



# The Match High School – Parent and Student Handbook



**THE MATCH**  
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## Letter From The Principal

July 1, 2025

Dear Parents and Students,

Welcome to the High School of Matchbook Learning affectionately known as "The Match!" I am thrilled to extend a warm greeting to each of you as the proud Principal of our school.

At The Match, we are part of Matchbook Learning, a national non-profit K-12 school management organization. Our foundation is built on the understanding that traditional non-technology-based innovations in public education have fallen short in addressing the diverse needs of our nation's struggling schools. We firmly believe that online and blended learning provide the best chance for success, ensuring that our children receive the education they deserve.

Our mission is clear: to develop a learning community that continually enhances student academic outcomes through personalization tailored to meet the unique academic needs of each student. But our commitment goes beyond academic achievements. We aim to shape global citizens by offering real-world experiences that broaden students' understanding of diverse perspectives, the world around them, and the world beyond.

The Matchbook Learning school embodies key principles:

1. **Personalized Learning:** We utilize the Matchbook Learning academic model to cater to each student's individual needs.
2. **Community Environment:** The Match is more than just a school; it's a community where students feel safe and supported on their journey to self-discovery.
3. **Challenging and Safe Environment:** We set high expectations and provide engaging experiences within a safe and challenging environment, fostering personal growth.
4. **Connecting to Community:** Our students are encouraged to connect their learning to the broader community, making education relevant to the world around them.
5. **Developing Global Citizens:** We instill values of empathy and understanding, ensuring our students are well-prepared to navigate an interconnected world.
6. **Exploring and Discovering:** Education at The Match is filled with surprises and wonders, encouraging students to explore and discover the world in new and exciting ways.
7. **21st Century Technology Skills:** We equip all students with the essential skills needed for today and tomorrow's technologies, preparing them for the challenges of the future.

As we embark on this educational journey together, it is essential to emphasize our high expectations. We believe in the potential of every student, and it is our shared responsibility to ensure they reach their goals. Each academic year begins with a campaign for our students, focusing on what they aspire to become. This emphasis on research and personal goals underscores our commitment to their individual pathways to success.

We look forward to a year filled with growth, exploration, and achievement. Thank you for entrusting us with the education of your child. Together, we will make The Match an exceptional place for learning and personal development.

Warm regards,  
James Hill  
Superintendent/Head of School

## The Match High School and Career Center

### **Mission and Vision Statement**

Vision: Every child known, loved & flourishing.

Mission: We personalize learning, within a restorative community, fostering resilience and excellence while preparing students for real-world opportunities.

### **Vision to Reality Statement:**

The Match High School envisions a school where personalized learning is at the heart of academic excellence. We aspire to create a community environment that not only serves as a safe haven for students but also encourages them to explore, discover, and actively engage with the world around them. Within this challenging and safe environment, we set and maintain high expectations, fostering a culture of achievement and personal development.

Our vision encompasses a holistic approach to education, where students not only acquire 21st-century technology skills but also become active community members and global citizens. We strive to be a place where work and learning connect seamlessly to the community outside of school, enhancing the relevance and impact of education.

The Match High School is committed to creating educational experiences filled with surprise and wonder, inspiring students to learn, grow, and develop empathy. As an integral part of our mission, we initiate a yearly campaign for our students, encouraging them to research and articulate their aspirations, helping them map out individual pathways toward achieving their goals for the future.

In essence, our vision is to be a beacon of personalized learning, fostering an environment where each student is equipped not only with academic skills but also with the mindset and capabilities needed to navigate an ever-changing world. We believe in the transformative power of education to shape not only what our students become when they grow up but also the positive impact they make on the world around them.

## Expectation Overview

### 1. Attendance:

- Regular Attendance:
  - Students are expected to attend all classes regularly and punctually.
  - Parents or guardians must contact the school office on the day of absence with a valid reason.
- Tardiness:
  - Students arriving late must sign in at the school office.
  - Persistent tardiness may result in disciplinary measures, including detentions or parent-teacher meetings.

### 2. Daily Program Overview:

- Schedule Adherence:
  - Students are expected to follow the daily class schedule.
  - Changes to the schedule will be communicated through the school's online portal, posted notices, and will be announced in homeroom.
- Absence from Class:
  - Any student unable to attend a class due to scheduled events or other reasons must seek prior approval from teachers.
  - Make-up work should be completed within a reasonable timeframe.

### Bell Schedule

Monday/ Thursday		Wednesday		Tuesday/Friday	
HR	8:00 - 8:10	HR	8:00 - 8:10	HR	8:00 - 8:10
1	8:15 - 9:50	1	8:15 - 8:45	2	8:15 - 9:50
		2	8:50 - 9:20		
		3	9:25 - 9:55		
3	9:55 - 11:20	4	10:00 - 10:30	4	9:55 - 11:20
		5	10:35 - 11:05		
5A	Lunch 11:20 - 11:45 Class 11:50 - 1:20	6A	Lunch 11:10 - 11:35 Class 11:40 - 12:10	6A	Lunch 11:20 - 11:45 Class 11:50 - 1:20
5B	Class 11:25 - 12:55 Lunch 12:55 - 1:20	6B	Class 11:10 - 11:40 Lunch 11:45 - 12:10	6B	Class 11:25 - 12:55 Lunch 12:55 - 1:20
7	1:25 - 3:00	7	12:15 - 12:45	8	1:25 - 3:00
		8	12:50 - 1:20		

This streamlined schedule features block periods for in-depth academic focus, allowing students to immerse themselves in core subjects and career-focused electives.

### 3. Educational Progress:

- **Classroom Participation:**
  - Active engagement is expected in all classes including participation in discussions, group activities, and presentations.
  - Teachers will provide timely feedback on academic performance.
- **Parent-Teacher Conferences:**
  - Regular parent-teacher conferences will be scheduled to discuss students' academic progress and set goals for improvement.
- **Additional Resources:**
  - Tutoring services, study groups, and academic support programs are available for students seeking extra help.

### 4. Service Learning:

- **Mandatory Participation:**
  - All students are required to complete a set number of service hours each semester.
  - Opportunities for service learning will be provided and aligned with curriculum goals.
- **Reflection and Assessment:**
  - Reflection sessions and assessments will accompany service learning experiences to connect them with academic and personal growth.

### 5. Consideration for Others:

- **Respectful Conduct:**
  - Bullying, discrimination, or harassment in any form is strictly prohibited.
  - Students are encouraged to report incidents to teachers, counselors, or administrators.
- **Conflict Resolution:**
  - Conflict resolution strategies, peer mediation, and counseling services are available to address interpersonal challenges.

### 6. Dress Code:

- **Detailed Guidelines:**
  - [Dress Code Guidelines for The Academic Focus High School:](#)
- **Tops:**
  - **Acceptable:** Polo shirts, button-down shirts, blouses, sweaters, and turtlenecks.
  - **Avoid:** Tank tops, crop tops, and clothing with offensive language or images.
- **Bottoms:**
  - **Acceptable:** Khakis, dress pants, skirts, and shorts of appropriate length.
  - **Avoid:** Ripped or excessively baggy clothing.
- **Footwear:**
  - **Acceptable:** Closed-toe shoes or sneakers.

