

4.02.3 Illegal Drugs and Alcohol – The use, possession, distribution, and sale of alcohol and the illegal use, possession, distribution, and sale of drugs in a school building, on school grounds, on Board property, on school buses, or at school-sponsored functions is prohibited.

- a. *Penalties for Violations* – In addition to any criminal penalties that may be imposed, the following penalties will be imposed for unauthorized possession of illegal drugs or alcohol:
  1. *Students* – Students will be disciplined in accordance with the Board’s Code of Student Conduct.
  2. *Employees* – Employees will be subject to adverse personnel action, which may include termination.
  3. *Other Persons* – Other persons may be denied re-entry to school property.
- b. *Notification of Law Enforcement* – The appropriate law enforcement authority, which may include the city police, county sheriff, and the local district attorney, will be notified by the principal of violations of this policy.

4.02.4 Tobacco – The use of tobacco products and the illegal possession, distribution, and sale of tobacco products on school property is prohibited. For the purposes of this policy, “tobacco product” is defined to include cigarettes, electronic cigarettes, vape pens, hookah pens, e-hookahs, vape pipes and any similar type of device designed to deliver nicotine, flavor, and other chemicals via inhalation, cigars, blunts, bidis, pipes, chewing tobacco, snuff and other items containing or reasonably resembling tobacco or tobacco products. “Tobacco use” includes smoking, vaping, chewing, dipping, or any other use of tobacco products.

- a. *Penalties for Violation*
  1. *Students* – Students who violate the tobacco prohibition will be disciplined in accordance with the Board’s Code of Student Conduct.
  2. *Employees* – Employees who violate the tobacco prohibition will be subject to adverse personnel action, which may include termination.
  3. *Other Persons* – Other persons who violate the tobacco prohibition may be denied re-entry to school property.
- b. *Parental Notification* – Parents and guardians may be notified of actual or suspected violations of the tobacco prohibition whether or not the student

- **Use and pick up the backpacks properly.** Make such kids use both shoulder straps. Bags that are slung over the shoulder or across the chest or that only have one strap are not as effective at distributing the weight as bags with two wide shoulder straps and therefore may strain muscles. Also, tighten the straps enough for the backpack to fit closely to the body. The pack should rest evenly in the middle of the back and not sag down to the buttocks.

### **USE OF TOBACCO PRODUCTS, ELECTRONIC CIGARETTES, HOOKAH AND VAPOR PRODUCTS**

All persons (students, employees, visitors, etc.) are prohibited from using tobacco products in any form including electronic cigarettes (E-cigarettes) while on school property or at school-sponsored activities and/or events. School property includes schools, school campuses, school board-owned grounds, buildings, and vehicles. Penalties for students are outlined in the Atlanta City Schools Code of Conduct.

### **STUDENT ALCOHOL AND DRUG USE**

It shall be the policy of the Board that each student shall be specifically prohibited from being under the influence of, bringing, consuming, or having in possession on a school bus, on school premises or at a school function away from the school, any alcoholic beverages, intoxicating liquors, narcotic drugs, marijuana, steroids or any mind-altering drug or material or controlled substances as defined by state statutes, unless dispensed by a licensed physician as allowed by law.

Any alcohol or drug-related violation of criminal law, state or federal, committed on school property shall be prosecuted as provided by law. Provided students are apprehended using or dispensing any substance as defined above, school officials, teachers, and /or other board employees shall report all such students to their immediate supervisor who shall cooperate with the proper law enforcement agency and the prosecuting attorney's office. Law enforcement agencies may make periodic visits to local public schools for the purpose of detecting the presence of illegal drugs unannounced to anyone except the local superintendent and building principal.

The principal shall immediately notify the parents(s) or guardian(s) by telephone of any student found in violation of this policy. If the parents(s) or guardian(s) cannot be reached by phone, the principal shall then notify the parent(s) or guardian(s) of the action by sending a certified letter within 24 hours. Care shall be given to afford due process to all students.

