2026-2027

Student and Parent Guide

Windsor High School

Home of the

SCHOOL INFORMATION

Address
24 Church Street, Windsor, Virginia 23487

Contact Numbers
MAIN 757-242-6172
FAX 757-242-4948

Office Hours
Monday – Friday
7:15am – 4:00pm

School Website
whs.iwcs.k12.va.us

PowerSchool Website
https://powerschool.iwcs.k12.va.us/public

ADMINISTRATION AND STAFF MEMBERS

Windsor High School Administration

Principal	Dawn Carroll
Assistant Principal	Melinda Hodgkiss
Dean of Students	Shantell Basking
Athletic Director	LaJuane Gaddis
Administrative Aides	Matt Burgess and Angel Randall

Administrative Associates

Front Office Administrative Associate & Attendance	Logan Sigler
Front Office Administrative Associate	Lakisha Alston
Counseling Office Administrative Associate	Sherry Ashburn

Finance

Bookkeeper	Lori Wall

Library

Media Specialist	Sharon Smallwood Moore

Counseling Staff

Counselor Student Last Name A-J	Anne Fike
Counselor Student Last Name K-Z	Tiffany Duck

Clinic Staff

Nurse	Shea Pugh

WINDSOR HIGH SCHOOL

Dear Parents, Guardians, and Students,

Welcome to Windsor High School! We are delighted to have you as part of our school community. Enclosed in this handbook are essential policies and regulations established by the School Board, designed to ensure a safe and productive learning environment for all students. While this handbook provides a summary of key procedures and expectations, please note that the complete policies can be accessed on the division website for more detailed information.

We encourage you to thoroughly review this handbook to familiarize yourselves with our school's guidelines. Understanding these expectations will help facilitate a smooth transition and integration into our school community. We look forward to a successful and rewarding academic year together.

Best Wishes,

The Windsor High School Administrative Team

Table of Contents

ACADEMICS..... 6
PARENT-TEACHER COMMUNICATION PROTOCOL.....6
SEMESTER TIMELINE.....6
WIN TIME.....6
SCHEDULING FOR THE YEAR & CHANGE OF SCHEDULE PROCEDURES..... 6
LATE ARRIVAL / EARLY RELEASE.....7
WHS GUIDANCE REQUEST:.....8
POWERSCHOOL AND STUDENT PROGRESS.....8
CHANGE OF DIRECTORY INFORMATION.8
NUMERIC GRADING..... 9
ACADEMIC INTEGRITY CODE/ PLAGIARISM..... 9
LATE WORK..... 9
MAKE-UP WORK..... 9
HONOR ROLL AND PRINCIPAL'S LIST.....10
ALL As MEDAL AND ACADEMIC JACKET LIST..... 10
SUMMER SCHOOL.....10
STUDENT TRANSCRIPTS.....10
FINAL ASSESSMENT AND EXEMPTION POLICY.....10
2026-2027 REPORT CARD and INTERIM DATES.....11
WITHDRAWAL PROCEDURES..... 11
HIGH SCHOOL BELL SCHEDULE..... 11
ALTERNATE SCHEDULES..... 12
DAILY TRAVEL SCHEDULE.....12
CTE/IMTA/GTMS/GSA/GSST..... 12
ATHLETICS AND ACTIVITIES.....13
ATHLETIC TEAMS AND HEAD COACHES.... 13
ATHLETIC ELIGIBILITY.....14
ATHLETIC EVENTS.....14
CLUBS AND ACTIVITIES.....15
CLUB/ACTIVITY..... 15
SPONSOR..... 15
STUDENT GOVERNMENT ASSOCIATION (SGA)..... 16
NATIONAL BETA CLUB..... 16
AWARDING OF VARSITY LETTERS.....16
ATTENDANCE..... 17
LATE ARRIVAL AND EARLY DISMISSAL.17
Early Dismissal procedures:..... 17
ABSENTEEISM.....18
READMISSION TO SCHOOL AFTER AN ABSENCE..... 18
DROPPED FROM THE SCHOOL ROLLS... 18
WHS ATTENDANCE Q&A.....18
What happens if my child has excessive daily absences?..... 19
CARE OF SCHOOL PROPERTY.....19
VANDALISM AND PROPERTY DAMAGE. 19
BOOK FEES..... 19
1-1 TECHNOLOGY DEVICES..... 19
1-1 TECHNOLOGY DEVICES INSURANCE... 20
OBLIGATIONS..... 20
LOST AND FOUND/STOLEN PROPERTY21
DISCIPLINE.....21
DISCIPLINE PHILOSOPHY STATEMENT.21
PUPIL DISCIPLINE/CODE OF CONDUCT..... 21
BEHAVIORAL INTERVENTION OPTIONS.... 22
SANCTIONS FOR THC, NICOTINE, ILLEGAL DRUGS AND/OR OTHER UNAUTHORIZED PRESCRIPTION MEDICATIONS..... 23
FIGHTING.....24
STUDENTS WITH DISABILITIES..... 24
GENERAL SCHOOL PROCEDURES.....24

ARRIVAL AND DEPARTURE....24
TARDIES....24
PARENT DROP OFF AND PICK UP....25
BUS TRANSPORTATION....25
STUDENT DRIVING/PARKING....25
BICYCLES AND MOPEDS....26
TRANSPORTATION TO DIVISION AND REGIONAL PROGRAMS....26
BAND BUS....26
CLOSING/DELAYED OPENINGS....26
SCHOOL PURCHASES....26
YEARBOOKS....26
IMAGING/PHOTOGRAPHING/VIDEOTAPING....27
SCHOOL DANCES....27
FUNDRAISING PARTICIPATION....27
CAFETERIA AND BREAKFAST/LUNCH PROCEDURES....27
FOOD IN CLASSROOMS....28
PARENT ITEM DROP OFF....28
STUDENT DRESS EXPECTATIONS....29
Additional Requirements:....29
CELL PHONE POLICY....30
AFTER SCHOOL ACTIVITIES....30
SAFETY AND SECURITY....30
HEALTH SERVICES....30
SCHOOL INSURANCE....31
MEDICATION IN SCHOOL....31
CONCUSSION MANAGEMENT PROTOCOL. 31
PHYSICAL EDUCATION EXEMPTION....35
VISITORS/STUDENT PICK UP....35
HALLWAY PASSES....35
ANIMALS IN PUBLIC SCHOOLS....35
TOBACCO-FREE SCHOOL....35
SEARCH AND SEIZURE....36
EMERGENCY PROCEDURES....36
EMERGENCY EVACUATION....36
EMERGENCY LOCKDOWN....36
BULLYING, HARASSMENT, OR INTIMIDATION....36
STUDENT LEARNING EXPERIENCES AND EVENTS....38
STUDENT PERFORMANCES....38
FIELD TRIPS AND FIELD WORK....38
STUDENT SERVICES....38
CHILD STUDY TEAM....38
MEDIA CENTER....38
COUNSELING SERVICES....38
MISCELLANEOUS....39
IWCS BOARD POLICY MANUAL....39
TITLE IX COMPLIANCE OFFICER(S)....39

ACADEMICS

PARENT-TEACHER COMMUNICATION PROTOCOL

Windsor High School prides itself in welcoming parent participation and involvement. Throughout the year, our teachers and staff will make every effort to keep you informed of your child's progress. Despite our very best efforts, questions and concerns may arise. In efforts to resolve matters quickly and effectively, we ask that **parents and/or guardians first contact the teacher or guidance counselor before involving school administration**.

SEMESTER TIMELINE

Windsor High School operates on a 4x4 block schedule. The academic calendar is divided into two semesters. Students take four classes each semester.

WIN TIME

WIN Time is a dedicated daily intervention and advisory block designed to address “What I Need” by providing targeted, data-driven support for students academically and personally. Through structured remediation, small-group instruction, soft skills development, and college and postsecondary planning, WIN Time is intended to close learning gaps, support mastery of essential standards, and promote overall student success.

WIN TIME LOGISTICS

1. Only students with pre-arranged WIN passes for instructional purposes may report to another location.
2. WIN passes are issued by the receiving teacher for instructional purposes.

WIN TIME. WHAT I NEED. @ THE CASTLE.

SCHEDULING FOR THE YEAR & CHANGE OF SCHEDULE PROCEDURES

During the winter and early spring, students must select their courses for the next school year through PowerSchool.

The master schedule for the upcoming school year, beginning in September, will be set by the end of July. Course sections are filled and balanced using student course selections made in the spring as a basis for efficient administrative planning and scheduling. While we ask that all students and parents select appropriate courses, we know that sometimes students do not succeed in all courses and the necessity to re-take a class exists. We will honor requests for a change if an error on the schedule is identified, but we must limit class changes to legitimate reasons. Legitimate reasons may include a student not meeting a prerequisite for a course or changing from an honors to regular (ie. changing from Honors Geometry to

Regular Geometry because there is a concern about math deficiencies). Students should review the offerings in the Program of Studies carefully before choosing electives for the upcoming school year since changes to their elective selections **will not** be made in most cases. Students may be placed in one of their alternate elective course selections. They should choose alternate elective courses as carefully as they choose their first choice elective courses.

If permission is granted to drop or change a course:

Students should see their counselor to determine the potential outcomes should they receive permission to drop or change a course and the impact on the grade-point average and diploma type. The following grade reporting policies will be followed when dropping a course:

1. If a student drops a course after the 5th scheduled class meeting and prior to the 10th scheduled class meeting the course will not be recorded on the student's permanent record.
2. If a student drops the course after the 15th scheduled class meeting, a grade of "F" will be recorded for that course on the permanent record. This will be computed into the grade-point average.

Level changes, for example, from honors to regular, will be considered until five days past the first marking period. The student's current grade will transfer forward to the new course.
The drop/add date for Dual Enrollment (DE) courses will be determined by the sponsoring college. The principal may review and approve level changes beyond this timeframe. If a student drops after the drop date, the student is responsible for any associated fees.

