

Miscellaneous Rules & Regulations

2018-2019

Below are some of procedures, directives, and guidelines, as summarized and extracted from the Student Handbook. The handbook can be found online as a comprehensive list all student rules about conduct. Please read and review that document and the notes below; some have been updated for 2018-2019.

Lateness to School:

- A student is considered late if she is not in-class when 1st period (or homeroom, as is dictated by certain schedules) begins at 8:23am. The relevant time is 9:04am on G bells and G76 bells. The relevant time is 10:00am on H bells and H60 bells.
- Students receive 4 “freebies” each semester, after which point they will be assigned a 30-minute detention to be served in the Office of Student Affairs before or after school.
- If/when 8 latenesses are accrued in a given semester, a student will receive a Saturday Detention consequence.
- Doctor appointments and/or transportation issues are not considered “excused.” They count as standard latenesses.
- Students who are late to school because of a delay with the Prep Bus or a school district bus are considered excused.
- A student may not participate in a sport (practice *or* game) or other after-school activity/rehearsal if she arrives after 9:00am.
- A student may not participate in a sport (practice *or* game) or other after-school activity/rehearsal if she spends two full class periods (or more) in the infirmary or leaves school during the day (pre-dismissal).

Lockers:

- Lockers doors must be shut and locked all times (when not in use).
- To be clear about expectations, students must check with Mr. Pidot and/or Student Council representatives before decorating the outside of any locker doors.
- Decorations may never exceed 50% of the surface area, per fire code laws (i.e., at least 50% of every locker door must remain bare at all times).
- Decorations must conform to an 8½ x 11” sheet of paper.
- Small cut-outs or pictures should be affixed to an appropriately-sized backing paper.
- No snacks, candy, large bows, or excess tape are permitted to be used as decoration.
- Decorations may remain up for a maximum of one week, regardless of occasion for decoration (e.g. birthday, holiday, sports game, or senior dedication).

Hallways:

- No food or drink is allowed out of the dining hall, except for water (in bottles or canteens)! This applies to all spaces: hallways, classrooms, lounges, etc.
- In the mornings and afternoons, do not block hallways by sitting in groups on the floor.
 - Students may sit on benches or on the floor, but they must leave a path for teachers and students to get through the hallways.
- It is never appropriate to lie down on the floor or a piece of furniture.

- Be quiet in the hallways during the school day, especially when using a locker that is in the vicinity of classrooms.

Bags:

- Backpacks (i.e. double-strapped bags carried on one's back) are permitted during the school day as a means of carrying books, technology, and/or supplies. The exception deals with lunch; see below...
- Cinch-sacks, shoulder tote bags, and small handbags are also allowed, based on students' preferences.
- During lunch *all bags* must be stored inside students' regular lockers. Bags are not permitted in the dining hall (at the tables, under the chairs, or along the walls). In the absence of cubbies, bags may not pose a fire hazard, create an eye-sore, or inconvenience movement between furniture during lunch.
 - Our standard (non-athletic) lockers should be able to fit a flexible backpack of medium size. The following dimensions provide a guideline: 18.75" x 12.5" x 8" (47.5 cm x 32 cm x 20 cm) max. Anything bigger is too big. Approximately 25 liters of volume is convenient.
- Be prudent about what you need and when you need it. Make good use of the extra transition time before homeroom, lunch, and 7th period to travel to/from your lockers in order to reallocate what you're carrying.
- Given the advent of a new athletic locker room, all sports gear and athletic bags/equipment must be stored in a sports locker. Such items are no longer allowed in the academic hallways; that permission was a temporary accommodation in the 2016-2017 school year.

Cell Phones & Other Electronic Devices:

- Cell phones are to be silenced from 8:23am to 3:05pm each day.
- Cell phones are permitted to be carried in pockets or bags for emergency/safety, but must not be visible or in-use during the school day.
- Students may not use cell phones (for any purpose) during free periods, lunches, or in the bathrooms or locker rooms. If/when students need to contact their parents before dismissal, they should make phone calls home from the Main Office.
- Wearable technology (e.g. a smart watch) that has cellular and/or internet connectivity should not be worn or used during the day at school, given the risk that it poses for damage to valuable personal property, the distraction it affords during teaching time, and the lack of necessity for such a device when iPads, desktops, and laptops are accessible and acceptable during classes. Each teacher has the autonomy to regulate if and when wearable technology is permitted in his/her classroom during instructional time and other school-related activities.
- In general – and by law – no photography or video-taking is permitted in the bathrooms or locker rooms.
- iPads and laptops may be used to watch (or listen to) media during a student's free time, but use of an audio head set is required.
- No electronic devices may be used during homeroom when a moderator is conducting homeroom business or announcements are being made over the TVs or PA system.
- No electronic devices may be used during a broadcast of Channel One News on TV during 1st period.