of those students who have made "A" in all subjects for a grading period.

#### ***PRINCIPAL'S HONOR ROLL***

The principal's honor roll includes students who have maintained A's and B's in all subjects for a grading period.

### ***TEACHERS' HONOR ROLL***

The teachers' honor roll includes students maintaining A's and B's with no more than one "C" in any subject for a grading period.

### **SCHOLARSHIPS**

#### **PALMETTO FELLOWS SCHOLARSHIP**

#### **Specified in Proviso 18A.28**

Please be aware that students must meet **all** of the following criteria in order to apply for the Palmetto Fellows Scholarship (\$6,700.00) for the 2014-2015 academic year:

1. SAT score of 1200 or equivalent ACT score **and**
  2. GPA of 3.5; **and**
  3. Rank in the top 6% of the class. **Or**
1. GPA of 4.0, **and**
  2. SAT score of 1400

#### **LIFE SCHOLARSHIP**

Criteria for receiving this scholarship (\$5,000.00) are listed below:

1. for a four (4) year institution (2 out of 3):
  - a) 1100 or better SAT score,
  - b) GPA of 3.0 or
  - c) top 30% of graduating class.
2. For a two (2) year institution: GPA of 3.0.

#### **HOPE SCHOLARSHIP**

3.0 based on Higher Ed Commission guidelines.

**Note:** SAT scores only include the Critical Reading score and the Math score. The Writing subsection is not used to meet the minimum requirements for the SAT scores.

### **EXEMPTIONS**

#### **Underclassmen - No Exemptions:**

**Underclassmen may NOT exempt exams.**

#### **Senior Exemptions:**

Seniors with a cumulative course average of at least an 88 may exempt final course exams or elect to take the final exams on the specified day. The exam grade will not be used unless it improves the final average.

#### **Awards Day Recognition:**

All scholarship confirmation should be submitted in writing to Guidance

office by May 19<sup>th</sup> for inclusion in the Awards Day program or graduation program.

### **MARSHALS**

Hannah-Pamplico High School marshals are the top 16 ranked juniors. This ranking is based on the end of the third quarter (S.C. Uniform Grading System GPA) of the junior year. This average is computed on any subjects that might be taken for unit credit during summer school or the eighth grade, as well as during grades 9 - 11. Marshals participate in the graduation ceremonies. **Participation in graduation practice is mandatory.** **Students who fail to attend graduation practice may lose the privilege of participating in the graduation ceremony.**

### **PARTICIPATION IN GRADUATION EXERCISES**

Only those seniors who, at the end of the regular school year are eligible to graduate (i.e., to receive a high school diploma), and those who will be eligible to receive a high school certificate of attendance will participate in graduation exercises. **Participation in graduation practice is mandatory unless excused by the principal in advance.** **Students who fail to attend graduation practice may lose the privilege of participating in the graduation ceremony.** Students at Hannah-Pamplico High School will qualify for a South Carolina high school diploma when they earn the 24 units required by the South Carolina State Department of Education and pass the South Carolina HSAP Exit Exam.

Only one graduation ceremony will be held per school year at the end of the spring term for regular school. THE HANNAH-PAMPLICO HIGH SCHOOL GYMNASIUM HAS A MAXIMUM CAPACITY OF 1200. FOR THE GRADUATION CEREMONY THIS INCLUDES THE GRADUATES, FACULTY, AND GUESTS. IN ORDER TO COMPLY WITH THIS, GRADUATES MAY BE ISSUED TICKETS FOR GUESTS ATTENDING THEIR GRADUATION. THE NUMBER OF TICKETS MAY VARY EACH YEAR DEPENDING ON THE SIZE OF GRADUATING CLASS.

Students who qualify for a South Carolina high school diploma at the end of the fall term should fall in one or more of the categories below to determine graduation ceremony status:

1. Enroll in a post-secondary education institution full time and participate in graduation.
2. Continue their education at Hannah-Pamplico High following the enrollment guidelines of at least three (3) unit courses in the spring term and participate in graduation.
3. Continue courses in the School to Work Program under the guidelines of the School to Work Transition Act and participate in graduation.