- Avoid: Flip-flops, slippers, or shoes that may pose a safety hazard.
- Accessories:
  - Acceptable: Modest jewelry, scarves, and hats.
  - Avoid: Excessive or distracting accessories.
- 5. Hair and Grooming:
  - Maintain a neat and clean appearance.
  - Hair color and style are at the discretion of the student.
  - Headbands and sweat bands 3 inches or small are acceptable
- Special Considerations for Industrial Classes:
  - For industrial classes with safety requirements, students must adhere to specific safety clothing guidelines provided by the instructor.
  - Safety clothing may include but is not limited to:
    - Closed-toe, non-slip shoes for workshops.
    - Safety goggles or glasses for classes involving chemicals or particles.
    - Lab coats or aprons for science laboratories.
- Climate Considerations:
  - Students are encouraged to dress appropriately for all weather conditions and interbuilding transitions, as some classrooms may vary in temperature and student transition between buildings.
- Special Events:
  - On occasions requiring formal attire, students will be notified in advance.
- A comprehensive dress code policy, including examples of acceptable attire and grooming standards will be distributed at the start of each academic year.
- Consequences for Violations:
  - Repeated violations are considered insubordination and can be grounds for disciplinary action including suspension and expulsion.

#### 7. Physical Altercations:

- Strict Prohibition:
  - Physical altercations are strictly prohibited on school premises, including during school-sponsored events.
- Disciplinary Measures:
  - Students involved in physical altercations will face disciplinary action, including suspension or expulsion, based on the severity of the incident.
- Restorative Practices:
  - Restorative justice practices and counseling services are available to address conflicts and promote resolution.

#### 8. Weapons/Drug Use/Alcohol Use/Tobacco Use:

- Zero-Tolerance Policy:
  - Possession or use of weapons, drugs, tobacco (including vapes) or alcohol on school premises is strictly forbidden.
- Consequences:
- Violations will result in immediate disciplinary action, including suspension or expulsion, and may involve legal consequences.
- Support Services:

- Education, counseling, and rehabilitation resources are available for students facing substance abuse issues.

#### 9. Cell Phones:

- Responsible Use:
  - Cell phones may only be used during designated times, such as lunch breaks and between classes.
- Classroom Etiquette:
  - During class hours, cell phones should be turned off, set to silent mode, or placed in designated areas.
- Consequences for Misuse:
  - [3 Strike Policy](#)

#### 10. Code of Conduct

- At The Match, adherence to the Indianapolis Public Schools (IPS) code of conduct will govern disciplinary measures in accordance with the outlined expectations below.
- <https://drive.google.com/file/d/1vkOmjZbJmCUNhKnvt2Ktx-paiDIV7uEm/view>

#### 11. Detentions

Detentions at The Match High School unfold in a calm and supervised setting within the school premises. Typically scheduled after regular school hours, these sessions allow students to reflect on their actions without disrupting their academic routine. A designated staff member oversees the detention, ensuring a respectful atmosphere. During this time, students engage in constructive activities such as reading school-approved materials or completing assignments, emphasizing personal development. Electronic devices and distracting items are prohibited, encouraging a quiet and focused environment for reflection. Students may also be given specific tasks related to the nature of the infraction. Parental notification ensures open communication about the situation, fostering collaboration between the school and families in addressing disciplinary matters.

These comprehensive policies aim to provide clear guidelines for students, parents, and staff, fostering a safe, respectful, and academically focused environment at The Match High School. All community members are expected to uphold these standards to create a positive and supportive learning community.

### Key People at the Match

- Athletic Director or Coach - Coordinate sports programs and provide information on athletics.
- Club Advisors - Oversee various clubs and extracurricular activities.
- Academic Counselors - Provide academic and personal support, assist with course selection, and aid in college planning.
- Maintenance and Custodial Staff - Ensure the cleanliness and maintenance of the school environment.
- Principal - Head administrator, responsible for overall school leadership.
- School Nurse - Address health concerns, administer first aid, and promote well-being.
- School Secretary or Administrative Assistant - Main point of contact for information on school events and procedures.
- Specialized Populations Coordinator - Coordinate services and accommodations for students with special and language needs.
- Student Government Representatives - Represent the student body and contribute to school community events.
- CTE Director- Offers personalized guidance for professional goals.
- Assistant Principal - Supports staff and students with restorative and culturally responsive practices.

### Non-Discrimination Policy

The Match High School is committed to providing a safe, inclusive, and equitable educational environment for all students, staff, and community members. We embrace diversity and believe that every individual, regardless of race, color, religion, gender, sexual orientation, gender identity, national origin, disability, or any other characteristic, deserves to be treated with respect and dignity.

#### Our Commitment and Collective Responsibility:

Creating a non-discriminatory and inclusive community is a shared responsibility. We encourage all members of The Match High School community—students, staff, parents, and visitors—to actively contribute to maintaining an environment that respects and values diversity.

Discrimination undermines our collective goals of fostering a positive and enriching learning environment. By embracing diversity and treating each other with dignity and respect, we can create a school community that promotes understanding, empathy, and the shared pursuit of knowledge.

This policy applies to all aspects of school life, including but not limited to admissions, educational programs, extracurricular activities, and employment. We are dedicated to upholding the principles of non-discrimination and fostering a culture of equality at The Match High School.

## Policy For Visitors

The Match High School is committed to maintaining a safe and secure learning environment for our students and staff. To ensure the safety of everyone on our campus, we have established the following visitor policy:

### 1. Visitor Check-In/Identification Requirements:

- All visitors must enter the school through the main entrance and check-in using a valid government issued ID before entering the school.
- Visitors will be issued a visitor badge that must be visibly worn at all times while on school premises.

### 2. Scheduled Appointments:

- To facilitate a smooth visit, we encourage visitors to schedule appointments in advance whenever possible.

### 3. Unannounced Visitors:

- Unannounced visitors will be accommodated to the best of our ability, but priority will be given to scheduled appointments.
- Unannounced visitors may be subject to a brief wait while staff verifies the purpose of the visit.

### 4. Restricted Areas:

- Visitors are not permitted in classrooms, hallways, or other restricted areas without prior approval.
- Access to certain areas may be restricted during specific times or events.

### 5. Student Pickup Procedures:

- Parents or guardians picking up students during school hours must proceed to the front office for proper authorization.
- Please communicate transportation updates to the front office before 2:00pm
- The front office will contact the classroom to ensure a smooth and secure student release process.

### 6. School Events and Assemblies:

- Visitors attending school events or assemblies must adhere to the designated seating and access areas specified by school staff.
- Large events may require additional security measures, and visitors are expected to comply with any announced procedures.

### 7. Student Interaction:

- Visitors are encouraged to limit interactions with students to ensure minimal disruption to the learning environment.
- Any interaction with students must be conducted under the supervision of school staff.

### 9. Compliance with School Policies:

- All visitors are expected to comply with school policies and guidelines during their visit.

- Any visitor found violating school policies may be asked to leave the premises, and further actions may be taken as necessary.

The Match High School appreciates the cooperation of all visitors in adhering to this policy, which is designed to prioritize the safety and well-being of our school community. We thank you for your understanding and commitment to maintaining a secure learning environment.

