



2025-2026

RHS Student Handbook

Success: Every Student, Every Day

The Mission of Robbinsville High School is to provide a safe and enriching twenty-first century learning environment that prepares our students to be college and career ready. Collaboration between students, parents, staff, and Graham County stakeholders will ensure that each student has the opportunity to reach their full potential and be successful.

Dear Students,

Welcome to RHS for the 2025-2026 school year. This handbook has been carefully put together to help ensure your success and safety as a student of Robbinsville High School. I recommend that you read and study it carefully to avoid any misunderstandings. If you have any questions or concerns, please feel free to stop by my office and speak to me personally.

It is my desire and the desire of the faculty and staff of RHS for every student to be successful and involved in creating a school environment that is committed to the principles of good character and citizenship. By working together our school can make a difference in the development of Graham County and the town of Robbinsville.

I hope that each of you find your place in our school community and strive to make a positive impact on RHS. I truly believe that an involved student equals a successful student. The memories and experiences that you take from RHS will be cherished for the rest of your life; make them GREAT and have a wonderful year.

Sincerely,
Dr. Erica Sawyer, Principal

Dear Parents,

I urge you to become familiar with this student handbook and discuss it with your child.

Significant notes include:

- All visitors should check in at the High School Office.
- Athletic schedules will be printed in the local paper and are available in the RHS office.
- For individual teacher conferences please make an appointment through the office.
- All discipline referrals will be mailed home to the student's home address.
- Honor Rolls will be published at the end of each grading period.
- Progress Reports will be given to students at the end of every three weeks in a grading period. Failing progress reports will be mailed to the home.
- Please feel free to contact me with any questions or concerns you may have.

The collaborative efforts of dedicated teachers, informed parents, concerned administrators, and a cooperative student body can only enhance the educational experience at RHS.

Sincerely,
Dr. Erica Sawyer, Principal

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ATTENDANCE

Daily Attendance - To be counted present for the school day, a student must be in attendance at least half a day. In order for a student to have perfect attendance, he/she shall have no days absent and less than six tardies to school or early dismissals within a semester. Daily attendance is reported on the permanent record. If a student misses a test due to a tardy to school or an early dismissal from school, when returning, the student must make arrangements to take the test missed that day.

Period Attendance - When a student is absent from school, he/she will have two days to make up work missed with the exception of tests, which must be made up the day the student returns. It is the student's responsibility to contact a teacher to make up work within the required time.

Robbinsville High School Student Attendance Policy

Recognizing that regular school attendance is the foundation for learning and that the North Carolina Attendance Law requires attendance of students between the ages of seven and sixteen, these regulations are intended to inform, to encourage regular attendance, and to hold students and parents responsible for attendance.

Children over age seven are subject to the compulsory attendance law as long as they are enrolled in public school (G.S. 115C - 378).

To be considered in attendance, a student must be present in the school for at least one-half of the school day or at a place other than the school with the approval of the appropriate school official to attend an authorized school activity. These activities include field trips, athletic contests, school conventions, music festivals, or similar activities. Attendance is taken in each class period.

Students attending Tri-County Community College 1st block must check-in through the guidance office upon arrival at the RHS campus for attendance purposes.

Definitions

- One-half is defined as one-half of the instructional time scheduled in the student's day.
- High school students in Graham County must be present for 60 minutes of a class period to be counted present for that period.
- School year is defined as one hundred eighty (180) school days.

Chronic Illnesses/Conditions - A doctor's verification of an illness/condition which is likely to result in the frequent absence of a student shall be placed in the student's health record.

Early Dismissal/Tardies - Each early dismissal or tardy will count as one-third (1/3) of an absence if the tardy or early dismissal happens within the first half or last half of the class period. Each one-third of an absence for the tardy or early dismissal is cumulative. Three (3) tardies or three (3) early dismissals equal one (1) absence. Two (2) tardies and one (1) early dismissal equals one (1) absence.

Excessive Absences - Students who exceed five (5) unexcused absences per semester grading period excluding authorized school activities, in-school suspension (ISS), and out of school suspension (OSS) will receive a grade of no higher than 55.

Excused Absences: An absence will be considered excused for the following reasons:

- Death in the immediate family
- Court proceedings
- An illness with a doctor's excuse – only original doctor's notes will be accepted. Doctor's notes must be turned into the front office upon return and will only be accepted during the grading period of the absence. Students caught forging or altering doctor's notes will be suspended and possible referral to The Academy.
- Isolation orders by the State Board of Health
- Visitation with the student's parent or legal guardian, at the discretion of the Superintendent or designee, if the parent or legal guardian (a) is an active duty member of the uniformed services as defined by policy 4050, Children of Military Families, and (b) has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat support posting.
- Pregnancy and related conditions or parenting, when medically necessary-an original doctor's note must be provided.

Procedure for Requesting Educational Days

Throughout the year, opportunities may arise that allow students to experience educational events outside the normal educational environment and away from the school's campus. The following is the process by which these days can be counted as educational days:

- a. All educational days **MUST** be preapproved by the principal.
- b. No more than three (3) educational days will be granted during one school year.

Procedures for making up excessive absences:

- Time missed will be made up class for class.
- The work assigned for make-up time will be supervised by a certified teacher or approved substitute teacher.
- Assignments given for/during make-up time shall be appropriate for the class missed.
- Clear records shall be maintained to include the amount of make-up time required, work to be completed, and a reporting procedure back to the teacher(s).
- Students who have excessive absences in a course are responsible for picking up the necessary forms and getting the assignment from their teacher(s).
- Students can only make up four (4) absences per class per semester.
- Make up of excessive absences can only be done in the After-School Program.

Excessive Absence Procedure:

Upon 3 unexcused days absent: a letter will be mailed to parent or guardian

Upon 6 days absent: a letter to parent / guardian and school social worker will be notified.

Upon 10 days absent:

- **If under 16:** refer to juvenile services or to D.A.
- **If over 16:** refer to The Academy if time is not being made up as required. After 10 consecutive days absent, students will be dropped for the semester if time is not being made up as required.

If medically fragile: refer to school social worker for designation as other health impaired and/or designate as homebound depending on the degree of debilitation. Must be updated annually. (Homebound status may require services through social worker)

GRAHAM COUNTY CHILD NUTRITION PROGRAM 2025-2026

Offer versus serve is implemented in grades 1 through 12 at both breakfast and lunch.

Breakfast consists of four components:

- Milk
- Fruit/Vegetable
- Grain (1 to 2 oz. equivalent) a 2 oz. equivalent grain equals two components

Students may decline a component at breakfast but must have at least $\frac{1}{2}$ cup fruit/juice/vegetable for it to be a reimbursable meal. Students may also take all components and up to a 1 cup of fruit.

Lunch consists of five components:

- Milk
- Grain
- Meat
- Fruit
- Vegetable

Students must take at least three of the five components and one of them must be a minimum of $\frac{1}{2}$ cup fruit or vegetable or a $\frac{1}{4}$ cup combination of both. Students may take all five components if desired.

All students will receive free meals for the 2025-2026 school year. For more information on the Child Nutrition Program, please contact: Denise Moody at 479-9820

Denise Moody, Child Nutrition Director is available to answer questions about the program. If you need to speak to someone about your child's account, please call the cafeteria manager of the child's school. The cafeteria hours are 6:30am to 2:30pm daily. You may reach Chris Holcombe at the Robbinsville Elementary Cafeteria at (828)479-3436 or at the Robbinsville High School Cafeteria at (828)479-3245.

The Child Nutrition Staff would like to thank each family for your continued support.

HEALTHY YOUTH ACT

In 2009, The North Carolina General Assembly amended North Carolina's Law addressing sexuality education to offer more complete health and safety information. Passed as the Healthy Youth Act, the law makes significant changes to GS 115C-81 which governs Reproductive Health and Safety Education included in Healthful Living Education. The Healthy Youth Act requires Reproductive Health and Safety Education for students in grades 7, 8, and 9, unless a parent withdraws the student from instruction.

Students in grades 7, 8, and 9 will receive reproductive health and safety education. This instruction will include information on abstinence from sexual activity and its benefits; STD transmission, risks, consequences and prevention; FDA-approved contraception methods; and information regarding sexual assault, sexual abuse and risk reduction. Instructional materials are available for review in the school's media center. If you wish to withdraw your child from all or part of this instruction, please inform the principal in writing.

HEALTH POLICY

Health Assessment Required

SECTION 2. G.S. 130A-440 (HB 13):

"§ 130A-440. Health assessment required.

(a) Every parent, guardian, or person standing in loco parentis shall submit proof of a health assessment for each child who is presented for admission into k-12 grades in the NC public schools for the first time. The health assessment shall be made no more than 12 months prior to the date of school entry the child would have first been eligible for initial entry into the public schools. No child shall attend kindergarten after 30 calendar days of a child's first day of attendance in the public schools, unless a health assessment transmittal form, developed pursuant to G.S. 130A-441, indicating that the child has received the health assessment required by this section and is presented to the school principal. The only health assessment transmittal form utilized by public schools shall be the form developed pursuant to G.S. 130A-441 (January 2016). At the time of enrollment, the parent, guardian, or person standing in loco parentis shall be advised that a health assessment transmittal form is needed on or before the child's first day of attendance. If a health assessment transmittal form is not presented on or before the child's first day of attendance, the principal shall present a notice of deficiency to the parent, guardian, or responsible person, person standing in loco parentis. The notice of deficiency shall include at least the following information: (i) the health assessment transmittal form must be submitted to the principal within 30 calendar days of the child's first day of attendance or the child will not be permitted to attend school until the form is submitted and (ii) an explanation for how the child may make up work missed in accordance with G.S. 115C-390.2(l). The parent, guardian, or responsible person standing in loco parentis shall have 30 calendar days from the first day of attendance to present the required health assessment transmittal form for the child.

Screenings: As part of the North Carolina School Health Program, Graham County Schools may offer the following health screenings for students at school: dental, vision, height/weight/BMI, blood pressure, hearing, head lice. Screening is an

intervention to discover a health problem early. Should a problem or concern be found during the screening, the school nurse will advise the parent/guardian so proper follow-up can be done. These screenings will be done by or under the supervision of the school nurse in your child's school. If there is any reason a parent/guardian wishes that his/her child to not be screened in any or all of these areas, it is the responsibility of the parent/guardian to make the request, in writing, to the school that their child not receive screening.

Immunizations: Immunization requirements for North Carolina school attendance General Statute 130A-152 requires that every child be immunized against diphtheria, tetanus, whooping cough, poliomyelitis, measles, mumps, rubella, haemophilus influenza type b (Hib), hepatitis B, and varicella.

No student may attend any grade (Pre-k - 12) without presenting a certificate of immunization. The parent has 30 calendar days from the student's first day of attendance to show proof of the required immunizations. For specific immunization requirements, refer to <http://www.immunize.com>. By the end of this 30-day period, the student must show proof of completed immunizations or be in the process of completing immunizations or the principal shall not permit the student to attend school until he/she is immunized.