LATE ARRIVAL / EARLY RELEASE

Eligible seniors may qualify for one block of late arrival or one block of early release per semester if their schedule permits. Students will need to have passed all of their required SOLs and CTE exams for graduation before they qualify for early release or late arrival. A parent/student signed permission form must be turned in to guidance prior to late arrival or early release being added to their schedule. On these days, Late Arrival students must sign in at the Attendance Office prior to 2nd block class, and Early Dismissal students must sign out at the front office at 4th block class and immediately leave the building and the campus.

Eligibility for Late Arrival/Early Release

In order to be eligible for early release seniors must:

- have consistent transportation
- have a job that requires him/her to be at work prior to school release, and/or
- be taking college coursework that begins prior to school release, and/or
- have family responsibilities that require him/her to be home prior to school release.
- have passed all required sols and CTE exams for graduation.

WHS GUIDANCE REQUEST:

Students will now need to utilize the "WHS Guidance Request" form to request an appointment to see their assigned counselor. The student will be called down at a specific time for their appointment. The student should arrive with a pass that is specifically stating they are coming to guidance.
If there is a crisis situation and the student needs to see a counselor right away, then a teacher must call guidance to make sure a counselor is able to receive them. The teacher will send the student to guidance with a

pass that is specifically stating they are coming to guidance. Students should no longer come to guidance without either being called down for their appointment (Guidance Google Form) or if there is a crisis situation and the teacher has called ahead to ensure a counselor is available. If a student comes to guidance without being called for a scheduled appointment or because a teacher has called ahead for a crisis situation, the student will be sent back to class and directed to fill out the "WHS Guidance Request".

POWERSCHOOL AND STUDENT PROGRESS

Parents may access their child's grades through the Windsor High School website, under the parent tab. A username and password are required to gain access to the system. Parents may contact the guidance department (757-242-3228) if they need additional assistance and/or misplace the username and password information.

Parents also have the ability to access their child's Canvas courses by becoming a Parent Observer. Instructions for connecting to Canvas as a Parent Observer can be found here. Enrolling as a Parent Observer allows parents to see course content and assignments.

CHANGE OF DIRECTORY INFORMATION

To change phone number(s), email address(es), and/or **emergency contact information**, parents should login to their Parent Portal Account through PowerSchool and submit changes.

To change an address, parents must bring in a copy of proof of residency change to Sherry Ashburn in the guidance office. Accepted proofs of residency documents include: 1 of the following: rental contract or mortgage, or 2 of the following: utility bills or county property taxes.

NUMERIC GRADING

Grade	Range	Advanced Weight (Advanced Placement, Dual Enrollment-Core and Career & Technical Education, Governor's School for Science & Technology)	Honors Weight (Honors & Governor's School for the Arts)	General
A	93-100	5.0	4.5	4.0
A-	90-92	4.7	4.2	3.7
B+	87-89	4.3	3.8	3.3
B	83-86	4.0	3.5	3.0
B-	80-82	3.7	3.2	2.7
C+	77-79	3.3	2.8	2.3
C	73-76	3.0	2.5	2.0
C-	70-72	2.7	2.2	1.7
D	65-69	1.0	1.0	1.0
F	64 and below	0.0	0.0	0.0

ACADEMIC INTEGRITY CODE/ PLAGIARISM

To provide an environment of moral excellence, Windsor High School has established a Code of Honor. Every student enrolled shall be subject to the Code of Honor. Students shall not participate in or condone misconduct in any form. Students must understand that the Code of Honor imposes a responsibility upon themselves for the good of the Windsor student body.

- I will neither give nor receive any answers on any assignment, quiz, test, project, or examination.
- I will not reproduce another's homework.
- I will not steal; this includes acquiring another's possessions without right or permission.
- I will not plagiarize the language, structure, or thought of another author or student.
- I will not lie to any figures of authority.

As a student of Windsor High School, I accept the principles of growth, respect, empathy, accountability, and trustworthiness in working with the faculty, staff, administration, students, and others.

LATE WORK

Please see each teacher's course syllabus for late-work expectations. Students may be assigned to tutoring during WIN time to complete late work.

MAKE-UP WORK

It is the student's responsibility to communicate with the teacher on the day he or she returns to class to schedule the make-up of missed work. An assignment with a due date made prior to an absence is due upon the student's return to school. ALL missed assignments must be completed within five days. Zeros are given for all assignments not made-up. Once the summative examination has been administered for that marking period, the window for the acceptance of make-up work shall be closed and no further make-up work will be accepted for a grade. The administrative staff may review individual situations and render an appropriate decision based on the known facts and circumstances.

HONOR ROLL AND PRINCIPAL'S LIST

To be on the Principal's List, a student must have all As for the nine weeks. To be on the Honor Roll list, a student must have all As and/or Bs for the nine weeks.

ALL As MEDAL AND ACADEMIC JACKET LIST

Any student in grades 9-12 who made all As for their final grades in all classes the previous school year will qualify for an All A Medal. Any rising seniors with a 3.75 GPA will qualify for an Academic Jacket. These students are contacted during the summer of their junior year to be sized for jackets.

SUMMER SCHOOL

Students who plan to attend summer school and receive academic credit must attend a summer school approved by Isle of Wight County Schools. Should students wish to take summer school coursework, they must consult with their counselor prior to enrollment in the program. **Tuition for summer school is the responsibility of the parent(s) or legal guardian(s) and the pupil.**

STUDENT TRANSCRIPTS

Unfortunately, transcript/record requests cannot be processed for same day service. Upon receipt of a signed and completed release and payment, the request will be processed within 14 working days.
Transcript requests are processed online through the website parchment.com
Please visit the website for information concerning fees associated with transcript requests.

FINAL ASSESSMENT AND EXEMPTION POLICY

There are four categories for final assessment exemptions. Students exempt from final assessments shall not receive a final assessment grade. An exempted student's final grade shall be determined by averaging the grades from the first and second nine weeks of the semester or the first and second semesters for year-long courses.

Standard Exemption:
Exemptions from final assessments shall be granted to students who have at least a "B- "average in the course going into the final assessment **AND** have 5 or fewer absences (excused or unexcused) per semester.

SOL Test:
Students in grades 9-12 enrolled in courses that have an End of Course (EOC) Standards of Learning (SOL) test may also earn a final assessment exemption if they take and pass the SOL concurrent with the class **AND** have 5 or fewer absences (excused or unexcused) per semester.

Career and Technical Education/Industry Certification Test:
Students in grades 9-12 enrolled in courses that have an industry certification test may also earn a final assessment exemption if they take and pass the course specific test **AND** have 5 or fewer absences (excused or unexcused) per semester.

Advanced Placement/College Board Exam:
Students in grades 9-12 enrolled in Advanced Placement courses that have a corresponding College Board AP exam may also earn a final assessment exemption if they take the AP Exam for the course **AND** have 5 or fewer absences (excused or unexcused) per semester.

Students who are exempt shall be permitted to take the final assessment. If the student chooses to take a final assessment from which he/she is exempt, the final assessment will only count if it improves the student's grade for the class.

2026-2027 REPORT CARD and INTERIM DATES

Interim Report	End of Quarter	Report Cards
October 7, 2026	November 10, 2026	December 2, 2026
December 18, 2026	February 3, 2027	February 18, 2027
March 9, 2027	April 15, 2027	April 29, 2027
May 14, 2027	June 16, 2027	June 21, 2027 (mailed home)

WITHDRAWAL PROCEDURES

Parents and students should notify the Counseling Department a minimum of two weeks prior to the last expected day of attendance – Sherry Ashburn, shashbur@iwcs.k12.va.us

HIGH SCHOOL BELL SCHEDULE

Regular Bell Schedule		
1st Block		**7:35 - 9:05**
2nd Block		**9:09 - 10:39**
WIN TIME		**10:43 - 11:13**
3rd Block		**11:17 - 1:16**
Lunch Schedule	*1st Lunch*	*11:17 - 11:43*
	2nd Lunch	*11:48 - 12:14*
	3rd Lunch	*12:19 - 12:45*
	4th Lunch	*12:50 - 1:16*
4th Block		**1:20 - 2:50**

ALTERNATE SCHEDULES

PEP RALLY Schedule		
1st Block		**7:35 - 9:03**
2nd Block		**9:07 - 10:35**
3rd Block		**10:39 - 12:34**
Lunch Schedule	*1st Lunch*	*10:35 - 11:01*
	2nd Lunch	*11:06 - 11:32*
	3rd Lunch	*11:37 - 12:03*
	4th Lunch	*12:08 - 12:34*
4th Block		12:34 - 2:02
PEP RALLY		**2:06 - 2:50**

No WIN Bell Schedule		
1st Block		**7:35 - 9:15**
2nd Block		**9:19 - 10:59**
3rd Block		**11:03 - 1:06**
Lunch Schedule	*1st Lunch*	*11:03 - 11:29*
	2nd Lunch	*11:36 - 12:02*
	3rd Lunch	*12:08 - 12:34*
	4th Lunch	*12:40 - 1:06*
4th Block		**1:10 - 2:50**

DAILY TRAVEL SCHEDULE

CTE/IMTA/GTMS/GSA/GSST

TIME	🚌 LOCATION

7:25 AM	AM CTE students and IMTA students dismiss from WHS to WES/IMTA Campus/SHS (Board bus on WHS bus ramp near Door 13)
7:38 AM	1st block CHORUS students dismiss from WHS to GTMS (Board bus on WHS bus ramp near Door 13)
9:00 AM	CHORUS students dismiss from GTMS to WHS (Board bus on GTMS bus ramp)
10:15 AM	GSST students dismiss from WHS. (Board bus on WHS bus ramp)
10:35 AM	AM CTE students dismiss from SHS/WES to WHS (Arrives at 11:05 through WHS front doors)
10:35 AM	PM CTE student dismiss (when the 10:30 bell rings) from WHS to WES/SHS (Board bus near WHS flagpole)
10:35 AM	IMTA students dismiss from IMTA Campus to either SHS (welding) or WHS (electrical)
11:17 AM	3rd block GUITAR students dismiss from WHS to GTMS (Board bus near WHS flagpole)
12:30 PM	GSA students dismiss from WHS (Board bus on WHS bus ramp)
12:40 PM	3rd block GUITAR students dismiss from GTMS to WHS (Board bus on GTMS bus ramp)
1:20 PM	4th block BAND students dismiss from WHS to GTMS (Board bus near WHS flagpole)
2:05 PM	IMTA & CTE students dismiss from WHS/SHS and return to home schools by 2:45 or 2:50
2:40 PM	4th block BAND students dismiss from GTMS on the regular GTMS buses at the regular GTMS dismissal and ride back to WHS for regular WHS dismissal at 2:50 (Board bus on GTMS bus ramp)

Travel times will be adjusted as needed per the daily bell schedule being followed. Times will be communicated to students as changes are required.