4. Enroll as a full time student (#2 or #3) and be academically eligible for spring extracurricular activities.
5. Concurrently enroll in Hannah-Pamplico High School and a post secondary education institution and participate in graduation.

### **GUIDANCE PROGRAM**

A comprehensive guidance program is available to all students and staff members. The major goal of the guidance department is to assist each student toward the development and attainment of a positive self-concept as he/she moves through phases of personal, educational and social growth.

In order to achieve this goal, the guidance staff:

1. holds group and individual counseling sessions for students referred or requesting assistance in handling personal, social or academic problems.
2. makes available current educational and career materials and schedules related activities.
3. conducts a pre-registration program each spring for all returning students.
4. in cooperation with the administration, assists with administering a standardized testing program.
5. supervises the maintenance of students' permanent records.
6. conducts an annual follow-up study of students not returning to school.
7. plans and directs orientation activities for new students.
8. assists staff members with their duties.
9. directs a peer-tutoring program during lunch.

In addition to scheduled guidance activities, students may request permission from the subject teacher to come to the guidance office in case of an emergency. **Students must bring a pass from the appropriate teacher when coming to the guidance office.** It is recommended that, whenever possible, appointments for a conference with the counselor be made a day in advance. Current information on occupations, colleges, apprenticeship programs, military training opportunities, and financial aid are available. Orientation for use of guidance facilities and materials will be conducted for ninth graders early in the school term.

## **HANNAH-PAMPLICO HIGH SCHOOL LIBRARY MEDIA CENTER**

The school library media program is an integral part of what goes on in every area of the school. The media center is one of the few departments in the school with responsibility to every student, every teacher, and every department. Research shows that students with access to well-supported library media programs attain higher levels of academic achievement than do students without such access (Lance 1992).

This mission of the library media program is to ensure that students and staff are effective users of ideas and information.

This mission is accomplished

- ! by providing intellectual and physical access to materials in all formats.
- ! by providing instruction to foster competence and stimulate interest in reading, viewing, and using information and ideas.
- ! by working with other educators to design learning strategies to meet the needs of individual students.

(Information Power: Guidelines for School Library Media Programs [1998].) Achievement of this mission is reflective of the integration of the library media program in the curriculum to ensure that everyone is information literate. Information literate individuals have the ability to know when there is a need for information and to be able to identify, locate, evaluate, and effectively use that information for the issue or problem at hand. Information literacy also engages students and teachers; matches the curriculum, the standards, and technology; and makes learning relevant!

### **MEDIA CENTER**

<b>HOURS:</b>	7:30 am - 4:00 pm
<b>SCHOOL COMMUNITY:</b>	335 Students (approximately) 60 Faculty and Staff
<b>COLLECTION:</b>	7700+ Materials 35 Magazines 2 Daily Newspaper
<b>AUDIO VISUAL:</b>	Compact discs Pictures Cassette Tapes Video Library Computer Software CD Rom
<b>INSTRUCTIONAL TV:</b>	Open circuit broadcast 32 digital satellite channels DELC center Access Block feeds PBS programs Electronic field trips Teleconferences Staff development Channel One Cable-in-the-Classroom
<b>OUTSTANDING FEATURES:</b>	Collaborative planning with faculty Administrative support Computer lab Automated circulation and catalog system SC Young Adult Book Award Reading Program

Reading Counts Program  
FAX (843.493.5422)  
DISCUS (Web based information access/project  
coordinated by South Carolina State Library)  
Student produced news show, "Raider Live"

**DISTRICT ATHLETIC POLICY PARTICIPATION**  
**(Approved by Florence School District Two Board)**

**OPPORTUNITIES:**

Every student in Florence District Two (grades 7-12) will have the opportunity to compete for positions on the interscholastic athletic teams, provided they meet all state and local eligibility requirements. Following is a list of the interscholastic athletic activities available in Florence District Two:

1. Football (Varsity, B Team)
2. Basketball (Varsity B Team)
3. Cheerleading (Varsity, B Team)
4. Tennis (Varsity)
5. Track (Varsity)
6. Baseball (Varsity B Team)
7. Softball (Varsity, B Team)
8. Golf
9. Weightlifting

Due to the competitive nature of interscholastic athletics, students must "try out" for the teams. Coaches select team personnel based on ability, dependability, and commitment to the team. Coaches have the final authority over who makes the team based on performances during the try out period.