Meningococcal

Two doses are required. One dose is required for individuals entering the seventh grade or by 12 years of age, whichever comes first, on or after July 1, 2015. A booster dose is required for individuals entering the 12th grade or by 17 years of age, whichever comes first. Individuals who entered seventh grade before July 1, 2015 are not required to receive the first dose. The booster dose does not apply to individuals who entered the 12th grade before August 1, 2020. If the first dose is administered on or after the 16th birthday, a booster dose is not required. Individuals born before January 1, 2003 shall not be required to receive meningococcal conjugate vaccine.

12th Grade Entry Vaccine Requirements:

DTap : 5 doses

Polio: 4 doses

MMR (or 2 measles, 2 mumps, 1 rubella): 2 doses

Hepatitis B: 3 doses

Varicella: 1 dose

Tdap: 1 dose

Meningococcal conjugate: 2 doses (effective 2020-21 school year)

Medication administration: The Board recognizes that students may need to take medication during school hours. School personnel may administer drugs or medication prescribed by a doctor upon the written request of the parent and a written prescription presented to the school. To minimize disruptions to the school day, medicines should be taken at home whenever feasible. School personnel should not agree to administer any medication that could be taken at home. (Local Board Policy Code 6125)

Standards for Administering Medicines

School Employees are authorized to administer drugs or medication when all of the following conditions have been met:

- a. The student's parent or legal custodian has made a written request that school personnel administer the drug or medication to the student and has given

explicit written instructions describing the manner in which the drug or medication is to be administered;

- b. A physician has prescribed the drug or medication for use by the student (for over-the-counter medications as well as medications available only by a physician's prescription); and a written prescription provided to the school;
- c. A physician has certified that the administration of the drug or medication to the student during the school day is necessary (for over-the-counter medications as well as medications available only by a physician's prescription); and
- d. The employee administers the drug or medication pursuant to the written instructions provided by the student's parent or legal custodian.

Additional clarification may be found on Graham County Schools' website at grahamcountyschools.org. Refer to Policy Code 6125.

Head Lice Policy

1. The Graham County School system has established a control program for head lice that includes education, screening and treatment components, and the criteria for being present in school.

2. If a teacher or staff member suspects that a child may have lice due to excessive scratching and itching of their head, then the student will be sent to the school nurse or trained designee and will be checked for the presence of live bugs and nits. If the student is found to have head lice, then parents/guardians should be contacted and the student should go home with written recommendations for treatment procedures. If only nits are found in the student's hair he/she can remain in school. Nits that are within ¼" of the scalp are considered viable and parent/guardian contact should be made to discuss the need for removing nits to prevent lice infestation.

The student that is sent home for head lice may return to school the next day provided that:

(1) A pediculocide shampoo treatment is completed by the parent/guardian for the student sent home with head lice.

(2) The school nurse or designee will re-evaluate the student with the parent/guardian present to ensure the absence of live head lice pursuant to school policy. If the nurse/designee sees no head lice, then the student may return to school. The student may also bring in a note from a medical provider stating that the student does not have head lice.

3. Absences

- a. The goal is that the student misses the least number of school hours possible.
- b. Absences related to treatment for head lice are excused for the day of treatment and up to 1 day beyond the day of treatment if live lice are still present, unless a medical provider approves absences **beyond this time period**. There must be a written excuse by a medical provider explaining the need for more than two missed school days in order for the absences to be marked as excused.

Student Health: N.C.G.S. § 115C-47(51)

North Carolina General Statute § 115C-47(51) requires schools to provide information concerning cervical cancer, cervical dysplasia and human papillomavirus and the vaccines available to prevent these diseases.

Information on these diseases and the vaccines can be found at www.cdc.gov/vaccines/vpd-vac. Those individuals without internet access can contact a school nurse or the Graham County Health Department at 828-479-7900.

Suicidal, Self-Destructive Behavior, or Perceived Threat to Others:

When disclosures of suicide, self-destructive behavior, or perceived threats towards others are made; school officials will make contact with the parent, and will potentially require an evaluation by a mental health professional.

STUDENT BEHAVIOR

School Board Policy Regarding Student Conduct

The Graham County Board of Education invests in its school administrations' power to establish rules and regulations necessary to create and preserve conditions essential to orderly operation of schools. The Board demands student respect for law and those given the authority to administer it; this includes school rules and regulations as well as general provisions of law regarding minors. Therefore, each student must:

- Respect school rules and regulations provided by Board policies.
- Accept the leadership of the school and administrators responsible for enforcing these rules and regulations.
- Refrain from inciting violence or any demonstration that interferes with the orderly operation of school.

The Board authorizes its school authorities to employ probation, work detail, writing assignments, suspension, in-school suspension, after-school detention, Saturday detention, lunch detention, and expulsion if necessary to enforce these student conduct policies.

Early Release - Early release students are required to leave campus prior to the ringing of the tardy bell for the next class period of the day. Those who do not follow this procedure will be dealt with under Class IV - B.

Vandalism - Equipment and furnishings have been placed in our schools at a great expense to the citizens of our county for the benefit of all students. Any vandalism, no matter how small, will be dealt with severely. Vandalism includes marking on furniture, walls, lockers, or other school property. In some cases of vandalism, the proper law enforcement agencies will be notified for possible prosecution. Restitution of damages will also be required.

Physical or Verbal Abuse of School Employees - No student shall intentionally cause or attempt to cause physical or verbal abuse to any school employee. Such action would indicate complete lack of respect for the authority of the school and may result in immediate suspension.

Physical Abuse of Another Student - No student shall intentionally do bodily injury to another student. Violation of this rule will necessitate contacting the parent

and initiation of appropriate punishment. Those who agitate such action will be deemed equally guilty and punishable.

Suspension of Students and Ineligibility to Participate in School Activities - A student who is suspended from school or assigned to CSTOP will not be allowed to participate in any school activity that takes place during the time of the suspension. This includes all sports events, and Senior Class activities including Baccalaureate, Graduation, Prom, Junior Trip, etc. Seniors who have met all graduation requirements and are suspended from school at the time of the Graduation Ceremony will not be allowed to participate but will receive their diploma by coming to the Principal's Office after the last day of school. Students who have been suspended during the year are ineligible to participate in any field trips.

Discipline and the Exceptional Child - All policies and procedures related to discipline issues involving exceptional children will be adhered to by Robbinsville High School.

Weapons and Dangerous Instruments - No student shall knowingly possess, handle, or transmit any object which may reasonably be considered a weapon on the school grounds or off the school grounds at any school function. If ammunition is found in a student's possession, on the first offense a warning will be issued, on the second and subsequent offenses the student will receive the consequence for insubordination.

Graham County Policy for Drug-Free Schools

Graham County Schools believe that the use of illicit drugs and alcohol is harmful, and that drug-free schools lead to drug-free communities. It is, therefore, Board policy to provide age-appropriate, developmentally based drug and alcohol education and prevention programs for all students in all grade levels (K-12). Beginning with the 2018-2019 school year, any student who desires to play any varsity sport at R.H.S. or to receive campus parking privileges will be subject to the Student Random Drug Testing for Athletes and Campus Parking Students policy. Also beginning with the 1999-2000 school year, any student suspected of using or possessing alcohol at R.H.S. or at R.H.S. functions will be subject to screening by use of an Alco-Sensor. Refer to Policy Code 4325/4326

Alcohol and Drugs – No student shall possess, use, transmit, or be under the influence of any drug defined as a controlled substance pursuant to Chapter 90 of the North Carolina General Statutes, or any alcoholic beverage, or other intoxicants as defined by Chapter 18A of the North Carolina General Statutes, while on any school premises, or off school grounds at any school function before, during or after school hours, or during any period of time when he/she is subject to the authority of school personnel, unless such possession, use or transmission is authorized by law and school regulations, or unless prescribed by and taken in accordance with the prescription of a physician. According to North Carolina law, possession of any amount of cocaine is a felony. In addition to violating this Student Disciplinary Code, such actions are in violation of state criminal laws and may result in criminal prosecution, punishable by criminal fines and imprisonment (G.S. Chapter 90, G.S. Chapter 18A).

Definitions

- The word possession shall mean having the power or intent to control a prohibited substance and shall include, but is not necessarily limited to the possession of a prohibited substance in a student's automobile, locker, book bag, pocket book, or desk, or on a student's person at school or at any school-related activity.
- The words **prohibited substance** shall include:
 - Wine, beer (including non-alcoholic beer), and any other malt beverage.
 - Alcohol, liquor, liqueurs, and mixed alcoholic beverages.
 - Any drugs listed in the North Carolina Controlled Substance Act (N.C.G.S. 90-86 et. seq.) or its successor including but not necessarily limited to: narcotics, depressants, stimulants, hallucinogens, and cannabis, which drugs are commonly known as: marijuana, acid, LSD, speed, Quaaludes, Valium, and other names, i.e. any substance which the student represents by reference, inference, or otherwise as being a controlled substance.
 - Any counterfeit controlled substances.
 - Any chemical compound which will induce a condition of intoxication when inhaled for that purpose (see N.C.G.S. 90-113.10).
 - Any other prescription drug being dispensed or used by persons other than prescribed to.
- The word **use** shall mean the consumption, injection, inhalation, or absorption, of a prohibited substance into a student's body by any means at any degree at school or a school-related activity as defined above.
- The word **sale** shall mean the exchange of a prohibited substance for money, property, or any other consideration.
- The word **distribution** shall mean the gift or exchange of a prohibited substance or the possession of an amount of any particular prohibited substance which would establish an intent to distribute the substance under the provisions of the North Carolina Controlled Substances Act.
- The word **principal** as used herein shall include the principal of the school and his designee, and the word **superintendent** as used herein shall include the superintendent of the Graham County Schools and the designee.
- The words **second offense** and **third offense** shall mean a second or subsequent violation of any act prohibited by this policy at any time and during any school year in which the student is enrolled in the Graham County Schools.

Tobacco – Graham County Schools has adopted a **100% Tobacco Free Policy**. No student, staff member, or school visitor is permitted to use any tobacco product at any time, including non-school hours:

- in any building, facility, or vehicle owned, leased, rented or chartered by Graham County Schools
- on any school grounds and property – including athletic fields and parking lots – owned, leased, rented or chartered by Graham County Schools
- at any school-sponsored or school-related event on-campus or off-campus.

In addition, school district employees, school volunteers, contractors or other persons performing services on behalf of the school district are prohibited from using tobacco products at any time while on duty and in the presence of students, either on or off school grounds.

For the purposes of this policy, the term “tobacco product” means any product that contains or that is made or derived from tobacco and is intended for human consumption, including electronic cigarettes and all lighted and smokeless tobacco products.

Further, no student is permitted to possess a tobacco product while in any school building, while on school grounds or property or at any school-sponsored or school-related event or at any time that students are under the authority of school personnel.

Obscene Language—Obscene language, gestures, or profanity will not be tolerated.

Disruption of School – No student shall be permitted to disrupt the orderly operation of classes from within the class or outside the class. Hall passes are required for movement in the halls during class time.

Tardiness – Tardiness to class is an offense which is to be handled by all teachers' classroom policies (posted in the classroom). All students will be punished for each unexcused tardy to class. Failure to adhere to the teachers' discipline procedures for tardiness will result in the student being referred to the office for excessive tardiness.

Three unexcused tardies to class/school is equal to one absence for that class. Students who arrive at school after 8:00 am **MUST** check into the office immediately and obtain an admit slip. If a student is absent over 30 minutes of a period, he/she will be counted absent.