## Attendance Policy

### 1. Acceptable Attendance:

- Regular attendance is crucial for academic success and is an expectation for all students at The Match High School.
- Our school-wide attendance goal is 95%
- Students are expected to attend all scheduled classes and arrive on time.

### 2. Notification of Absences:

- Parents or guardians are required to notify the school office on the day of the student's absence.
- Notification can be made through the school's designated attendance phone line, email, or through an online portal, providing a valid reason for the absence.

### 3. Consequences for Non-Notification:

- If a student is absent, and the school has not been notified by a parent or guardian, the school will attempt to contact the parents to verify the absence.
- Repeated failure to notify the school of absences may result in a meeting with school administrators to discuss the reasons for non-compliance.

### 4. Late Arrival and Early Departure:

- Students arriving late to school must report to the front office to sign in and receive a late pass.
- Students leaving school early must have a written note from a parent or guardian and sign out at the front office.

### 5. Excused and Unexcused Absences:

- Excused absences include illness, family emergencies, medical appointments, and other circumstances deemed valid by the school.
- Unexcused absences include skipping class without permission, truancy, and any absence not covered by a valid reason.

### 6. Sharing Attendance Records:

- Attendance records are confidential and will only be shared with individuals or entities authorized by law or with written consent from the student's parent or guardian.
- Records may be shared with relevant school staff members on a need-to-know basis to support student well-being and academic success.

### 7. Truancy Intervention:

- Our Family Student Liaison will reach out to any students with unexcused absences to inquire about attendance

- Parents will receive attendance concerns emails at 3,5, 7, and 10 accumulated absences
- Students accumulating unexcused absences beyond 5 may be subject to truancy intervention measures, including meetings with school counselors, parents, and administrators.
- Continued truancy may result in disciplinary actions, such as detention, loss of privileges, or referral to appropriate authorities.

#### 8. Make-Up Work:

- Students are responsible for making up any missed work due to absences.
- Teachers will provide guidelines for missed assignments and assessments, and it is the student's responsibility to coordinate with teachers for make-up opportunities.

#### 9. Tardiness Policy:

- Chronic tardiness may result in disciplinary actions including warnings, detentions, and meetings with parents or guardians to address the issue.
- Excessive tardiness may impact academic performance, and students are encouraged to prioritize punctuality.

The Match High School believes that consistent attendance is essential for academic success and personal development. This policy is designed to support students in maintaining regular attendance and to foster a culture of responsibility and accountability within the school community.

### Withdrawal and Transfer Policy

#### 1. Withdrawal Procedure:

- Parents or guardians requesting to withdraw a student from The Match High School must complete the official Withdrawal Form available from the school office.
- The Withdrawal Form must include the reason for withdrawal, the intended last day of attendance, and the destination school if applicable.

#### 2. Notice Period:

- Parents or guardians are required to provide at least two weeks' notice before the intended withdrawal date.
- The school may consider shorter notice periods in exceptional circumstances, subject to approval from school administrators.

#### 3. Exit Interview Requirements:

- Students withdrawing from The Match High School, along with their parents or guardians, are required to participate in an exit interview with a school counselor or administrator.
- The exit interview aims to gather feedback on the student's experience, understand the reasons for withdrawal, and offer support or resources as needed.

#### 4. Return of School Property:

- Before the student's departure, all school property, including textbooks, technology, and any borrowed materials, must be returned to the school.
- Failure to return school property may result in withholding of academic records and other relevant documents.

#### 5. Academic Records and Transcripts:

- Requests for academic records and transcripts must be made in writing by the parent or guardian.
- Academic records and transcripts will be released once all outstanding obligations to the school, including return of school property, are fulfilled.

#### 6. Destination School Transfer:

- If the student is transferring to another school parents or guardians must provide the name and contact information of the new school.
- The school will facilitate the transfer of academic records and transcripts to the new educational institution upon request.

#### 7. Withdrawal for Special Circumstances:

- In cases of emergency or unforeseen circumstances requiring an immediate withdrawal, parents or guardians must notify the school as soon as possible.
- The school will work with the family to expedite the withdrawal process while ensuring a smooth transition for the student.

#### 8. Re-enrollment Information:

- Should the student wish to re-enroll at The Match High School in the future, parents or guardians must contact the school office to inquire about the re-enrollment process.

This Withdrawal and Transfer Policy is established to facilitate a transparent and orderly process for students leaving The Match High School. We appreciate the cooperation of parents, guardians, and students in adhering to these guidelines, and we remain committed to supporting a positive educational experience for all students, both present and former.

### Schedule Assignment Policy and Procedure

#### 1. Student Schedules:

- At the beginning of each academic year, students will be provided with a preliminary class schedule indicating their assigned courses and classroom locations.
- Schedules may include opportunities for internships, career exploration, and other experiential learning activities, depending on the student's grade level and academic program.

#### 2. Internships and Experiential Learning:

- Students participating in internships or other experiential learning opportunities will have their schedules adjusted accordingly.
- The school will collaborate with local businesses, organizations, and mentors to facilitate meaningful and educational internship experiences.

#### 3. Schedule Changes:

- Schedule changes may be requested by students or parents/guardians under certain circumstances, such as academic needs, extracurricular commitments, or personal considerations.
- All schedule change requests must be submitted in writing using the designated
- Schedule Change Request Form available from the school office.

#### 4. Schedule Change Request Procedure:

- Schedule change requests must be submitted within the first two weeks of the semester to minimize disruptions to the learning environment.
- Requests submitted after the designated period will be considered on a case-by-case basis and are subject to administrative approval.
- The Schedule Change Request Form must include a clear explanation of the reason for the change and any supporting documentation, if applicable.

#### 5. Administrative Review and Approval:

- All schedule change requests will be reviewed by the school administration.
- Approval or denial of schedule change requests will be communicated to the student and, if applicable, the parent or guardian.
- The school reserves the right to deny requests that may negatively impact the student's academic progress or the overall learning environment.

#### 6. Notification of Changes:

- Upon approval of a schedule change request, the student will receive an updated class schedule reflecting the approved modifications.
- Parents or guardians will be notified of any significant changes to their child's schedule.

#### 7. Academic Impact Considerations:

- Schedule changes that impact academic progress, such as dropping or adding core courses, will be carefully considered.
- Students and parents/guardians will be advised on the potential consequences of schedule changes on graduation requirements and academic goals.

#### 8. Finalizing Schedules:

- Once the schedule change process is completed, students are expected to attend the classes indicated on their final schedule.
- Any further adjustments may be made only under exceptional circumstances and with the approval of the school administration.

#### 9. Regular Schedule Review:

- The school administration will conduct regular reviews of student schedules to ensure alignment with academic and career goals.
- Recommendations for schedule adjustments may be provided to students and parents/guardians based on academic performance and future aspirations.

This Schedule Assignment Policy and Procedure is designed to provide flexibility for students while maintaining the integrity of the educational program. The school aims to support students in their academic journey and career exploration by offering opportunities for experiential learning and thoughtful schedule adjustments.

### Credits and Graduation

#### 1. Graduation Requirements:

- Students at The Match High School will be eligible for graduation upon successfully completing the required number of credits specified by the Indiana State Department of Education and The Match High School graduation standards.

