

## STUDENT CONDUCT

As a student at Sehome High School, I have the right to:

1. Receive a quality education.
2. Be in a safe school environment that respects my dignity and self-worth.
3. Be informed of my progress in school.
4. Ask for help from a staff member if I have any concerns or questions.

I am responsible for my own actions and expect to be held accountable for inappropriate behavior. I have the responsibility to:

1. Attend all classes every day on time, ready to work and with the necessary learning materials.
2. Respect the rights of others, exercise self-discipline, and obey school rules.
3. Use appropriate language free of profanity and harassing statements.
4. Not use or possess tobacco, vape device, alcohol, drugs or drug paraphernalia while on or around school property.
5. Keep weapons and imitations of them away from school.

The following link is provided for access to the BSD Administrative procedures – Student Rights and Responsibilities; 3200/3200P: <https://bellingsham-schools.org/policies-and-procedures/>

## TARDIES

A student is tardy when they are not in the classroom when the second bell rings. After 10 minutes of class time have passed, a tardy becomes an absence. If a teacher or staff member causes a student to be tardy, the student is expected to ask the teacher to write them a note. That tardy will then be removed from the student's attendance record.

## ATTENDANCE POLICY

Students are expected to attend all assigned classes and programs. Teachers will keep an electronic record of absences and tardiness. Bellingham Public School District Policy #3122 can be found at <https://bellingshamschools.org/policies-and-procedures/>

**Excused Absences:** Absences may be excused for:

- illness
- medical and dental appointments
- legal appointments
- religious observance
- family emergency
- school-sponsored event
- pre-arranged attendance contract
- absences temporarily agreed upon per parent request
- absences resulting from disciplinary actions or suspensions

**Returning to School:** When students return after an absence, they must clear their absence(s) within 48 hours of return. This may be done by:

- 1) parent or guardian phone call to the Attendance Secretary at 676-6470 x5211
- 2) parent/guardian note to the Attendance Secretary
- 3) email message to the Attendance Secretary at [Kelly.Gookstetter@BellinghamSchools.org](mailto:Kelly.Gookstetter@BellinghamSchools.org)

Students with excused absences will have an opportunity to complete class work, assignments, projects, activities, quizzes and/or tests upon their return to school from such absence.

After 48 hours the absence will remain unexcused.

**Unexcused Absences:** Any absence where a legitimate excuse, as defined above, is not adequately documented shall be deemed unexcused. Truancy is an unexcused absence that is not sanctioned by a parent or guardian. Students with truancy habits are subject to school discipline, WARNS assessment, Community Truancy Board, attendance contract, and/or a Becca petition filed with Whatcom County Juvenile Court.

**Closed Campus:** Sehome High School maintains a closed campus during lunch for 9<sup>th</sup> graders.

**No Class Assigned:** Students who don't have a scheduled class for one or more periods are expected to remain off campus during these times.

## **VISITORS AND GUESTS**

All visitors and guests must be cleared through the administration at least two days in advance. The “host” student must obtain written permission from each of his/her teachers as well as from their parents stating the reason for the visit.

## **ACADEMIC INTEGRITY**

Students who engage in any form of cheating, including passing off the work of another as their own, sharing their work with another student, taking advantage of test information, or plagiarism, may be subject to consequences beyond individual teacher action, including suspension from school. Consequences for cheating are cumulative from ninth through twelfth grades. Consequences for inadvertent plagiarism may be determined on a case-by-case basis. Intentional plagiarism will result in a zero for the assignment and no opportunity to retrieve credit for that assignment. In addition, the teacher will contact the student’s parent or guardian and an administrator regarding this and any subsequent instance of plagiarism. Repeated intentional plagiarism will result in a failing grade for the semester and consequences outlined in Board Policy 3200.

## **PERSONAL ELECTRONIC DEVICES**

Students are encouraged to leave their personal electronic devices off and put away in a backpack, purse or locker during the school day.

Teachers and staff may, at their own discretion, request a student to put away their electronic device. Failure to comply with this request could result in disciplinary action, including handing over the device to a school staff member. If an electronic device is collected by a staff member, the item will be kept in the main office until the end of the school day at which time the student may pick it up. If a student has a second offense, the device will be held in the office until a parent or guardian can pick it up.

Additionally, if a student is referred to the office for immediate discipline action, they may be asked to give their cell phone and/or other electronic device to the administrator for the remainder of the school day or at the administrator’s discretion.

Sehome High School is not responsible for the loss or theft of any electronic device. If an item is lost or

stolen, the student may fill out a Theft/Loss form in the main office. This helps in identifying items and returning them to students.

