



Barnwell High School

2019-2020 Student/Parent Handbook

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<http://bhs.bsd45.net>

Table of Contents

I.	Vision	5
	Our Vision.....	5
	Our Mission.....	5
	Our Core Values.....	5
	Vision	5
	Purpose Statement.....	5
	Core Values	5
	Greetings from the Principal.....	5
	Handbook.....	5
II.	Faculty & Staff	6
III.	General School Policies	7
	Announcements.....	7
	Annual Notification of Rights.....	7
	Attendance Regulations.....	7
	Cafeteria Program.....	7
	Career Center	8
	Cellular Devices (Policy JICJ).....	8
	Cheating.....	9
	Classroom Procedures	9
	Club Meetings	9
	College Visits.....	9
	Comprehensive Health Education Act.....	9
	Computer Use/Internet Access (Policy IJNDB)	9
	Credit Recovery	11
	Attendance Recovery	11
	Content Recovery	11
	Cutting Class/Cutting School/Leaving Campus Without Permission/Transporting Students Off Campus Without Permission	11
	Debts	11
	Deliveries	11
	Disturbing Schools.....	11
	Dress Code	12
	Early Dismissal	13
	Early Dismissal Scheduled.....	13

Electronic Equipment	13
Enrollment.....	13
Exams	13
Family Educational Rights and Privacy Act.....	13
Fees	14
Field Trips.....	14
Food/Drink.....	14
Fund Raising.....	14
Gambling	14
Gifted and Talented Program.....	14
Guidance/Administrative Conferences	15
Gymnasium	15
Hall Passes	15
Handbook Verification Form.....	15
Harassment (Policy JIAA).....	15
Hazing (Policy JICFA).....	15
Homebound Instruction	15
Honor Code Policy	16
ID Policy.....	16
Immunization Requirements	16
In-School Suspension Center	16
Late Arrival.....	17
Late Buses.....	17
Leaving Campus at Lunch	17
Locks and Lockers	17
Loitering.....	17
Make-Up Assessments.....	18
Media Center.....	18
Medication (Policy JLCD).....	18
Messages	19
Metal Detectors	19
Missing Career Center Bus.....	19
Noise.....	19
Non-Discrimination Policy.....	20
Off-Limit Areas	20
Paging Devices.....	20
Parental Concerns Guidelines	20
Parental Responsibilities.....	21
Parent-Teacher Conferences	21

Parking	21
Photograph Release.....	22
Pledge of Allegiance and Alma Mater	22
Privacy Rights.....	22
Prohibited Items	22
Publications	22
Public Displays of Affection.....	23
Searches (Policy JIH)	23
Signs/Posters	23
Solicitation	23
Sororities/Fraternities.....	23
Special Services	23
Substitute Teachers	23
Supervision of Students.....	23
Tardy Policy.....	24
Tampering with Emergency Equipment	24
Telephones	24
Textbooks.....	24
Transferring/Withdrawing.....	24
Trash.....	24
Trespassing.....	24
Visitors	25
IV. Student Conduct	25
Student Code of Conduct (Policy JICDA-R)	25
Classroom Managed Behaviors	25
Level 1-Disruptive Conduct	26
In-School Suspension Progression Chart.....	26
Level 2 – Disruptive Conduct	26
Out-of-School Suspension Progression Chart	26
Level 3 – Criminal Conduct.....	27
Drug and Alcohol Use by Students (Policy JICH).....	27
Threatening Acts	28
Criminal Behavior.....	28
Gangs and Gang-Related Activity (Policy JICF).....	29
Tobacco Policy (JICG).....	29
Types of Disciplinary Action.....	30
Consequence Formula.....	30
Bus Code of Conduct	30
V. Guidance Services	31

Guidance Staff	31
Grade Classification	32
Senior Responsibilities	32
Junior Responsibilities	32
Sophomore Responsibilities	32
Examinations.....	32
SC Uniform Grading Scale Policy	33
Grade Reporting.....	33
Graduation Information.....	33
Senior Dismissals.....	34
Qualifications for Participating in Graduation Ceremonies	34
Policy for Course Changes.....	34
Course Withdrawals	34
Counselor Availability.....	35
Transfer Students	35
Student Records.....	35
Honors and Awards.....	35
VI. Athletics	35
Coaches	35
Athletic Discipline.....	35
Head Coaches	36
Athletic Eligibility.....	36
VII. Parent Community Involvement	36
Volunteer Program.....	36
School Improvement Council	36
Parent/Teacher Conferences.....	37
VIII. Appendix	38
Handbook Verification Form 2019-2020	38
Request for 12th Grade Classification Form	39
Request for First Semester Graduation Form	40
District Calendar.....	42
Bell Schedule	43
Ten-Point Grading Scale.....	44
Map.....	45

Vision

Our Vision

Barnwell School District 45 – Leaders in Excellence

Our Mission

Barnwell School District 45 is committed to preparing students for lifelong success by promoting individualized learning experiences.

Our Core Values

Innovation – Integrity – Investment – Community

Vision

Barnwell High School – A Community United by Education

Purpose Statement

Barnwell High School promotes character and inspires a passion for learning.

Core Values

Productive – Well-Rounded – Upstanding – Committed

Greetings from the Principal

August 19, 2019

Dear Students,

Welcome back for the 2019-2020 school year. It is an honor to serve as your Principal. I hope everyone had a productive summer break. The faculty, staff, and administration of Barnwell High School want you to be successful this school year.

Please make sure to review this handbook with your parents and/or guardians. Keep in mind that this handbook contains rules and policies you must follow and other helpful information for you and your family.

To ensure your success this school year, please make sure you attend school regularly, manage your time responsibly, and prepare for class each school day. I encourage you to get involved in extracurricular activities this year and to make the most of your high school experience.

The faculty, staff, and administration are here to help you succeed. Please do not hesitate to ask for my assistance at any time. Best wishes for a great school year. And to the Class of 2020, make this year your most rewarding year yet.

Sincerely,

Franklin McCormack, Principal

Handbook

While every effort has been made to ensure the accuracy of this handbook, changes in policy may require adjustments in content. The descriptions and policies contained herein are correct and aligned with the governing body of Barnwell School District 45. However, our policy is one of continuous improvement and we reserve the right to update our policies at any time without written notice and without incurring obligation. Students remain responsible for updates and changes in policy.

Faculty & Staff

Franklin McCormack, Principal
Mike Beasley, Assistant Principal
Dr. Vickie Carter-Blocker, Assistant Principal
Greg Gantt, School Resource Officer
Leslie Bell, RN School Health Nurse

Patty Gooding, Receptionist
Kim Rutland, Administrative Assistant*
Gail Still, Attendance
Kathy Watkins, Bookkeeper

MEDIA CENTER

Kristen Augustine*
Robbie Niegowski

GUIDANCE

Kaylyn Baxley
Angel Brabham
J.J. Cone
Pam Priestler*
Lawanda Robinson
Cathy Tucker

ENGLISH

Elaine Burdge*
Emily Cobb
Carol Dean
Philip Hutto
Rachel Mayfield
April New

SCIENCE

Aliasger Godhrawala
Sarah Lehman
Anna Moore
Paul Thomas
Lisa Wyndham*

FOREIGN LANGUAGE

April New
Marcos Protheroe*
Sophia Thomas

JROTC

CW4 Jeffery Gordon
Jerry Smith, SFC

ATHLETIC TRAINER

Rob Roth

MATH

Chase Bell
Jason Browning
Aliasger Godhrawala
Jeff Miller*
Kristopher Morris
Todd Teems

SOCIAL STUDIES

Luke Catoe
Gerald Lombardi
Frank Mayfield
Brenda Scruggs*
Jared Thrasher

HEALTH/ PHYSICAL EDUCATION

David Anastasia
Heath Corley
Thomas Davis
Dwayne Garrick
Keri Schneider*

FINE ARTS
Angela Gantt*
Ashlee Lemon
Dawn Reitz

CATE

Stephen Andrews*
Allyson Carson
Kames Furtick
Logan Sand

INTENSIVE LEARNING CENTER

Sudharani Alamanda
Betsy Antley
Judy Martin
Dawn Searson
Billie Smith*
Robert Cave
Felicia Knopf
Annie O'Berry
Ann Pressley
Barbara Williams

WBL

Mike Beasley

TEACHER CADET

Lisa Wyndham

MAINTENANCE

Kenny Johnson
Harry Kennedy
Joseph Kennedy
Michael Ray
Andrew Smith
Terry Whitehead*

CAFETERIA

Ann Hankerson
Felicia Garvin
Lisa Sanders*
Mary Oliver
Leather Williams

IN-SCHOOL SUSPENSION (ISS)

Michael Highsmith

*Denotes Department Head

General School Policies

Announcements

The purpose of announcements is to communicate vital information to students so that the normal operation of the school can be an orderly one. General school announcements will be made over the intercom twice daily. Any desired announcement(s) should be dated, typed, signed by the club or sport sponsor and given to the authorized office personnel. During announcements, students must refrain from talking in classes and remain in their seats until the announcements are completed. Additionally, students are prohibited from moving about the campus during announcements.