ATHLETICS AND ACTIVITIES

We believe that extracurricular athletics and activities contribute to a positive school climate. Not only does extracurricular participation increase happiness in school life, it also develops personality, establishes habits of good citizenship, and increases the power of self-direction.

Student athletics and activities in high school provide opportunities for students to engage in special interests in addition to curricular experiences. Student activities help to develop student abilities necessary for leadership as well as those necessary for group participation. Students who have special talents in fields such as music, drama, or athletics are given an opportunity to improve their skills to an extent not usually afforded in the classroom.

While student athletics and activities are important for the all-around development of students, regular classroom work must take precedence. The needs and interests of students, the availability of faculty advisors, as well as other factors will determine the program of activities developed in our school. In

keeping with the philosophy of Windsor High School, the administration and staff strive to develop a program of positive social activities planned in such a manner as not to interfere with the academic program. Minimum financial responsibility is placed upon the student, and care is exercised so that no student is excluded for financial reasons.

ATHLETIC TEAMS AND HEAD COACHES

Baseball (V/JV)	Michael Cooke/Vacant	**Boys' Soccer (V/JV)**	John Kmieciak/Anthony Houston Jr.
Boys' Basketball (V/JV)	Tony Slaba/Malcom Greene	**Girls' Soccer (V/JV)**	JD Turner/Shawn Baughman
Girls' Basketball (V/JV)	Terry Rawls/Sherry Ashburn	**Softball (V/JV)**	Cecil DeWees/Sam Lanier
Cheerleading (V/JV)	Elizabeth May/Summer Wilson	**Boys' Tennis**	Vacant
Cross Country	Kara Haltiwanger/Holly Goetz	**Girls' Tennis**	Deborah McManaway/Ariene Ellis
Football (V/JV)	Louis Humphrey	**Theater**	Ginger Beatty-Riffle
Speech	Christopher Johnson	**Track**	Tyler Mosley/Timeka Holloman
Golf	Ryan Pringle	**Volleyball (V/JV)**	Heather Howell/Kimberly Griffin
Scholastic Bowl (V/JV)	Deb McManaway/Leslie Moring	**Wrestling (V/JV)**	Sumner Bradshaw/Robert Gurin
		Yearbook	Cassandra Presson

ATHLETIC ELIGIBILITY

Windsor High School is proud to offer a multitude of activities and athletics for students to participate.

In order to be eligible to participate in athletics, a student must comply with Virginia High School League regulations regarding academic status including the following:

- The student shall be a regular bona fide student in good standing of the school of which he/she represents. A "regular" student is considered a full-time student who is in regular attendance and is carrying a schedule of subjects which, if successfully completed, will render him/her scholastically eligible for League participation the ensuing semester. Any student who is under penalty of suspension, or whose character is such as to reflect discredit upon his/her school, is not considered in good standing.
- Participants must be enrolled in not fewer than 3 subjects, or their equivalent, offered for credit and which may be used for graduation and must have passed at least three subjects or their equivalent the previous semester.
- Fall and winter VHSL activity academic eligibility will be based on the prior year's ending grades. Continuing eligibility for winter VHSL activities and eligibility for spring VHSL activities will be based on the current school year's first semester grades. Students must have passed, or

be passing, 3 out of 4 subjects, or their equivalent, offered for credit and which may be used for graduation.

- VHSL activity participants shall not have reached their nineteenth birthday on or before the first day of August of the current school year.
- Participants must submit to the coach an Athletic Participation/Parent Consent/Physical Examination form, signed by the physician (sports only) within the last 14 months (new for 2025-2026 school year).

Prior to participating in a VHSL activity or athletic team, each student and guardian must read and sign the back page of the Isle of Wight County Athletic Handbook. This form must be submitted to the coach prior to the first competition.

The following forms are required to be obtained, signed, and kept on file in the Activities Office:

- Parent/Guardian Concussion Statement
- Isle of Wight County Athletic Handbook Acknowledgement Form

ATHLETIC EVENTS

In order to participate in events, a team member must be counted present ½ the blocks of the school day. School administration may grant an exception to this rule in extreme extenuating circumstances.

We encourage all students and community members to participate as both participants and spectators. See below for Athletic Admission Packages.

- Group Pass – (Good for 5 pre-determined group members ONLY)
  All Home **Regular Season** Events All Year - $180

Athletic passes are good for all HOME, regular season division games/competitions and can be purchased from Mr. LaJuane Gaddis (Athletic Director) or Mrs. Lori Wall (Bookkeeper).
The purchasing of Group Passes includes two memberships in the WHS Athletic Booster Club.



Additionally, students participating in a VHSL activity will receive free admission to all athletic events held during their active season.

Isle of Wight County high schools have implemented a clear bag policy for events:

CLUBS AND ACTIVITIES

CLUB/ACTIVITY	SPONSOR
Art Club	Sumner Bradshaw
Theatre	Ginger Beatty-Riffle
Chorus	Lauren Peters
DECA	Karissa White
FFA	Jason Brittle/Daniel Judkins
Speech	Christopher Johnson
Freshman Class	Sara Edick
Great Computer Challenge	Tyler Mosley/Sharon Smallwood-Moore
Junior Class	Heather Howell
YounLadies of Excellence	Andrea Goodwyn
Marching Band	Anthony Russo
BETA	Jennifer Davis
Robotics Team	Joshua Bush
SGA	Jessica Brannan
Senior Class	Deb McManaway
Sophomore Class	Stacy Lyle
Gamer Club	Wanda Spottswood
Powerlifting Club	Sumner Bradshaw

STUDENT GOVERNMENT ASSOCIATION (SGA)

The SGA consists of teacher advisors and student school and class representatives. Student representatives advise the Staffulty on the perspective of the student body, plan pep rallies, homecoming and other school-wide events. Elections for SGA officers are held in the spring and voted on by the entire student body. Class Officers are elected in the spring and voted into position by their grade level. Students wanting to be a part of the SGA of WHS should reach out to the SGA or Class Advisor.

NATIONAL BETA CLUB

The National Beta Club is an academic, leadership, and service organization. The purpose is to stimulate student effort, to reward achievement, and to encourage and assist members in continuing their education upon graduation. The club's motto is, "Let us lead by serving others." Students in grades 9-12 are eligible to join. To be invited to join Beta Club, students must have a 3.7 GPA or higher, as well as teacher recommendations. After becoming a member, students must maintain a 3.5 GPA.

AWARDING OF VARSITY LETTERS

Athletic Varsity Letter Awards

- The head coach will determine the appropriate level of award for each athlete. Generally, a varsity letter is awarded to athletes who are legitimate varsity players. Athletes who consistently practice with the varsity team, but see limited game time, may also be considered at the coach's discretion.
- Athletes who have achieved varsity status prior to an injury may be eligible for a varsity letter. The head coach will decide if the award is merited, based on the athlete's continued involvement with the team.
- Team managers and statisticians may be considered for a varsity letter at the discretion of the head coach.
- All awards must be approved by the Director of Athletics.

Marching Band Varsity Letter Awards

A Marching Band Letter is an honor bestowed to second year members of the marching band based on actions and achievements reached during the current season. A band letter will be awarded at the end of the season to second year members of the marching band who meet all of the following requirements:

- Perform in every scheduled performance including, but not limited to parades, football games, competitions, and other community events, unless otherwise excused by the band director
- Attend and support every rehearsal, unless otherwise excused by the marching band director
- Be properly prepared for every performance and rehearsal.
- Participate in required fundraising activities.
- Complete any tasks assigned by the director or staff members to handle the logistics of the band season.
- Remain in good standing in the areas of academics, attendance, and discipline.

Performing Arts Varsity Letter Awards

A varsity letter shall be awarded to a student who is selected for a role in the VHSL Competition One Act Play, Speech, or Scholastic Bowl, accepts his or her role, and successfully completes the season. The selection process and successful completion of the season shall be determined by the coach or advisor.

ATTENDANCE

LATE ARRIVAL AND EARLY DISMISSAL

Students must attend the full school day in order to benefit from the instructional program.

Students who engage in a pattern of unexcused absences for less than a school day (early dismissal or late arrival) may be required to make up the missed instructional time at the principal's discretion.

No student will be permitted to leave the school before the end of the school day except in the presence of the student's parent(s) or legal guardian(s), or with documentation of a request from the parent and/or guardian, in writing, for student drivers. At no time will 18 year-old students be permitted to sign out of school without proper documentation that declares the age of majority and demonstrates his/her emancipation from his/her parent(s)/guardian(s).