### **Applicable Procedures – Substance Abusers**

1. A school staff member shall be expected to accompany any student to the principal's office when there is **reasonable/justifiable cause** to believe the student to be in possession of, using, under the influence of, or transmitting an illegal substance while on school property or while attending a school or a sanctioned/sponsored function or activity. When a student is found to be a substance abuser, the principal or designee shall comply with the following procedures in order to safeguard the student and the total school environment.
2. Keep the student in a secured area of the building away from other students and under constant surveillance.
3. Notify law enforcement and/or juvenile authorities.
4. Notify if possible, the parent(s) or guardian(s) of the student and request he/she come to the school immediately.
5. Accept any suspected illegal substance surrendered by the student and seal it in an envelope by the principal or designee in the presence of another school staff member with both persons verifying that the substance is contained in the sealed envelope.
6. Place the envelope in which the substance is contained in the possession of law enforcement authorities in the presence of a witness.
7. Upon weighing all available information and evidence, the principal, based on reasonable belief that the student is in violation of the School System's substance abuse policy or applicable laws may suspend the student from school for up to ten school days pending an expulsion hearing before the Due Process Committee, with possible appeal to the Board. If the initial information and evidence is

No commercially packaged or fast food brands with logos are permitted in the lunchroom.

#### **TRANSPORTATION AND BUS SAFETY**

1. Students, while in transit, are under the jurisdiction of the Attalla City Board of Education. All rules and regulations of the Code of Student Conduct are applicable. Riding the school bus is a privilege, not a right.
2. Refusal to obey rules as stated herein or to obey rules made by the administrator will make the student liable to be reported to the administration.
3. Students must be at the bus stop five minutes before the scheduled bus pick-up time.
4. Students who walk a distance to meet the bus must walk on the side of the road to their left. While waiting for the bus, students must not stand or play on the highway.
5. Students must not attempt to board or exit the bus while the bus is in motion.
6. Students must not extend any part of their bodies outside a bus window.
7. Students may only exit the bus at the scheduled bus stop unless written permission is received from the administrator.
8. Students should avoid loud voices and unnecessary conversation with the bus driver.
9. Students should cooperate with keeping the bus clean and avoid all forms of vandalism.
10. Students may not transport materials, with the exception of books and other school equipment, without permission from the administrator and /or his/her designee (balloons and/or glass objects are not allowed).
11. Tobacco (in any form) may not be used; including vapes.
12. Students are expected to behave in a courteous manner. Horseplay is prohibited.
13. Bus stops will be centralized whenever practical.
14. Students must always exit the bus at the front door.
15. Students should utilize the following procedure for crossing the highway after disembarking the bus:  
Walk to a location at least 10 feet in front of the right corner of the bumper, but still remaining away from the front of the school bus; stop and look in all directions and when clear walk to the left edge of the school bus remaining approximately 10 feet in front of the bus; look for a signal and in all directions, again making sure the roadway is clear and safe before crossing the roadway.
16. Bus drivers may assign seats.
17. Students may not ride another bus without permission from the administrator or his/her designee. Students may not move within the bus while it is in motion.
18. Students are prohibited from eating, chewing gum, and drinking beverages on the bus.
19. Students may be videotaped while being transported on school buses.
20. Students shall not use electronic devices on the bus. Note: Any exception to the above rules must be approved by the principal and transportation supervisor.

#### **STUDENT DRIVERS**

Student drivers will be limited to students in Grades 9-12. Parking spaces are available, and a fee is charged to obtain a parking permit. Driving is a privilege which may be revoked.

Students providing their own transportation will be expected to observe the following rules:

- Students driving cars or motorcycles to school must park in the student parking lot.
- Cars should be locked after arriving in the morning.
- Students driving cars or motorcycles to school must register the vehicle with the SRO.
- Students are required to show a current driver's license, registration, and proof of insurance

**Teacher Assault (Act 94-794):** A person commits the crime of assault in the second degree (Class C Felony) if the person assaults a teacher or an employee of a public education instruction with the intent to cause serious physical injury.

**Tobacco Products (Pro-Children's Act and 290-030-010-06 Administrative Code, Alabama State Board of Education):** The use of tobacco products including electronic cigarettes (E-Cigarettes), hookah, and vapor products are prohibited on school property, including buildings, vehicles and any other property owned by the board of education.

**Vandalism (Act 94-819):** The parents/guardians or other persons having control or custody of any minor under the age of 18 with whom the minor is living and who has custody of the minor shall be liable for the actual damages sustained to school property plus the court cost caused by an intentional, willful, and malicious act of the minor.

**Weapons in School (Act 94-817):** It is a Class C Felony for any person to knowingly carry or possess a deadly weapon on the premises of any public school or any school bus with intent to do bodily harm. Note: deadly weapons include but are not limited to hand grenades, explosive devices, pistols, rifles, shotguns, knives, stilettos, swords, daggers, or any type of club, baton, blackjack, bludgeon, or metal knuckles.