Annual Notification of Rights

Schools will notify the parent/legal guardian of students and/or eligible students annually of the following: type of records kept, procedure for inspecting and copying student records, the right for interpretation of data contained in student records, their right to challenge data thought to be erroneous and the procedures for expunging such data or inserting a rebuttal statement, the type of information the district deems directory information, the process for refusing to permit the release of all or some information as directory information and the right to lodge a complaint with the US Department of Education. **See Family Educational Rights and Privacy Act.**

Attendance Regulations

Pursuant to district policy (JH-R), students are required to attend classes on a daily basis.

- **Students are allowed no more than three absences per quarterly course and five absences per semester course.** Those absences in excess of these limits must be excused by written documentation from a licensed/certified health practitioner (e.g., doctor), by the principal for participation in school-sponsored activities, by documentation of death in the immediate family or for recognized religious holidays. Students who accumulate more than three unverified absences for all reasons in a quarterly course and five unverified absences in a semester course will not receive credit for that class.
- **Students who accumulate excessive absences and have not cut any classes, and who have documented extenuating circumstances regarding their absences, may make up five excessive absences for a semester class and three excessive absences for a quarterly class.** It is the responsibility of the student to communicate with his/her teacher to inquire about all absences. BHS does not recognize a valid senior cut day. This absence will be considered unverified and will disqualify a student from participating in a credit recovery program. It is the student's responsibility to contact the teacher regarding any and all attendance concerns.
- **Students must turn in a written excuse for an absence to the attendance clerk in order to make up missed class work.** Excuses may be turned in before 7:50am and must contain the student's full name and a parent's daytime phone number. Students have five days after returning to school from an absence to submit a certified medical excuse or bereavement documentation to attendance clerk in order to receive an excused absence. Certified medical excuses or bereavement documentation for absences will not be accepted after the five-day window following their return to school. Forgery of written excuses is a suspendable offense.
- **When students have three consecutive unlawful absences or a total of five unlawful absences, the school will contact parents to develop a plan for improved attendance.** Students who accumulate three consecutive or a total of five unlawful absences will be reported to TRUANCY.
- **Students who miss more than thirty minutes of ANY class will be counted absent for that class for attendance recovery purposes. See Credit Recovery**
- **Students who miss school due to a medical condition and are under doctor's care must present that doctors excuse to the attendance clerk within five days of their return to school in order for that excuse to be valid.**

Cafeteria Program

All students will eat breakfast in their first block classes from 7:40am to 7:50am. Freshmen, sophomores and juniors are required to remain on campus during lunch. Students must eat lunch in the cafeteria and will be required to line up in the designated area to be properly admitted into the cafeteria in an orderly and appropriate manner. Additionally, no students are allowed to remove food from the cafeteria without prior approval for tutoring or approved student activities. Parents and/or guardians may bring their child's lunch; however, the lunch needs to be dropped off in the main office not later than 10:45am.

Career Center

BHS students have the option of taking courses at the Barnwell County Career Center (BCCC). BCCC students should be mindful that any disciplinary action taken at either campus will be carried out on both campuses. Students who are suspended from the BCCC may not attend classes at BHS. Likewise, a student suspended from BHS may not attend classes at the BCCC. Second-year students are permitted to drive their cars to the BCCC, if they are already registered to drive on the campus of BHS and have on file a permission form from the BCCC director. All passengers and drivers must have written permission on file at the BCCC, and be in accordance with the following:

- First-year underclassmen BCCC students will not drive to the center. A bus will be provided for transportation. First-year cosmetology students may drive as long as they are not reporting to BHS at all during that day.
- Second-year BCCC students are allowed to drive to the center with proper permission. Any student who receives a speeding citation or who detours from the prescribed route to and from the center will lose their driving privilege.

Cellular Devices (Policy JICJ)

Cellular phone and other device (telecommunications devices that emit an audible signal, vibrate, display a message, or otherwise summon or deliver a communication to the possessor) ownership by adolescents has proliferated in recent years. To prevent disruption of the learning environment and to prevent using the messaging functions to cheat during exams, or violate the privacy rights of students who are minors, students are not allowed to have cellular devices in their possession or on their person between the hours of 7am and 3pm. Prior to a student entering the building, his or her cellular devices must be turned off and secured in the student's locker. Cellular devices should not be kept any place other than inside a locker or in the student's vehicle. If a student is found in possession of a cellular device between 7am and 3pm the phone will be confiscated and the student will be disciplined according to policy. While on school buses, cellular devices are to be turned off and stored out of sight, in pockets, bags, backpacks, etc. All cellular devices will be confiscated, including devices discovered during searches of reasonable suspicion. Cheating is not the only problem cellular devices present. Students also use them to carry on conversations with persons against the will of their parents, take photos, sometimes of people who don't know their picture is being taken and believe they are alone, in locker room showers or rest rooms. News reports have shown that cellular devices with built-in cameras, as well as other electronic devices with photographing capabilities (camera devices), are being used for unethical and illegal purposes. These purposes have included cheating on tests and taking and distributing unauthorized photographs of other people. When someone takes pictures of others without their permission, he/she risks invasion of privacy and harassment lawsuits. The individual also may face criminal prosecution. These devices also can be used to reproduce copyrighted material, so their misuse can lead to penalties under federal copyright laws. To address these concerns, in addition to our existing guidelines on the use of electronic devices on school grounds and at school-sponsored activities, the following guidelines apply to possession and use of cellular devices. Students are to go to the office to make emergency phone calls home. In cases of emergency, parents are asked to call the school office. School office personnel are proficient at relaying messages from parents to students during announcement times only. Emergency phone calls can always be made in the main/office during school hours; so cellular devices are not needed during school hours. Cellular devices must be in a locker or in a vehicle ONLY between the hours of 7am and 3pm while students have access to phones in the school office. Students who willfully violate the provisions of the cellular device policy on the first offense will have their device confiscated and will be assigned to ISS or may choose to pay a \$25 fine (fines may only be paid in cash). Only the individuals listed under contacts may retrieve the cellular device. The ISS assignment must be served or \$25 fee paid before the cellular device is returned. After disciplinary consequences have been served, parents must sign a contract when the cellular device is returned to them stating:

“I am aware of the laws and policies regarding cellular devices on school campuses. My child's cellular device is being returned one time and one time only. Any further confiscation of a cellular device from my child will result in the device being forfeited to the school district until the end of the academic calendar.”

On the second cellular device violation, the device will be confiscated until the last day of the academic calendar and returned on Monday, June 8, 2020. No exceptions! Students who fail to submit their cellular devices upon request are

subject to out-of-school suspension. The school/district will not be liable for a lost/damaged cellular device or financial loss due to the confiscation of the device.

1st Cellular Device Violation	Cellular Device Confiscated	Returned After Disciplinary Consequence / Cellular Device Contract Signed
2nd Cellular Device Violation	Cellular Device Confiscated	Cellular Device Returned End of the Academic Calendar
Additional Violation	Cellular Device Confiscated	One Day OSS / Cellular Device Returned End of Academic Calendar

Cheating

See Honor Code Policy.

Classroom Procedures

Students are expected to follow the classroom procedures and guidelines provided by each teacher. No food or drinks are allowed in the classroom after the breakfast period except on half days when lunch is provided by the school.

Club Meetings

A club sponsor must be present at all meetings of school-sponsored clubs. For additional information with regards to clubs (e.g., Beta Club, National Honor Society), please visit the BHS website: <http://bhs.bsd45.net>

College Visits

Students should schedule college visitations during school holidays whenever possible. See attendance regulations.

Comprehensive Health Education Act

According to the South Carolina Comprehensive Health Education Act (CHEA), “at least one time during the four years of grades nine through twelve, each student shall receive instruction in comprehensive health education, including at least seven hundred fifty minutes of reproductive health education and pregnancy prevention education.” The AXIS I Center of Barnwell in collaboration with BHS provides comprehensive health education via the CHEA compliant *Safer Choices* program. *Safer Choices* is abstinence based emphasizing that choosing not to have sex is the single and most effective way of preventing pregnancy, STDs, and HIV. The AXIS I Center of Barnwell will send home a parent permission form via the student. Students of parents who opt not to allow their child to participate in the *Safer Choices* program will not be penalized.