Early Dismissal procedures:
A note requesting early dismissal must be received in the office by 10:00 a.m. The note must be written by the student's parent or guardian or sent from the authorized email account as verified in PowerSchool . The office staff will verify the note by contacting the student's parent or guardian via the contact number/email in PowerSchool.

If a need to leave early develops after 10:00 a.m., the parent, or approved contact, as indicated in the PowerSchool account, must come to the WHS office with proper identification to sign the student out.

The Principal shall maintain a record of the parent(s) or legal guardian(s) of each student. It is the responsibility of the parent/guardian to notify the school or any change in court ordered custodial agreements. This documentation should be submitted to Sherry Ashburn in the counseling office. In the absence of such notice, the Principal will presume that a student may be released into the care of either parent.

TARDIES

Students are allowed to provide up to five parent notes for tardies to school ONLY on the same day as the tardy and with reasonable and appropriate excuses. **Excessive Tardies May Result in Loss of Privileges.** Students with frequent tardies may lose their privilege to participate in extracurricular activities (athletics, clubs, school dances, etc). Students with frequent tardies may lose their parking privilege.
Athletics: Athletic and VHSL activities are an extracurricular activity and any participants that are in violation of a school or athletic/activities team policy or deemed not in good standing by the school can be disciplined, suspended, or removed from the team by a coach or athletic director. (IWCS Student Athletic Handbook, pg 6)
School Dances: Students with excessive tardies may lose their privilege to attend school dances at the discretion of WHS administrators.

ABSENTEEISM

Students in grades 9-12 are required to attend each class every day that school is in session. In order to be eligible to participate in extracurricular activities (including, but not limited to athletic events, club activities, school dances, etc.), a student must attend at least two full class periods. Students who are absent from school are not permitted to be on school property for any reason, this includes extracurricular activities such as athletic events or school dances. Students who are chronically absent (missing 10% or more of the school year) may lose the opportunity to attend particular social events (e.g. Homecoming Dance, Prom, participation on athletic teams, or other extracurricular activities).

READMISSION TO SCHOOL AFTER AN ABSENCE

A student returning from an absence of any length must present a written statement, dated and signed by the parent, stating the reasons for the absence to the attendance office on the day of his or

her return. The note must verify the date(s) of absence(s). The attendance office requires these notes in order to properly code any absences. Please note that we accept five (5) parent notes per semester as excused absences. Any parent notes received after the fifth will be noted; however, they will be coded as unexcused.

If a doctor verifies a personal illness, the doctor's note must be submitted on the day the student returns to school. We accept unlimited doctor's or professional notes excusing absences. Professional notes include those from doctors, courts, therapists, and any other professional service deemed necessary for a student to attend that requires him or her to be absent from school for any length of time.

DROPPED FROM THE SCHOOL ROLLS

When a student is absent for fifteen (15) consecutive full days the parent/guardian will be notified that their child will be dropped from the school rolls.

WHS ATTENDANCE Q&A

Why is my student's attendance calculated and tracked at Windsor High School?

Windsor High School calculates and tracks a student's (1) daily attendance and (2) period attendance for the purpose of determining truancy, eligibility to make up missed assignments and tests for full credit, eligibility to participate in after school activities, eligibility for obtaining course credit, and violations of the school Code of Conduct for attendance.

What is the difference between daily and period attendance?

Daily attendance is the frequency of days that a student attends school. Period attendance is how often students attend each class.

What happens if my child is persistently absent from school?

In order for your child to achieve academically, regular daily attendance is essential.
We understand that sometimes illness and family matters require a student to miss school. When a student must be absent, parents should submit a note documenting their knowledge of the absence and the reason to have the absence excused.
When a note is not submitted, the absence will be considered unexcused and school personnel will implement the following steps to improve attendance:

· 3rd - CALL home is made
· 4th - LETTER is sent home
· 5th - ATTENDANCE IMPROVEMENT PLAN is developed
· 10th - ADMINISTRATIVE CONFERENCE & Truancy Intervention Contract signed
· 11th - TRUANCY REFERRAL of the student and family to the Attendance Officer

High school students may not be granted credit for a course if unexcused absences from class total more than five (5) class periods for a semester course, or ten (10) class periods for year-long courses.
The entire policy JED and regulation JED-R may be found on the division's website by clicking: Board → Policy → J. Students → JED and/or JED-R.
Students with more than five unexcused absences during a semester will need to apply for an attendance appeal with administration.

What happens if my child has excessive daily absences?

Any student who is absent for fifteen (15) consecutive unexcused school days and does not appear on homebound instruction, shall be considered truant and will be contacted to return to school within five (5) school days. Failure to comply with the provision of the law will cause the parent to attend truancy court. Students who do not comply with the notice and who do not return to school shall be dropped from the rolls of the school.

CARE OF SCHOOL PROPERTY

Students are to maintain a respect for school property at all times. Damage or destruction of school property is covered under the Discipline Code.

VANDALISM AND PROPERTY DAMAGE

The taxpayers of our division provide our school buildings and equipment. In cases of misuse, abuse/loss of school property, the parents/guardians will be responsible for the full cost of repair or replacement. If students willfully destroy school property, suspension will result and may include exclusion from school activities as well as subsequent expulsion. School buses are property of the school. Any student who damages a school bus will be disciplined pursuant to the code of conduct and may be responsible for the full cost of repair or replacement.

BOOK FEES

Students are responsible for their own books. In cases of misuse, abuse/loss of books, the parents/guardians may be responsible for the full cost of repair or replacement, which are damaged, lost or stolen. The full cost of a replacement textbook may be charged when textbooks are lost or not usable because they are damaged beyond repair.

1-1 TECHNOLOGY DEVICES

By submitting the Acceptable Use Form and accepting possession of the Isle of Wight County Schools device (laptop), families are also accepting the following responsibility for the use and care of this device. Please note the following:

- The device is property of Isle of Wight County Schools (IWCS).
- The device is subject to inspection and search at any time by school employees.
- Users are accountable for the device at all times and take full responsibility for all damages or loss.
- Users are accountable for proper care of the device to include (Protection of device in case provided by IWCS, avoiding consumption of food and beverages near device, avoiding the use of sharp objects that may damage the device and protection of device serial/ manufacturer numbers).
- The device should not be left unattended at any time or used near water.
- Users should refrain from loaning the device, charger, case, cords or other utensils to any other individual.
- Users should not delete any school installed application or software on the device.

- Users must follow the IWCS Acceptable Use Policy at all times.
- Users will bring their device to school fully charged each day.
- Users will report any damage, theft, loss or vandalism to school administration immediately.
- Users will report any knowledge of inappropriate use of their device to a school designee.
- Users agree to return the device, case, charger and power cords in good working condition at the end of the school year, upon leaving IWCS or when their user privileges are revoked.

1-1 TECHNOLOGY DEVICES INSURANCE

Isle of Wight County Schools offers full coverage insurance through the division as long as minimum participation has been met. Also, IWCS has partnered with Worth Avenue Group to offer an insurance protection plan for devices. However, deliberate misuse, abuse or loss of the device remains the full responsibility of the student/parent and will not be covered under the device insurance protection plan. **In cases of misuse, abuse/loss of the device, the parents/guardians will be responsible for the full cost of repair or replacement of the device.** Please contact Mrs. Smallwood-Moore in the library for information concerning the annual fee for technology device insurance.

OBLIGATIONS

Families are responsible for all obligations. Obligations may include, but are not limited to, the following: course-specific tools, lost/missing/damaged textbook, lost/missing/damaged library book, or unpaid fundraiser monies. Once an obligation is incurred, the parent is notified and given an opportunity to clear the obligation. The obligation will carry over to the next school year unless it is resolved over the summer. Obligations continue to follow a student through high school. Obligations limit student participation in certain supplementary school activities until the debt is cleared. Those activities include, but are not limited to:

- School sponsored dances or events in which students are required to pay (example: Homecoming, Prom)
- Competitive events and/or club activities in which students are required to pay (example: Beta Club, Polar Plunge, SGA)
- VHSL activities (example: sports, forensics)
- Privilege of taking home school-issued laptop
- Parking passes
- Receipt of graduation tickets

When the debt is cleared, access to the supplemental activities will be restored.

LOST AND FOUND/STOLEN PROPERTY

Students are discouraged from leaving items of value in a locker or elsewhere as the school is not responsible. If an item is lost or possibly stolen, it should be reported to the assistant principal immediately; however, the school cannot guarantee these items can be recovered.

DISCIPLINE

DISCIPLINE PHILOSOPHY STATEMENT

It is our goal to develop young adults who are capable of making good, sound decisions regarding both their academic preparation and the manner in which they conduct themselves in our school and outside our four walls. It is our expectation that students will conduct themselves as “responsible” young adults. The interventions and consequences imposed adhere to our overarching goal of keeping students in class and engaged in meaningful activities designed by our teachers.

We hold students to a very high standard. Those who meet this standard will have opportunities and privileges to participate in activities outside the classroom. However, those students who do not meet the expectations outlined in the code will be held accountable for the decisions they have made and therefore will no longer have access to the multitude of privileges that responsible students will enjoy.

The goal will be to guide these students to making more responsible decisions. Disciplinary consequences imposed in response to discipline code infractions are designed, not to “punish,” but rather to redirect students to engage in appropriate and productive behaviors. Administrators will apply the discipline code in a manner that is fair and consistent, and above all, with the goal of encouraging appropriate, responsible behavior moving forward.

Students are expected to show Growth, Respect, Empathy, Accountability, and Trustworthiness. The Isle of Wight County School System philosophy on discipline is that acceptable behavior is the responsibility of students, parents, and school staff. To promote proper student conduct, § 22.1-279.3 and § 16.1-241.2 of the Code of Virginia addresses parental responsibility and involvement in cooperation with school officials. Each student will electronically submit a Student Code of Conduct Acknowledgement Form. To ensure that Windsor High School maintains an atmosphere for learning, students and parents should read and discuss the Student Code of Conduct annually.