Teachers are not to allow students to remain in class who are tardy to school unless they have an admit slip from the office. Tardiness to class will be the responsibility of the classroom teacher.

Tardies/Early Dismissals

- Students are responsible for checking in and out **THROUGH THE RHS OFFICE** for tardies and early dismissals to and from school. Students checking out of school must be granted parental permission in the office prior to checking out on the office computer.
- Tardies and early dismissals will be monitored by the teacher in each class.
- Each tardy and/or early dismissal to or from a class will count as 1/3 of an absence ($1/3 \times 3 = 1$ absence). The current absence per class policy is still in effect as for making up absences. Students will receive an office referral on the 4th unexcused tardy in each class and every 3rd unexcused tardy afterward.
- Tardies and early dismissals are assessed on a nine weeks basis.
- **Students are allowed ONLY four (4) early dismissals for lunch per grading period.** Consequences for excessive lunch dismissals will be as follows:
 - * **Fifth** early dismissal during lunch: -1 day Lunch Detention
 - * **Sixth** early dismissal during lunch: - 1 day Lunch Detention
 - * **Seventh and all following** early dismissals during lunch: - 2 days Lunch Detention

STUDENTS RETURNING FROM A LUNCH DISMISSAL TARDY WILL

LOSE THE PRIVILEGE OF LEAVING FOR LUNCH. THIS IS TO INCLUDE THE MONDAY SENIOR LUNCH.

Lunch/break - Students are allowed to use the courtyard area just outside the commons area during lunch. The areas outside the building will be supervised by teacher/administration. As long as this area remains litter-free and good behavior is obvious, students will be allowed to use it at lunch only. Any student in any area outside the building other than the areas described previously will be punished for being in an unauthorized area without permission. Being in the student parking lot without permission from an administrator during break and lunch is prohibited.

Leaving School Grounds Without Permission - Students at no time may leave campus after they come on school grounds unless they check out through the office; this includes during study hall. Students guilty of leaving the school grounds without permission will be punished on the first offense. Continued offenses will result in suspension. The bridge near the high school track and softball field and the bridge near the wrestling facility are the points at which school property begins.

Skipping Classes - Skipping classes is not permitted. Students will be punished on the first offense. This will apply until the last day of school. No student is to be out of class unless the teacher is with him/her or unless he/she has a written permission slip from the office.

Cell Phones - Students are not to be on their cell phones at all during the school day unless instructed to by staff; this includes time before school, breaks, and lunch. All cell phones must remain on silent or powered off and put away during school hours. Students found to be in violation of this policy will be subject to the following consequences:

- **1st Offense:** Warning: Cell phone will be given back to the student by the office at the end of the day.
- **2nd Offense:** Parent/Guardian must pick up cell phone.
- **3rd Offense:** 1 Day ISS, Parent/Guardian must pick up cell phone.
- **4th Offense/All Subsequent Offenses:** 2 Days ISS, Parent/Guardian must pick up cell phone.
- **Any student who refuses to give their device to the teacher or administrator will be immediately suspended for 5 days.**

This policy may also include school trips or classes being held off campus.

At no time during the school day are students to post any messages or pictures to any form of social media. Inappropriate posts to social media sites during the school day may fall under other sections of the student behavior code in this handbook and will be punishable according to those sections. These sections may include, but are not limited to: harassment and bullying, communicating threats, or spreading rumors. Additionally, students who use technology (any personal device, including a cell phone) inappropriately causing a disruption to the orderly operation of school (for example, an inappropriate social media post that may happen at home, but causes a disruption/problems at school), the student will lose the privilege to have their cell phone at school for the remainder of the year on the first offense, regardless of what time of day the inappropriate technology usage occurred causing the school disruption/problem.

Chromebooks - The motivation behind providing Chromebooks in Graham County Schools (GCS) is to provide current tools and resources to the 21st Century Learner.

The Chromebook is a next generation device that makes learning more engaging and accessible. Students are expected to use Chromebooks appropriately and according to the criteria outlined in the Graham County School Chromebook Handbook and are subject to Graham County Schools Technology Responsible Use Policy. A copy of these documents will be given to students prior to being issued a device and are available at www.grahamcountyschools.org/Home/chromebook.

Teacher Workrooms - Students should not be sent to the workroom to make copies. Teachers are asked to do their copying during their planning period.

Littering - Littering will not be tolerated. Students are responsible for putting cans and wrappers in receptacles. Paper articles carried from the cafeteria should also be put in receptacles. Not cleaning up after eating lunch in a classroom or on the grounds will be considered littering.

Insubordination - Refusal to follow a reasonable directive of a teacher or administrator is insubordination; this may result in immediate suspension. The directive of a teacher or administrator shall be presumed reasonable, and the burden of proving the directive unreasonable will be the student's.

Multiple Offenses - Students punished by the office will be subject to suspension on the third offense.

Courtship - Any behavior that reflects upon the dignity of the moral character of the students of RHS will not be tolerated. Students should use good judgment. Hand holding will be accepted, but anything else may be subject to appropriate disciplinary action.

Hazing - Hazing in any form is not permitted. More constructive methods of initiation into clubs and activities can be used.

- G.S. 14-35 definition and punishment: It shall be unlawful for any student in any college or school in this state to engage in what is known as hazing, or to aid or abet any other student in the commission of this offense. For the purpose of this section hazing is defined as follows: "to annoy any student by playing abusive or ridiculous tricks upon him/her, to frighten, scold, beat or harass him/her, or to subject him/her to personal indignity." Any violation of this section shall constitute a Class 2 misdemeanor.
- 14-35 Hazing: definition and punishment: It is unlawful for any student in attendance at any university, college, or school in this State to engage in hazing, or to aid or abet any other student in the commission of this offense. For the purpose of this section hazing is defined as follows: "to subject another student to physical injury as part of an initiation, or as a prerequisite to membership, into any organized school group, including any society, athletic team, fraternity or sorority, or other similar group." Any violation of this section shall constitute a Class 2 misdemeanor. (1913, c. 169, ss. 1, 2, 3, 4; C.S., s. 4217; 1969, c. 1224, s. 1; 1993, c. 539, s. 19; 1994, Ex. Sess., c. 24, s. 14(c); 2003-299, s. 1.)

Harassment, Bullying, and Cyber-Bullying

Harassing and bullying student will not be tolerated. Students are expected to comply with the behavior standards established by the Graham County Board policy and the Code of Student Conduct. Any violation of this policy is serious and school officials shall promptly take appropriate action. Students will be disciplined in

accordance with the school's student behavior management plan and at the desecration of the school administrators. Based on the nature and severity of the offense and the circumstances surrounding the incident, the student will be subject to appropriate consequences and remedial actions ranging from positive behavioral interventions up to, and including expulsion.

This policy applies to behavior that takes place:

1. in any school building or on any school premises before, during or after school hours;
2. on any bus or other vehicle as part of any school activity;
3. at any bus stop;
4. during any school-sponsored activity or extracurricular activity;
5. at any time or place when the individual is subject to the authority of school personnel; and
6. at any time or place when the behavior has a direct and immediate effect on maintaining order and discipline in the school.

This will include harassing or bullying through social media that disrupts the school day.

Policy on School Searches - To maintain order and discipline in the schools and to protect the safety and welfare of students and school personnel, school authorities may search a student, student lockers, or student automobiles under circumstances outlined below and may seize any illegal, unauthorized, or contraband materials discovered in the search. As used in this policy, the term unauthorized means any item dangerous to the health or safety of students or school personnel, or disruptive of any lawful function, mission, or process of the school, or any item described as unauthorized in school rules available beforehand to the student. A student's failure to permit searches and seizures as provided in this policy will be considered grounds for disciplinary action.

- **Personal Searches** – A student's person and/or personal effects (e.g. purse, book bag, etc.) may be searched whenever a school authority has reasonable suspicion to believe that the student is in possession of illegal or unauthorized materials. If a pat down search of a student's person is conducted it will be conducted in private by a school official of the same sex and with an adult witness present, when feasible. If the school official has reasonable suspicion to believe that the student has on his or her person an item imminently dangerous to the student or others, a more intrusive search of the student's person may be conducted. Such a search may only be conducted in private by a school official of the same sex, with an adult witness of the same sex present, and only upon the prior approval of the superintendent or his designee, unless the health or safety of students will be endangered by the delay which might be caused by following these procedures.
- **Locker Searches** – Student lockers are school property and remain at all times under the control of the school; however, students are expected to assume full responsibility for the security of their lockers. Periodic general inspections of lockers may be conducted by school authorities for any reason at any time without notice, without student **consent, and without a search warrant.**
- **Automobile Searches** – Student are permitted to park on school premises as a

matter of privilege, not of right. The school retains the authority to conduct routine patrols of student parking lots and inspections of the exteriors of student automobiles on school property. The interiors of student vehicles may be inspected whenever a school authority has reasonable suspicion to believe that illegal or unauthorized materials are contained inside. Such patrols and inspections may be conducted without notice, without student consent, and without a search warrant.

- **Seizure of Illegal Materials** – If a properly conducted search yields illegal or contraband materials, such findings shall be turned over to proper legal authorities for ultimate disposition.

Dropouts / Academic Progress and Your Drivers License - The Dropout Prevention/Driver's License legislation reflects a coordinated statewide effort to motivate and encourage students to complete high school. The revocation of a student drivers' permit or license will result if a student is unable to maintain adequate academic progress or drops out of school. This law became effective on August 1, 1998.

Effective July 1, 2000 the "Lose Control, Lose Your License" law went into effect. The law will suspend a student's permit or license for one year. The legislation directs public schools, community colleges, and nonpublic schools to notify the North Carolina Division of Motor Vehicles whenever a student is given an expulsion/suspension for more than 10 consecutive days for one of the following reasons:

- The possession or sale of an alcoholic beverage or an illegal controlled substance on school property.
- The possession or use on school property of a weapon or firearm that resulted in disciplinary action under G.S. 115C-391(d1) or that could have resulted in that disciplinary action if the conduct had occurred in a public school.
- The physical assault on a teacher or other school personnel on school property.

Robbinsville High School will not endorse documents allowing any student to pursue a G.E.D. program who has dropped out of school until his/her class has graduated from R.H.S.

SCHOOL RULES, REGULATIONS, AND PROCEDURES

Full-Time Students - Requires all students to have five and one-half hours of instruction during the school day. Upon completion of graduation requirements, seniors may choose early release with parental and administrative permission.

Motor Vehicles - All licensed drivers are welcome to drive and park on the Robbinsville High School campus provided they adhere to the following rules and regulations:

- The student operates the vehicle under the laws and regulations as set forth by the state of North Carolina.
- The student abides by the campus speed limit of 20 miles per hour.
- The student yields to all school bus traffic when necessary.
- The student understands that he/she operates the vehicle at their own risk. Any damage which occurs while the vehicle is on campus is not the responsibility of

the school or the Graham Co. Board of Education.

- The student operates the vehicle in a safe and courteous manner.
- The student parks in the designated parking area in their assigned space.
- The student leaves his/her vehicle and the parking area immediately upon parking the vehicle and does not return to the vehicle unless he/she has written permission from the office.
- Unsafe driving on school grounds can result in driving privileges being revoked.