- A minimum of 42 credits, distributed across various subject areas, is required for graduation.

## 2. Credit Earnment:

- Credits are earned through successful completion of courses, including core subjects and electives, as outlined in the school's curriculum.
- The school will provide ongoing guidance and support to ensure students are aware of their progress toward meeting graduation requirements.

## 3. Transferring Credits into The Match High School:

- Students transferring into The Match High School from other accredited institutions will have their transcripts evaluated to determine the transferability of credits.
- Credits earned at accredited institutions will be accepted according to state guidelines and school policies.

## 4. Transfer Credit Evaluation Procedure:

- Parents or guardians of transferring students must submit official transcripts from the previous school to the school office.
- The school administration will review the transcripts to assess the transferable credits based on the Indiana State Department of Education's guidelines.

## 5. Graduation Ceremony:

- The graduation ceremony is a significant milestone for students, families, and the school community.
- The ceremony will be held annually at the end of the academic year, celebrating the accomplishments of graduating seniors.

## 6. Eligibility for Graduation:

- To be eligible for graduation, students must meet all academic requirements, including credit completion, as specified in this policy.
- Students are also expected to demonstrate satisfactory behavior and adherence to school policies throughout their high school years.

## 7. Graduation Cap and Gown:

- All graduating students will be required to wear the designated cap and gown for the graduation ceremony.
- Caps and gowns will be provided by the school, and additional details on distribution will be communicated closer to the ceremony date.

## 8. Graduation Honors and Recognition:

- Students achieving academic excellence may be recognized with honors, awards, or scholarships during the graduation ceremony.
- Recognition may also include the awarding of Indiana Diploma Seals, which highlight students' accomplishments in areas such as Academic Honors, Postsecondary-Ready Competencies, Employability Skills, and Career/Technical Skills.
- The school will establish criteria for honors, which may include grade point averages as well as the successful completion of requirements tied to these diploma seals.

## 9. Diplomas and Certificates:

- Upon successful completion of all graduation requirements, students will receive a high school diploma from The Match High School.
- Alternative diplomas may be issued for students who qualify and successfully complete the alternative diplomas requirements

#### 10. Appeals Process:

- In the event of extenuating circumstances, students and their families may appeal graduation decisions.
- Appeals must be submitted in writing to the school administration, outlining the reasons for the appeal and any supporting documentation.

#### 11. Continuous Support:

- The school is committed to providing continuous support to students to ensure they meet graduation requirements.
- Academic counseling, credit recovery programs, and additional resources will be available to assist students in achieving their graduation goals.

This Credits and Graduation Policy is designed to guide students, parents, and staff in understanding the requirements and procedures for earning credits and participating in the graduation ceremony at The Match High School. The policy aligns with the regulations set forth by the Indiana State Department of Education and reflects our commitment to academic excellence and student success.

### Graduation Requirements and Pathways

#### 1. Core Credit Requirements:

The Match High School aligns with the Indiana State Department of Education's graduation requirements, which include earning a minimum of 42 credits across core subject areas.

#### 2. Elective Credits:

In addition to core credits, students must complete a designated number of elective credits to provide a well-rounded and enriching educational experience.

#### 3. Graduation Seals:

- The Match High School is an early adopter of the Indiana IDOE new graduation requirements. These requirements offer three(3) diploma seals designed to accommodate diverse student interests and career goals. These seals include:
  - Enrollment: Emphasizes rigorous academic coursework and may include dual credit courses, Advanced Placement (AP), or industry certifications.
  - Employment: Focuses on providing students with real-world work experiences, internships, and apprenticeships.
  - Enlistment: Focuses on preparing students for future military service and includes recruiting visits, preparation programs, and service activities.

#### 4. Graduation Certification Pathway Selection:

- Students, with the guidance of school counselors and parents/guardians, will select their preferred graduation certification pathway during their freshman year. This pathway may be changed, but that decision should be made carefully
- The selected pathway will influence the coursework, electives, and experiential learning opportunities available to the student.

#### 5. Certification Requirements:

- Each graduation certification pathway has specific requirements that students must fulfill to receive certification.
- These requirements may include completing a set number of credits in specific subject areas, participating in work-based experiences, or earning industry-recognized certifications.

#### 6. Individualized Pathway Plans:

- The school will develop Individualized Pathway Plans (IPP) for students, outlining their chosen pathway, academic and career goals, and the steps needed to achieve certification.
- IPPs will be regularly reviewed and updated to ensure alignment with students' evolving interests and aspirations.

#### 7. Specialized Endorsements:

- Students may have the opportunity to earn specialized endorsements on their diplomas based on their chosen pathway, demonstrating additional proficiency or expertise in a specific field.

#### 8. Community Engagement Requirement:

- All students are required to engage in community service or civic activities as part of their graduation requirements.
- Community engagement fosters a sense of responsibility, citizenship, and connection to the broader community.

#### 9. Continuous Support and Counseling:

- The Match High School is committed to providing continuous support and counseling to help students navigate their chosen pathways and achieve their graduation goals.
- Academic advisors and counselors will assist students in making informed decisions about coursework, career exploration, and post-graduation plans.

This Graduation Requirements and Pathways Policy reflects The Match High School's commitment to offering diverse and meaningful pathways for students to achieve academic success and career readiness. The pathways and options provided align with the state of Indiana's graduation requirements while allowing for individualized and specialized educational experiences.

### Curriculum

#### 1. Curriculum Overview:

- The Match High School utilizes a dynamic and comprehensive curriculum designed to meet the academic needs and career aspirations of our diverse student body.
- Our curriculum aligns with state standards and is continuously reviewed and updated to incorporate best practices in education.

#### 2. Components of the Curriculum:

- The curriculum encompasses core subjects, electives, and specialized courses aligned with the selected graduation certification pathways.

- Core components include English, Mathematics, Science, Social Studies, World Languages, and Physical Education.

### 3. Integration of Edgenuity:

- The Match High School augments its curriculum with Edgenuity, an online learning platform that offers a wide range of courses and resources.
- Edgenuity provides personalized learning experiences, allowing students to progress at their own pace and receive targeted support in areas of need.

### 4. Courses Offerings:

The Match High School offers a wide range of specialized courses through our Career and Technical Education (CTE) pathways, as well as advanced academic opportunities. Our programs are designed to prepare students for both college and career success by combining rigorous coursework with hands-on learning experiences.

- College and Career Pathway: Students can challenge themselves with Advanced Placement (AP) courses, earn college credit through dual credit partnerships, and explore career-focused electives that connect directly to future professions.
- Work-Based Learning Pathway: Opportunities include internship programs, career exploration courses, and practical skills development to prepare students for the workforce.
- STEM Pathway: Students engage in specialized science, technology, engineering, and mathematics courses, including project-based learning that emphasizes innovation and problem-solving.
- CTE Pathway Courses: Aligned with state-approved CTE pathways, these courses allow students to gain industry-relevant knowledge, certifications, and technical skills in areas such as healthcare, business, and skilled trades.