PUPIL DISCIPLINE/CODE OF CONDUCT

IWCS Student Code of Conduct
IWCS Policies & Bylaws

The School Board adopts this /Code of Conduct Policy to establish standards and procedures for positive pupil development and behavioral expectations on school grounds, including on a school bus or at school-sponsored functions, and as appropriate, for conduct away from school grounds.

The discipline code is intended as a guideline for interpreting the possible disciplinary action to be taken by faculty and/or administration for various disciplinary offenses. This discipline code is not all-inclusive and may be altered, modified, or applied in response to student conduct or events at any time deemed by the administration.

The discipline code can be applied progressively or at the discretion of the administration and may result in placement in the division’s alternative program. It must be emphasized that actions taken by teachers and/or administrators are intended to remediate problems and provide a safe and secure environment for learning. Teachers are urged to contact parents about student disciplinary issues in the classroom in conjunction with teacher warnings, teacher detentions, and administrative referrals.

BEHAVIORAL INTERVENTION OPTIONS

In-School Suspension (ISS)

The purpose of In-School Suspension Program (ISS) is to hold students accountable for their behavior and their school assignments while they remain in school after having committed a violation of Windsor High School policy and/or the Isle of Wight County Schools and Student Code of Conduct. The ISS program is a positive alternative to out of school suspension and counts as a regular day of attendance. The student will remain in school but not attend regularly scheduled classes. The student will report to the ISS room at the beginning of the school day and have the opportunity to complete and receive credit for assignments provided by their classroom teachers. Students assigned to ISS should use that time to enhance their academic success.

Out-of-School Suspension (OSS)

Students who commit major and serious infractions or who are repeat offenders may face out-of-school suspension (OSS), which is a denial of school attendance and of participation in or attendance at school-sponsored activities. Such suspensions are made by the administration in accordance with the policies of the Isle of Wight County School System. All suspensions may be appealed to the Principal and are subject to Due Process Procedure.

When a student is suspended outside of school, a parent conference must be held upon reentry. Upon return, the student will need to meet all make-up work expectations and to reschedule any missed tests. All makeup work and tests retaken are to be given full credit if completed within the time allowed.

If a student is suspended from school for any reason, he or she is not permitted to participate in any school activities including, but not limited to, athletic events, practices, clubs, concerts, field trips, etc., nor is the student to be on school property on the date(s) of suspension. This also includes any weekend or holiday that may fall within the days of suspension. If the student is found on school property without administrative permission, he/she is subject to additional disciplinary action and possible trespassing charges. If school is closed due to inclement weather or other emergency on a day of suspension, the day is excluded from the count and the suspension will continue on the day school resumes.

Loss of Privileges

Students who frequently violate the Student Code of Conduct may lose their privilege to participate in extracurricular activities (athletics, clubs, school dances, etc).

- **Athletics**: Athletic and VHSL activities are an extracurricular activity and any participants that are in violation of a school or athletic/activities team policy or deemed not in good standing by the school can be disciplined, suspended, or removed from the team by a coach or athletic director. (IWCS Student Athletic Handbook, pg 6)
- **School Dances**: Students who frequently violate the Code-of Conduct by receiving instances of out-of-school or in-school suspensions OR engaging in behavior that is a severe violation of the code of conduct will lose their privilege to attend school dances at the discretion of WHS administrators.

SANCTIONS FOR THC, NICOTINE, ILLEGAL DRUGS AND/OR OTHER UNAUTHORIZED PRESCRIPTION MEDICATIONS

Social Sharing has been added as an IWCS Code of Conduct violation. Social Sharing is defined as the sharing of controlled substances, illegal drugs, hallucinogens, or unauthorized prescription medications with other individuals (without the intent of changing ownership).

THC — Possession, Use, Under the Influence, or Social Sharing

- **1st offense**
    - 5 days Out-of-School Suspension (OSS)
    - 25 days of alternative placement
- **2nd offense**
    - 10 days OSS
    - 80 days of alternative placement

*Students will also be assigned in-person drug-awareness coursework through Western Tidewater for 1st and 2nd offenses.

Instruction during alternative placement:

- For a first offense, instruction will be provided through Canvas when possible. *Alternative placement may result in being dropped from hands-on courses, such as welding or other CTE program placements.
- For a second offense, instruction will generally be provided through Edmentum (Previously APEX), with administrator discretion.
- If there are fewer than 30 days remaining in the semester, Canvas may be used instead of Edmentum (Previously APEX).
- Students may transition into alternative placement mid-semester, so administrators and teachers need to plan for the instructional transition rather than treating placement as a simple end-of-semester assignment.

Nicotine – Possession, Use, or Social Sharing

- **1st offense:** 5 days OSS
- **2nd offense:** 7 days OSS
- **3rd offense:** 5 days OSS + 25 days alternative placement

FIGHTING

In accordance with district discipline guidelines and student safety standards, engaging in physical fighting on school property will result in mandatory disciplinary sanctions, including possible alternative placement.

- **1st offense:** 5 days OSS
- **2nd offense:** 7 days OSS
- **3rd offense:** 10 days OSS + 80 days alternative placement

STUDENTS WITH DISABILITIES

For students with disabilities, subject to an Individualized Education Program, the Individuals with Disabilities Educational Improvement Act, and accommodation plans, student discipline and the Code of Conduct shall be implemented in accordance with the components of the applicable plans.

GENERAL SCHOOL PROCEDURES

ARRIVAL AND DEPARTURE

At the start of each day, students should report to their first block class by 7:35am. Any student not in their scheduled class by 7:35am, whether excused or unexcused, must sign in at the front office. Late arrival to school is subject to discipline consequences, see TARDIES below. Students are not permitted in the building after school hours without proper approval and supervision.

TARDIES

- A student who arrives at school after the 7:35am bell is considered tardy to school.
- A student who enters the classroom after the tardy bell for each block is considered tardy to class.
- Excessive tardiness will be addressed with a required parent conference.
- Excuse notes must be submitted on the day of the tardy.
- Tardies can result in lunch detention, after school detention, and/or loss of parking privileges.

CONSEQUENCES FOR TARDIES

- **2nd Tardy** to class - Warning - Repeated tardies may lead to loss of privileges
- **3rd Tardy** to class - Parent Contact
- **4th Tardy** - Parent contact and notification to Dean of Students
- **5th and beyond Tardy** Parent contact and referral to Dean of Students - potential loss of privileges (athletics, clubs, school dances, **parking**, etc) may occur at this time.

****Excessive Tardies May Result in Loss of Privileges****
Students with frequent tardies may lose their privilege to participate in extracurricular activities (athletics, clubs, school dances, **parking**, etc).

Athletics: Athletic and VHSL activities are an extracurricular activity and any participants that are in violation of a school or athletic/activities team policy or deemed not in good standing by the school can be disciplined, suspended, or removed from the team by a coach or athletic director. (IWCS Student Athletic Handbook, pg 6)
School Dances: Students with excessive tardies may lose their privilege to attend school dances at the discretion of WHS administrators.

PARENT DROP OFF AND PICK UP

Cars and buses must follow a one-way traffic pattern around the building at all times. Cars arriving on campus are to enter through the main entrance. The right entrance is for buses and the left entrance is for deliveries. Parents/guardians can locate visitor parking in the left parking lot closest to the building. Parents/guardians are to drop off students in the morning no earlier than 7:25am. Supervision is limited prior to that time.

BUS TRANSPORTATION

The school bus service is maintained to provide transportation to and from school for all students. Please arrive at the bus stop at least ten (10) minutes before the scheduled pickup time and wait until ten (10) minutes after the scheduled pickup time before leaving the bus stop. Our goal is to provide efficient service and ensure the health and safety of all passengers. To achieve this, please understand that the bus driver is responsible for the personal health and welfare of all students. Therefore, it is important to follow the driver's directions so they can focus on the road. Students must remain seated at all times and refrain from disruptive behavior. Failure to comply with the driver's directions or causing disruptions may result in disciplinary action and/or removal from the bus.

- Note: Bus passes are **not permitted**. Students are permitted to ride to and from school on their assigned bus only. Bus passes cannot be issued.

STUDENT DRIVING/PARKING

The ability to drive to school is considered a privilege. In the interest of safety and security, students must abide by the following guidelines in order to park on school property.

- Students must purchase a parking pass and display it properly so that the pass can easily be read.
- Students may purchase a parking permit during the first semester for $100.
- Students may purchase a parking permit during the second semester for $50.
- The cost for a replacement parking permit is $10.
- All debts and dues must be paid before purchasing a parking permit.
- When purchasing a parking permit, students must supply a valid driver's license and registration.

Driving and parking privileges are restricted and will be assigned on an "as available" basis in the following order: members of the Senior Class, members of the Junior Class, and members of the Sophomore Class.

- Students must park in their assigned designated space.
- Improperly or illegally parked cars will be ticketed.
- Students must leave their cars upon arrival to school and may not return to their cars during school hours without direct permission from the front office.
- Students who illegally leave school grounds during the day or who are excessively tardy will have their parking permit suspended in addition to other disciplinary action indicated in the Student Code of Conduct. Subsequent violations may result in permanent revocation of parking privileges. Parking permit fees will not be refunded. Students are not permitted to leave school grounds for lunch.

Student drivers are expected to drive responsibly. While on school property, administration reserves the right to search a student's vehicle, with probable suspicion. Student driving privileges may be revoked at any time during the course of the year.

BICYCLES AND MOPEDS

Students are permitted to ride bicycles/mopeds to or from school. A bike rack is available for student use in the front entrance of the school and a bike lock is highly encouraged, as WHS will not be responsible for stolen property. Mopeds must be parked in a purchased student parking space. However, the use of skateboards, roller blades, etc. on school property is NOT permitted. Anyone in violation will be subject to the Discipline Code and the transportation means will be confiscated until a parent conference is held.