All of the above rules will be enforced by the S. R. O. Failure to adhere to school Rules, Regulations, and Procedures could result in loss of privileges to drive and/or park on school grounds.

- The student must adhere to The Student Random Drug Testing for Athletes and Campus Parking Students Policy. Refer to Policy Code 4325/4326.

FIRST VIOLATION

1. An administrator/parent conference will be required when an athlete or vehicle parking on campus student commits a first violation.
2. The student will be ineligible for forty-five (45) calendar school days.
Exception: If the student agrees to 10 hours of community service for a non-profit that is approved by the Athletic Director and/or School Administrator, the student can attend practice as a manager or helper to the coach/instructor or team. Once the student gives a negative drug test to the school, the student may participate in practices immediately provided that the student has met the MANDATORY requirement of missing three (3) weeks of games or parking on campus.
3. At the student's expense, there will be a mandatory drug education, minimum of eight-week program for one hour per week, and assessment by the contracted agency. Depending upon the outcome, there will be continued education or intervention also at the student's expense. If the student does not meet this requirement, the student will not be allowed to participate in another sport or park on campus until the student completes the requirements.
4. See Athletic Policy requirements.
5. Student Driver will lose parking privileges until the student completes the mandatory eight week drug education program for one hour per week and assessment by the contracted agency. This will be done at the student's expense.

SECOND VIOLATION

1. An administrator/parent conference will be required when student commits a second violation.
2. The student will be ineligible for one (1) calendar year.
3. The student will be required to receive substance abuse assessment and be required to complete treatment recommendations from this assessment paid for by the student. If this requirement is not met, the student will be suspended from any and all sports indefinitely until the requirements are completed.
4. See Athletic Policy requirements.
5. Student Driver will lose parking privileges for six (6) months of the academic year and will be required to receive substance abuse assessment and be required to complete treatment recommendations from this assessment paid for at the student's own expense. If this requirement is not met, the student will lose all driving

privileges on school properties until the requirements are completed.

THIRD VIOLATION

1. The student will be out of the sports program for the remainder of high school. Students and their parents are encouraged to seek further interventions and counseling.
2. Student Driver will lose driving privileges on school grounds until graduating from High School.

Campus Parking Regulations - Students are only allowed to park in the designated student parking lot in the front of the building. Students must purchase a parking pass from Officer Knight before they are allowed to park a vehicle on campus. Prior to purchasing a parking pass, students must complete the Student Drug Testing Consent Form. The cost of the parking pass is \$20.

- Students must leave their cars immediately upon arrival at school. Students will lock their cars upon arrival in the morning and not return until school is out in the afternoon (3:20 p.m.).
- Students will not be allowed to go to the parking lot until the dismissal bell rings without written permission from an administrator. Being in the parking lot between 8:01 and 3:19 will constitute a class IV offense (being in an unauthorized area).
- At 3:20 the bell to dismiss school will ring. Students who ride buses should board buses by 3:25 for departure. Students shall enter and leave the campus in a safe manner at a safe speed. Any student driver who causes a safety hazard will lose driving privileges.

Transportation/Buses - Students riding school buses must conduct themselves in a manner consistent with good behavior and safety. Students are not permitted to get off school buses except at school and regular stops. Any student wishing to ride a different bus in the afternoon must get a permission slip from the office. Movement by the students on the bus while it is in motion, excessive noise, or throwing of objects is strictly prohibited. The right to ride a bus is a privilege, not a guarantee. The school principal, by law, has the authority to terminate a pupil's privilege to ride the bus for any length of time. No part of the body should be outside the school bus while the bus is in motion. Crossing the street after riding the bus in the morning or before departing in the afternoon is leaving school without permission and will be punished on the first offense.

School Functions - Activities organized by the school (i.e. ball games, trips, dances, etc.) are extensions of the school day and students are expected to exhibit the same standards of behavior as required during the regular school setting. Chaperons, sponsors, and school officials at these activities are charged with the same responsibilities as during regular school hours. Students will be punished for inappropriate behavior at those events.

Dress Code – Robbinsville High School students shall dress in a manner that is appropriate and conducive to a safe learning environment. Modesty and decency of dress are stressed at Robbinsville High School. It may be necessary to have a conference with a student or with a student and his/her parents if the student wears

extreme variations of clothing that disturbs the educational atmosphere of the school; clothing worn to school should not be unsafe, indecent, or grossly inappropriate. All students are expected to adhere to standards of dress and appearance that are compatible with a safe and effective learning environment. RHS students must wear clothing that is safe and appropriate for the activities of the class. Clothing should completely cover all undergarments. Clothing cannot have logos or symbols which refer to, or promote, tobacco, drugs, alcohol, violence, gangs, lewd conduct, or anything of an offensive nature. Clothing must pass the “Card” test in order to be appropriate for school. An ID card, driver’s license, or debit card are examples of cards that can be used for this self-check. Specific directions are provided for each type of clothing. ID Card will be turned to measure. Dress Code Guidelines:

- Shirts: The card must cover any exposed skin between the shirt and the collarbone. The strap (s) of tank tops must be as wide as the width of the card: When layering tops, one single strap must meet the card requirement. Tank tops/ muscle shirts must cover underarm and side of chest arms. Shirts may not be strapless, or have any open back (partial or whole). **Cropped tops must fully cover both the abdomen and back, with no exposed skin.** Any shirt that hangs lower than the bottom of shorts must meet the criteria for a dress or skirt.
- Shorts: Place a card, using longest length, from bottom of shorts or skirt. The shorts or skirt should be no more than twice the length of the card above the knee. Shorts must be worn at the waist and cannot show undergarments. No holes are allowed above the knee. Wearing leggings underneath to cover holes above the knee is permitted.
- Pants: Pants may only have holes that are at or below the knees. Wearing leggings underneath to cover holes above the knee is permitted. Pants are to be worn at the waist and cannot show undergarments.
- Skirts/Dresses: Exposed skin above the knee may only be one card length. Shorts may be worn underneath but **DOES NOT** exempt the skirt/dress from the card test. Any shirt that hangs lower than the bottom of shorts must meet the criteria for a dress or skirt.

Failure to comply with these guidelines will result in the change of clothing, and may result in ISS/OSS for repeated offenses and noncompliance.

Cafeteria - During lunch, students must go to the Commons Area. This applies whether a student eats cafeteria food or brings lunch. No food or drinks will be allowed outside the Commons Area. The school cafeteria is maintained as a vital part of the health program of the school. To encourage good nutrition, a well-balanced breakfast and lunch are offered at reasonable prices. The lunchroom management and your fellow students will appreciate your cooperation in the following: depositing all lunch litter in wastebaskets, returning all trays and utensils to the dishwashing area, leaving the table and floor around your table in a clean condition for others, each student must practice good manners and assume his share of responsibility, no shoving, loud talking, or breaking line will be tolerated.

SMART Lunch Block - There will be only one block of time designated as high school lunch. High school lunch will be from 11:16 until 12:05, with all students in class by 12:10. During this time only, other activities will be available to students. These activities include: tutoring, club meetings, class meetings, exercising on the track, intramural sports, career counseling, videos and speakers in the auditorium, etc. Students who take part in any of these activities will be required to behave in an appropriate manner and remain in the area that activities are designated to be in. These activities are being implemented for the benefit of our students during a non-instructional period of time. As long as these activities do not cause a disruption/problem, the activities will continue. RHS has a closed lunch policy for students. Students may not have visitors on campus or in the parking lot or traffic circle during the lunch block unless approved by the RHS administration.

Failure to report to SMART Lunch will result in the following: First Offense Lunch Detention, Second Offense: 2 Days of Lunch Detention. Sequent Offenses will result in ISS.

Parent/Teacher Conference - All conferences are to be scheduled by the high school administrative office. A designated time and place will be scheduled as soon as possible after a request for a conference has been made to the high school office. Parents will receive a return phone call from the high school office to confirm a date and time.

Parents / Visitors - Any person on official school business must report to the high school office for a pass before being permitted to see a student, teacher, or other school-related personnel.

Substitute Teachers - Our school is fortunate in having capable and interested people to help us whenever our regular teachers are away from school. A substitute teacher is employed by the Graham County Board of Education to manage the classroom during a regular teacher's absence. School rules, regulations, and procedures should be followed as if the regular classroom teacher was present.

Release of Students into Halls - All students who are in the hallways during class time must have proper authorization. Please read carefully and assist in enforcing the following regulations concerning release into the hallways.

- Students released from class during the class period must have a pass.
- Students may not be released early for lunch, or any other time.
- At the end of a class, students are not to be released prior to the dismissal bell, or be allowed to stand in doorways.
- Students seen by the office will carry the signature of the person making the request.
- Students should not be allowed to work in another class unless they have the permission of both teachers. Teachers requesting students from another class should make contact with that student's teacher.

- Students checking out from school may not disrupt classes to receive assignments, excluding unforeseen emergencies.
- Students are to report to their first block class upon arrival to campus each morning. Breakfast will be served each morning.

Middle School Wing - No high school student will be allowed in the Middle School wing without permission. Students who have a class in the mechanics/carpentry building should go directly to the classroom and not loiter in the hall. Being in this area without permission will constitute an IV-A offense.

Class Walk-Outs or Sit-Ins - If a situation arises where students feel strongly enough about changing a school policy, this should be handled through the proper channels. The student council should contact the office, and if the principal deems it necessary, a meeting may be set up with the school board. Protesting by class walk-outs or sit-ins will not be tolerated and will be dealt with as skipping class, punishable as stated in the student handbook.

DISCIPLINARY MEASURES

Lunch Detention—Lunch detention will be assigned for students that are discipline problems during SMART Lunch or for students that miss assigned tutoring during SMART Lunch. It will be held in a designated classroom that may change from day to day.

After-School Detention- The administration may assign students to after-school detention for certain offenses in lieu of in-school-suspension. Transportation will be the responsibility of the student and guardian. Students will not be excused from after-school detention due to athletic practices or games. Students assigned to after-school detention must report to the designated room by 3:25pm.

Work Detail - The administration may assign students to supervised work detail for some offenses.

In-School-Suspension - The student in in-school-suspension will be given a set of rules of conduct to be observed and must complete all assignments. Regular classroom teachers will be informed as to assignments needed and the duration of placement. Attendance rules will be enforced. Any absences, tardiness, etc. will result in additional days. Treatment consists of removal from the normal classroom atmosphere and increased level of individual attention. The program will be housed in an RHS classroom and will be isolated as much as possible. Students will report to the ISS room as soon as the morning bell rings. Students assigned to ISS may attend face to face TCCC classes as scheduled; students will remain in ISS during virtual TCCC blocks and study hall blocks. Any inappropriate student behavior during ISS will result in additional days being assigned and/or OSS.

ISS students must also bring their chromebook and ALL books (including library) along with materials and supplies or receive an offense for not doing so - BE RESPONSIBLE!

Also remember, three (3) offenses during an ISS assignment will result in out-of-school suspension for the number of days remaining for the assignment.