### 5. Integration with Academic Classes:

- Pathways side courses are intentionally integrated with core academic classes to create a cohesive and interconnected learning experience. Students learn how traditional subjects like math, science, English, and social studies connect to real-world career and technical applications.
- Cross-disciplinary projects, collaborative learning opportunities, and authentic, real-world applications are emphasized to bridge the gap between academic theory and practical skills development.
- This approach ensures that students not only build strong academic foundations but also develop critical thinking, problem-solving, communication, and technical skills that are directly applicable to both college and career pathways.

### 6. Individualized Learning Plans:

- Students, in collaboration with academic advisors, create Individualized Learning Plans (ILPs) that outline their chosen pathways, academic goals, and course selections.
- ILPs serve as roadmaps, ensuring that students' progress through their chosen pathways while meeting graduation requirements.

### 7. Holistic Approach:

- The Match High School adopts a holistic approach to education, emphasizing the development of critical thinking skills, problem-solving abilities, and real-world applications of knowledge.

- Integrating pathways side courses with regular academic classes enhances students' ability to make connections across different subject areas.

#### 8. Continuous Evaluation and Adaptation:

- The school conducts ongoing evaluations of the curriculum, pathways side courses, and teaching methods to ensure relevance, effectiveness, and alignment with educational standards.
- Feedback from students, parents, and educators is actively sought to inform continuous improvement efforts.

#### 9. College and Career Readiness Focus:

- The Match High School's curriculum is designed to instill college and career readiness skills, preparing students for success beyond high school.
- Emphasis is placed on 21st-century skills such as communication, collaboration, critical thinking, and adaptability.

This Curriculum and Course Offerings overview reflects The Match High School's commitment to providing a well-rounded and dynamic educational experience. The integration of Edmentum and pathways side courses ensures that students have access to a diverse range of learning opportunities, preparing them for future academic and career pursuits.

#### Additional Programming

##### 1. Service Learning:

The Match High School places a strong emphasis on service learning, providing students with opportunities to engage in meaningful community service projects. Through service learning, students develop a sense of civic responsibility, empathy, and a deeper understanding of their role in the community.

##### 2. Work-Based Learning:

Collaborating with local businesses, The Match High School offers extensive work-based learning experiences. This includes internships, practical skills development, and exposure to various careers. Students gain valuable insights into the professional world and apply theoretical knowledge to real-world scenarios.

##### 3. Volunteering Initiatives:

We encourage students to actively participate in volunteering initiatives. Volunteering not only contributes to the betterment of the community but also instills a sense of social responsibility and community engagement in our students.

##### 4. Character Education:

Character education is seamlessly integrated into our curriculum. We believe in cultivating not only knowledgeable individuals but also those with strong moral character. Values such as integrity, responsibility, and respect are emphasized to prepare students for success in both academic and personal pursuits.

##### 5. Mentoring Programs:

The Match High School is proud to offer mentoring programs that connect students with experienced mentors from the community. These mentors provide guidance, support, and

insights into potential career paths, helping students navigate their educational journey and plan for future success.

#### 6. Integration with Academic Classes:

Our additional programming is intentionally woven into the fabric of our academic classes. Whether through service-learning projects, work-based learning assignments, or character education discussions, students experience a cohesive and interconnected learning environment.

#### 7. Individualized Learning Plans:

Students collaborate with academic advisors to create personalized Individualized Learning Plans (ILPs). These plans consider academic goals, career aspirations, and active participation in additional programming. ILPs serve as roadmaps, ensuring a holistic and individualized educational experience.

#### 8. Continuous Evaluation and Adaptation:

The Match High School is dedicated to continuous evaluation and adaptation of our additional programming. We actively seek feedback from students, parents, and community partners to ensure that our initiatives remain relevant, impactful, and aligned with the evolving needs of our student body.

#### 9. College and Career Readiness Focus:

Our comprehensive approach to education, encompassing additional programming, aims to develop well-rounded individuals who are not only academically prepared but also socially responsible. The focus is on nurturing students' potential for success in college, careers, and as responsible members of the community.

This section highlights The Match High School's commitment to providing diverse and impactful additional programming, contributing to the holistic development of our students.

### Academic Information

#### 1. Assessments:

Assessments at The Match High School are designed to be diverse, including traditional tests, projects, presentations, and practical applications. The goal is to provide a well-rounded evaluation of students' understanding and application of knowledge.

#### 2. Mastery Criteria:

Mastery is determined by a comprehensive assessment of a student's ability to not only recall information but also apply critical thinking skills. Mastery is achieved when students consistently demonstrate a deep understanding of the subject matter.

#### 3. Additional Offline Work:

While much of the coursework is online, there may be instances where offline work, such as projects, research, or hands-on assignments, is assigned to reinforce concepts learned online. This offline work is designed to enhance the overall learning experience.

#### 4. Credits Awarded:

Credits are awarded upon successful completion of the required coursework and assessments. Students earn credits based on their performance and mastery of subject matter, ensuring a fair and transparent credit-earning process.

**5. Work at Home:**

Yes, students have the flexibility to complete assignments and coursework at home. The online platform, Edgenuity, provides accessibility for students to engage in learning beyond the traditional classroom setting.

**6. Assessments at Home:**

We require that assessments be completed in a monitored setting. This may be at school or from home for students that qualify for that accommodation.

**7. Consequences for Cheating/Unauthorized Assistance:**

The Match High School takes academic integrity seriously. Consequences for cheating or unauthorized assistance may include disciplinary actions, a review of the assessment, and educational interventions to reinforce the importance of independent learning.

**8. Grading System:**

Grading is done using a standards-based approach, focusing on students' ability to meet specific learning objectives. The grading system aligns with state standards and is designed to provide a clear indication of a student's academic proficiency.

**9. Timing of Grading:**

Grading is an ongoing process, with teachers providing timely feedback on assessments and assignments. Regular updates on student progress are essential to support continuous improvement and address any challenges promptly.

**10. Access to Student Progress:**

Students and parents can access real-time information about student progress through PowerSchool, Edgenuity, and Google classroom. These tools provide a detailed overview of grades, completed assignments, and upcoming tasks, fostering transparent communication between school and home.

**11. Academic Support Services:**

Academic support services are available to assist students who may need additional help. These services may include tutoring, study groups, and personalized assistance to ensure every student has the opportunity to succeed.

**12. Continuous Communication:**

The Match High School believes in fostering a strong partnership between educators, students, and parents. Regular parent-teacher conferences, progress reports, and open communication channels are maintained to ensure everyone is informed and engaged in the student's academic journey.

This Academic Information section outlines the assessment methods, mastery criteria, availability of offline work, credit-earning process, flexibility for at-home learning, consequences for academic misconduct, grading system, timing of grading, and methods for accessing student progress at The Match High School.

Cheating and Plagiarism Policy

### 1. Policy on Cheating:

Cheating is strictly prohibited at The Match High School. Cheating includes, but is not limited to, copying from others during exams, using unauthorized materials, and obtaining or providing unauthorized assistance in any form.

### 2. Policy on Plagiarism:

Plagiarism, the act of presenting someone else's work, ideas, or intellectual property as one's own without proper citation, is a serious offense. Plagiarism includes copying text, images, or ideas without giving appropriate credit.

