

The ABC's of Providence High School

A: If your student is **absent** from school, you will receive a pre-recorded call to let you know which periods were missed. When your student returns to school, please send him/her with a note to the front office explaining the reason for the absence. If your child has more than **10** absences in a class, he/she will need to do Attendance Recovery. Information on this can be found on our website.

B: We have **Booster** Clubs for many of our larger activities, including Athletics, Band, Chorus, Drama, NJROTC, and Orchestra. If your student will be involved in any of these areas, please consider volunteering or donating to the corresponding Booster Club.

C: No **cell phones**, or other electronic items, are allowed to be used during the school day, from 7:15-2:15, unless a teacher has a specific need for students to use them. Please advise your student to turn their phone off before entering the building.

We have three **carpool** lanes dropping off in the morning and picking up in the afternoon. Two of those enter near the bus lot and exit by the light and the third enters at the light and exits at the bus lot. You will receive a map of our carpool patterns in your summer mailing.

D: Please visit the Rules and Procedures tab on our website to review the PHS **Dress Code**. Our code may be different from that of your previous school, so please familiarize yourself with our policy. It will also be shared with students in the summer mailing.

E: Our **Early Dismissal** process is that you can send a note with your student in the morning. The student is to turn the note into the main office before school begins. Please include a phone number. We will call the parent and confirm the note. Once confirmed, we will write an Early Dismissal pass and officially sign the student out of school at the time indicated on the note. Students can come back to the office after 1st block to pick up their Early Dismissal slip. They will show that slip to their teacher and that is their pass to leave. Parents who have followed this process can come and pick up their student without coming into the school. For an emergency Early Dismissal or one that was not planned in advance, parents will need to come into the office to sign their child out.

F: **Freshman orientation** will be held the week before school starts. This will provide an opportunity for both students and parents to walk your student's schedule and hear from administrators on how to set your student up for success. Be sure to sign up for our Listserve (see L) to receive all email communication from PHS so that you receive information about this important event.

G: School **guidance counselors** are assigned alphabetically by student's last name. In addition to our guidance counselors, we offer additional mental health counseling services on campus through our partnership with Atrium Health.

H: Dr. Tracey **Harrill** is our principal. If you have a concern/issue with your child's teacher, please contact that teacher first to try to resolve the problem. If you are unable to resolve the concern to your satisfaction, you may email Dr. Harrill to set up an appointment to discuss the matter.

I: Please follow the PHS **Instagram** account at Providence.Panthers. This is a great way to see all of the fun things going on at our school.

J: Parking passes are only distributed to **juniors** and seniors at PHS. We do not have enough parking spaces to accommodate any driving freshmen or sophomores.

K: The **key** to success at Providence is balance in your student's schedule. Choose courses that balance the workload each semester.

L: LISTSERVE is the email distribution list we use to send all electronic communication to parents. Sign up for Listserve to receive grade level information, the weekly Mews, and the quarterly Paw Prints newsletters. To sign up, go to the Providence website and click PHS Parents, then Newsletters and Communication. Please sign up for each child that you have at PHS. This list will automatically promote as your child moves to the next grade each year, so no need to sign up more than once per student.

Your student will have one of two **lunch times** based on their third period class. Classes downstairs, including the 400 building, have first lunch. Classes held upstairs and ALL PE Classes, have second lunch. For lunch, students typically choose to sit on the floor in our mall area, in the cafeteria, or in 3 outside areas. (We do not require students to sit on the floor). They choose to do so and it is a strange part of our school culture.

M: The **Mews** is our weekly email newsletter distributed each Friday. It informs parents about important upcoming activities/events at our school and features a column by Dr. Harrill each week. It is written in an easy to scroll format that allows you to browse headlines and only read what applies to you or your student. It is the main way we communicate information to parents.

N: The school **nurse's** office is located on the first floor inside the main office. Medication WILL NOT be given to students without a completed Medication Authorization for CMS Students (5120.6) with a physician's signature—this includes OTC medicines, like Advil and Tylenol. One form per medication is required. The form is on our school website or copies are available in the Health Room.

Naviance is an online software program that provides resources and information about college, the college application process, a resume building section, and is the tool we use to electronically submit teacher recommendations and transcripts to college. Students will learn about this during their 9th grade year, usually on PSAT day.

O: OneProv is our community building effort at PHS. It was launched to help students remember that whether they are athletes, band students, AP students, or have interest in a variety of other things, they all belong to a part of a larger community as students of Providence.

P: Teachers communicate grades to students in **PowerSchool**. Please be sure to set up a parent account in PowerSchool so that you may periodically check your student's grades. Your child can show you how to do this. If you have any issues, please call the PHS Front Office.

You can donate to the PTSO Impact Campaign, volunteer, or pay feed through your account on **Pay4SchoolStuff.com**.

Our **PTSO** supports students by helping fund fun activities for them throughout the year, from surprising students with treats on Valentine's Day to creating a welcoming physical environment by upgrading the interior and exterior of our building. It also supports our teachers through monthly events and professional development activities. The PTSO is funded mainly through our IMPACT Campaign, so please consider donating. It is the only parent-led organization at PHS that impacts all PHS students.

Q: Paw Prints is the **quarterly** school newsletter distributed by our PTSO. It features articles on accomplishments of PHS students, clubs, sports, and other organizations. It is like a magazine about the school.

R: Students can paint our Spirit **Rock** in front of the school or parents to wish students a happy birthday or a group good luck on something PHS-related. The rock is painted on a first-come, first-served basis—there is no guarantee your design will stay up once it is painted.

S: Sources of Strength is a student-led, adult-supervised program designed to help students seek help and support, and connect with peers and trusted adults who care about them. Our student peer leaders run campaigns each month designed to help students rely on one of the eight Sources of Strength on the "Strength Wheel."

T: Each teacher is required to hold weekly **tutoring** sessions after school. A complete schedule can be found on each teacher's website or on our Student Services website.

U: Colleges and **Universities** from all over the nation come to speak to our students. Students should look for the postings at PHS on Naviance and sign up to hear about their offerings. Students can find job, military, and career opportunities by stopping by the College and Career Center in the Mall.

V: We could not do what we do every day without the support of our parent **volunteers**. Please consider volunteering through the PTSO by logging onto your Pay4SchoolStuff account and clicking Volunteer, or contact individual Booster Clubs to volunteer in their organizations.

All **visitors** to PHS must be buzzed in through the leftmost front door by pushing the top button. Someone in the office will open the door. Once in the building, all visitors must report to the main office to sign in before going anywhere in the building.

W: You and your student can find answers to many of your questions on the CMS, www.cms.k12.nc.us, and PHS **Websites**.

X: Students can make the most of their **eXperience** at Providence by joining one or more of the many clubs, sports, and extra-curricular activities available. There is an informative club website connected to our PHS website. Look on the left hand tool bar for clubs, honor societies, etc.

Y: **Yoga** pants and leggings may be worn to school with an appropriate top that is at least fist length over the pants. For more information on the dress code, please refer to the Rules and Procedures document on our website.

Z: **zeros** will be given on any assignment where a teacher suspects academic dishonesty, like cheating or plagiarism. This policy is explained in the Rules and Procedures document on our school website. Students will not be given an opportunity to make up the assignment. We value honesty and integrity and work to teach that to our students.