Computer Use/Internet Access (Policy IJNDB)

All students have access to networked programs and the Internet. When using school computers, all students are expected to abide by the school and district’s Acceptable Use Policy (AUP). General school and district rules for behavior and communications apply. The administrator of the local and wide area networks may review files and communications to maintain system integrity and ensure that users are using the system responsibly. Users should have no expectations of privacy in their electronic files stored on Barnwell School District 45 servers. Access to the Internet is provided for students to conduct educational research. The district has purchased software for Internet content filtering. This allows students to explore the Internet in relative safety. During school, teachers will guide students toward appropriate materials. Outside of school, families bear the same responsibility for such guidance as they exercise with other information sources such as television, telephones, radio and movies. This document sets forth the rights and responsibilities for students under the districts’ Internet safe and responsible use policy and regulations. **Parents, if you do not wish for your child to have access to internet resources, please fill out the Denial of Student Use of Internet Resources form and submit to BHS.** You may get a copy of this form from the main office.

The district Internet system has been established for a limited educational purpose. The term "educational purpose" includes classroom activities, continuing education, professional or career development and high-quality, educationally enriching personal research.

The district Internet system has not been established as a public access service or a public forum. The district has the right to place reasonable restrictions on the material you access or post through the system. You are also expected to follow the rules set forth in this policy, the student disciplinary code and the law in your use of the district Internet system.

You may not use the district Internet system for commercial purposes. This means you may not offer, provide, or purchase products or services through the district Internet system. You may not use the district Internet system for political lobbying.

The school's computer resources are for educational purposes, which include:

- Classroom activities directed by the teacher (e.g., Internet research for a specific topic assigned by the teacher).
- Limited self-discovery activities (e.g., researching automobiles while in the media center during lunch).
- Creation of educational materials (e.g., creating a Word document for a class assignment).

Users may not:

- Access Internet sites that display offensive pictures or messages (e.g., some sites about automobiles, sports or entertainment, may display near nudity). Viewing such pages in a school setting is not acceptable.
- Download software or executable programs from the Internet (e.g., AOL messenger is an executable program).
- Download from the Internet any file that is not directly related to instruction (e.g., music or video files, pictures not related to schoolwork).
- Use school computer for commercial purposes (e.g., using school computers to create Web pages for someone else who then pays you for your work).
- Use school computers to harass, insult or attack others.
- Use obscene or defamatory language on the computer.
- Waste computer resources (e.g., printing the same document multiple times, saving large graphics files to your space on the network, "hogging" computer workstations for personal exploration or other non-educational use).
- Play computer games. More specifically, computer games found on the computer, such as FreeCell, or Solitaire, or on the Internet, are not permitted. You may play a game that is specifically designed or designated for instructional purposes if your teacher has identified it in his/her lesson plans and is supervising you in the use of the game.
- Use another person's ID and password to log into a computer (e.g., you have forgotten your password and your friend lets you log in using his ID and password).
- Use a teacher's login credentials (i.e., never use a teacher's login as this violation can get you suspended and possibly expelled).
- Use the Internet to give out his/her name, address or phone number.
- Engage in any conduct related to instruction that teachers or administrators deem inappropriate.
- Bypassing the login process to get to the computer desktop (e.g., not click "work station only" when you log into a computer).
- Tamper with computer's hardware or peripherals (e.g., disconnecting cables or peripherals, such as keyboard, mouse, and monitor or tampering with keys on keyboard).
- Violate the privacy of others' files or violate copyright (e.g., viewing or tampering with files stored in Shared Folders that belong to another user, copying licensed software from one computer to another, copying a paper found on the Internet or other online resources and submitting it as your own, failing to cite the source of a picture, graphic or chart that you found on the Internet and used in a PowerPoint presentation).

Violation of these policies may result in an out-of-school suspension, and usage may be revoked.

Credit Recovery

Attendance Recovery

Students who accumulate excessive absences and have not cut any classes, and who have documented extenuating circumstances regarding their absences, may make up five excessive absences for a semester class and three excessive absences for a quarterly class. It is the responsibility of the student to communicate with his/her teacher to inquire about all absences. BHS does not recognize a valid senior cut day. This absence will be considered unverified and will disqualify a student from participating in a credit recovery program. It is the student's responsibility to contact the teacher regarding any and all attendance concerns.

Content Recovery

Students are deemed eligible for content recovery based on failure in the courses from the previous academic semester. The Credit Recovery program will be offered at the high school for a two-week period following each semester grading period. The recovery courses will be delivered through 9 120-minute periods. Certified teachers currently employed by Barnwell High School will lead the sessions. Students must obtain a 60 in the course to receive credit. Students are eligible to enroll in a credit recovery course if the initial grade earned is between 50-59. Students must not have excessive absences to enroll in content recovery.

Cutting Class/Cutting School/Leaving Campus Without Permission/Transporting Students Off Campus Without Permission

The administration, with the cooperation of parents and/or legal guardians, must authorize permission for any student to leave the campus of BHS during normal school hours. Failure to follow the established check-in/check-out procedures will result in the following consequences:

1st Violation	One Day ISS (or Parent Shadow) and Removal of Driving/Parking/Senior Privileges for 10 School Days
2nd Violation	One Day ISS and Removal of Driving/Parking/Senior Privileges for No Less Than 30 School Days
3rd Violation	One Day OSS and ISS and Removal of Driving/Parking/Senior Privileges permanently
Additional Violations	No Less Than Three Days OSS and One Day ISS

Note to Students: Once you arrive on campus via parent, bus, or by other means, you are subject to all policies and procedures of BHS and should not leave campus without permission.

Debts

All students must have their lost/damaged textbook fees paid and all other fees paid before purchasing a parking sticker or participating in graduation exercises. All athletes will be expected to pay participation fees as required by the athletic department.

Deliveries

In an effort to maintain the most conducive environment appropriate for instruction, deliveries for any reason will be kept to an absolute minimum. BHS will not be held liable for any deliveries. Disclaimer: BHS reserves the right to refuse deliveries for students that are not for an educational purpose.

Disturbing Schools

According to S.C. Law 16-17-420, it shall be unlawful:

- (1) For any person willfully or unnecessarily (a) to interfere with or to disturb in any way or in any place the students or teachers of any school or college in this State, (b) to loiter about such school or college premises or (c) to act in an obnoxious manner therein; or

(2) For any person to (a) enter upon any such school or college premises or (b) loiter around the premises, except on business, without the permission of the principal.

Dress Code

Barnwell High School has established a basic structure for determining appropriate dress standards for students. Clothing should not be so immodest or inappropriate to the school setting as to disrupt the educational process.

Therefore, the district will not permit clothing deemed distracting, revealing, overly suggestive or otherwise disruptive. This includes (but is not limited to) bare midriffs, halter/tank tops, spaghetti straps and see-through shirts, tops, pants, or blouses.

The district will not permit clothing that displays vulgar, obscene or otherwise inappropriate symbols, language or wording.

The district will not permit clothing or accessories (i.e., book bags, jewelry, hats, etc.) that display or make reference to alcohol, tobacco or illegal substances. Students may not wear or display gang attire, colors or symbols on clothing or accessories.

Under most conditions, students may not wear bandanas, hats, head stockings or hoodies while on campus or attending school sponsored events/activities.

Students must wear proper shoes at all times. Open toed shoes may not be appropriate for all school activities.

During the regular school day, students' athletic attire, such as tennis, track, cheerleading outfits, etc., must conform to all other regulations of the dress code.

Students may not wear accessories/clothing that could pose a safety threat including heavy chains, fishhooks, multi-finger rings, studded bracelets or collars, nose- or lip-to-ear chains, etc.

The district does not allow unusual body piercings or accessories that disrupt the order of school or that disturb the learning environment.

Students may not wear overly tight or short skirts, shorts, skorts or dresses. The district does not allow bike shorts unless worn under another pair of shorts. Appropriate lengths are 2 inches above the knee.

Students must wear pants at the natural waistline. Undergarments should not show and should not be worn outside of clothing.

Each school's administrators make the final judgment on appropriateness of any student's dress and reserve the right to prohibit any clothing/accessory disruptive to their school.

1st Offense	Change or Adjustment of Inappropriate Clothing
Additional Offenses	Change or Adjustment of Inappropriate Clothing, Detention

Students who fail to adjust or change clothing when requested will be subject to an out-of-school suspension. Administrators and faculty members are expected to strictly enforce the dress code at all times.

Early Dismissal

Early dismissals from school are discouraged. A custodial parent/guardian must present a valid identification card to sign out any student who leaves school at any time after arriving on campus. The student must have a letter of permission signed by a custodial parent that includes a number where the parent can be reached. **If the parent cannot be reached, the student will not be dismissed. Students will not be allowed to sign out via telephone approval.** All forms and/or notes must be completed and returned no later than 7:45 am the day of signing out. Students will not be allowed to sign out after 2:45 pm unless a medical excuse is provided. Failure to sign in or out is a disciplinary offense. In order for a student to be dismissed from school lawfully, the parent and/or guardian and student must follow the procedures listed below:

1. Students who are excused to leave school for any part of a day must sign out before departing. Students who fail to sign out will be disciplined for cutting class.
2. It is preferred that early dismissals occur at class changes or lunch to limit class disruptions.
3. Students are expected to attend school-wide assemblies and/or special events during the school day unless proper documentation has been submitted prior to assembly.