TRANSPORTATION TO DIVISION AND REGIONAL PROGRAMS

The division provides transportation for students traveling to and from IOW Career and Technical Education Programs at SHS/WES, band, guitar and chorus at GTMS, Governors' School for Science and Technology and Governor's School for the Arts each school day. Attendance and disciplinary actions are coordinated between Windsor High School and the other location schools. Students must attend both schools each day to be counted as present. Students who are suspended out of school may not attend either school on the day(s) they are suspended. In the event Windsor High School is closed for vacation or teacher in-service day, and the other school location is open, students may attend that school. The division will provide transportation. Students are not permitted to drive themselves to other locations without permission from school administration.

BAND BUS

On select days, when band practice is held at GTMS, a bus is provided for students for transportation from WHS to GTMS. Late bus runs are a privilege. Misconduct on any late bus run will result in the loss of the privilege.

CLOSING/DELAYED OPENINGS

Isle of Wight County Schools will make every attempt to notify parents and staff via School Messenger (the automated phone system), social media, as well as the division website (www.iwcs.k12.va.us when school schedules are adjusted. In case of inclement weather or any other emergency, buses may be delayed. Please be sure the WHS counseling department is kept up to date with current phone numbers and contact information. The WHS school number is (757) 242.6172.

SCHOOL PURCHASES

All school purchases, such as parking passes, must be completed during lunch shifts or after school, prior to 4:00. The bookkeeper is only available to issue monetary change during lunch shifts.

YEARBOOKS

Yearbooks are a great way to capsulize a student's time at WHS. Please see below concerning information on the purchasing of yearbooks and its ads.

$65 if purchased by 12/18/26
$70 id purchased after 12/18/26
$10 fee for a name (personalization) on the cover

All deposits are nonrefundable. Yearbooks can be ordered online by visiting Jostens.com. You can also pay at WHS by bringing a check made payable to WHS, or cash to Mrs. Presson in room 219.

Submission Deadline For Seniors

Final payment and material for senior ads are due Friday, December 8, 2026.

- Student choice for yearbook pose must be turned in to Elite or Mrs. Presson by 10/23/26
- Casual picture for yearbook must be turned in to Mrs. Presson by 10/23/26
- First deposit for senior ad is due by 12/11/26

Senior Ad Cost:

¼ page color $125 ($62.50 non refundable deposit)

½ page color $200 ($100 non refundable deposit)

Full page color $300 ($150 non refundable deposit)

The WHS yearbook staff cannot guarantee the quality of any ad created and submitted by the parent or any person outside of the WHS yearbook staff. A minimum dpi of 300 is required, and all ads must be submitted in a JPEG format at 2MB.

IMAGING/PHOTOGRAPHING/VIDEOTAPING

Photographing, videotaping, and/or imaging digitally any person by any device including but not limited to any camera, cell phone, iPod, electronic tablet, or other device having imaging capability is strictly prohibited unless specifically authorized by the subject.

SCHOOL DANCES

High School Dances –Any non-Windsor High student must be signed up and approved by administration before the registration deadline. Pre-approved non-WHS student dates will be permitted ONLY for Homecoming and Prom. Dates are not permitted at any other dances. No middle school students will be permitted to attend. Tickets are required to attend all dances. Students who are chronically absent from school will not be permitted to purchase tickets.

FUNDRAISING PARTICIPATION

Students may only sell products sponsored by a Windsor High activity. All products must be approved by the School Board Office and all food items must be sold outside of the protected times which is outside of the instructional day.

CAFETERIA AND BREAKFAST/LUNCH PROCEDURES

Free Breakfast and Lunch

Windsor High School is a free meal school. All students may receive one complete breakfast and one complete lunch each school day at no cost. Students do not need to have money in their meal account to receive their regular school breakfast or lunch.

Students who would like to purchase a second meal or additional à la carte items must have funds available in their **SchoolCafé account**. Second meals and à la carte items are not included with the free meal and must be purchased separately.

Breakfast Procedures

Breakfast is served as a grab-and-go meal from the cafeteria during student arrival from 7:20–7:35 a.m.

Lunch Procedures

Lunch shifts are assigned by third-block assignments and are determined at the beginning of the school year to best accommodate cafeteria capacity.

Students must remain in the cafeteria during lunch.

Students are expected to clean up after themselves, place trash and recyclables in the appropriate containers, and behave in an appropriate manner. Improper behavior during lunch, including leaving trash behind, may result in disciplinary action.

Student lunch must be brought from home or purchased from the cafeteria. Food deliveries from outside vendors, restaurants, delivery services, or individuals are not permitted, as they impede the daily work of our office staff.

Purchasing Additional Meals and À La Carte Items

Isle of Wight County Schools utilizes SchoolCafé, an online payment service that provides a convenient way for parents and guardians to manage and add funds to a student's meal account. Parents and guardians can monitor recent purchases, check account balances, deposit money into their child's account, and establish low-balance notifications.

To purchase a second meal or à la carte items, parents/guardians should follow these steps:

Go to www.schoolcafe.com or download the SchoolCafé mobile app and register for a free account. A confirmation will be sent to the email address provided. Click the link in the email to activate the account. Activate the account and add your child. You will need the school name and student ID.
Add funds to your child's account using a credit card, debit card, or electronic check.

Note: A convenience fee is charged when adding funds. Payments made online will generally be available to the student at school within 20 minutes, although under certain circumstances, payments may take up to 24–48 hours to become available.

FOOD IN CLASSROOMS

Food is restricted from being consumed in ALL classrooms and the hallways (excluding grab and go breakfast) unless made permissible by a staff member. Food and drink are strictly prohibited in all science, business and computer labs. No outside commercial food, including food deliveries, is permitted during school hours.

PARENT ITEM DROP OFF

In order to minimize disruptions to the academic environment and promote students' personal responsibility, it is respectfully requested that parents attempt to avoid dropping off food items during the school day. Instructional time will not be interrupted for routine issues or to ask a student to come pick up forgotten food items. In addition, the main office does not have a secure place to leave such items. For

emergencies, Windsor High School has implemented the following policy with regard to items dropped off at school by parents:

- Student lunches that are delivered after the start of the school day will be able to be claimed by the student at the start of the lunch period.
- Please make sure the item(s) are in a bag and clearly labeled with the student's name and grade level.
- At no time will fast food/pizza/beverages or any other items from restaurants or outside vendors be accepted.

Thank you for your support, assistance, and understanding as Windsor seeks to maintain an effective and distraction-free classroom environment. If a child forgets his/her lunch, the cafeteria will always allow them to eat a meal of their choice and the lunch will be charged to the student's account. No student will be refused a meal if one is needed. Windsor High School offers multiple lunch options in the cafeteria. **Note: Ordering food from outside establishments is not permitted.**

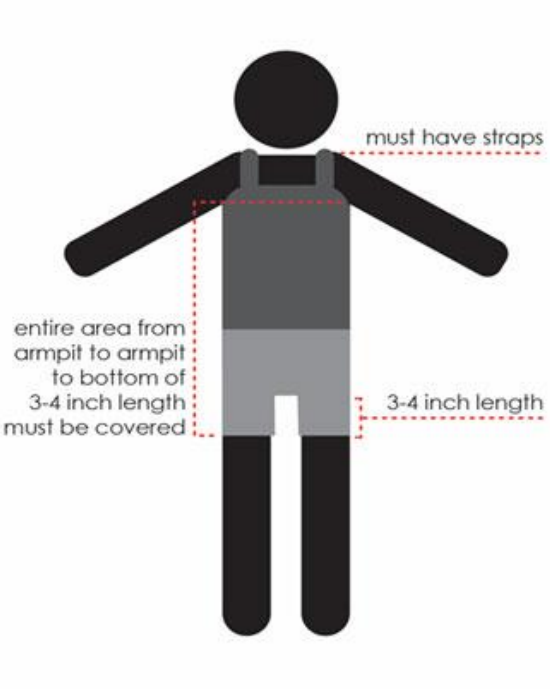
STUDENT DRESS EXPECTATIONS

Philosophy

Windsor High School respects students' rights to express themselves in the way they dress. All students who attend Windsor High School are also expected to respect the school community by dressing appropriately for a 9-12 educational environment and preparation of being college, career and life-ready. Student attire should facilitate participation in learning as well as the health and safety of students and the adults that supervise them. This policy is intended to provide guidance for students, staff, and parents.

Minimum Requirements:

1. Clothing must cover areas from one armpit across to the other armpit, down to approximately 3 to 4 inches in length on the upper thighs (see images below). Tops must have shoulder straps. Rips or tears in clothing should be lower than the 3 to 4 inches in length.
2. Shoes must be worn at all times and should be safe for the school environment (pajamas, bedroom shoes or slippers shall not be worn, except for school activities approved by the principal).
3. See-through or mesh garments must not be worn without appropriate coverage underneath that meet the minimum requirements of the dress code.
4. Specialized courses may require specialized attire, such as sports uniforms or safety gear.



Additional Requirements:

5. Clothing may not depict, imply, advertise, or advocate illegal, violent, or lewd conduct, weapons, or the use of alcohol, tobacco, marijuana or other controlled substances.
6. Clothing may not depict or imply pornography, nudity, or sexual acts.
7. Clothing may not display or imply vulgar, discriminatory, or obscene language or images.

8. Clothing may not state, imply, or depict hate speech/imagery targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or any other protected classification.
9. Sunglasses may not be worn inside the building.
10. Clothing and accessories that endanger student or staff safety may not be worn.
11. Apparel, jewelry, accessories, tattoos, or manner of grooming that, by virtue of its color, arrangement, trademark or any other attribute, denotes membership in a gang that advocates illegal or disruptive behavior is prohibited.