Suspension - According to State Law 115C-391(b): The principal of a school, or his delegate, shall have the authority to suspend for a period of ten days or less any

student who willfully violates policies of conduct established by the local board of education, provided that a student suspended pursuant to this subsection shall be given an opportunity to take any quarterly, semester or grading period examinations missed during the suspension period. And 115C-391(c): The principal of a school, with prior approval of the superintendent, shall have the authority to suspend for periods of time in excess of 10 school days, but not exceeding the time remaining in the school year, any pupil who willfully violates the policies of conduct established by the local board of education. The pupil or his/her parents may appeal the decision of the principal to the local board of education. It is the policy of Robbinsville High School that a suspension will not have a negative impact on academic achievement or on a student's ability to graduate.

C-STOP – C-STOP is an alternative suspension program housed at The Academy. While assigned to C-STOP students will be required to go through a counseling program and will be allowed to do all normal classroom assignments and tests. During C-STOP suspension, students are not permitted to be on any Graham County Schools property at anytime other than during regular school hours at The Academy. Students that refuse to work or follow the rules of C-STOP will serve the remainder of their time suspended and will not be able to complete classroom work.

Expulsion - According to State Law 115C-391(d): A local board of education may, upon recommendation of the principal and superintendent, expel any student 14 years of age or older who has been convicted of a felony and whose continued presence in school constitutes a clear threat to the safety and health of other students or employees.

Extreme Clause - For offenses which are deemed to be so serious as to endanger the student, the remaining student population, or the employees of the school, or to shock the conscience, suspension for the remainder of the school year is possible on the first offense.

Discipline Records - Student Discipline Records will be kept by the classroom teacher and by the principal or his delegate.

RHS Discipline Procedure (Office Policy) - For procedures of accurate record keeping and consistency, offenses and infractions have been divided into four categories according to degree of seriousness. The infractions and guidelines for punishment are as follows:

Class I Offenses – All offenses designated in this list are offenses the state of North Carolina uses to determine if a school is considered a “safe school.” They are: Hazing; Alcohol and drugs; Dangerous weapons; Assault; Rape; Sexual assault; Any sexual offense; Robbery; Verbal abuse of any school employee; Death, other than natural causes; Unlawful setting of a fire; Communicating threats; Extortion; False fire alarm:

Hazing; Rape; Robbery with a weapon or dangerous instrument; Death, other than natural causes, Unlawful setting of a fire:

- **1st Offense:** Expulsion

Sale or distribution of alcohol or drugs; Possession of weapons or other dangerous

instruments; Assault with a weapon or dangerous instrument; Sexual assault; Assault of any school employee with or without injury; Assault of another student with injury; Assault of another person (not a school employee or student); Robbery without a weapon:

- **1st Offense:** Long term suspension, referral to law enforcement, counseling, and student must return to school through The Academy
- **2nd Offense:** expulsion, referral to law enforcement

Possession or use of alcohol and drugs; Possession or use of THC or Delta 8 vape*; Assault of another student without injury; Sexual offense:

- **1st Offense:** Ten (10) days OSS, completion of 8 hours substance abuse counseling, referral to law enforcement
- **2nd Offense:** Long term suspension, 8 hours substance abuse counseling, referral to law enforcement, and upon returning to school the student will be assigned to The Academy
- **3rd Offense:** Long –term suspension with a referral for expulsion to the Superintendent and referral to law enforcement

**Referral to law enforcement is waived for possession or use of THC or Delta 8 vapes; all other consequences are as stated above.*

Verbal abuse of any school employee; any verbal obscenity; obscene gesture; or uncivil language directed at any school employee:

- **1st Offense:** 2-5 days C-Stop
- **2nd Offense:** 5-10 day C-Stop
- **3rd Offense:** Long-term suspension, return to school at The Academy

Verbal abuse/harassment of a student; Damage to school property; Theft of school property; Truancy; Communicating Threats; Extortion; False Fire Alarm:

- **1st Offense:** ISS up to 3 days, C-Stop up to 10 days, or a combination of both
- **2nd Offense:** C-Stop up to 10 days, referral to The Academy
- **3rd Offense:** long term suspension, return to school through The Academy

Possession of drug paraphernalia will constitute “reasonable suspicion” and a search will be conducted by the administration.

Definition:

Drug Paraphernalia - All equipment, products, and materials of any kind that are used to facilitate, or intended or designed to facilitate, violations of the Controlled Substances Act, including planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing,

analyzing, packaging, repackaging, storing, containing, and otherwise concealing controlled substances and injecting, ingesting, inhaling, or otherwise introducing controlled substances into the human body.

Offenses in Class I are cumulative from freshman through senior years of high school.

****Out of School Suspension (OSS) may be used in lieu of C-Stop, depending on the severity of the offense and staff availability.**

Class II Offenses - Disrespect of Authority

Any verbal or physical action towards a school employee that shows disrespect:

- **1st Offense:** 2 days ISS
- **2nd Offense:** 5 days ISS
- **3rd Offense:** Referral to The Academy
- *Subsequent offenses can result in long-term suspension.*

Class III Offenses - Possession/Use of Tobacco/Vapes

All vapes will be confiscated and tested by the SRO.

- **1st Offense:** 2 days ISS
- **2nd Offense:** 5 days ISS
- **3rd Offense:** 5 days C-Stop, Referral to The Academy
- *Subsequent offenses can result in long-term suspension.*

For the purposes of this policy, the term “tobacco product” means any product that contains or that is made or derived from tobacco and is intended for human consumption, including electronic cigarettes and all lighted and smokeless tobacco products. This policy also includes any product containing nicotine, such as Zyn nicotine pouches.

All vapes that contain THC or Delta 8 will be treated as a Class I offense resulting in the following:

- **1st Offense:** Ten (10) days OSS, completion of 8 hours substance abuse counseling.
- **2nd Offense:** Long term suspension, 8 hours of substance abuse counseling, and upon returning to school the student will be assigned to The Academy
- **3rd Offense:** Long –term suspension with a referral for expulsion to the Superintendent.

Class IV-A Offenses - School/Class Disruptions

Possession/use of fireworks; Verbal harassment of another student; Fighting; Affray; Disorderly conduct; Sale or distribution of tobacco product or vape:

- **1st Offense:** ISS up to 3 days, C-Stop up to 10 days, a combination of both ISS and C-Stop, referral to law enforcement.
- **2nd Offense:** C-Stop up to 10 days, referral to The Academy, referral to law enforcement.
- **3rd Offense:** Long term suspension, referral to law enforcement.

Any disruption that disturbs the normal daily operation of the school day or class, inciting others to disturb the school day or class operation, spreading rumors:

- **1st Offense:** Up to 2 days ISS
- **2nd Offense:** Up to 3 days ISS
- **3rd Offense:** 3 days ISS
- **4th Offense:** 3 days CSTOP
- **5th Offense:** 5 days CSTOP
- Subsequent offenses may result in long-term suspension
- ****Out of School Suspension OSS may be used rather than C-Stop, depending on the severity of the offense.**

Class IV-B Offenses - Insubordinate/Inappropriate Student Behavior

Leaving school without proper authorization; taking another student off campus; being out of class or in an unauthorized area without permission; being in a restroom stall with another person; skipping class; courting; improper checkout;; refusing a reasonable request by a school employee; profanity; stealing; aggressive behavior; honor code violation; gambling; falsifying information; violation of technology acceptable use policy/inappropriate website access on a school device, racial language:

- **1st Offense:** 2 days ISS
- **2nd Offense:** 2-3 days ISS.
- **3rd Offense:** Up to 5 days CSTOP
- Subsequent offenses may result in long term suspension.

Class IV C Offenses: Improper Attire, Excessive Tardiness/Early Dismissals, Parking Violations

- **1st Offense:** Up to 2 days ISS
- **2nd Offense:** 2 days ISS
- **3rd Offense:** 2-3 days ISS

- **4th Offense:** Up to 5 days CSTOP

Class IV D Offenses: School bus problems:

- **1st Offense:** 2 days ISS
- **2nd Offense:** 1 week off the bus
- **3rd Offense:** 2 weeks off the bus
- **4th Offense:** Removal off the bus for the remainder of the school year.

****In addition to the consequence stated above, a violation of the technology acceptable use policy (available on GCS website) or access of inappropriate websites may result in a loss of the privilege to use a device on school grounds**
****Discipline procedures may be altered at the discretion of the administration depending on the seriousness of the offense.**

****Offenses that are not specifically stated or listed in classes I - IV will be handled at the discretion of the administration.**

****Violation of criminal law will be reported to the proper authorities.**

****All fighting incidences will be referred to the School Resource Officer.**

****Students who reach the limit on any of the above discipline procedures will be assigned the next step in the discipline progression.**

Discipline procedures that may be used by the administration include:

- Lunch or After-School detention
- Work detail supervised by a school employee
- Loss of driving privileges to school (semester / year)
- Loss of privileges to drive/park on school grounds
- In-school suspension (ISS)
- Out-of-school suspension (OSS) or C-STOP
- Referral to The Academy
- Long Term Suspension (LTS) - Superintendent
- Expulsion

These actions will be used at the discretion of the administration.

Maximum number of referrals in discipline procedures:

- ISS - Not to exceed 10 days per year
- OSS - 4 short term (10 days or less) per year. Thereafter, long-term suspension (LTS) will be recommended to the Superintendent.

The progression for using OSS after ISS is 2, 3, 5, and 10 days beginning anew each semester.

****Students who reach the limit on any of the above discipline procedures will be assigned the next step in the discipline progression.**

Student appeals – Any student who feels he has been treated arbitrarily or unfairly has the right to appeal to a higher authority. The chain of appeal is: Teacher, Principal or Assistant, Superintendent, and School Board.

Appeals will not be granted unless it can be shown by the student that they were treated arbitrarily or unfairly. Students who wish to appeal a disciplinary action by the administration must provide a written request for an appeal to the Superintendent. Failure to follow the proper appeals procedures will result in an appeal being denied. Written requests must include: Name, grade, date, and an explanation of why an appeals hearing is necessary. All written requests have to be submitted to the office by 2:00 pm of the school day following the day a disciplinary action was assigned by the principal or teacher. An appeals hearing will be scheduled within three days following the written request to appeal. Appeals denied by the Superintendent may be submitted to the School Board in writing and must be scheduled on the agenda at the next School Board meeting in order to be heard.

EMERGENCY PROCEDURES

In order to be prepared in case of a disaster, Robbinsville High School will have practiced fire and tornado drills according to North Carolina law. By having these drills, it is hoped that each student will become familiar with the best possible safety procedures.

Fire Drills - At the signal for a fire drill, teachers should immediately give the students pre-planned instructions. Before leaving the classroom, the following things should be done:

- Instruct students
- Close windows
- Carry out class roll books if possible
- Count heads; all teachers should take roll once outside
- After the last student has left the room, the door should be closed. The teacher should be the last person to leave the room. Students should exit to the Wrestling Building according to posted emergency exit routes. After a short time, an announcement will be given to re-enter the building.

Tornado Drills - The signal for a tornado drill will be several English (high-low) siren signals or direct instructions over the intercom. During the drill, students should be instructed to stay in groups and go into the hallways immediately. In the halls students should get in kneeling positions close to the walls. During an actual tornado, students should put their heads between their knees.

Emergency Exits - These are posted in each classroom. Everyone should familiarize themselves with the emergency route from each classroom. Emergency exits are NOT to be used to enter the building.