Early Dismissal Scheduled

Students who are scheduled for early dismissal (e.g., Senior Dismissal Periods, Work Permits, etc.) must exit the building before the tardy bell for the next class period or must have a pass from an administrator to remain on campus. Students on campus without permission will lose their early dismissal privilege and will be placed in an academic class.

Electronic Equipment

IPods, MP3 players, radios, record or CD players, headphones, tape players, digital cameras, regular cameras, video cameras, electronic games, etc., are prohibited on campus during school hours. These items will be confiscated and turned in to an administrator until a parent picks them up. The school will not be responsible for the security of confiscated items. School policy dictates that pagers, cell phones and other paging devices will be confiscated.

Enrollment

To enroll at BHS a student must meet the following requirements:

1. Two proofs of residency in the school zone
2. Copy of parent/guardian ID or driver's license
3. Immunization records
4. Proof of withdrawal from previously enrolled school
5. Long-form birth certificate

Exams

Make-up exams may be given under special circumstances such as surgery or death in the family but must be taken within five days of the original exam date unless extenuating circumstances exist. Students may not sign out of school during an exam period and may not sign out between exam periods unless a parent comes to the attendance office.

Family Educational Rights and Privacy Act

The Buckley Amendment, also known as the Family Educational Rights and Privacy Act (Section 438 of the General Education Provisions Act) permits only the release of **directory information** about students without the student's written consent. **Directory information** includes: Student's name, addresses, telephone number, photographs as related to school or district sponsored events, activities and special recognitions, date and place of birth, participation in officially recognized activities and sports, weights and heights of members of athletic teams, dates of attendance, diploma and certificates of awards received, most recent or previous school attended, and other similar information.

Within fifteen days after the annual distribution of notification of privacy rights, the parent/legal guardian of the student or the eligible student (if 18 years of age or older) has the right to refuse to permit the release of any or all of the categories of directory information and/or any or all of the additional information referenced above. **The parent/legal guardian or eligible student may obtain a Directory Information Opt Out Form from the main office which denies Barnwell High School the right to release directory information.** This form will become part of the student's education record. The principal of the school the student is attending is responsible for notifying appropriate personnel of the refusal, filing the refusal in the student's cumulative folder and marking the folder as specified by the superintendent or his/her designee. **See Annual Notification of Rights.**

Fees

Parking Decal	\$25 (only applicable to upperclassmen; freshman cannot drive)
Replacement or Additional Parking Decal	\$10
Temporary Parking Permits	\$1 each day (must have officially registered a vehicle during school year)
Lost Locks	\$6 per school year
Lost or Severely Damaged Badges	\$6 per school year
Athletic Participation Fee	\$20

Field Trips

All school rules and regulations apply to students on school-related trips.

Food/Drink

No food or drinks are allowed in classrooms with the exception of the breakfast program, including Horseshoe Cafe items, and bottled water (e.g., Dasani). Students are not allowed to use snack or drink machines during class time. Detention/ISS will be assigned for students not complying.

Fund Raising

Students are not allowed to raise money on school grounds except as part of a school club project approved by the administration.

Gambling

BHS does not condone gambling or any form thereof and actions of this nature are a complete distraction to the instructional environment conducive to academic success. All students found to be in violation of this policy will be disciplined accordingly.

Gifted and Talented Program

Gifted and talented students at BHS are those individuals in grades 9-12 that demonstrate high performance in the Academic Arena, Visual Arts, Design, and Choral Performance. The purpose of the gifted and talented program is to provide an intense curriculum of instruction that thoroughly enhances the output of the students enrolled in the program. Program models and services consist of individual classes developed by the instructor to address the growth potential of each student in each discipline. Identification is a multi-step process which includes screening, referral, assessment and placement (all determined by portfolio submittal and performance audition). Any student can be referred for screening or assessment (self-referral, teacher, parent, administrator, guidance, etc.). Any questions regarding identification should be directed to the respective department or the guidance department.

Guidance/Administrative Conferences

Parents or students who wish to meet with a guidance counselor or administrator should make an appointment in advance. Conference request forms are available in the guidance office. A student who is in a conference with a guidance counselor or administrator during class time must provide written proof of the conference to the attendance office in order to be excused from that class. Waiting without permission in the hope of having a conference is not considered a legitimate reason to miss class.

Gymnasium

The gymnasium is a classroom area just like all others and is reserved for those students who are matriculating through a course of study. At no time should a student be dismissed to the gymnasium for leisure purposes. The gymnasium is **off limits** to all students not enrolled in Physical Education during school hours. Students found to be loitering in the gymnasium will be disciplined accordingly.

Hall Passes

A student must have an official hall pass any time he/she is outside the classroom during class time. The pass must indicate the student's name, date, and time and must be signed by the teacher. ISS days will be assigned for students not complying. Only one (1) name per pass per trip is allowed.

Handbook Verification Form

All students will be required to review the BHS Student/Parent Handbook with parents and submit a signed (student signatures required) Handbook Verification Form. All Handbook Verification Forms can be obtained and filed in the main office.

Harassment (Policy JIAA)

Sexual or verbal harassment should be reported to an administrator immediately. Proper disciplinary action will be taken. Individuals will also be turned over to the appropriate law enforcement agency for criminal prosecution.

Hazing (Policy JICFA)

Pursuant to state law, hazing is defined as “the wrongful striking, laying open hand upon, threatening with violence or offering to do bodily harm by a superior student to a subordinate student with intent to punish or injure the subordinate student, or other unauthorized treatment by the superior student of a tyrannical, abusive, shameful, insulting or humiliating nature.” Any student, who is found to have engaged, planned, directed, encouraged or assisted in hazing will be subject to disciplinary action. Individuals will also be turned over to the appropriate law enforcement agency for criminal prosecution.

Homebound Instruction

The district provides homebound instruction for students who cannot attend school because of extended illness, accident, or pregnancy. Applications for homebound instruction are available in the attendance office and should be requested as soon as the parent/student anticipates the possibility of extended absence (a minimum of five consecutive days of absence) from school. The application must be completed by a licensed physician (medical doctor) and returned promptly to the attendance office for processing. Upon approval, a student is eligible for services. These days are not counted as absences from school. Students approved for services must complete the allotted hours of instruction, even if they return to school early. Course adjustments may be necessary for students absent for an extended period of time. Questions concerning homebound procedures and regulations should be made to Special Services at (803) 541-1331. Homebound forms may be obtained in the attendance office.

Honor Code Policy

BHS students are to adhere to the honor code policy, which consists of two parts:

1. Students are to tell the truth when dealing with faculty, staff or administrators.
2. Students are not to represent as theirs any work, which they have not done alone. This includes, but is not limited to, plagiarism, misuse of online information, copying homework, cheating on tests, etc. Violations of either of these rules will result in disciplinary actions including a discipline referral being written and one or more of the following:
 - Zero on assignment or test
 - Parent contact
 - Counseling or other action appropriate to the violation
 - ISS

ID Policy

- All students must wear a school ID badge when on school grounds. ID badges must be clearly visible and worn above the waist and below the neck on a red BHS issued lanyard. In a pocket or under a jacket is not “clearly visible.” Students will be assigned to ISS if their ID is not clearly visible, properly worn, or altered. IDs are the property of BHS and are subject to periodic inspection by school administrators without student consent.
- All students are issued one free ID badge each year. Students who forget their badges may get a temporary ID between the hours of 7:40am and 7:45am in the main office at the cost of \$1. Students will not be given a late pass to class.
- All students who lose their badges will have to purchase a new badge/lanyard at the cost of \$7. If a student only needs a lanyard, one can be purchased for \$1.
- Any student who uses someone else's ID or has someone else's ID in his/her possession will be suspended.
- Students must have an ID badge prior to reporting to first period class.
- Consequences will be assigned to students not wearing a temporary badge or permanent badge.

1st Offense	Detention
2nd Offense	ISS
3rd Offense	ISS
4th Offense	Out-of-School Suspension pending Parent Conference
5th Offense	Out-of-School Suspension

Immunization Requirements

South Carolina law requires all students have on file at the school a valid South Carolina Certificate of Immunization [Form DHEC 1125 (4-80)] in order to remain in school.

In-School Suspension Center

The In-School Suspension Center (ISS) is an academic enriched atmosphere designed to accommodate students who have violated a provision of the school behavior code. It is based on the concept of de-emphasizing the punitive aspect of school discipline and emphasizing positive learning experiences that comes from understanding and reflecting on one's actions. Any student that willfully violates any school policy or procedure will be subject to discipline consequences that include an assignment to ISS. The rules for ISS are as follows:

1. Students MUST report to the In-School Suspension Center at the beginning of the day prior to 7:50am.
2. Students who miss any ISS time due to early dismissal, tardiness, absence (Excused or Unexcused), or emergency school closing will make-up the ENTIRE DAY missed on the day that they return to school lawfully.
3. Restroom breaks are provided periodically as a group or as desired by the monitor.

