

TOBACCO POLICY

The Andalusia City Schools shall maintain a tobacco free policy at all school, maintenance, or administrative buildings, on all system grounds, and in all system owned or operated vehicles. This policy applies to students, visitors, and employees of the Board.

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ATTENDANCE

The Attendance Policy for the Andalusia City Schools System is stated under ANDALUSIA CITY SCHOOLS ATTENDANCE POLICY found in **the "STUDENT/PARENT HANDBOOK"**. Parents should note that excessive unexcused absences and tardies could result in students and parents being referred to the

COVINGTON COUNTY EARLY WARNING PROGRAM.

Parents of students who have unexcused absences will receive notification from the school office according to the following:

FOURTH UNEXCUSED ABSENCE - Letter from the Principal stating the date of the unexcused absence and consequences of subsequent absences.

FIFTH UNEXCUSED ABSENCE - Letter from the Principal stating the date of the unexcused absence and notice of referral to Early Warning.

SEVENTH UNEXCUSED ABSENCE – File complaint/petition with the court against the child/parent or guardian, if appropriate.

Parents are required to send a note explaining all absences and tardies the day after the absence or tardy occurs. If the homeroom teacher does not receive a note explaining the absence after **TWO (2) DAYS, THE ABSENCE WILL BE RECORDED AS UNEXCUSED. AN EXCUSED ABSENCE PERMITS WORK TO BE MADE UP. AN UNEXCUSED ABSENCE MEANS A PUPIL MAY NOT MAKE UP WORK.**

PERFECT ATTENDANCE

A student's attendance is considered perfect if he/she has not been absent, tardy, or checked out during the entire year.

ABSENTEE POLICY FOR LICE INFESTATION

Rules of Conduct

Student rights are:

- to be informed of laws and local board of education and individual school rules and policies regarding rules of conduct;
- to be informed as to the specific grounds of the violation(s) of the local board of education's code of student conduct.

The student will:

- abide by laws and local board of education and individual school rules and policies regarding rules of conduct
- document receipt of the code of student conduct with the signatures of the student and parent, guardian, or person having control or custody of a minor child enrolled in the public school system.
- answer truthfully and completely any and all questions asked by any school board employee.
- immediately follow all reasonable instructions issued by teachers, school administrators, and other staff members who are in positions of authority, such as secretaries or cafeteria managers.
- refrain from the selling, use, possession, or obtaining of tobacco products, drugs, and alcohol while under the jurisdiction of the Andalusia City Schools.
- refrain from the use or possession of a deadly weapon or any facsimile within the jurisdiction of the Andalusia City Schools. Weapon in this case means a firearm or anything manifestly designed, made, or adapted for the purposes of inflicting death or serious injury and such includes, but are not limited to, a bazooka, hand grenade, missile, or explosive or incendiary device; a pistol, rifle, or shotgun; or a switch-blade knife, gravity knife, stiletto, sword, or dagger; or any club, baton, billy, black-jack, bludgeon, or metal knuckles.
- refrain from doing physical harm to a person or threaten physical harm to a person.
- be accountable for all expectations contained in this code of conduct as well as the specific operational policies governing student behavior at the school to which the student is assigned.

3. Possession and/or Use of Tobacco Products - having and/or using tobacco products, including possession of cigarette rolling papers, on the school premises
4. Possession of Cigarette Lighters or Matches - Note: Use of these items on school premises may constitute a Class III offense
5. Battery upon Students- actually and intentionally pushing or striking another student against the will of the other student
6. Simple Assault on a School Board Employee and/or Student - the intentional, unlawful threat by word or act to show violence to the person of another, coupled with an apparent ability to do so, and the doing of some act that creates a well-formed fear in the other person that violence is imminent. Note: Severity of the offense and the maturity of the participants may constitute a Class III offense.
7. Threats, Intimidation, and/or Extortion - verbally, non-verbally, or by written or printed communication maliciously threatening an injury to the person, property, or reputation of another, with the intent to extort money or any pecuniary advantage at all, or with intent to compel the person so threatened, or any other person, to do any act or refrain from doing any act against his or her will. Note: Completion of the threat, either by the victim's complying with the demands or the carrying out of the threat against the victim, constitutes a Class III offense.
8. Fighting - any physical conflict between two or more individuals.
9. Stealing, Larceny, and Petty Theft - the intentional unlawful taking and/or carrying away of property valued at less than \$100 belonging to or in the lawful possession or custody of another
10. Possession of Stolen Property with the Knowledge It is Stolen
11. Trespassing - willfully entering or remaining in any structure, conveyance, or property, without being authorized, licensed, or invited; or having been authorized, licensed, or invited, is warned by an authorized person to depart and refuses to do so. Note: Trespassing on school property while the student is on suspension constitutes a Class III offense
12. Offensive Touching of Another Person with Sexual Connotations - such as patting, pinching, or brushing against another's body
13. Sexual Harassment - use of vulgar or sexually explicit comments, gestures or conduct, notes, obscene or sexually explicit pictures; sexually oriented "kidding", teasing, or practical jokes directed toward another person or offensive to a third party observer
14. False Accusation of Sexual Harassment
15. Directing Obscene or Profane Language to a School Board Employee
16. Leaving School Grounds Without Permission
17. Unauthorized Use - of a stand-alone computer system, computer network, Internet or use or knowledge of restricted passwords; physical damage to any technology device
18. Any other violation that the principal (or designee) may reasonably deem to fall within this category

2. assignment of one or more of the following
 - a. after-school detention
 - b. Saturday School
 - c. in-school suspension
 - d. suspension from school (one to ten days)
 - e. evidentiary hearing results (modified schedule, referral to appropriate community agency, referral to alternative school, or expulsion)
3. parent contact
 - a. letter
 - b. telephone
 - c. conference

In-School Suspension/Alternative School

In-school suspension/alternative school removes students from the regular school program for a designated period of time. The programs are highly structured class situations with emphasis placed on student accountability. Students who refuse to adhere to the policies set forth may be suspended from school for as many as ten days. When the student returns to school, he or she will be required to complete the in-school suspension or alternative school penalty before returning to regular classes.

Smoking /Tobacco Policy

Andalusia City Schools shall maintain a tobacco-free, electronic cigarettes and or vaping - free policy at all schools, maintenance, and administrative buildings, on all system grounds, and in all system owned or operated vehicles. This policy applies to all students and visitors. Non-conformance with this policy by students will result in disciplinary action.

Smoking can possess the possibility of a fire starting. Therefore, smoking paraphernalia (i.e. matches and lighters) will be treated as tobacco in possession.