

La Porte High School Student Handbook



Home of the Bulldogs

2017 - 2018

STUDENT HANDBOOK

2017 – 2018

La Porte High School

281-604-7502

281-604-7516 Fax

301 E. Fairmont Parkway,

La Porte, TX 77571

Carlin Grammer, Principal

Dr. Kade Griffin, Associate Principal

Mindy Evans, Assistant Principal

Yesenia De La Cruz, Assistant Principal

Dr. Thad Mitchell, Assistant Principal

Debbie Seibert, Assistant Principal

Nekeba George, Assistant Principal

SCHOOL DAY: 7:15 A.M. until 2:40 P.M.

This Handbook Belongs to:

NAME: _____

GRADE: _____

ADDRESS: _____

CITY: _____ **ZIP CODE:** _____

PHONE: _____

CAMPUS HANDBOOK – QUICK REFERENCE

The purpose of this section of the student handbook is to provide parents with a clear understanding of policies and procedures at La Porte High School. The faculty and staff want every student, parent or visitor to feel welcome and appreciated at our campus.

Attendance & Tardies

***Attendance**

- Attendance is vital to our students' overall academic success. La Porte High School will follow the district and state attendance guidelines. All students are encouraged to attend school every day.

***Absences**

- When a student returns from being absent, a written note of explanation or a doctor's note must be submitted **within 3 school days**. After a significant amount of absences, a student may be required to submit a doctor's note for all future absences.

***Tardies**

- Students are expected to be in their assigned seats and prepared to begin class at the ringing of the tardy bell for each class period. Tardies will be documented by the teacher. After 4 total tardies, the appropriate administrator will contact the student for possible disciplinary action.

Checks Written for Lunches, Fundraisers or Fees

For any check written for lunches, fundraisers, field trips, school pictures etc., please include the check writer's driver's license number and student name on the check.

Clubs & Organizations

La Porte High School offers a variety of extracurricular opportunities for the students. These clubs and organizations meet before and/or after school. For all organizations, the student is expected to comply with the Student Code of Conduct, maintain passing grades and have no discipline referrals. Information and permission slips will be sent home with the students.

Counseling Services

La Porte High School provides a certified School Counselor to assist with meeting the social and emotional needs of our students. The counselor provides group opportunities for counseling students of divorced parents and students who have experienced the loss of a parent or grandparent.

In addition, La Porte High is part of Communities in Schools, Inc. with a CIS Coordinator available for assistance.

LPHS Student Dress Code

LPISD believes that personal appearance matters both in the workplace and in the community. The purpose for the student dress code is to encourage students to take responsibility for appropriate appearance both at school and within the La Porte community. The intent is not to be overly restrictive, but rather to teach hygiene, instill pride and self-discipline, prevent disruption, minimize safety hazards, and teach respect for authority and property.

All students are required to follow the District student dress code for school attendance and for attendance at school-sponsored activities. Exceptions to the dress code for special events, medical, or religious requirements will be considered on an individual basis. Students not dressed in accordance with the dress code will be warned about their clothing, required to change clothing, and/or removed to an alternative setting for the remainder of the day. Disciplinary consequences will result.

Specific Basic Dress Code Guidelines for all LPHS Students

❖ Clothing Basics

- Clean, non-distracting, appropriate fit and in good repair
- All students must wear appropriate undergarments
- **The following are specifically prohibited.** Clothing, pictures, emblems, or writings on clothing, or jewelry that:
 1. Are lewd, offensive, vulgar or obscene
 2. Advertise or depict tobacco products, alcoholic beverages, drugs, weapons, violence, satanic symbols, blood, or death
 3. Are evidence of membership or affiliation in any gang, unauthorized club or organization
 4. That bares the midriff, allows undergarments to be exposed, or exposes skin that would otherwise be covered
 5. Bandanas are strictly prohibited

❖ Slacks/Jeans/Pants/Shorts:

- Any color (designs included) that does not violate the clothing basics are allowed
- Jeans must be in good repair.
- Sweat pants, wind suits, bike pants, leggings, tights, pajama pants, sleepwear, yoga pants or athletic shorts are not permitted
- Pants/slacks and shorts must be cinched at the waist. No “sagging”

- Baggy pants that sag or do not sit on the waistline, hip hugger, or low-rise jeans/pants/skirts/shorts are not permitted
- Shorts must be no shorter than mid-thigh.
- Inappropriate or distracting writing on the seat/bottom area of shorts or pants is prohibited
- Undergarments worn on the outside of the pants/jeans/slacks/shorts is prohibited

❖ **Dresses/Jumpers/Skirts/Skorts:**

- Any color (designs included) is allowed
- Must be no shorter than mid-thigh.
- Slits, flaps and other openings in skirts must meet the same criteria as for all clothing length. Wearing leggings under these garments does not put the student in compliance with the dress code.