4. Students may bring their own lunch, or receive a lunch from the cafeteria. No carbonated drinks or vending machine purchases are allowed.
5. Students must bring all necessary assignments, text and materials.
6. All school rules apply in ISS.
7. If you need something, raise your hand and wait to be called on (i.e., no blurting out questions or comments).
8. No talking, whispering, writing notes and letters, passing notes, drawing, etc. will be allowed.
9. No gum, food, or candy is allowed in your mouth or on your possession.
10. Do not lay your head down or prop your head up (i.e., NO SLEEPING).
11. Students will remain seated in assigned seats AT ALL TIMES and work on MANDATORY class assignments, complete behavioral packets, or read appropriate material ONLY.
12. Failure to complete class assignments or intervention assignments will result in the assignment of extra days of ISS.
13. Talking or interacting with other students, sleeping, lounging, and eating or drinking at any time other than lunch is not allowed and will cause a referral leading to out-of-school suspension (OSS).
14. Violation of ISS rules will result in an immediate OSS and referral back to ISS upon the student's return to school.
15. If a student forgets to report to ISS, reports late to ISS, or reports to BCCC instead of ISS, he will receive additional days.

Late Arrival

Only students with medical excuses should sign in through the Attendance Office. Students more than 30 minutes late will receive an absence for the day for attendance recovery purposes and marked as tardy. The teacher will follow the tardy policy. **See Tardy Policy.**

Late Buses

Students who ride a bus that arrives after 7:50am must obtain a "Late Bus Pass" from the office immediately after exiting the bus.

Leaving Campus at Lunch

Seniors only are allowed to leave campus at lunch. Seniors are only allowed to exit the campus through the front gate (walking or driving). They must return in time for the next class or lose the lunch privilege. Food purchased off campus by another student is not allowed on campus at any time during the school day. Food purchased off campus must be consumed prior to returning to campus. Additionally, students are not allowed to return with food for an underclassman. Any student who transports an unauthorized student off campus will lose parking privileges for a minimum of 10 school days in addition to ISS and/or OSS.

Locks and Lockers

A school locker will be issued to all students. This process is facilitated through first block teachers at the beginning of school. Any student who loses a lock will be charged \$6. Locks and lockers are the property of BHS and are subject to periodic inspection by school administrators without student consent. For security reasons, lockers are not to be shared and violators will be subject to disciplinary action. Additionally, locks must be locked at all times. Students who misplace their combination must retrieve the combination from the issuing teacher.

Loitering

The school day officially ends at 3:00pm and all students are expected to be out of the building and off the campus by 3:20pm unless they are participating in an official BHS extracurricular activity. Students are not allowed to remain on campus because of an approaching after school event. They must go home and return with the appropriate adult supervision. All students found on campus after 3:20pm, not involved in a school-sponsored activity will be subjected to severe disciplinary action and if necessary, law enforcement authorities will be involved.

Make-Up Assessments

Make-up assessments (e.g., tests, quizzes, homework, etc.) are allowed for students who have obtained a re-admit slip from the Attendance Office by turning in an appropriate written excuse. The responsibility for arranging for make-up assessments rests with the student and must be scheduled at the convenience of the teacher within five days of the student's returning to school, and completed within five days upon return. To access student assignments, please visit the BHS website at <http://bhs.bsd45.net> and navigate to the teacher's webpage.

Media Center

During school hours, every student must have an official white media center pass from their respective classroom teacher or administrative personnel to use the media center. The media center is open Monday through Friday from 7:05am until 3:30pm. Changes in the normal hours will be posted at the media center entrance. You are welcome to use the media center before school and after school without a pass. During class time, you must have a media center pass, one pass per student. Only authorized media center passes will be accepted. Each student must have his or her own pass with the student's name, date, time, and teacher's name clearly marked. Substitute teachers are not to send students to the media center. When you enter and leave the media center, you must stamp your pass in the time clock that is just inside the front doors, and sign in. Leave your pass on the counter. Please do not rearrange the furniture. Only four students are to sit at each table, unless other arrangements are approved by the media center staff. Be courteous when you leave, push in your chair and pick up any paper or trash you may have left. While utilizing the media center resources, students must:

- Present a valid media center pass (white) when entering during class time, clock in and out, and sign in and out.
- Present ID card when checking out materials.
- Assume responsibility for all material checked out.

The loan period for regular books is three weeks. Fines will be assessed for late books; replacement cost will be charged for lost books. Note: (1) Tampering with books or other materials and equipment will result in a disciplinary referral. (2) A student whose behavior is disruptive will be asked to leave and may lose Media Center privileges. (3) Students will not be given restroom passes from the media center staff. (4) Students may not eat, drink, or chew gum in the Media Center or Computer Lab.

Medication (Policy JLCD)

Listed below are the procedures for dispensing medication at BHS in accordance with the guidelines from the South Carolina Board of Nursing. All medications that must be taken during school hours must be registered with and administered by the school nurse or her designee.

1. No prescription medication will be given without signed physician's orders and signed permission from the parent/guardian.
2. All prescription drugs must be in the original container and properly labeled with the student's name and directions for administration.
3. Any changes in dosage/directions for prescribed medications must be accompanied by a doctor's signed statement.
4. Non-prescription medications must be in the original container and will be given only with a signed request by the parent/guardian. This should include the student's name, amount to be given, and time it is to be given.
5. Medication must be ordered at least four (4) times a day for it to be given at school. Exceptions will be made if the medicine is ordered for a specific time during the school day.
6. Any medication brought to school by a student must be turned in to the school nurse immediately upon arrival on school grounds. Failure to do so may result in suspension.
7. Parents are encouraged to give medicine outside of school hours whenever possible.
8. If there is a need for a parent to administer medication to their child at school, they must (1) show their ID prior to the student being removed from class and (2) administer the medication in the main office or nurse's office.
9. No Aspirin or Aspirin-containing products will be given at school without a doctor's order.

No medication can be dispensed at school without written permission from a parent/guardian. Due to the likelihood of improper use of medications in the teen years, any student who fails to bring a parental note or fails to turn the medication into the nurse's office upon arrival at school could be treated as having an illegal substance at school.

In rare situations, when the school nurse is not available, non-nursing personnel, designated by the principal may administer medicine to your child. Those designated to administer medication, in the nurse's absence, are trained by the school nurse to handle such situations.

Students with asthma, life threatening allergies, or diabetes are allowed to carry inhaled or injected medications with them or keep them in their lockers. The student must have written permission from the parent/guardian and the physician that prescribed the medication in order to keep the medication with them.

School policy requires that students with serious medical conditions have an Emergency Care Plan completed by their doctor. An Individualized Healthcare Plan may also be required if your child needs regular medical attention in the school health office or self-medicates and/or self-monitors. These required forms will need to be renewed yearly.

SC Healthy Connections Kids is a new health insurance program for children ages 1-18 whose family income falls at or below 200% of the Federal Poverty Level. Benefits of this program include a full range of medical services that many children desperately need, including dental care, vision care and prescription drug coverage. It is estimated that as many as 88,000 uninsured children across the state may qualify for this new program. To apply, families can contact their local Medicaid eligibility offices, or call 1-877-552-4642, or visit www.scdhhs.gov.

Messages

The office will relay only emergency messages from a parent or guardian after approval by an administrator. An emergency is an illness or death in family. Transportation changes, changes in scheduled appointments, etc., are not considered emergencies. If flowers or balloon messages are delivered during school hours, the announcements for pick up will only be made at the end of the day and BHS is not responsible for any items delivered or students retrieving these deliveries.

Metal Detectors

In order to enhance security in the schools and prevent students from bringing weapons into the schools, school officials are authorized to use metal detectors to conduct student searches. The metal detectors may be used at such places as inside classrooms or offices, as well as entrances to the buildings or to the classrooms. They may also be used at extracurricular events hosted by the district, such as football or basketball games.

Missing Career Center Bus

All students that miss the BCCC transportation bus due to poor planning or occasional delays will be sent to ISS for one class period or for the duration of the assignment at the BCCC. Students are urged to plan properly and attend all classes on both the BHS and BCCC campuses in a timely fashion.

Noise

Pursuant to S.C. Law 97-10-12, it is unlawful for any person to create, assist in creating, or permit the continuance of any unreasonable loud, disturbing or unnecessary noise while on the campus. This means that no person on the campus of BHS will be allowed to play music within his or her automobile that can be heard outside of the vehicle.