Fire Alarm - Any student who illegally pulls a fire alarm will be suspended from school and turned over to the Sheriff's department for prosecution. This is a criminal violation of the North Carolina general statutes.

RAID PROCEDURES

When a RAID visit takes place these procedures are to be followed:

- Administrative announcement that a visit is taking place
- Everyone is to remain in assigned area during the visit
- Teachers are to keep their students away from windows
- If the class area you are assigned to is one to be randomly checked, students and teachers are to leave all book bags, jackets, handbooks, etc. in the area and exit the room leaving loose personal effects in hand behind
- An announcement will be made when the visit is over and the regular schedule will resume

ROBBINSVILLE HIGH SCHOOL HONORS PROGRAM

The state legislature has required the Department of Public Instruction to generate a standardized transcript and local education agencies to use that transcript. This standardized transcript requires the implementation of a state-wide grading policy and weighting of courses. Schools are required to use the new system.

The following grading scale will be used to calculate grades:

• 90 – 100%	4.00
• 80 – 89%	3.00
• 70 – 79%	2.00
• 60 – 69%	1.00
• < 60%	0.00

Honors courses will receive 0.5 additional quality points toward grade calculation. Advanced placement and dual enrollment courses will receive one (1) additional quality point.

For the purpose of ranking, Robbinsville High School will rank students based on the state mandated weighted scale. All ties involving student rank will be broken by the averages of the students' numerical grades throughout their high school career. This excludes high school classes taken in the middle school for high school credit.

Honors program – In order to be considered an honor student, seniors must hold a cumulative grade point average of 3.3 to 3.799 on a weighted scale and to be considered a high-honor student, a 3.8 or higher on a weighted scale.

In order for juniors to be considered for marshal status, he/she must hold a 3.8 or higher grade point average on a weighted scale and must not have failed a course listed on their RHS transcript. .

In order to be considered for the honors program a senior must have a 3.3 GPA or higher and be enrolled in at least 3 Robbinsville High School credit courses per semester. **A mid-year graduate with a 3.3 GPA or higher will be recognized as**

an honor student but could lose their class ranking. Grades for Senior Honors and Marshals will be taken through the second semester.

English Honors – All students are required to earn four English credits for graduation. The RHS English Department offers both regular and advanced sections of English I, English II, English III and English IV. In every English class at each grade level, all the instructors cover reading, writing, speaking, grammar and vocabulary as specified by the NC Standard Course of Study. Students who take the advanced level English classes receive weighted honors credit; the advanced sections are more rigorous and require more independent reading and in-depth critical thinking. Students are expected to be more independent learners in the advanced sections. To be eligible for an honors level English class, a student must have an “A” average in the preceding regular English class, once a student is in an advanced section of English, he/she must maintain a “B” average (minimum of 85) or the student will be placed back in the regular section for the next English class taken. Seniors wishing to take AP Language and Composition must have taken Honors English IV and maintained a “B” average, though an “A” average is strongly recommended for the rigors of this AP class.

Advance Placement and Honors Courses – The following courses taught at Robbinsville High School have been approved for additional quality points by the Department of Public Instruction:

- Advanced Placement Government
- Advanced Placement Biology
- Advanced Placement U.S. History
- Advanced Placement Calculus
- Advanced Placement Physics
- Advanced Placement Statistics
- Advanced Placement Language and Composition
- Honors English I
- Honors English II
- Honors English III
- Honors English IV
- TCCC College Transfer Classes
- Honors Math I
- Honors Math II
- Honors Math III
- Honors Health and Physical Education
- Honors Band

Some of the Advanced Placement and Honors courses are only available to

**students who meet prerequisite requirements and grade requirements.
Please see the Guidance Counselor to determine eligibility.**

PROMOTION POLICY

- 20 credits to be a senior
- 12 credits to be a junior
- 5 credits to be a sophomore

Early Graduation

All students are encouraged to attend Robbinsville High School for four full years to complete the sequence of courses required for College Preparatory or Tech Prep students. Many college-level or advanced placement courses are being offered to enable our students to earn college credit hours while enrolled in high school.

Mid-year senior graduates:

All seniors will be expected to enroll in four courses during the first semester. However, if a senior has completed the graduation requirements and wishes to leave school at the end of the first semester, he/she may do so if they have completed courses which will make them a completer in their chosen career path. Robbinsville High School is not, however, guaranteeing that the courses required for graduation will be available to all seniors during the first semester. All seniors are eligible to take a reduced course load the second semester if all necessary courses for graduation have been completed and may choose the early release option. All required exams must be completed before a student is eligible for graduation.

Early Graduation from High School after 3 years

A high school student in a public school unit who is at least 16 years of age and desires to graduate after three (3) years in accordance with the following procedures.

1. The student shall complete and sign a request form provided by the Board. The form must be signed by the student's parent or legal guardian, unless the student is at least 18 years of age or has been emancipated in accordance with Chapter 7B, Article 35 of the General Statutes.
2. The high school Administrator shall meet with the student and, if the student is under 18 years of age and not emancipated, the student's parent or legal guardian, to discuss the implications of graduating in three years. The Administrator shall address, at minimum, the following topics in the discussion:
 - a. Plans for transitioning into higher education, employment, or enlistment in the armed forces;
 - b. Discontinued access to high school services and programming, including extracurricular activities and interscholastic athletics;

and

c. School support structures which will no longer be available to the student, such as nutrition and school counseling services.

3. The Administrator shall verify that the student has met the minimum graduation requirements established by the State Board and submit the request to the Superintendent for final approval.

4. The Superintendent shall approve the request upon verification of the student's eligibility and compliance with the procedures set forth above, no later than 45 school days after receipt of a request.

5. If the request is approved during the semester after classes have started, the student may elect to graduate immediately or graduate at the end of the semester.

6. If the student submits the request before the first day of school, the student shall be required to complete the current semester, unless the Superintendent approves an early graduation.

7. Pros and Cons will be reviewed with the student.

See the RHS principal or Guidnace Counselor for more information.

TCCC Dual Enrollment Classes

In addition, junior and senior students may choose the dual enrollment plan at Tri-County Community College. Two options are available. All dual enrollment documentation must be submitted to TCCC prior to enrollment there.

TCCC classes are scored as letter grades. Students will receive the following corresponding grades on their report cards for TCCC classes taken as dual enrollment through the high school: A – 95, B – 85, C – 75, D – 65, F – 55.

Students withdrawing from a course before the end of a semester will receive a grade of WF (withdraw-failing) and a high school transcript grade of 55 unless approved by the administration. Additionally, students who receive an academic withdrawal by TCCC professors (U) will receive a high school transcript grade of 55 unless the student notifies administration and requests a replacement course prior to the end of TCCC semester. Students may enroll in up to two TCCC courses per assigned block. Students will receive GPA points for all TCCC courses enrolled, up to 2, per assigned block. If students are enrolled in more than 1 course per block, students must choose courses to receive GPA points on their transcript by completing a form in the Guidance Office at the beginning of the semester. Once the form is completed, students may not make changes to the courses selected for the high school transcript. Face-to-face courses on TCCC campus may be taken during any RHS block. Bio 111/112 can be taken on TCCC campus or at RHS through AP Biology; whichever location is chosen at the beginning of the semester cannot be changed.

Updates to the Tri-County Community College Course Policies

A few changes will be made to how the online TCCC courses are facilitated for the upcoming school year (2024-2025).

1. ALL students taking courses are expected to add the TCCC Google Classroom (class code: **pujpewq**).
2. Students will post weekly online check-ins, which will be screenshots of grades in each course. The screenshots must show the student's name from Moodle.

3. **Students will only be required to attend labs in the library if they are failing a course or miss a check-in. It's important to note that in such cases, students must attend the lab class every day for two weeks. Students who violate this policy will receive an office referral for skipping class.**
4. If a student decides to withdraw from a course, is dropped from a course, or is academically withdrawn, it is their responsibility to inform the Guidance office, ensuring that the necessary steps are taken to update their records and provide an alternate course.
5. Students must complete the introductory questionnaire and class selection assignments in Google Classroom before courses can be added to their high school transcript.

To all students – Students at all grade levels may take only one High School English course per year except in cases where an English course was previously failed or special permission is granted by the Principal. Any student who has been in high school more than four years may take a reduced schedule during the first semester of the fifth year.

Online Courses – Students must have a **3.3 Cumulative GPA** in order to register for online classes through NC Virtual School, or a **2.8 Cumulative GPA** for the Career and College Promise Program. Students must meet the admission requirements for the program which includes appropriate scores on the PLAN, PSAT, ACT, SAT, or AccuPlacer or a combination of scores plus GPA requirements. The Guidance office will determine student's eligibility for admission. **Any student that fails an online class recorded on their high school transcript will not be approved to take any further online classes.**

State Law requires that all students be assigned to a class during each block of the school day, with the exception of a 2nd semester senior. Therefore, before any student may drop a Community College class they must have the permission of the RHS principal and guidance counselor. Students will be assigned to the RHS computer lab two days per week, and must be in attendance on those days. Students are expected to come to the lab prepared to work on assignments and to complete all quizzes and tests during their lab time.

GRADUATION REQUIREMENTS

Total credits required for graduation from RHS (4X4 system)

- 28 credits & complete a pathway set by the NCDPI

High School Exit Standards

Students must meet the following exit standards in order to graduate:

- * Complete all core curriculum classes required by the State of North Carolina.
- * Students must take one entry-level CTE class that leads to pathway completion.
- * All student debts and responsibilities must be cleared prior to participating in the graduation exercises.

Alternative to 28 Credit by Waiver by the Superintendent

The 22 Credit Diploma Program will target students who are experiencing difficulty

meeting the specified local requirements of 28 credits for graduation. Students must meet specific requirements to be approved for the program and the course of study must be completed at the Academy. For more information, please see administration or the Guidance Counselor.

Early Graduation Exit Standards

- At least 16 years of age
- 3 years of attendance
- 22 credits required by NCDPI

See page 28 for more details.

Valedictorian and Salutatorian – Beginning with the 2018-2019 school year, RHS will again recognize a valedictorian and salutatorian from the senior class. These parts will be assigned based on GPA at the completion of the fall semester.

Dress requirements for participation in graduation activities - Students in each graduating class are expected to adhere to the following dress requirements to participate in graduation activities:

Men

Dark Pants- Black or Navy

Tie

White Shirt

Dark dress shoes

Dark Socks

Women

A dress

Dark or nude dress shoes (none that will flop)

***Mortar board embellishments on the graduation cap will be permitted only with prior approval from the principal in accordance with the Graham County Board of Education policy.**

Junior Marshals

In addition to all other requirements to be a Junior Marshal, students can not fail a class and be a Junior Marshal.

EXTRA-CURRICULAR ACTIVITIES

Athletic Eligibility – In order to participate in athletics at Robbinsville High School, a student must pass three (3) subjects per semester, on a standard block schedule, preceding his/her sport.