❖ **Shirts:**

- Any color or pattern that does not violate clothing basics is allowed.
- Collared shirts are NOT required
- Male students may not wear sleeveless tops/shirts without a sleeved garment underneath
- Students are required to wear garments with hemmed sleeves. Jackets, sweaters or similar coverings over sleeveless garments will not bring a student into compliance with the dress code
- **Low cut, sheer or revealing tops are not permitted.** Tank tops, backless apparel, midriffs, tops with straps less than 2", sleeveless tops that are revealing (deep or low cut tops that reveal cleavage), or see-through (sheer) blouses are not acceptable

❖ **Shoes:**

- Any color is allowed.
- Shoes with closed toe and heel are recommended – sandals and flip-flops may pose a safety hazard.
- Students are expected to wear shoes at all times.
- House shoes or other shoes not designed for outdoor wear are strictly prohibited.

❖ **Sweaters/Jackets/Vests/Sweatshirts:**

- Any color or design that does not violate clothing basics.
- May not be used to cover garments that would otherwise be a dress code violation.

❖ **Hair**

- Clean, neatly groomed, and non-distracting.
- **Accessories:**
 - No chains (i.e. billfold chains and chains on pants)
 - No sunglasses, hats, bandanas, gloves or head/hand coverings indoors
 - Pierced jewelry should not distract from the learning environment.
 - Tattoos and other drawings on the skin must be covered at all times.

Any form of dress or appearance determined by the Principal or Principal's designee to be disruptive to the learning environment will be prohibited.

- Dress code infractions will be managed on a case-by-case basis.

In the event that clothing replacement is not possible the consequence above will be altered at the discretion of the principal.

Any form of dress or appearance determined by the Principal to be disruptive to the learning environment will be prohibited.

Disciplinary Procedures

We follow the La Porte ISD Student Code of Conduct. Further information about student disciplinary procedures is available elsewhere in this handbook as well as the Student Code of Conduct guidelines (available online). Should you have any questions about La Porte High School disciplinary procedures, please contact Dr. Kade Griffin, Associate Principal, at (281) 604-7523.

Electronic Devices and Technology Resources

Students may possess telecommunications devices, including cellular telephones. However, these devices must remain turned off and put away during class periods. The use of such devices during the class time may result in confiscation of the device. Earbuds will be put away while the student is in the classroom unless otherwise directed by the teacher to have them visible.

During passing periods and lunch, phones may be visible. Additionally, students may have an earbud in one ear during passing periods and lunch.

The following procedures will be followed if this policy is violated:

1st Infraction: The device will be confiscated and a parent must pick-up the device in the office.

2nd Infraction: Disciplinary action will be taken and the device will be confiscated. The school will assess a \$15.00 fee to return the phone to the parent or guardian at the LPHS office during regular school hours.

3rd Infraction or additional infractions: Disciplinary action will be taken, the device will be confiscated for 15 calendar days, and the school will assess a \$15.00 fee to return the phone to the parent or guardian at the LPHS office during regular school hours.

Students are not permitted to possess or use personal electronic devices other than cellular phones at school unless prior permission has been obtained. Without such permission, teachers or school employees will collect the items and turn them into the principal's office. The principal will determine whether to return items to students at the end of the day or to contact parents to pick up the items.

Field Trips

Field trips are educational opportunities for the students. In order for a student to participate, he/she must have a signed permission slip. Each grade level and organization sets out the guidelines for the field trip. All students must begin and end the field trip with their classmates.

Parents who wish to participate as a chaperone on the field trip, please contact the teacher. All chaperones must complete the Volunteer Application found on-line at the LPISD district website: www.lpsid.org.

The Field Trip is for the students. Younger siblings will not be allowed to attend.

Grades

For 2017-2018, we are reporting grades based on Six-Week Periods.