Non-Discrimination Policy

It is the policy of Barnwell School District 45 not to discriminate on the basis of handicap in its educational programs, activities, or employment policies as required by Section 504. Inquiries regarding compliance with Section 504 may be directed to:

Director of Special Services
Barnwell School District 45
770 Hagood Avenue
Barnwell, SC 29812

The administration of Barnwell High School affirms that the school is in compliance with the requirements of Title IX which states: "No person in the United States shall on the basis of sex be excluded from participating in, be denied the benefits of or be subject to discrimination under any education program or activity receiving Federal Financial Assistance...." Further, Barnwell School District 45 is an equal opportunity employer and does not discriminate on the basis of race, creed, color, national origin, sex, age, handicap in admission to, access to, treatment in, or employment in its programs and activities. It is also the policy of Barnwell School District 45 not to discriminate on the basis of sex in its educational programs, activities, or employment practices as required by Title IX. Inquiries regarding compliance with this issue may be directed to:

Jaci Bearden
Title IX Coordinator
Barnwell School District 45
770 Hagood Avenue
Barnwell, SC 29812

Off-Limit Areas

The following areas of the campus are off limits to students: copy rooms, faculty offices, faculty restrooms, faculty eating areas, parking lots, stadium and band fields and any other areas administration deems off limits. Students are prohibited from entering the main building prior to 7:40am in the morning (restricted to gym, cafeteria or media center) and must be off campus by 3:20pm each day. All students will be restricted to an appropriate supervisory area only. There is to be no loitering in the front of BHS. Students found in unauthorized areas will be assigned ISS or OSS. All students must have administrative approval prior to being in an off-limits area.

Paging Devices

See Cellular Devices (Policy JICJ).

Parental Concerns Guidelines

BHS administration, faculty and staff take pride in maintaining a close working relationship with the parents of our students and the community at large. If you have a question or concern, please contact the staff member directly involved. If your phone call, written message or e-mail is not returned in a timely manner, please contact your student's administrator and he/she will arrange for the staff member to contact you directly. Your feedback is valuable to us at BHS, and we appreciate the opportunity to maintain our excellent relationship with your family. The steps for addressing your concerns are listed below.

Step 1: Contact the person (teacher, guidance counselor, administrator, etc.) at the source of the situation. The majority of concerns are resolved at this point. If this is not the case, you may wish to proceed further by—

Step 2: Scheduling a conference with your student's teachers and his/her guidance counselor or with your student's administrator, especially if there is a discipline concern or—

Step 3: Schedule a classroom visit to observe the interaction of your child with the class and/or the teacher. The parent must notify the administration, sign in the office and receive a visitor's badge.

Step 4: Should your concern remain unresolved, contact an Assistant Principal who will assess the complaint.

Step 5: At this point, any continuing issues will be resolved through a meeting scheduled with the Principal to include all concerned parties.

Parental Responsibilities

BHS solicits the assistance of parents/guardians to ensure that their children exhibit acceptable behavior. Teachers will instruct students on the Student Code of Conduct adopted by the board; however, students and parents are expected to know and comply with the provisions of the Student Code of Conduct.

Parent-Teacher Conferences

All parents desiring a conference with their child's teacher must contact the guidance office at (803) 541-1398 to schedule a conference with their teachers. Teachers should be given a minimum of twenty-four-hour notice to prepare all student records and other vital information.

Parking

Driving and operating an automobile on the campus of BHS is a privilege we grant to students who attend and follow all expected rules and regulations. All student vehicles parking on campus must display a valid, current year, numbered parking permit or a special parking permit issued by BHS. This permit should be displayed on the lower corner of the windshield on the driver's side. Seniors and underclassmen have different colored decals.

Seniors park in the front lot as space permits, underclassmen in the back lot. No loitering is allowed in either lot; BMC will be assigned. Special parking concerns are handled in the office before school each day. Illegally parked vehicles will be given a ticket and parents will be notified. A second parking violation will result in possible loss of parking privileges and/or BMC. Students are responsible for knowing all regulations published here. Public Address will announce revisions in the Parking Policy. Violations of the parking regulations during the previous school year may result in denial of a parking permit. A parking permit for the student's primary vehicle will require a nonrefundable fee of \$25. The student must supply a valid driver's license, registration, proof of insurance and the proper fee to obtain a parking permit. All temporary parking permits must be purchased from the main office at the cost of \$1. These permits are for the date of issue unless specified by the administration. Only students with registered vehicles may purchase temporary decals. Violators render themselves ineligible to obtain a parking decal. All regular and special parking permits will be issued by Mrs. Watkins in the office. All school fees and debts must be paid prior to the issuing of a parking permit.

Student parking is permitted only within the fenced lots. There is no student parking outside the fence in front or behind BHS. Students parked in these areas are subject to being towed by the City of Barnwell.

1. The posted speed limit on campus is 10 miles per hour.
2. Parking decals are nontransferable; violators will forfeit all parking privileges.
3. There is to be no through traffic by the pre-vocational building from 7am to 8:15am and 2pm to 4pm.
4. Students in the front lot must enter and exit on Jackson St. Students in the back lot must enter and exit on Marlboro Ave.
5. Permission to be in any parking lot must be granted by a member of the administrative team. No student is allowed in either parking lot without prior approval.

Disciplinary action will be taken for use of cell phones in vehicles (prior to 2:55pm), smoking in vehicles, loitering in vehicles or parking lot, loud or offensive music and violation of any other parking policies. Violations may result in loss of parking privileges and the assignment of ISS. Vehicles are to be locked and vacated immediately after parking. BHS will not be responsible for the theft of contents, theft of the vehicle, damage to any vehicle, or contents while the vehicle is on campus. Students that consistently

violate the rules and regulations (especially cutting class/school and transporting unauthorized dismissals from campus) outlined by the student disciplinary code of conduct will face the loss of driving privileges and/or ISS. Students not adhering to the attendance policy or disciplinary code of conduct will lose their driving privileges. All school rules apply to the parking lot during regular school hours and all after school activities.

Students who drive to school and park on campus will risk the loss of their parking privilege and may be subjected to disciplinary action for any of the following:

- Failing to maintain attendance requirements
- Transferring of a decal from one vehicle to another
- Driving in an unsafe or reckless manner
- Cutting class or school (second offense) will result in the revocation of driving privileges no less than 5 days
- Transporting students off campus at any time during school operation hours

Photograph Release

Parents and/or eligible students have the right deny schools from releasing student directory information, including photographs. **See Family Educational Rights and Privacy Act.**

Pledge of Allegiance and Alma Mater

All students are expected to demonstrate respect by standing during the Pledge of Allegiance and the Alma Mater. Verbal participation is optional.

Privacy Rights

Because of the delicate nature of student information, BHS will only release confidential student information to the legal parent or guardian that is entered in the PowerSchool database system. Only established parents and legal guardians may accompany students to school after serving an out-of-school suspension. In addition, the following will apply in the release of all confidential student information:

1. Each student's education records are to be treated as confidential and primarily for local school use except directory information which includes: the student's name, address, telephone number, date and place of birth, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, diploma or certificate and awards received, the most recent previous education agency or institution attended by the student, and other similar information.
2. Directory information shall not be released to any individual or agency for commercial utilization. BHS employees are expected to use good judgment in releasing directory information so that the best interests of the student are served.

See Family Educational Rights and Privacy Act.

Prohibited Items

In addition to other items listed in the Electronic Section, iPods, lighters, laser pointers, skateboards, and any items deemed inappropriate are not allowed on school grounds. These items will be confiscated and violators will be assigned to ISS. **See Electronic Equipment.**

Publications

No publications may be produced or distributed unless approved by the Principal.

Public Displays of Affection

BHS recognizes that students will engage in friendships and youthful relationships. It is understood that the school campus is not the appropriate environment for inappropriate displays of affection. The school restricts all public displays to casual handholding. Intimate body contact, kissing and other inappropriate forms of public affection will not be tolerated and violators of this policy will be disciplined accordingly.

Searches (Policy JIH)

Pursuant to district policy JIH and in order to enhance security in the schools and prevent students from violating board policies, school rules and state laws, administrators are authorized to conduct reasonable searches according to the procedures outlined herein. School administrators may search any person on the campus of BHS with reasonable suspicion. In conducting such searches, school officials will make every effort to protect the privacy interest of individuals. The use of a trained canine to search for controlled substances in schools will be on a random, unannounced basis.

As provided by S.C. Law 59-63-1110, anyone (student, parent, staff member, or visitor) who comes onto the BHS campus is deemed to have consented to a search of his/her property. This includes any vehicle brought onto campus. BHS property is under the jurisdiction of the Barnwell County Sheriff's Department.

Signs/Posters

No signs or posters may be put on hallway walls without approval from the administration. Off-limit areas include the front hallways, all glass doors, and gymnasium walls.