**Gun Free Schools Act (GFSA):** When it is determined that a student possesses a firearm at school, on school property, or at a school event/activity, the following procedures will be followed immediately:

- The student may be expelled and the expulsion noted on records transferred to any other school.
- The LEA may determine the procedures and steps needed to reach the expulsion status, including, but not limited to, the following:
  - Report to law enforcement
  - Contact parents/guardians
  - Suspend from school immediately pending investigation
  - Complete an investigation as soon as possible with documented written report(s)
  - Expel student according to LEA policy
- Following the expulsion determination, the student cannot attend any regular public school for one calendar year.
- The LEA can modify the expulsion on a case-by-case basis as allowed by the Code of Alabama 1975
- Discipline of students with disabilities who violate the firearm possession policies shall be determined on a case-by-case basis in accordance with the requirements of the Individuals with Disabilities Education Act (IDEA) and Section 504 of the Rehabilitation Act.
- GFSA and other state required disciplinary data will be reported to the SDE through the School Incident Report (SIR).

#### **ROLES, RIGHTS, AND RESPONSIBILITIES**

Release of records of students 17 years of age or younger who attend an elementary or secondary school requires the signature of the parent or guardian except when released to other educational institutions or when subpoenaed by the courts.

#### **Student Records**

A cumulative record shall be maintained for each student attending a school within the school system. Such record shall serve as the legal evidence of the student's school progress while in attendance within the school system.

#### **FAMILY EDUCATION RIGHT AND PRIVACY ACT (FERPA)**

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age (eligible student) certain rights with respect to the student's education records. They are:

confiscated and returned at the discretion of the administration.

#### **Class II (all carry six points)**

- **2.1 Disregard of School Board Employee Authority** – Any verbal or non-verbal refusal to comply with a lawful and reasonable direction or order of a school board employee.
- **2.2 Possession of Tobacco Products, Including Lighters and Matches; Paraphernalia**
- **2.3 Aggressive Contact Upon a Student** – Actual and intentional striking another student against the will of the other student. This may result in an automatic out-of-school suspension for up to three days.
- **2.4 Destruction of Personal Property**
- **2.5 Possession of a Pocket Knife (small or key chain) or Similar Instrument Not Normally Considered a Weapon**
- **2.6 Use of Profanity, Obscene or Inappropriate Manifestations Toward Another Person (Verbal/Written/Gesture)**
- **2.7 Written or Verbal Proposition to Engage in Sexual Acts**
- **2.8 Disrespect to a School Board Employee**
- **2.9 False Information** – Intentionally providing false information to a school board employee including, but not limited to, giving false student information, concealment of information relating to school business, forgery of notes, re-admittance slips, discipline notices, progress reports, report cards, permission slips, tardy slips, discipline notices, progress reports, report cards, permission slips, tardy slips, excuse slips, doctor notes, or any other document required by the school including all written or electronic communication provided by the board or a school.
- **2.10 Verbal Abuse** – Speech or other expression intended to insult or stigmatize or threaten others on the basis of their sex, race, color, disability, religion, sexual orientation, or national and ethnic origin. Bullying can also be reported in this category.
- **2.11 Wearing of Clothing/Items, Possession of Drawings/Writings, or Use of Gestures/Signs Signifying or Construing Gang Affiliation**
- **2.12 Cheating or Other Academic Misconduct** – A grade of zero will be assigned to the student in addition to the appropriate disciplinary action.
- **2.13 Imitation Controlled Substance** – Possession, transfer, use or sale of a substance other than a drug, which by dosage or unit, appearance (including color, size, shape, marking, packaging) and or by representations made, would lead a reasonable person to believe that the substance is a controlled substance.
- **2.14 Inappropriate Public Display of Affection** – Includes but is not limited to hugging, kissing, or other acts deemed to be of a private or intimate nature.
- **2.15 Possession of Medication (Non-Prescription) Without Approval**
- **2.16 Being Out of Your Assigned Area or Class Without Permission or Prior Approval**
- **2.17 Instigating or Initiating a fight, Bullying, or Harassment** – (This includes social media.)
- **2.18 Recording/Photographing of Another Person Without Consent** – (This includes posting/sharing on social media.)
- **2.19 Any Other violation, which the principal may reasonably deem to fall into this class of offenses**
- **2.20 Multiple Class I Offenses**
- **2.21 Driving Over the Speed Limit on Campus** – Repeated violations will result in revocation of parking for a specified time.

#### **Class II – Disciplinary Actions**

Disciplinary action is at the discretion of the administration dealing with the infraction with the following as a guideline:

- **First Offense** – Principal/student conference, parental contact, work assignment, corporal punishment or other disciplinary action the administrator deems appropriate. Six Demerit points on student disciplinary record.
- **Second Offense** – Principal /student conference, parental contact, working assignment, corporal