The use of cameras, including those in cell phones or other electronic devices, is prohibited in restrooms and locker rooms. The use of any type of camera device to copy tests or other protected, sensitive or secure material is prohibited. Failure to comply could result in disciplinary action.

## **DRESS CODE**

Part of The Bellingham Promise strives to develop students and graduates who are respectful and compassionate humans. We want students to respect themselves and others. While we encourage individuality, the district’s dress code aims to foster a positive and healthy environment.

Students should dress casually and comfortably for school, while wearing clothing that is well-suited for a school environment.

Clothing will cover torso, midriff and backside, and have sleeves or straps.

Clothing, drawings, tattoos and accessories that display or promote negative messages are not permitted. These could include drug, gang, weapon, alcohol or tobacco-related information, obscenities, put-downs, stereotypes, sexual innuendo, offensive words or graphics.

A violation of the dress code will require a change of clothing. Special circumstances will be considered on a case-by-case basis.

## **HARASSMENT, INTIMIDATION, AND BULLYING (HIB)**

No one should be subjected to harassment at school for any reason. Acts of harassment, intimidation, or bullying, whether verbal, written, or physical, will not be tolerated and constitute grounds for disciplinary action including suspension and/or expulsion from school. Law enforcement may be contacted. The district is committed to a safe and civil educational environment for all students, employees, parents/legal guardians, volunteers and patrons, that is free from harassment, intimidation or bullying. “Harassment, intimidation or bullying” means any intentionally written message or image including those that are electronically transmitted, verbal, or

physical act, including but not limited to one shown to be motivated by any characteristic in RCW 9A.36.080(3), (race, color, religion, ancestry, national origin, gender, sexual orientation including gender expression or identity, mental or physical disability or other distinguishing characteristics) when an act:

Physically harms a student or damages the student's property

Has the effect of substantially interfering with a student's education

Is so severe, persistent or pervasive that it creates an intimidating or threatening educational environment

Has the effect of substantially disrupting the orderly operation of the school

Retaliation is prohibited and will result in appropriate discipline. It is a violation of this policy to threaten or harm someone for reporting harassment, intimidation, or bullying.

It is also a violation of district policy to knowingly report false allegations of harassment, intimidation, and bullying. Students or employees will not be disciplined for making a report in good faith. However, persons found to knowingly report or corroborate false allegations will be subject to appropriate discipline.

Harassment, intimidation, and/or bullying can be reported by any parent, student, or individual and should be submitted to the school office or district office using the form below. <https://bellingshamschools.org/wp-content/uploads/2016/08/P3207F.pdf>

## **SAFETY**

Bellingham Public Schools has a safety reporting system at [bellingshamschools.org/safe](https://bellingshamschools.org/safe). Students, families, and staff can report safety concerns via this website, as well as text or phone: 844-310-9560; and email: [1491@alert1.us](mailto:1491@alert1.us). The system allows us to have anonymous, two-way communication when needed, and can be used for providing information on any unsafe situations, behaviors, or threats. Report any concerns to Peggy Fogarty, campus monitor, or any adult.

## **MEDICATION**

If a child requires oral medication, topical medication, eye drops, or ear drops — both prescription and non-prescription — during the school day, parents/guardians must return the completed district form to the child's school with written authorization and directions from a licensed healthcare provider. Forms are available at the main office.

## **ACTIVITIES & CLUBS**

Sehome High School provides many opportunities for students to participate in activities and clubs. They are a great way to get involved and share interests with fellow students.

**Activities:** The following activities have physical requirements and may require athletic sports clearance, clearing with the ASB Office and purchase of an ASB card.

Current Activities include: Intramural Activities, Cheerleading, Dance and Sailing

**Academic Teams:** Students participating on the academic teams are required to clear with the Athletics/Activities Office. They must complete the online registration and agree to the Athletic/Activities Code pertaining to student attendance, academic grade checks, citizenship standards and drug/alcohol violations. They are also required to clear with the ASB Office and purchase an ASB card.

Current Academic Teams include: Chess, Debate, Knowledge Bowl, Math, Robotics and Science Olympiad.

**Clubs:** There is an array of clubs available for students to join with no special requirements for participation. These clubs are subject to change every year.

Current Clubs include: Arts, ASL, Crafting, DECA, DIA, Drama, Engineering, Environmental, FBLA, Hispanic Honor Society, Honor Society, Key, Men's Choir, Model UN, Philosophy, Ping Pong, QSA, Red Cross Club, Social Action, and Technology.

For information please contact the Sehome Athletic/Activities office @ extension 5201.