Solicitation

In an attempt to maintain the integrity of the instructional environment, no student will be allowed to bring any items from any off-campus vendor and attempt to sell these items during school hours. No class, club or organization will be allowed to begin any fundraising campaign without permission from the building principal.

Sororities/Fraternities

Sororities, fraternities and secret organizations are strictly forbidden. Activities, initiations, or fundraising for these organizations are prohibited and will be addressed as a discipline problem.

Special Services

If you feel that your child has some type of disability and is in need of special education, related services or accommodations, please contact special services or the guidance department as soon as possible so that the necessary services can be arranged.

Substitute Teachers

A substitute teacher has the same authority as a regular classroom teacher. Students must accept responsibility for cooperating with a substitute teacher. Substitute teachers cannot send students to the media center or computer labs.

Supervision of Students

Normal school operating hours are from 7:40am to 2:55pm. Supervision of students will begin at 7:05am and continue until 3:20pm each school day. Students involved in after school activities should report to their assigned/designated areas by 3:05pm. Any

student not in a supervised activity or designated area will be considered loitering and will be disciplined accordingly. Students and parents are reminded that the front entrance is off limits except for drop off and pick up.

Tardy Policy

The tardy policy has been established to ensure a minimum of interruptions in the educational process in each classroom. Classroom doors will be locked when the tardy bell rings. Any student who arrives after the tardy bell must report directly to class and furnish the classroom teacher with their tardy card to be punched. If the student has no tardy card, they will be referred to the office immediately on a disciplinary referral for violation of the tardy policy. During any nine weeks period, a student is allowed four tardies without disciplinary penalty. On the fifth and subsequent tardy, the student will be assigned to detention or ISS depending on their level of discipline. There will be no exceptions for lost, stolen, or washed tardy cards. Only students who qualify with no tardies, lunch detention, ISS or OSS assignments, and an un-punched tardy card will qualify for a drawing to win prizes.

See Late Arrival.

Tampering with Emergency Equipment

It is considered a serious and unlawful criminal offense to tamper in any way, shape, or form with the firefighting or emergency equipment. Students found to be tampering with these devices, including surveillance equipment will be disciplined accordingly and turned over to the Barnwell County Sheriff's Department for criminal prosecution.

Telephones

Students should utilize the office phone (located in the main building) for emergency calls only.

Textbooks

Books will be issued to students at the beginning of the year and at the beginning of second semester. Students who lose books will be responsible for submitting the replacement cost of lost books (payable to the bookkeeper only) prior to receiving a new book.

Transferring/Withdrawing

1. Begin the process in the Guidance Office by receiving the proper form(s) for withdrawing from BHS.
2. All textbooks should be returned to Mike Beasley. Other books and rentals should be returned to subject area teachers, media specialist, etc. It is the responsibility of the student to return all books and materials.
3. Return the completed form(s) for withdrawing from BHS to the guidance secretary.
4. A student who withdraws during the school year is responsible for clearing all fees. Financial obligations must be cleared before any records will be released.
5. Requests for transcripts should be submitted to the secretary in the guidance office.

Trash

Maintaining a clean school is everyone's responsibility. Students are expected to clean up after themselves. ISS may be assigned for failure to do so.

Trespassing

According to state law, a student is subject to arrest for going onto school property other than his own without permission. A visitor without a pass will be asked to leave the campus and a trespassing warrant may be issued. BHS students trespassing on other campuses will be suspended.

Visitors

All visitors must report to the main office, present a **valid ID**, and obtain and wear a visitor's pass throughout the duration of the visit. Babies and small children should not be brought on the school grounds except accompanied by a parent conducting official school business.

Student Conduct

Purpose: It is the duty of BHS to educate all students in an environment that is conducive to learning; therefore, it is imperative to create and maintain an atmosphere that is relative to academic process and success. We hope that all students will understand that every aspect regardless of location is an opportunity to learn how to behave, and that each individual student will take it upon himself or herself to mature naturally and display the appropriate behavior in each setting. The school district believes that appropriate student behavior is important to the entire education process. Without it, teachers will not be able to teach, and students will not be able to learn. All students are expected to follow the rules established by the school district and BHS. Additionally, when students have knowledge that other students have violated these rules, they are expected to report their knowledge to a teacher or other school personnel. Failure to follow the rules can jeopardize a student's educational matriculation and knowledge acquisition, which is the bare essence of their existence in Barnwell School District 45. The school expects students to conduct themselves in an orderly, courteous, dignified and respectful manner. This requirement refers to their actions toward other students and teachers, their language, their dress and their manners. The school believes self-discipline is an implicit interpersonal goal of public education. Students have a responsibility to know and respect the policies, rules and regulations of the school and district. Violations of such policies, rules and regulations will result in disciplinary action.

Student Code of Conduct (Policy JICDA-R)

Pursuant to district policy JICDA-R, the following listing of offenses and the required recommended dispositions are submitted for the information of student's parents and school personnel. Disciplinary actions will include appropriate hearings and review, and the removal of a student from the learning environment will occur only for just cause and in accordance with due process of law. The following rules, regulations and due process procedures are designed to protect all members of the educational community in the exercise of their rights and responsibilities. These rules apply to any student under the following conditions:

- On the school or district property;
- Who is in attendance at school or any school-sponsored activity whether on or off school grounds;
- Who is en-route to and from school on a school bus or other district vehicle;
- Whose conduct at any time or in any place has a direct effect on maintaining order and discipline in the schools and school district.

The following code of conduct will be applied to school and school-related activities. School administration reserves the right to modify any consequence of a rule violation when the change is deemed appropriate and necessary. The principal or designee may reduce the penalty where there is a finding of mitigating circumstances.

Classroom Managed Behaviors

Classroom managed behaviors are those which adversely affect a student's educational progress. Classroom/Teacher Managed infractions should be handled by the classroom teacher and are not processed through a formal referral for disciplinary actions from administration. However, these infractions are documented by the teacher. Cases of multiple or chronic offenses may require administrative/guidance action (assistance) and referral for interventions.

INFRACTIONS		
Dishonesty	Horseplay	Inappropriate Behavior

Disrupting Class	Identification Violation	Inappropriate Language
Dress Code Violation	Improper Use of Technology	Inappropriate Materials
Failure to Complete Work	Inappropriate Affection	Unauthorized Area Violation

Level 1-Disruptive Conduct

Disruptive Conduct (Level 1) is any behavior which adversely affects a student’s educational progress.

INFRACTIONS		
Cheating	Disrespect	Obscene Gesture
Contraband	Driving/Parking Violation	Phone/Electronic Device Violation
Cutting Activity/Class	Inappropriate Physical Contact	Property Misuse
Chronically Disrupting Class	Leaving Class	Refusal to Obey
Detention Violation	Loitering	

In-School Suspension Progression Chart

OFFENSE COUNT	CONSEQUENCE
Offense 1-2	Removal from class, removal from period (portion of time or entire), removal for a portion of a day
Offense 3-4	1 Day ISS
Offense 5	2 Days ISS
Offense 6	3 Days ISS
Offense 6+	OSS (See OSS Progression Chart)

Consequences may not be exceeded but may be lessened depending on the seriousness of the infraction.

Level 2 – Disruptive Conduct

Disruptive Conduct (Level 2) is any behavior which significantly disturbs the positive learning environment and/or endangers the health or safety of oneself or others.

INFRACTIONS		
Bullying	Major Disruption	Stolen Property
Computer Violation-Noncriminal	Pornography	Theft/Larceny
Confrontation/Altercation	Possession or Use of Unauthorized Substances	Threat
Disrespect	Profanity	Tobacco
Fighting	Refusal to Obey	Trespassing
Fireworks	Sexual Offense-Non Forced	Vandalism
Harassment	Sexual Violation	Misc Weapons
Hit/Kick/Push		

Out-of-School Suspension Progression Chart

OFFENSE COUNT	CONSEQUENCE
Offense 1	1 Day OSS
Offense 2	2 Days OSS
Offense 3	3 Days OSS

Offense 4	5 Days OSS
Offense 5	10 Days OSS and possible expulsion. Consequences beyond 10 days OSS require district interventions.

Consequences may not be exceeded but may be lessened depending on the seriousness of the infraction.

***Between 5 and 10 days of OSS may be assigned for Fighting along with criminal charges.**

Level 3 – Criminal Conduct

Criminal Conduct is any behavior which significantly disrupts the learning environment or poses a direct and serious threat to the safety of oneself or others.