Students are expected to abide by the dress code expectations noted above, and teachers will enforce compliance in a manner that is fair and consistent and aligns with the Division's communicated philosophy, ensuring there is not an increase in marginalization or oppression of any group based on race, gender, ethnicity, religion, sexual orientation, socioeconomic status or cultural observance.

DRESS CODE VIOLATION CONSEQUENCES

1st Offense: Parent Contact–Parents must bring appropriate attire for students to be able to attend class
2nd Offense: Parents notified and student receives ISS
3rd Offense: Parents notified and student receives ISS
4th and Subsequent Offenses: Out-of-school suspension

CELL PHONE POLICY

Phones, smartwatches, and other personal communication devices, not assigned to a student by the school district, are 'away for the day' and students do not use or access a phone while they are attending school, including during lunchtime and breaks.

AFTER SCHOOL ACTIVITIES

Students who stay after school for work or activities will check-in with an assigned teacher/coach. He or she will then remain with the teacher/coach in charge of the activity until his/her transportation arrives. Any student who misses his or her regular bus run will report directly to the main office to arrange alternate transportation. Students who are absent from school, or who missed more than 2 class periods, are not permitted to be on school property for any reason.

SAFETY AND SECURITY

HEALTH SERVICES

There is a certified school nurse available during the school day to address the health care needs of the students. If a student is ill or injured during the school day, the school nurse will evaluate the student and determine whether he/she is able to return to class, needs to go home, or requires a medical referral. Medical treatment will be administered to students according to standing orders from the school nurse, and a parent/guardian will be notified of any illness or injury. Unless in an emergency situation, students are to obtain a pass from their classroom teacher before reporting to the Health Office.

A certified athletic trainer is available after school for medical care or emergencies for student athletes. Athletic injuries should be reported to the athletic trainer for immediate attention and insurance documentation.

SCHOOL INSURANCE

IWCS carries student accident insurance with secondary coverage through VACORP. While it is our desire that no students are ever injured, accidents do occur and we want to assist families in the event. Please report any student accidents while at school to the school nurse and/or administration.

MEDICATION IN SCHOOL

Students who require prescription medication during the school day must provide the school nurse with a completed Request for Administration of Medications Form (JHCD-E1) signed by a licensed health care provider and the student's parent or guardian. The medicine must be in the original container and delivered to the nurse by the parent or guardian of the student.

Nonprescription medications may be administered to students only with the written permission of the parent or guardian on form JHCD-E1 Request for Administration of Medications. Such permission shall include the name of the medication, the required dosage of the medication, and the time the medicine is to be given. The medicine must be in the original container and delivered to the nurse by the parent or guardian of the student.

The school nurse or a trained staff member administers all medication.

Students with a diagnosis of diabetes, asthma, or anaphylaxis can possess and self-administer certain medications with written notice from the student's parent or guardian and the student's health care provider.

Students in grades 9 through 12 may be allowed to possess and self-administer non-prescription medication with written permission from the student's parent or guardian on file with the school nurse. In addition, the non-prescription medication must be in the original container and appropriately labeled with the manufacturer's directions, the student's name must be affixed to the container, and the student may only possess the amount of nonprescription medicine needed for one day/activity.

Any medication taken by a student on his/her own in school and not meeting the above specifications shall be subject to disciplinary action by the Administration.

Additional details on administration of medications to students can be found in policy JHCD: Administering Medications to Students and accompany regulation JHCD-R: Use of Auto-Injectable Epinephrine for Anaphylaxis and Severe Allergic Reaction.

CONCUSSION MANAGEMENT PROTOCOL

The school's certified athletic trainer, nurse, teachers, and administrators will adhere to the following protocol for concussion management and returning students to the classroom and student athletes to play, following a concussion or head injury.

I. Baseline Assessment

A. Students - Neurocognitive testing is not required, however highly recommended.

B. Student Athletes

I. All student athletes competing in contact sports (including, but not limited to football, basketball, soccer, baseball, softball, and volleyball) will be required to perform a baseline neurocognitive test (i.e. ImPACT or SCAT5) prior to practice and play.
II. The Certified Athletic Trainer (ATC) is responsible for scheduling testing times with each coach prior to each season, so that testing can be held once team rosters are finalized.
III. As recommended by ImPACT, this baseline test will be repeated every two years.

II. Initial Assessment

A. Students

I. Following a suspected concussion, the student is mandated to see a licensed healthcare provider (to only include a physician (MD or DO), nurse practitioner (NP), physician assistant (PA), and/or neuropsychologist - concussion trained preferred), who will evaluate, officially diagnose, and follow up with the school's nurse with specific instructions and accommodations, if indicated.
II. Students should be evaluated by the school nurse at the first opportunity to allow for coordination of care. If injury takes place at school or prior to an appointment with a licensed healthcare provider, evaluation and treatment will include a daily concussion symptom inventory to monitor progress and may utilize a multi-faceted exam such as the SCAT, SCAT2, SCAT3, SCAT5, SAC, or other similar test. Any positive test(s) or increased sign(s) and/or symptom(s) will be treated accordingly.
III. If any student demonstrates any positive sign(s) and/or symptom(s) of a concussion (including, but not limited to: headache, dizziness, nausea, memory change, sensitivity to light or sound) during school they will be removed from activity (physical education (PE) class, classroom instruction, etc.), sent to the nurse and symptoms will be monitored. If symptoms do not subside or symptoms worsen, appropriate action will be taken (i.e. contact parent/guardian, referral to a physician, call 911).
IV. The school nurse will notify the student's parent/guardian of the head injury and give instructions (provided by the licensed healthcare provider) as to initial care and follow up appointments.

B. Student Athletes (the above steps will be followed for student athletes if head injury is obtained in school or outside of school athletics)

I. Any student athlete suspected of having sustained a concussion or other head injury will immediately be removed from play and will not return until evaluated and cleared by licensed health care providers with experience evaluating concussions. Per Virginia State law, this includes a licensed Physician (MD or DO), Physician Assistant (PA), Neuropsychologist, Nurse Practitioner (NP) or Certified Athletic Trainer (ATC). Per this protocol, student athletes need to be cleared by one of the above mentioned, in addition to the site ATC.

II. Sideline evaluation will consist of a multi-faceted exam such as the SCAT, SCAT2, SCAT3, SCAT5, SAC, or other similar test. If a student athlete demonstrates any positive test or signs and symptoms of a concussion (including, but not limited to: headache, dizziness, nausea, memory change, sensitivity to light or sound), they will be removed from play and symptoms will be monitored. If symptoms do not subside or symptoms worsen, appropriate action will be taken (i.e. contact parent/guardian, referral to a physician, call 911).

III. The licensed healthcare provider, coach or Athletic Director will notify the student athlete's parent/guardian of the head injury and give instructions (provided by the trained, licensed healthcare professional) as to initial care and follow up appointments.

IV. Following a suspected concussion, the student athlete is mandated to see a licensed healthcare provider who will further evaluate, officially diagnose, and follow up with the school's ATC with specific instructions.

V. We recommend that each case be treated by a trained Physical Therapist based program that ensures thorough evaluation and the safest return to play.

III. **Ongoing Assessment**

A. Students

I. At daily scheduled visits with the school nurse following initial assessment and/or visit to his/her licensed healthcare provider, the student will be re-evaluated for an increase or decrease in concussive signs and/or symptoms using the concussion symptom inventory checklist attached.

II. While the student is symptomatic, it will be recommended that the student avoid re-injury or worsening symptoms by:

a. Not participating in physical activity, such as exercise and PE class. The student should be excused from PE class until cleared for return by the licensed healthcare provider.

b. Avoiding mental exertion if doing so causes exacerbation of symptoms. If the student cannot tolerate school/academics, he/she should report to the school nurse for evaluation/consultation and be excused from school if symptoms are significant enough to interfere with classroom performance based on the nurse's discretion. The student should also be given accommodations to account for academic intolerance.

c. Avoiding crowded hallways and rooms if doing so causes an exacerbation of symptoms. The student should be provided accommodations to avoid exacerbating environments.

B. Student Athletes (will complete the following steps in addition to the steps for students above)

I. Following injury, the student athlete will check in with their respective ATC on a daily basis for re-evaluation of signs and symptoms, using the concussion symptom inventory checklist. ATC will follow physician instructions if different from above.

II. While the student athlete is symptomatic, the student will avoid re-injury or worsening of symptoms by:

a. Not participating in sports activities such as PE class, practice, or recreational sports. The student athlete should be excused from PE class until the return to play protocol dictates reinsertion.
b. Avoiding mental exertion if doing so causes exacerbation of symptoms. If the student athlete cannot tolerate school/academics, he/she should report to the school nurse for evaluation/consultation and be excused from school if symptoms are significant enough to interfere with classroom performance at the nurse's discretion. The student athlete should also be given accommodations to account for academic intolerance.
c. Avoiding crowded hallways and rooms if doing so causes exacerbation of symptoms. The student athlete should be provided accommodations to avoid exacerbating environments.

III. A referral for more complete neurological evaluation will be recommended as the student athlete's condition dictates

IV. ImPACT post-injury tests will be given only when the student athlete is asymptomatic for 24 hours, without the use of medication. In special circumstances, a student athlete may be tested while symptomatic at the discretion of the licensed healthcare provider or ATC. Special reasoning for testing while still symptomatic must be documented.

IV. **Return to Learn & Return to Sport Protocol**

A. Students

I. Once the student is entirely asymptomatic for 24 hours, with or without the use of medication, the student will attempt to attend school. The student may need to attend school on a limited basis (i.e. half-days) for a period of time based on classes involved (based on licensed healthcare provider's guidance – i.e. Return to Learn Letter for accommodations).