### 3. How to Avoid Cheating and Plagiarism:

- Students are expected to adhere to the following guidelines to avoid cheating and plagiarism:
  - Use Proper Citations: When incorporating information from external sources, provide accurate citations following a recognized citation style.
  - Independent Work: Complete assignments and assessments independently unless collaborative work is explicitly allowed.
  - Understand Academic Integrity: Familiarize oneself with the principles of academic integrity and seek clarification when in doubt.
  - Utilize Resources Responsibly: If external resources are allowed, use them responsibly and cite them appropriately.

### 4. Consequences for Cheating and Plagiarism:

- Consequences for cheating and plagiarism may include, but are not limited to:
  - Zero Credit: Students may receive zero credit for the assignment or assessment in question.
  - Academic Warning: A formal warning may be issued, emphasizing the importance of academic integrity.
  - Parental Notification: Parents or guardians may be notified of the incident.
  - Educational Intervention Students may be required to complete educational modules on academic integrity.

### 5. Policy on Using AI Technology for Class Work:

- The use of AI technology to complete class work is subject to specific guidelines:
  - Authorized Use: AI technology may be used when explicitly authorized by the teacher for specific assignments or projects.
  - Prohibited Use: Use of AI technology to complete assessments, exams, or any form of unauthorized assistance is strictly prohibited.
  - Transparency: Students must disclose the use of AI technology when it is part of their work.

### 6. Educational Approach:

- The Match High School believes in fostering a culture of academic integrity through education. In addition to consequences, students involved in cheating or plagiarism will be provided with educational resources to understand the importance of original work and proper attribution.

### 7. Reporting and Investigation:

- Suspected cases of cheating or plagiarism will be reported to the teacher and school

administration.

- An investigation will be conducted, considering the evidence and allowing the student an opportunity to provide their perspective.

#### 8. Appeal Process:

- Students have the right to appeal the decision regarding cheating or plagiarism.

Appeals must be submitted in writing, outlining the grounds for appeal.

#### 9. Continuous Education:

The school is committed to continuous education on the principles of academic integrity. Workshops, discussions, and resources will be provided to reinforce these principles and prevent future incidents.

This Cheating and Plagiarism Policy outlines the school's stance on academic integrity, the importance of proper citation, consequences for violations, guidelines for using AI technology, and the educational approach taken to foster a culture of integrity at The Match High School.

### Testing

#### 1. State Tests:

The Match High School follows the testing requirements mandated by the state of Indiana. Students are expected to participate in the ILEARN Biology, PSAT 8/9, PSAT NMSQT, and SAT School day, which assess proficiency in Biology, English/language arts and mathematics.

#### 2. Overview of Schedule:

The testing schedule at The Match High School is designed to minimize disruption to regular academic activities while ensuring compliance with state testing requirements. The schedule includes designated periods for both ILearn Biology (Spring), PSAT, and SAT.

#### 3. Availability of SAT Tests:

Yes, The Match High School participates in SAT School Day for all Juniors. Additionally, The Match facilitates registration and SAT completion for all interested students.

#### 4. Preparation for State Tests:

To support students in preparing for state tests, The Match High School integrates test-specific strategies and content review into the regular curriculum. Teachers may incorporate practice assessments, review sessions, and targeted instruction to enhance students' confidence and readiness for state testing.

#### 5. Alternative Testing Arrangements:

The school recognizes that some students may require alternative testing arrangements due to specific needs or accommodations. The Match High School works closely with students, parents, and relevant support services to ensure that testing arrangements meet individual requirements.

#### 6. Communication about Testing:

Prior to the testing period, The Match High School communicates relevant information to students and parents, including the testing schedule, locations, and any specific instructions

or requirements. Clear communication helps ensure a smooth and organized testing experience for all participants.

#### 7. Test Security and Integrity:

Maintaining the security and integrity of state tests is of utmost importance. The Match High School adheres to state guidelines to prevent any form of cheating or misconduct during testing sessions. Students are reminded of the consequences associated with violating testing protocols.

#### 8. Review of Test Results:

Upon receiving state test results, The Match High School conducts a thorough review of individual and collective performance. This analysis informs ongoing curriculum improvements, instructional adjustments, and support services to address areas of strength and areas requiring further attention.

#### 9. College Admissions and SAT Scores:

The Match High School recognizes the significance of SAT scores in college admissions. Counselors work with students to understand their SAT scores, explore college options, and provide guidance on additional steps for college preparedness.

#### 10. Continuous Improvement:

The school is committed to continuous improvement in its testing practices. Feedback from students, parents, and teachers is actively sought to enhance the testing experience and better support student success.

This Testing section provides a hypothetical overview of the state testing requirements, schedule, availability of SAT tests, preparation strategies, alternative testing arrangements, communication practices, test security measures, review of test results, and the school's commitment to continuous improvement at The Match High School in Indiana.

### Transportation Policy

#### 1. Transportation Responsibility

The Match High School acknowledges that, at the outset, students are not of driving age. Therefore, parents or guardians are responsible for ensuring that students arrive at school on time and are picked up promptly at the end of the school day.

#### 2. Parental Drop-Off and Pick-Up

Parents or guardians are encouraged to drop off and pick up students directly at the school in the designated loading/unloading areas. To maintain safety and avoid congestion, parents must park only on side streets or in nearby paid parking lots if they need to leave their vehicle. Parking directly in front of the school building is not permitted.

#### 3. Parking

Due to limited space on school property, parking is not available for parents or students. Parents should use designated side-street parking or nearby paid lots when necessary. Student automobiles are not permitted on school grounds. This policy ensures student safety and reduces traffic congestion around the school.

#### 4. Public Transportation

For families relying on public transportation, Indy-Go, The Match High School will provide information on available public transportation options, routes, and nearby stops. Families are responsible for coordinating and overseeing their child's use of public transportation.

#### 5. Walking and Biking

The school promotes healthy and sustainable commuting options. Students residing within a reasonable walking or biking distance are encouraged to consider these modes of transportation, ensuring safety precautions are observed. Parents/guardians must provide permission if their child will walk or bike to school. The school is not responsible if bikes are stolen.

#### 6. School Bus Services

As the school grows and the need arises, The Match High School will explore the possibility of introducing school bus services. This consideration will be based on the geographical distribution of students and the feasibility of implementing safe and reliable transportation options.

#### 7. Parental Communication

Clear communication channels will be maintained between the school and parents regarding any updates or changes related to transportation policies. Parents will be informed promptly of any developments that may impact transportation arrangements.

#### 8. Safety Measures

The safety of students is a top priority. Parents are expected to adhere to traffic and safety regulations when dropping off or picking up students. In the future, if school bus services are introduced, safety guidelines will be established and communicated to all stakeholders.

#### 9. After-School Activities

Parents or guardians should coordinate transportation for students participating in after-school activities or events. The school will strive to provide sufficient notice regarding such activities to facilitate transportation planning.

#### 10. Emergency Situations

In the event of an emergency or unexpected situation impacting transportation arrangements, the school will communicate promptly with parents and provide guidance on alternative arrangements if necessary. This includes guidance during severe weather or citywide emergencies.

#### 11. Continuous Feedback

The school values feedback from parents regarding transportation policies and services. Regular feedback mechanisms (e.g., surveys, parent meetings, and suggestion channels) will be established to gather insights, address concerns, and make improvements as needed.