**Furthermore, making the team is no guarantee that you will play. Starting positions and playing time are earned.**

**ELIGIBILITY:**

The legal eligibility of participation is outlined in the High School League Manual. This standard will be applied to all situations for determining student eligibility. The school district and the individual schools reserve the right to set requirements above and beyond the minimum requirements by the High School League.

**ACADEMIC ATHLETIC ELIGIBILITY**

The Hannah-Pamplico High School Athletic Policy Manual must be followed by all athletes. The coaches and athletic director will explain the policies to all athletes. A copy of the manual is available for viewing upon request. In order to be eligible during the first semester, a student must achieve an overall passing average in addition to the following:

Have passed a minimum of five Carnegie units applicable toward a high school diploma during the previous year. At least two units must have

been passed during the second semester or summer school. (A maximum of 2 credit recovery units per year may be used toward eligibility)

To be eligible during the second semester the student must meet one of the following conditions along with maintaining an overall passing average:

A. If the student met 1<sup>st</sup> semester eligibility than he/she must pass the equivalent of 4, ½ units during the 1<sup>st</sup> semester.

B. If the student did not meet 1<sup>st</sup> semester eligibility requirements then he/she must pass the equivalent of 5, ½ units during the first semester.

Students passing the sixth, seventh and eighth grades by promotion academically (not by social promotion) are considered as having met the

requirements for academic eligibility for first term. Students in grades seven and eight must be doing satisfactory work at the end of the first semester in order to be eligible second semester.

#### **REQUIREMENTS:**

1. Insurance. Florence District Two provides insurance coverage for all athletes. All athletes must participate in the insurance coverage. In addition, trainers are contracted with a local hospital for injury diagnosis and rehab.

2. Parent Permission & Physicals. All students are required to have a physical and parents permission for the school year on file in order to participate.

3. Birth Certificate. Birth Certificates (certified) must be approved by the High School League prior to competition.

4. Contracts/Rules/Regulations. Students are required to adhere to all state and local contracts, rules, and regulations as outlined by each coach. Failure to do so could result in probation, suspension, or dismissal from teams.

5. Attendance. A student athlete must attend school for at least one course block in order to participate in that day's practice or game. This applies only to normal school days when school is in session. If students are not in school, they cannot play. School functions such as field trips count as being present.

#### **CONDUCT:**

Students on athletic teams are representatives of their school and school district. Acceptable conduct and sportsmanship in all activities is required. Disciplinary action will be taken against students who do not display good conduct, character, and sportsmanship while involved in school related activities. The same rules that are in the school's discipline policy apply to extracurricular activities. Athletic probation, suspension, and dismissal will be used to discipline conduct violators.

#### **DISMISSALS AND QUITTING:**

When students make a team, they are making a commitment to the school and the team, and dismissals and quitting will be dealt with as a serious matter. Any athlete who quits a sport will be subject to a hearing with the coach, Athletic Director and Principal. The penalty for disciplinary dismissal is addressed in the Athletic Policy Manual.

## **AWARDS AND RECOGNITION:**

Three levels of awards are used to recognize deserving athletes.

### Level 1: Team Awards

These awards consist of athletic letters, bars, pins, and certificates. These are earned based on participation and contribution. The first year award is the letter and pin. The second year award is the gold bar. The third year award is a certificate. These awards are issued at the end of each sports season. Students also have the option of purchasing a letter jacket.

### Level 2: Individual Awards

These awards are presented at the annual athletic awards banquet held in May of each school year. They are based on individual and team achievement. Awards are determined by the athletic department and each coach.

### Level 3: State & Regional Awards

These are awarded by organizations outside of the school setting. Coaches are encouraged to promote outstanding athletes for these awards.