Clubs – Students are encouraged to participate in extra-curricular activities. Clubs are an important part of a student's school experience; however, students should limit their club activity to their time and energy capabilities. Quality of performance is more important and desirable than extensive club membership. **Clubs cannot use class time for "fun trips."** With approval from the principal, clubs may attend state and district meetings, or field trips deemed as educational. **All club meetings are to be scheduled during lunch time or before/after school.**

***Athletes caught with vapes are subject to the student drug and alcohol policy. Policies 4325, 4326**

Student Council Eligibility Requirements

- Overall or 3.0 GPA, and no failing grades during the school year.
- No record of suspension for one school year.
- Work on club projects.
- Cooperation with school officials in enforcing school regulations. Members are to confer with school administrators concerning school policy and regulations.
- If regulations are broken after membership, the other members will recommend disciplinary actions to the advisor. Disciplinary action can be taken by the

members, the council advisor, and the high school principal.

Honor Society Eligibility Requirements

- Scholastic requirements are a 3.3 grade point average.
- A member of the Honor Society may be dropped from membership if his/her scholastic record falls below the entrance requirements. However, no member may be dropped from membership for scholastic deficiency without being given a period of one semester to raise his/her scholastic record above the minimum required for membership.
- If a member is put in in-school suspension during the school year, he/she will be placed on probation. A second placement in in-school suspension during the same school year will result in loss of membership.
- If a member is suspended or expelled from school for any reason, he/she will lose their membership.
- All debts and responsibilities must be cleared by the school.

R-Club - The R-Club is an organization of Robbinsville High School coaches and varsity athletes and cheerleaders. The purpose of this club is to promote "pride" among the students competing on the athletic teams. Each year members of the club are invited to the R-Club Awards Dinner. At this awards dinner, outstanding athletes and performances are recognized. The only requirement for membership is to be a varsity member who has lettered on an RHS athletic team or cheerleading squad.

Fellowship of Christian Athletes (FCA) - These are service organizations that are open to anyone.

Field Trips - All trips must have the principal's approval!! All out of state or overnight trips must have approval from the Board of Education. Students must have signed permission from parents and from each teacher in which the student will be absent from his/her class.

Fund Raising - All fund-raising projects must have principal's approval prior to the beginning of the project! Fund raising projects must be submitted to the principal for approval as soon as possible at the beginning of each school year. The principal will present to the Graham County Board of Education for approval. Students are required to participate in a grade-level fundraiser each year. Students who do not participate in the class fundraiser will have a charge of \$20 added to their student debt. Student debts for fundraisers paid will only be removed from the debt list with proof of a receipt.

Assembly Programs - Students are to observe proper conduct in and during assembly programs. No student is to leave during the program. Loud talk and whistling will not be tolerated. Disciplinary actions will be taken for any misconduct. All students will attend all assembly programs. **No hats should be worn in the auditorium during assemblies.**

ROBBINSVILLE HIGH SCHOOL CODE OF CHARACTER

Trustworthiness

I will be honest and loyal and demonstrate integrity.

Respect

I will act with courtesy, tolerance, and dignity.

Responsibility

I will be dependable and accountable for my actions.

Caring

I will demonstrate kindness, consideration, and compassion.

Cooperation

I will work with others with a fair and respectful attitude

Honesty

I will be fair and truthful in my conduct.

ROBBINSVILLE HIGH SCHOOL ALMA MATER

Hail to thee old R. H. S.;

hail to thee on high.

Deck the halls with black and white

and let your flags wave high.

For the years of Spi-i-rit;

for all of its delights.

R.H.S. will be re-member

as home of the brave Black Knights.

BELL SCHEDULES

REGULAR SCHEDULE

1st Block	8:00 – 9:31
Break	9:31 – 9:45
2nd Block	9:45 – 11:16
Lunch	11:16 – 12:10
3rd Block	12:10 – 1:41
Break	1:41 – 1:49
4th Block	1:49 - 3:20

TWO HOUR DELAY

1st Block	10:00 – 11:10
Lunch	11:10 – 12:00
2nd Block	12:10 – 1:10
3rd Block	1:15 – 2:15
4th Block	2:20 – 3:20

THREE HOUR DELAY

Lunch	11:00 – 11:45
1st Block	11:50 – 12:38
2nd Block	12:43 – 1:31
3rd Block	1:36 – 2:24
4th Block	2:32 – 3:20

ROBBINSVILLE HIGH SCHOOL HONOR CODE

The Robbinsville High School Honor Code is designed to protect the honesty of our students and the integrity of their academic achievement. The concept of character education creates an atmosphere of trust and respect in our school system.

The Robbinsville High School Honor Code is stated:

- I will not lie, cheat, or steal in giving assistance or receiving assistance in my academic endeavors.
- I will forthrightly oppose each and every incidence of academic dishonesty.
- I will give prompt notification to the appropriate teacher when I have witnessed any student who has given or received information of a dishonest nature.

The following will serve as the basis for actions as a result from violating the Honor Code:

- The student will receive a grade of zero for the work related to the incident.
- A conduct grade of “U” will be recorded and a written statement placed in the cumulative folder.
- Parents will be notified and may elect to come for a conference.
- The student has the right to appeal.

It is therefore understood that every student has received and reviewed a copy of this Honor Code, and understands that they are expected to live by the guidelines as set forth by the Robbinsville High School educational community.

LEGAL NOTICES

QUALIFICATIONS OF TEACHERS

Parents may request information regarding the professional qualifications of their child’s teachers from Graham County Schools, Director of Personnel Services, Angela Knight at 828-479-9820.

NOTICE OF COMPLIANCE TO TITLE IX AND SECTION 504 OF THE EDUCATION AMENDMENTS OF 1972

Title IX of the Amendments of 1972 states: "No person in the United States shall, on basis of sex, race, religion, national origin, or handicapped condition be excluded from participation in be denied the benefits of, or be subject to discrimination under any educational program or activity.

The Graham County Board of Education operates in compliance with the law. Mr. David Matheson has been designated by the Superintendent and the Graham County Board of Education to coordinate the compliance policies and the law requirements

of Title IX and may be reached at the following address and phone number: Graham County Schools, 52 Moose Branch Rd, Robbinsville, N.C. 28771, telephone: 479-9820, dmatheson@graham.k12.nc.us. Questions concerning the policies and procedures of the Graham County Board of Education to assure compliance with Title IX and Section 504 should be directed to him.

CIVIL RIGHTS

Robbinsville High School is committed to the principle of equal opportunity. It is the policy of this school not to discriminate on the basis of race, sex, color, national origin, religion, or handicaps with regard to its students and employees. Such discrimination is also prohibited by federal law.

AHERA NOTIFICATION

This notice is provided to you with information regarding the Asbestos Hazard Emergency Response Act (AHERA) Management Plan for Graham County Schools. AHERA is a provision of the Toxic Substance Control Act and was passed by Congress in 1986. It requires schools to "ensure that workers and building occupants, or their legal guardians, are informed at least once each school year about inspections, response actions, and post-response action activities, including periodic re-inspection and surveillance activities that are planned or in progress as well as the availability of the AHERA Management Plan for public review." (§763.84(c)) The AHERA Management Plan contains documents of the initial AHERA inspection, 6-month periodic Surveillances, Triennial re-inspections, employee training and Operations and Maintenance procedures. If you have any questions regarding the AHERA Management Plan for this school district, you can contact Onley Williams at the following address and phone number: Graham County Schools, 52 Moose Branch Road, Robbinsville, NC 28771, 479-6636.

PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)

The Protection of Pupil Rights Amendment (PPRA), 20 U.S.C. & 1232h, requires Graham County Schools to notify you and obtain consent or allow you to opt your child out of participating in certain school activities. These activities include a student survey, analysis, or evaluation that concerns one or more of the following eight areas ("protected information surveys"):

1. Political affiliations or beliefs of the student or student's parent;
 2. Mental or psychological problems of the student or student's family;
 3. Sex behavior or attitudes;
 4. Illegal, anti-social, self-incriminating, or demeaning behavior;
 5. Critical appraisals of others with whom respondents have close family relationships;
 6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
 7. Religious practices, affiliations, or beliefs of the student or parents; or
 8. Income, other than required by law to determine program eligibility.
- This requirement also applies to the collection, disclosure or use of student information for marketing purposes ("marketing surveys") and certain physical exams and screenings.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

To all parents of students currently attending the Graham County School System and all students currently attending the system who have reached the age of 18: The Family Educational Rights and Privacy Act (FERPA) is a federal law that governs the maintenance of student records. Under that law, parents of students or students if they are at least 18 have both the right to inspect records kept by the school about the student and the right to correct inaccuracies in the record. Access to the records by persons other than the parents or the student is limited and generally requires prior consent by the parents or student. The Graham County School System has adopted a written policy governing all the rights of parents and students under FERPA. Copies of this policy may be found in the Superintendent's office and in the principal's office of each school within the system.

The Graham County School System classifies the following as directory information: student name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous school attended by the student. School officials may release this information to any person without consent of the parents or student. Any parent or eligible student who objects to the release of any or all of this information without his/her consent must notify, in writing, to the principal of the school where the records are kept by January 15 of this school year. The objection must state what information the parent or student does not want to be classified as directory information. If no objection is received by January 15 of this school year, the information will be classified as directory information until the beginning of the next school year. Complaints about failures of the Graham County School System to comply with the Family Educational Rights and Privacy Act may be made, in writing, to FERPA Office, Department of Health, Education, and Welfare, 330 Independence Avenue, S.W. Washington, DC 20201.

Students with Disabilities: Individuals with Disabilities Act (IDEA)

Pursuant to the IDEA, a federal law, the School District must provide special education services to all children residing in the school district who are between the ages of three (3) and twenty-one (21) who have been diagnosed with or are suspected to have mental, physical or emotional disabilities and who are unable to benefit from a regular school program without special assistance. If your child or a child you know may qualify for such special assistance, please contact: Kristy Cable at Graham County Schools, P.O. Box 625, Robbinsville, N.C. 28771, telephone: 479-9820

Homeless Students: McKinney-Vento Homeless Assistance Act

For information concerning the educational rights of homeless students, please contact: Kristy Mintz at 479-9820

North Carolina Safe Surrender Law

Pursuant to N.C.G.S. §7B-500(b), a female may legally surrender her newborn baby to a responsible adult without fear of criminal prosecution. While any responsible

adult may receive a newborn, School Social Workers, School Nurses, counselors and law enforcement agents are examples of responsible adults who are familiar with this law. More information can be found at <http://www.ncdhhs.gov/assistance/pregnancy-services/safe-surrender>. Those individuals without internet access can contact a school nurse or social worker.

Student and Parent Complaint and Grievance Procedures

For information concerning student and parent complaint and grievance procedures, see Board Policies 1740/4010

Student Testing Information

For information concerning the dates of system-wide and state-mandated tests that students will be required to take during the school year, how the results from the test will be used and whether each test is required by the State Board of Education or the local Board of Education, contact Dr. Jaime Hooper at 479-9820

School Annual Report Card Grade

Pursuant to N.C.G.S. § 115C-47(58), you will be notified of the most recent grade of the school your child is attending, as issued by the State Board of Education, if the school received a grade of “D” or “F”.

Local Education Agency Report Card

For information concerning the District’s Local Education Agency Report Card required by Section 6311(h)(1) and (2) of the Elementary and Secondary Education Act, or a copy of the Report Card contact Kevin White at 479-9820

PEST CONTROL MANAGEMENT

Policy Code: 9205

Pests are significant problems for people and property. The pesticides that are commonly used in pest control may pose a potential risk to human health and the environment. The board is committed to maintaining a safe educational environment while also protecting the physical conditions of school facilities. To this end, the board will utilize Integrated Pest Management (IPM) programs or incorporate IPM procedures into the maintenance program conducted by the school system. The superintendent shall appoint an IPM contact person to facilitate the use of IPM techniques. As necessary, the superintendent shall develop administrative procedures for the IPM program.