## Closings and Delays

### 1. School Closings:

- The decision to close the school due to inclement weather, emergencies, or other unforeseen circumstances will be made with the safety of students, staff, and the school community as the top priority. The Match High School will follow guidelines from local authorities and weather advisories in determining whether to close the school.

### 2. Delays:

- In the event of a delay, The Match High School may implement a delayed start to allow for improved weather conditions or resolution of other issues affecting normal school operations.

### 3. Notification Process:

- The school will utilize multiple communication channels to promptly inform parents, students, and staff of school closings or delays. These channels may include:
- Automated Phone Calls: A mass notification system will be used to send automated calls to parents and staff.
- Text Messages: Important information will be sent via text messages to ensure timely communication.
- School Website: The school's official website will be updated with the latest information on closings or delays.
- Social Media: Official social media accounts will be utilized to share announcements and updates.

### 4. Timing of Notifications:

- The school will strive to make closing or delay decisions as early as possible to provide families with sufficient time to make necessary arrangements. Notifications will typically be sent out by 5:45 in the morning to address delays or closures for that day.

### 5. Local Media Outlets:

- The Match High School will coordinate with local media outlets to ensure that school closings or delays are announced through radio, television, and online platforms. Information provided to local media will align with the notifications sent directly to parents and staff.

### 6. Makeup Days:

- In the event of school closings, the school will consider makeup days to ensure that students receive the required instructional time. Makeup days may be scheduled on designated days or added to the end of the school year, as necessary.

### 7. Continuous Monitoring:

- The Match High School will continuously monitor weather conditions and other factors that may impact school operations. Decisions regarding closings or delays will be based on the most up-to-date information available.

### 8. Parental Discretion:

- Parents are encouraged to use their discretion and consider local conditions when deciding whether it is safe for their child to travel to school during inclement weather or other situations.

#### 9. Communication with Staff:

- Staff members will be informed through the same communication channels used for parents. The school will maintain open lines of communication with staff to address any concerns or questions related to school closings or delays.

This Closings and Delays Policy outlines the school's commitment to prioritizing safety, the notification process through various channels, the timing of notifications, coordination with local media outlets, makeup days, continuous monitoring of conditions, parental discretion, and communication with staff at The Match High School.

### Student Conduct

#### 1. General Student Conduct:

- The Match High School is committed to fostering a safe, respectful, and inclusive learning environment. Students are expected to conduct themselves in a manner that promotes positive behavior, academic engagement, and respect for others.

#### 2. Bullying and Intimidation:

- Bullying and intimidation in any form, whether physical, verbal, or online, will not be tolerated. The Match High School defines bullying as any repeated, deliberate act intended to harm, control, or cause distress to another person. Students found engaging in such behavior will face disciplinary action, including counseling, parental involvement, and, if necessary, suspension or expulsion.

#### 3. Anti-Harassment Policy:

- The Match High School is dedicated to maintaining an environment free from harassment, discrimination, and intimidation. Harassment based on race, color, religion, gender, sexual orientation, national origin, disability, or any other protected status is strictly prohibited. The school will promptly investigate any reports of harassment and take appropriate action, which may include counseling, discipline, and involvement of law enforcement if necessary.

#### 4. Reporting Procedures:

- Students, parents, and staff are encouraged to promptly report incidents of bullying, intimidation, or harassment to designated school personnel. Reports can be made verbally or in writing, ensuring confidentiality to the extent permitted by law. Individuals wanting to make a report anonymously can use our anonymous report line - (317) 333-8175

#### 5. Family Educational Rights and Privacy Act (FERPA):

- The Match High School adheres to the Family Educational Rights and Privacy Act (FERPA), which protects the privacy of student educational records. FERPA grants parents certain rights regarding their child's educational records, including the right to access, amend, and control the disclosure of personally identifiable information.

#### 6. Confidentiality:

- The Match High School ensures the confidentiality of student records and information. Only authorized individuals, including parents or legal guardians, have

access to a student's educational records. Any disclosure of student information follows FERPA guidelines.

#### 7. Educational Records Access:

- Parents have the right to review and request changes to their child's educational records. The school will provide access within a reasonable timeframe and discuss any concerns or discrepancies.

#### 8. Consent for Disclosure:

- The Match High School will obtain written consent from parents or eligible students before disclosing personally identifiable information from educational records, except as permitted by FERPA.

#### 9. Student Privacy Training:

- School staff involved in the handling of educational records receive training on FERPA regulations to ensure compliance and safeguard student privacy.

#### 10. Annual Notification:

The school provides an annual notification to parents and eligible students regarding their rights under FERPA. This notification includes information about how educational records are maintained, disclosed, and the procedures for accessing and amending records.

#### 11. Title IX Policy

##### Non-Discrimination Statement

The Match Career and Technical High School is committed to providing an educational environment free from discrimination on the basis of sex in its career and technical education programs and activities. The school does not discriminate on the basis of sex in its educational programs or activities, including admissions and employment.

##### Title IX Coordinator

The school hereby designates Chantel Poston as the Title IX Coordinator responsible for overseeing the school's compliance with Title IX and handling complaints of sex-based discrimination. The Title IX Coordinator can be reached at 317-333-8012.

##### Grievance Procedures

Any student, parent, or employee who believes they have been subjected to sex-based discrimination, including sexual harassment, should report the incident to the Title IX Coordinator or any other school administrator. The school will promptly investigate all complaints of sex-based discrimination in accordance with its established grievance procedures. The investigation will be conducted in a thorough, reliable, and impartial manner.

##### Education and Training

The Match will provide ongoing education and training to students, faculty, and staff regarding their rights and responsibilities under Title IX. This includes information about sex-based discrimination, harassment prevention, and the school's procedures for reporting and addressing such incidents.

##### Supportive Measures

The school will take appropriate steps to ensure the safety and well-being of students and employees involved in a Title IX complaint. Supportive measures, such as counseling, academic accommodations, or other services, will be made available as needed.

### **Retaliation Prohibition**

Retaliation against any individual who files a complaint or participates in a Title IX investigation is strictly prohibited. The school will take immediate and appropriate action in response to any acts of retaliation.

### **Compliance with Applicable Laws**

The Match will ensure compliance with all federal and state laws related to sex-based discrimination and harassment, including Title IX and any applicable regulations.

### **Conclusion**

The Match Career and Technical High School is dedicated to fostering a positive and inclusive learning environment for all students and employees. This Title IX policy reflects our commitment to upholding the principles of non-discrimination, equal opportunity, and respect for all members of our school community.

This Student Conduct Policy addresses expectations for general student conduct, a strong stance against bullying and intimidation, an anti-harassment policy, reporting procedures, adherence to FERPA guidelines, confidentiality of educational records, access to educational records, consent for disclosure, staff training, and annual notification at The Match High School.

## Health and Safety

### 1. Immunization Requirements and Policy:

- The Match High School adheres to the immunization requirements set forth by the state of Indiana. All students must provide proof of up-to-date vaccinations or an approved exemption. The school will communicate regularly with parents to ensure compliance with immunization policies and provide resources for obtaining required vaccinations.