The teacher will provide a progress report for each student every 3 weeks. Weekly progress reports shall be issued for all students with a grade of 74 or lower in all core subject areas. Parents are also encouraged to enroll in eSchool Home Access Center – further information is available in the front office. Teachers will post student grades regularly, providing parents with a current assessment of academic performance. Report cards will be mailed the Friday following the end of each six weeks.

Identification Cards

All students must wear a current La Porte High School ID at chest level at all times while on the high school campus. Students who fail to wear IDs or fail to have IDs visible will be subject to disciplinary action. The first day of student attendance, the student will be issued at no cost, an ID and a lanyard. Should the ID be lost or damaged, a replacement will cost \$5.00. Replacement lanyards are available for \$2.00. IDs are needed for roll call, checking out library materials, purchasing food in the cafeteria, and admission into school detentions.

In the event the student leaves the ID at home, they must purchase a temporary ID badge for \$1.00. If the student is unable to pay for the temporary ID on the day that it is issued, they are expected to pay for the ID the following day. Students must have all temporary ID card fees paid prior to the end of the six-weeks grading period.

Student IDs may not be altered or defaced in any manner. Altered or defaced ID's are not permitted and may be confiscated. At administrator discretion, students will be required to clean, repair, or purchase an ID replacement.

Outside Food or Drinks

In an effort to maintain clean facilities in a safe learning environment students will not be allowed to bring any outside food during the instructional day. Personal water bottles or containers, including Yeti or similar cups, are strictly prohibited. Parents are not allowed to bring any outside food to students during the instructional day.

Student Information

It is important that the school be able to contact the parent or guardian at all times. Parents are asked to complete a Registration Form at the beginning of the school year. From time to time, telephone numbers or employment information may change. Please notify the office of any changes at (281) 604-7502.

Student Planner

Each student will receive a Student Planner at the beginning of each semester. The purpose of this planner is to provide every student with a tool to be organized in his/her learning. This is also a useful tool for the parent and the teacher to maintain communication. The student is required to record lesson frame, assignments, and projects in the planner. Restroom and hall passes are also included in the planner for each six weeks. The first Planner is provided to the student at no cost. However, if the student loses the planner, he/she will be required to pay \$5.00 for a new one.

Transportation

*Student Drop-off and Pick-up

All car riders will be dropped off and picked up from the west doors of the student center. **The Front Entrance is reserved for bus riders ONLY.**

*Drop-Off Time – 6:30-7:10 a.m.

Please do not drop off non-bus students earlier than 6:45 a.m. If a child is not in the classroom by 7:15, he/she is considered tardy.

*Pick-up Time – 2:50p.m. - 4:00 p.m.

The official pick-up zone is located by the west doors of the student center.

Visitors

1. All parents are welcome to visit La Porte High School. For the safety of the children, faculty and staff and to avoid disrupting the instructional time, all visitors must report to the office.

2. In an effort to ensure the students and staff a secure environment, parents and visitors will be required to present a form of picture identification to the campus administrative assistant. Personnel will scan the identification card, which will automatically make a record of the visit. The system will automatically print out a name tag, identifying the visitor and the purpose of your visit.

3. All visitors to the campus must wear a visitor badge at all times while on campus.

LA PORTE HIGH SCHOOL BELL SCHEDULE 2017 - 2018

| | | |
|------------------------|-------------------------|----------------------------|
| 1 st Period | 7:15 a.m. – 8:00 a.m. | 45 minutes |
| 2 nd Period | 8:07 a.m. – 8:52 a.m. | 45 minutes (announcements) |
| 3 rd Period | 8:59 a.m. – 9:44 a.m. | 45 minutes |
| 4 th Period | 9:51 a.m. – 10:36 p.m. | 45 Minutes |
| 5 th Period | 10:43 p.m. – 12:19 p.m. | 96 Minutes |
| A LUNCH | 10:43 a.m. – 11:13 a.m. | 30 minutes |
| B LUNCH | 11:16 a.m. – 11:46 a.m. | 30 minutes |
| C LUNCH | 11:49 a.m. – 12:19 p.m. | 30 minutes |
| Bulldog Period | 12:26 p.m.-12:56 p.m. | 30 Minutes (Enrichment) |
| 6 th Period | 1:03 p.m. – 1:48 p.m. | 45 minutes |
| 7 th Period | 1:55 p.m. – 2:40 p.m. | 45 minutes |