II. If indicated, the student may be asked to complete the progressive return to function protocol based on evaluation and symptom length/severity. The student will be monitored for any return of symptoms during school and once symptom free for two consecutive complete days of school is considered fully Returned to Learn, but may need accommodations for PE class. Prescription or over the counter medication may be required to reach this level of function.

III. Should symptoms return at any time during the return to learn or progressive return to function, and are unable to be tolerated even with use of medication, the student must cease all activities immediately. The patient must be symptom free for 24 hours (medication is allowed to be used) before beginning at the previous asymptomatic level of class attendance or the return to function protocol. Please refer to the table titled "Return to Function" for details. If a student is unable to tolerate school, the student will need follow-up with the licensed healthcare provider to provide further accommodations.

B. Student Athletes (Student athlete must complete the above Return to Learn Protocol before completing the Return to Play Protocol)

I. Once the student athlete is entirely asymptomatic for 24 hours (without the use of medication), the ATC or Physical Therapist will administer a post-injury ImPACT concussion test.
II. If the results of the ImPACT test are back to baseline levels and testing did not cause a return of any symptoms, the student athlete will begin a graduated return to play protocol (see attached).
III. While completing the return to play protocol, the student athlete will be evaluated for any return of symptoms.
IV. Should symptoms return at any time during this return to play protocol, the student athlete must cease all activities immediately. The student athlete must be symptom free for 24 hours before re-starting the protocol at the previous successfully completed stage.
V. The student athlete is cleared for full participation once the Return to Play Protocol is successfully completed to the ATC's satisfaction and there is clearance from a licensed healthcare provider.

PHYSICAL EDUCATION EXEMPTION

Students may be excused from physical education by the school nurse for up to **three** days with a parent note or at the discretion of the school nurse. Students needing a medical exemption for an extended period must provide documentation from a licensed physician. Requests for exemption will be verified by administration or the school nurse and determined on a case-by-case basis. Students excused from physical education will be provided with an alternative assignment.

VISITORS/STUDENT PICK UP

All visitors must report to the main office for information and a visitor's pass to be present in the building. Except in cases of emergency, parents/guardians are encouraged to make an appointment in advance when desiring a meeting with a staff member. Parents will be asked to show identification prior to picking up their child. If someone other than a parent/guardian is picking up a child, written documentation and identification will be required.

HALLWAY PASSES

We understand that sometimes events occur that require a student to leave class. When a student must leave his/her assigned classroom, students should receive permission and a pass from their teacher that designates the time the student left the assigned room and his/her destination. Students without a pass and/or not in a valid area for more than 10 minutes will be considered skipping.

ANIMALS IN PUBLIC SCHOOLS

Due to health and safety concerns, animals are not allowed on school property unless meeting one of the following requirements:

1. Services Animals
2. School owned animals for instructional purposes

TOBACCO-FREE SCHOOL

Windsor High School is a tobacco-free school. Smoking, chewing or any other use of any tobacco products by staff, students, and visitors is prohibited on school property. School property means all interior and exterior portions of any building, grounds, or other structure used for instruction, student and/or staff activities, administration, support services, maintenance or storage, all vehicles used by the division for transporting students, staff, visitors or other persons, every indoor facility or portion of such facility, owned or leased or contracted for and utilized for the provision of regular or routine health care, day care, or early childhood development (Head Start) services. Tobacco includes cigarettes, e-cigarettes, vape electronic devices, cigars, pipe tobacco, snuff, chewing tobacco and all other kinds and forms of tobacco prepared in such a manner as to be suitable for chewing, smoking or both. Use shall mean lighting, chewing, inhaling, or smoking any tobacco product.

SEARCH AND SEIZURE

School officials maintain the right to search a student's person and/or personal effects or vehicle whenever a school authority has reasonable suspicion to believe that the student is in possession of illegal or unauthorized materials. Student lockers are school property and remain at all times under the control of the school. School authorities may conduct periodic general inspections or searches of lockers at any time without notice, without student consent and/or without a search warrant. Students should have no expectation of privacy in the use of a school locker. Law enforcement canines may be brought in by an officer to check hall lockers or cars parked on school property. Examples of items subject to this regulation include, but are not limited to drugs, drug paraphernalia, weapons, pornography, stolen goods, firearms, explosives, alcohol, tobacco, electronic cigarette devices, or cigarette lighters.

EMERGENCY PROCEDURES

School Crisis, Emergency Management, and Medical Emergency Response Plan requires the school administration to ensure that the school has written procedures to follow in emergencies such as fire, injury, illness, allergic reactions and violent or threatening behavior. The procedures include Policy JHCD Administering Medicine to Students.

EMERGENCY EVACUATION

Students and staff will be directed over the public address system to gather up all belongings and quickly evacuate the building. Students should not go to any other area to secure belongings. Students should only take the items that are on their person. **CELL PHONES ARE NOT PERMITTED TO BE USED DURING AN EMERGENCY EVACUATION.**

EMERGENCY LOCKDOWN

Students and staff will be notified of an emergency lockdown over the public address system. Staff and students will quickly move into lockdown mode.

BULLYING, HARASSMENT, OR INTIMIDATION

Isle of Wight County Schools is committed to creating a safe, caring, respectful learning environment for all students. Bullying of students occurring in the schools is strictly prohibited and will not be tolerated. For the purposes of the policy, "school" includes school buildings, school grounds, school-sponsored social

events, trips, sporting events, buses, and bus stops. Reported incidents of bullying will be investigated promptly and thoroughly by school administration.

A. Definition of Bullying

The Virginia Department of Education Annual Discipline, Crime, and Violence Report defines bullying as, "repeated negative behaviors intended to frighten or cause harm: that may include, but are not limited to, verbal or written threats or physical harm.

Forms of bullying that are considered criminal offenses include: assault, larceny, battery, robbery, extortion, theft, false imprisonment, threats, hazing, harassment, and sexual harassment.

Another form of bullying is cyberbullying which includes using information and communication technologies, such as cell phones, texting, pictures, internet, e-mail, social networking websites, defamatory personal websites, and defamatory online personal polling websites, to support deliberate, hostile behavior which is intended to harm other people.

Non-criminal behavior associated with bullying includes: intimidation, taunting, name-calling, and insults.

B. Prevention Measures

1. Staff Awareness/Action

The school administration requires all staff members who observe, suspect, or become aware of an act of bullying to immediately notify an administrator.

2. Student/Parent Action

The school system encourages students and parents who become aware of an act of bullying to immediately report the incident(s) to a school administrator for further investigation. Any student who retaliates against another for reporting bullying will also be subject to consequences.

3. Complaint/Investigative Procedure

All students shall be informed of their right to protection against bullying behaviors and the right to file a complaint if they believe they have been the victim of bullying behavior. School administrators are responsible for investigating each complaint, determining if the complaint is legitimate in accordance with the above definition, and taking appropriate corrective action. Any student (be they the victim or bystander) may initiate a complaint by completing a confidential reporting form and returning it to a building administrator.

4. Intervention/Consequences

Reports of bullying are taken seriously and shall be dealt with quickly and effectively. If a student is found guilty of bullying behavior the consequences shall depend on both the results of the investigation and the severity of the incident. Consequences may include but are not limited to mediation, a parent conference, counseling, suspension, expulsion, or referral to local law enforcement agencies.

STUDENT LEARNING EXPERIENCES AND EVENTS

STUDENT PERFORMANCES

There are several courses at Windsor High School with performance based activities. These activities enable students to demonstrate their ability and talents as performing artists. Such events are scheduled as evening performances to which students, parents/guardians, and other community residents are invited and welcome. We request appropriate concert/theater etiquette. All cell phones should be turned off or on vibrate during events.

FIELD TRIPS AND FIELD WORK

Any student wanting to attend a field trip or field work must submit the required permission form. Students who cannot attend will stay back from the trip and go through their regular school day. Administrative discretion may be used regarding eligibility and student participation on field trips.

STUDENT SERVICES

CHILD STUDY TEAM

The Child Study Team is a multi-disciplinary group of professionals who support students, staff, and parents in maximizing student achievement, particularly for students suspected or identified as having a disability. The high school team is composed of a school psychologist, a general education teacher, a school social worker, and an administrator or designee. Parents who suspect their student is experiencing learning, social emotional, or behavioral challenges in school should contact the WHS Counseling Department to discuss whether a referral to the Child Study Team is warranted.

MEDIA CENTER

The media center may be used for research, for studying specific topics of interest, or for leisure reading. Students may visit the media center with their class or with a pass from their teacher during designated times only.

- Students may use the library during lunch or during WIN time by obtaining a pass from the media specialist or a teacher prior to their lunch shift or WIN block.
- All students entering the library must sign in at the Circulation Desk.

COUNSELING SERVICES

WHS High School is staffed with two school counselors. Students are assigned as follows:
Students with last names starting with A-J are assigned to Mrs. Fike.
Students with last names starting with K-Z are assigned to Ms. Duck.

Counselors are here to assist with the following: the transition from middle to high school, course planning and scheduling, career planning, college and scholarship processes, conflict resolution, 504 case managing,

community resources, student advocacy with grades and communication within the school, and social emotional needs.

MISCELLANEOUS

IWCS BOARD POLICY MANUAL

A full list of IWCS School Board Policies can be found on the county website - https://www.iwcs.k12.va.us/apps/pages/policy.

TITLE IX COMPLIANCE OFFICER(S)

As required by federal law and School Board policy, all employees and students must be notified of the individuals who will act as the school division's compliance officers under the provisions of Title IX and Section 504 of the Rehabilitation Act. Laura Sullivan has been appointed as Isle of Wight County Schools' Compliance Officer for Title IX, and Patricia Magner has been appointed as Isle of Wight County Schools' Compliance Officer for Section 504 of the Rehabilitation Act.