A. OVERVIEW OF INTEGRATED PEST MANAGEMENT

IPM is a comprehensive approach that combines effective, economic, environmentally sound and socially acceptable methods to prevent and solve pest problems. IPM emphasizes pest prevention and provides a decision-making process for determining if, when and where pest suppression is needed and what control tactics are appropriate.

The school system’s IPM program will strive to do the following:

1. Minimize any potential health, environmental and economic risks from pests or from the use of pest control methods;
2. Minimize loss or damage to school structures or property from pests or from the use of pest control methods;

3. Minimize the risk of pests spreading into the community; and
 4. Enhance the quality of facility use for the school and community.
- Pesticides will not be used based solely on a schedule. School personnel in charge of pest management will consider how and when pesticides need to be used to achieve the pest management goals.

B. USE OF IPM IN FACILITY AND MAINTENANCE OPERATIONS

The school system must include pest management considerations in facilities planning and maintenance. The IPM contact person, in conjunction with the school system's contracted pest management professional, will recommend to the superintendent any landscaping, structural modifications and sanitation changes needed to reduce or prevent pest problems. The superintendent shall review such recommendations and may authorize action to address necessary minor changes in a timely manner, as the budget permits. For significant changes or changes that require a significant expenditure of funds, the superintendent shall recommend changes to the board for approval.

C. PROVIDING INFORMATION ON IPM TO THE SCHOOL COMMUNITY

Staff, students, pest managers, parents and the public will be informed about potential school pest problems, school IPM policies and procedures, and their respective roles in achieving the desired pest management objectives. Each year, the principal or designee shall ensure that the student handbook includes the schedule of anticipated pesticide use on school property and a notice to parents of their right to request notification of nonscheduled pesticide use. Notice of nonscheduled pesticide use should be made at least 72 hours in advance, to the extent possible.

D. RECORDKEEPING

Records of all pest management activities must be maintained, including inspection records, monitoring records, pest surveillance data sheets or other indicators of pest populations, and a record of structural repairs and modifications. If pesticides are used, records must be maintained on site to meet the requirements of the state regulatory agency and school board.

Legal References: G.S. 115C-12(34)(d) and (e), -36, and -47(45)

Cross References: School Safety (policy 1510/4200/7270), Planning to Address Facility Needs (policy 9000), Care and Maintenance of Facilities (policy 9200)

Annual Notification of Pest Management Program

For School Year 2024-2025

Dear Parent, Guardian, or Staff Member:

This notice is being distributed to comply with the North Carolina School Children's Health Act. Graham County School District has adopted an Integrated Pest Management (IPM) Policy to comply with this law. IPM is a holistic, preventive approach to managing pests that minimizes pesticide use in our schools and on school grounds. IPM is explained further in the school's Pest Management Policy, a copy of which is included with this notice.

The IPM Coordinator for our school district is:

Name Patrick Nichols

Title Maitenance Director
Phone number 828-479-6636
Email address pnichols@graham.k12.nc.us
Office address 52 Moose Branch Road Robbinsville, NC 28771

Your on-site contact for questions about the IPM program is:

Name Erica Sawyer
Title Principal
Phone number 828-479-9830
Email address esawyer@graham.k12.nc.us
Office address 301 Sweetwater Road Robbinsville, NC 28771

The IPM Coordinator and your on-site contact maintain the pesticide product label and the Material Safety Data Sheet (MSDS) of each pesticide product that may be used on school property. The label and the MSDS are available for review by a parent, guardian, staff member, or student attending the school, by request. Also, the IPM Coordinator is available to answer any questions you might have about the school system's pest management program and pesticide use decisions.

Notification of Pesticide Use: Our school system may find it necessary to use pesticides to control pests at your school or other school system site. North Carolina state law gives you the right to be notified annually of our school system's pesticide application schedule, and 72 hours in advance of pesticide applications made outside that schedule, but the latter only if you request notification ahead of time using the enclosed form.

Exemptions: Certain relatively low-risk pesticides are exempted from these notification requirements, including antimicrobial cleansers, disinfectants, self-contained baits and crack-and-crevice treatments, and any pesticide products classified by the US Environmental Protection Agency (EPA) as belonging to the US EPA's Toxicity Class IV, "relatively nontoxic" (no signal word required on the product's label). Your right to be notified extends to all non-exempt pesticide applications at your school or other non-school site (office building, garage, workshop, etc.), both indoor and outdoor pesticide applications, and including applications that take place over summer recess, holidays, weekends, or after school hours.

Emergency Pesticide Use: In the event that a non-exempt pesticide must be used for a pest control emergency at your school or other site and there is not adequate time to notify you more than 72 hours in advance, and you have requested advance notice, you will receive a notice of emergency pesticide application less than 72 hours before, or as soon as possible after the pesticide application.

To request advanced notification of non-exempt pesticide applications at your school or other site, please return the enclosed form to 301 Sweetwater Road Robbinsville, NC 28771. People wishing to receive pesticide use notification for multiple school district sites can list up to 3 sites on each form.

You will need to submit a new copy of this form each year, and every time you wish to update or change your contact information.

Additional copies of this form are available by download from our website <http://www.grahamcountyschools.org>; click on "Administrative Departments" then chose "Maintenance" or by visiting Robbinsville High School's administrative office.

Request for Notification before Non-Exempt Pesticide Applications
School Year 2024-2025

Full Name (please print):

Dear IPM Coordinator, Graham County Schools,

I am writing to request notification in advance of non-exempt pesticide applications at my child’s school, and/or at the school or other site where I am employed by the school district, as per my legal right under the NC School Children’s Health Act. I understand that I can request 72-hour advanced notification only for non-exempt pesticide applications which are not listed on the “Annual Schedule”. This schedule has been provided to me in the Staff and/or Student Handbooks, and which I can view at any time by going to <http://www.grahamcountyschools.org>; clicking on “Administrative Departments” then choosing “Maintenance”.

I also understand that notification requirements apply to all non-exempt pesticide applications at the relevant school or other non-school site (office building, garage, workshop, etc.), both indoor and outdoor pesticide applications, and including applications planned for summer recess, holidays, weekends, or after school. Pesticide products exempt from notification requirements include: antimicrobial cleansers, disinfectants, self-contained baits and crack-and-crevice treatments, and any pesticide products classified by the United State Environmental Protection Agency (EPA) as belonging to the US EPA Toxicity Class IV, “relatively nontoxic” (no signal word required on the product’s label).

In addition, I understand that should a pest control emergency require a pesticide application for which there is not adequate time to notify me 72 hours in advance, I will receive a notice of emergency pesticide use less than 72 hours, or as soon as possible after, the emergency pesticide application.

I am requesting notification of pesticide use in the following schools or other sites:

Name of Student/ employee	Specific School or other site
Homeroom/office/ room number	

I would like to be notified by (please check one):

() Mail	Mailing address: _____	
() Phone	Home phone: _____	Work phone: _____
Mobile or other phone: _____		
() Email	Address: _____	

Sincerely,
Signature: _____ Date: _____

Date	Location	Product	Purpose
7/22/2025	Football Practice Field	Target 6 Plus	Weed Control
7/22/2025	RHS/RMS Campus/ Softball Field	Roundup Custom For Aquatic & Terrestrial Use	Edging
7/23/2025	RHS/RMS Campus/ Softball Field	Roundup Custom For Aquatic & Terrestrial Use	Edging
9/9//2025	RHS/RMS Campus/ Softball Field	Roundup Custom For Aquatic & Terrestrial Use	Edging
9/10/2025	RHS/RMS Campus/ Softball Field	Roundup Custom For Aquatic & Terrestrial Use	Edging
12/30/2025	Football Practice Field	Princep Liquid	Weed Control
2/3/2026	Football Practice Field	Princep Liquid	Weed Control
2/4/2026	Football Practice Field	Roundup Custom For Aquatic & Terrestrial Use	Weed Control
3/4//2026	Football Practice Field	Roundup Custom for Aquatic & Terrestrial Use	Weed Control
3/24/2025	Shot Put/Discus & Band Practice Field	Roundup Custom for Aquatic & Terrestrial Use	Mark Lines
3/20/2026	RHS/RMS Campus/ Softball Field	Roundup Custom For Aquatic & Terrestrial Use	Edging
3/20/2026	RHS/RMS Campus/ Softball Field	Roundup Custom For Aquatic & Terrestrial Use	Edging
4/16/2026	RHS/RMS Campus/ Softball Field	Roundup Custom For Aquatic & Terrestrial Use	Edging
4/21/2026	RHS/RMS Campus/ Softball Field	Roundup Custom For Aquatic & Terrestrial Use	Edging
5/20/2026	Football Practice Field	10-10-10/34-0-0 Fertilizer	Growth Enhancement
5/21/2026	Football Stadium Field	Target 6 Plus	Weed Control
6/03/2026	RHS/RMS Campus/ Baseball Field	Roundup Custom For Aquatic & Terrestrial Use	Edging
6/04/2026	RHS/RMS Campus/ Baseball Field	Roundup Custom For Aquatic & Terrestrial Use	Edging
6/18/2026	Football Practice Field	10-10-10/34-0-0 Fertilizer	Growth Enhancement

RHS Parent Guide to Student Achievement

Based on Parents' Bill of Rights - SB 49; Session Law 2023-106

This guide is designed to provide parents and guardians access to information regarding student achievement. Should you wish to obtain additional copies or information, please make a request through the high school office.

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RHS Promotion Policy

- https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/ByArticle/Chapter_115C/Article_8.pdf

RHS Curriculum Resources

<https://sites.google.com/graham.k12.nc.us/robbinsvillehighschool/curriculum-resources>

Progress and Assessment Information

State Assessments:

Individual Student Reports for end-of-grade/course tests and other state assessments (English language proficiency assessment) are accessible in the parent portal of the NC-SIS (PowerSchool).

In NC, all students take end-of-grade assessments for reading and math in grades 3-8. Students take end-of-grade science assessments in grades 5 and 8. In high school, students take end-of-course assessments in English II, Biology, NC Math 1, and NC Math 3.

Students in Grade 10 take the Pre-ACT. Students in grade 11 take the ACT. Students who are CTE Concentrators in Grade 12 take ACT WorkKeys. Those results are shared by ACT.

Teacher Qualifications

[Link to the licensure website.](#)

School Enrollment Guidelines

[GS_115C-364.pdf \(ncleg.gov\)](#)

Required Immunizations

[Kindergarten Entry Vaccine Requirements](#)

[Seventh Grade Entry Vaccine Requirements](#)

[Twelfth Grade Entry Vaccine Requirements](#)

How can I help my child develop citizenship, social skills, and respect for others?

[NC Portrait of a Graduate - Durable Skills.](#)

Services and Resources

[NCVPS EdVantage Tutoring](#)

Participation Opportunities for Parents

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School Choices

[NC charter school](#)

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Rights of Students with Disabilities

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