### 2. Administering Medication Policy:

- The administration of medication at The Match High School is governed by the following guidelines:
  - Authorization Form: Parents must complete a medication authorization form, providing details of the medication, dosage, and administration schedule.
  - Prescription Medication: Prescription medication will only be administered with written authorization from a licensed healthcare provider.
  - Over-the-Counter Medication: Over-the-counter medication may be administered with written parental consent, specifying dosage and administration instructions.
  - Storage: Medications will be stored securely, and access will be limited to authorized personnel.
  - Self-Administration: Students capable of self-administering medication may do so under the supervision of school personnel.

### 3. Emergency Drills and Situations:

- The Match High School conducts regular emergency drills to ensure preparedness for various situations. This includes but is not limited to fire drills, tornado drills, and lockdown drills. Emergency procedures are prominently displayed, and staff and students receive training on appropriate responses.
- Evacuation Plans: Clear evacuation plans are in place, and students and staff are familiarized with designated evacuation routes.
- Communication: The school maintains effective communication protocols to disseminate information during emergencies.
- Emergency Contacts: Updated emergency contact information for students is crucial, and parents are encouraged to promptly inform the school of any changes.

### 4. Health and Wellness Programs:

- The Match High School is committed to promoting the overall health and wellness of students. This includes providing access to nutritious meals, promoting physical activity, and offering resources for mental health support.

### 5. Reporting Health Concerns:

- Parents are encouraged to promptly report any health concerns or conditions affecting their child to the school. This information is vital for ensuring appropriate care and accommodations.

### 6. Allergen Awareness:

- The school recognizes the importance of allergen awareness. Parents are requested to inform the school of any allergies or dietary restrictions, and the school will work to create a safe environment, including allergen-free zones if necessary.

**7. Health Services Team:**

- The Match High School maintains a health services team, including a qualified nurse or health professional, to address immediate health needs, administer first aid, and coordinate with parents for ongoing health management.

**8. Continuous Training:**

- Staff undergoes continuous training on health and safety protocols. This includes CPR and first aid training to ensure a rapid and effective response in case of emergencies.

**9. Health Screenings:**

- The school conducts regular health screenings as required by state regulations. These screenings may include vision tests, hearing tests, and other assessments to identify potential health concerns.

This Health and Safety Policy outlines The Match High School's commitment to meeting immunization requirements, administering medication safely, preparing for emergencies through drills, promoting health and wellness, addressing health concerns, allergen awareness, maintaining a health services team, continuous staff training, and conducting health screenings as required by state regulations.

## Technology Policy

### 1. Technology Use:

- The Match High School integrates technology into the learning environment to enhance educational experiences. All students and staff are expected to use technology responsibly, ethically, and in a manner consistent with the school's educational mission.

### 2. Internet and Email Accessible User Agreement:

- Access to the internet and email accounts is a privilege granted to students and staff at The Match High School. To ensure responsible use, users must agree to the following terms:
- Acceptable Use: Users will use technology resources for educational purposes only and in alignment with the school's curriculum.
- Respect for Others: Users will respect the rights and privacy of others and refrain from engaging in any form of cyberbullying, harassment, or inappropriate communication.
- Security: Users will take precautions to protect their accounts, passwords, and personal information. Any suspicious activities should be reported immediately.
- Compliance: Users will comply with all applicable laws and school policies regarding technology use.

### 3. Guidelines for Use of the Internet:

- The Match High School provides access to the internet for educational purposes, and users are expected to adhere to the following guidelines:
- Educational Purpose: Internet use should align with academic goals and support the curriculum.
- Responsible Research: Students are encouraged to use internet resources responsibly, citing sources appropriately and avoiding plagiarism.
- Digital Citizenship: Users will practice good digital citizenship, promoting positive and respectful behavior online.
- Restrictions: Access to certain websites may be restricted to maintain a secure and focused learning environment.

### 4. Student Google Account:

- The Match High School provides students with Google accounts to facilitate collaboration, communication, and access to educational tools. Guidelines for student Google account use include:
- Educational Use: Google accounts are for educational purposes, including collaboration on projects, communication with teachers, and access to educational apps.
- Privacy: Students are reminded to be mindful of privacy settings and to exercise caution when sharing information online.
- Responsibility: Students are responsible for the appropriate use of their Google accounts, and any misuse may result in disciplinary action.

### 5. Monitoring and Compliance:

- The school reserves the right to monitor technology use to ensure compliance with this policy. Monitoring may include reviewing internet usage, email communications, and Google account activities. Users should be aware that their activities on school technology resources may be subject to review.

6. Reporting Concerns:

- Users are encouraged to report any concerns related to technology use to designated school personnel. This includes issues of inappropriate content, cyberbullying, or other violations of this policy.

7. Technology Etiquette:

- Users are expected to practice good technology etiquette, including using devices and online platforms respectfully in the classroom and other shared spaces.

8. Educational Technology Training:

- The Match High School provides training and resources to help students and staff use educational technology effectively and responsibly. This includes guidance on digital literacy, internet safety, and responsible technology use.

This Technology Policy outlines The Match High School's commitment to responsible and ethical technology use, the importance of adhering to internet and email accessible user agreements, guidelines for internet use, and appropriate use of student Google accounts.

Appendix

1. Student Chromebook Use Agreement Guidelines Form:

Student Chromebook Use Agreement

I, [Student Name], acknowledge that I have read and understand the guidelines outlined in The Match High School's Student Chromebook Use Agreement. I agree to abide by the terms and conditions set forth in the agreement, including but not limited to:

1. **Responsible Use:** I will use the Chromebook responsibly for educational purposes and in accordance with the school's curriculum.
2. **Care and Maintenance:** I will take proper care of the Chromebook, ensuring it is not damaged, lost, or stolen. Any issues or damages will be reported promptly to school personnel.
3. **Security:** I will maintain the security of my Chromebook, including safeguarding passwords and personal information. I will report any security concerns to the appropriate school personnel.
4. **Educational Use:** I understand that the Chromebook is a tool for educational use, and I will refrain from using it for non-academic purposes during school hours.
5. **Compliance:** I will comply with all applicable laws and school policies regarding the use of technology resources, including the Student Handbook and Technology Policy.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

2. Student Handbook Agreement Signature Page:

**Student Handbook Agreement**

I, [Student Name], and my parent/guardian, [Parent/Guardian Name], acknowledge that we have received, read, and understood The Match High School Student Handbook. We agree to abide by the policies, rules, and guidelines outlined in the handbook, including but not limited to:

1. Student Conduct: We understand the expectations for student conduct, including policies on bullying, anti-harassment, and the Family Educational Rights and Privacy Act (FERPA).

2. Health and Safety: We acknowledge the importance of adhering to health and safety policies, including immunization requirements, medication administration, and emergency drills.

3. Technology Use: We understand and agree to the guidelines for technology use, including the Internet and Email Accessible User Agreement and the responsible use of student Google accounts.

4. Closings and Delays: We are aware of the school's policy on closings and delays, including notification procedures and makeup days.

5. Attendance and Withdrawal: We understand the school's policies on attendance, withdrawal, and transfer, as outlined in the handbook.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

This page serves as confirmation that both the student and parent/guardian have received, read, and agreed to the policies outlined in The Match High School Student Handbook.