INFRACTIONS		
Arson	Cyber Bullying	Indecent Exposure
Assault, Aggravated	Disturbing School	Intimidation
Assault, Simple	Drug Distribution	Other Offenses
Bomb Threat	Drug Possession/Alcohol Possession	Sexual Harassment
Bullying	Fire Alarm	Sexual Offense – Forced
Burglary	Gang Activity	Weapons
Computer Violation – Criminal		
CONSEQUENCES		
OSS 5-10 Days	Expulsion Recommendation	Referral to Law Enforcement

***Please note this is not an exhaustive list of criminal misconduct infractions. Other infractions which violate state and federal laws may fall into this category.**

- Discipline procedures will include parent contact and when necessary a parent conference.
- Administrative discretion can be exercised regarding violations and consequences.
- Law enforcement will be involved as warranted.
- South Carolina law regarding possession/use of weapon(s) will be applied.
- All students are expected to demonstrate integrity, civility, responsibility and self-control. This expectation is directly related to the board’s educational objectives for students to learn to be responsible for and accept the consequences of their behavior and for students to respect cultural diversity and ideological differences.
- While this document is intended to provide notice to students and parents of general expectations for behavior and consequences for misconduct, it must be understood that discretion will have to be used in dealing with a wide range in age and maturity of students, and that consideration must be given to the seriousness of the infraction(s) when determining the severity of the consequences. Other inappropriate behavior not covered in this document will be dealt with by the principal and/or designee. The principal and/or designee may impose the consequences listed in the order listed for successive incidents and apply the most severe consequences listed or a lower level of consequences.
- Use of community service/work may be utilized by school personnel when dealing with Level I and II violations. Community service/work may be used in conjunction with discipline consequences or used to reduce discipline consequences.

Drug and Alcohol Use by Students (Policy JICH)

Purpose: To establish the basic structure for the Board’s prohibition of student drug and alcohol use. Unauthorized or illegal drugs and alcohol are a threat to safe and orderly schools and will not be tolerated. Students are prohibited from possessing, using, transmitting, selling or being under the influence of any illegal substance or any alcoholic beverage, malt beverage or fortified wine; or other intoxicating liquor; narcotic drugs; hallucinogenic drugs; amphetamines; barbiturates; marijuana or any other controlled substance; any chemicals or products with the intention of bringing about a state of exhilaration or euphoria or of otherwise altering the student’s mood or behavior. Students also are prohibited from possessing, using, transmitting or selling drug

paraphernalia or counterfeit (fake) drugs in the following circumstances.

- On school property (including buildings, grounds, and vehicles)
- At any school-sponsored activity, function or event, whether on or off school grounds (including any place where an interscholastic athletic contest is taking place)
- In route to or from, or during any field trip
- During any trip or activity sponsored by the board or under the supervision of the board or its authorized agents.

In determining whether a student is under the influence of alcohol or a controlled substance, the student's appearance, manner and any statements made by the student may be considered without regard to the amount of alcohol/controlled substance consumed. No student will aid, abet, assist or conceal the possession, consumption, purchase or distribution of any controlled substance or alcoholic beverage by any other student or students in any of the circumstances listed above. No student will possess, market, or distribute any substance, which is represented to be, or which is substantially similar in color, shape, size or markings to a controlled substance or to an alcoholic beverage in any of the circumstances listed above. All principals will cooperate fully with law enforcement agencies and will report to them all information that would be considered pertinent or beneficial in their efforts to stop the sale, possession and use of controlled substances. The administration will suspend students who violate this policy and recommend expulsion. The Board has a zero tolerance for alcohol or controlled substances on and around school grounds and at school sponsored activities. The Board intends to expel all students involved in these illegal activities and may, under circumstances it deems appropriate, permanently expel students involved in drug/alcohol offenses. All students who are expelled for a violation of this policy will be required to enroll in and successfully complete a drug/alcohol rehabilitation program approved by the school district as a condition of their readmission to school.

As a deterrent to alcohol possession and consumption, the BHS administration may utilize a Passive Alcohol Sensor System (P.A.S. IV) to sample containers and/or persons for the presence of alcohol, if applicable.

Threatening Acts

Students are prohibited from directing toward any other person any language, sign or act which threatens force, violence, or disruption, including the taking or attempting to take anything of value from the care, custody or control of another person or persons, by force, threat of force, or violence, or by putting the victim in fear. This includes but is not limited to any behavior resulting in a felony conviction on weapons, drug, assault, or other charge that compromises the safety of other persons. The principal will determine the seriousness of the act.

Consequence Range: Detention – Expulsion

Severe violation of this policy may result in long-term suspension or expulsion.

Criminal Behavior

Criminal or other illegal behavior is prohibited. Any student the principal reasonably believes to have engaged in criminal behavior on the school premises or at school activities will be subject to appropriate disciplinary action as stated in applicable Board policies and may be criminally prosecuted as well.

The principal must report immediately to law enforcement officers and the Superintendent, the following criminal behavior that occurs on school grounds, regardless of age or grade of the perpetrator or victim: assault resulting in serious personal injury; sexual assault; sexual offense; rape; kidnapping; indecent liberties with a minor; assault involving the use of a weapon; possession of a firearm in violation of the law; possession of a weapon in violation of the law; possession of a controlled substance in violation of the law; assault on school officials, employees and/or volunteers; homicide, including murder, manslaughter and death by vehicle; robbery; or armed robbery.

School officials will cooperate fully with any criminal investigation and prosecution. Any criminal behavior that also violates school rules or Board Policy will be investigated independently from the criminal investigation and appropriate disciplinary action from the school will be taken.

School administrators have the authority to conduct reasonable searches and seize materials in accordance with Board Policy for the purpose of maintaining a safe, orderly environment and for upholding standards of conduct established by Barnwell School District 45 or the school.

Gangs and Gang-Related Activity (Policy JICF)

Barnwell School District 45 Administration will maintain conditions on school property and at school-sponsored events in order to ensure as safe an environment as possible for students and staff in accordance with law and the standards set by the Barnwell School District 45 Board of Trustees. In establishing such standards, the school prohibits the presence and activities of gangs on or near school property and at school-sponsored events. The school defines a gang as any non-school sponsored group, possibly of secret and/or exclusive membership, whose purpose or practices include the commission of illegal acts, the violation of school rules, the establishment of territory or “turf,” or any other action, which threatens the safety, or welfare of others. In prohibiting the presence and activities of gangs, the school makes the following findings:

1. Gangs which initiate or advocate activities which threaten the safety and well-being of persons or their possessions anywhere on or near school property or at school-sponsored events are harmful to the educational purposes of the school.
2. Gang incidents involving recruitment, initiation, hazing, wearing of colors or other gang indicators, threats and intimidation, fighting or establishment of “turf or territory” on school property or at any school-sponsored event are likely to cause intimidation or fear, bodily danger, physical harm, or personal or disgrace resulting in physical and mental harm to students.
3. The use of hand signals and the presence of any apparel, jewelry, accessory, book or manner or grooming which, by virtue of its color, arrangement, trademark, symbol or any other attribute, denotes membership in a gang creates a clear and present danger of the commission of unlawful acts on school premises, the violation of school regulations, or the substantial disruption of the orderly operation of the school and is prohibited. In determining whether or not a student is in violation of the prohibition on the wearing/display of a gang-related item, the school will maintain an example of potential gang indicators including symbols, hand signals, graffiti, and clothing/accessories. In providing these examples for students and parents, the school acknowledges that not all potential gang indicators actually connote actual membership in a gang.
4. If the school determines that a student has initiated or participated in a gang or a secret society as stipulated above, that student will be disciplined in a manner which may include, but will not be limited to, detention, removal from extracurricular activities, suspension and/or expulsion, and referral to law enforcement, dependent upon the circumstances of the particular offense. The schools also reserves the right to prohibit any student from wearing/displaying any article of clothing or accessory, which the school has determined to be a gang indicator.

Tobacco Policy (JICG)

The school/district does not permit the use or possession of any tobacco products or paraphernalia including, but not limited to, lighters, matches, cigarettes, cigars, pipes, bidis, kreteks, smokeless tobacco, snuff, electronic cigarettes (e-cigarettes), personal vaporizers or any electronic nicotine delivery system by all students within all district facilities; on school buses, vehicles and grounds; and at all district-sponsored events, whether on or off school grounds. The district does not permit the use of candy or other novelty items that “look like” tobacco products.

Students who violate the tobacco policy are subject to consequences according to the student code of conduct, and items will be confiscated permanently.

Types of Disciplinary Action

Students who willfully violate the policies and procedures of the student disciplinary code of conduct will face disciplinary consequences. The students or parents will not be allowed to dictate the consequences of infractions. The administration is specifically trained to handle the various types of disciplinary scenarios that happen on campus.

- **In-School Suspension (ISS):** Student is remanded to an astute confined educational setting for the purpose of completing academic and behavioral assignments. Students remain in the facility for the entire day or for the duration of the assignment.
- **Class Suspension:** Student is assigned to ISS for one class period.
- **Expulsion:** Student removed from school for remainder of year loses all credits. Students who are recommended for expulsion or who are expelled may not be on or around school grounds or any school related activity.
- **Morning Detention:** Student is assigned to 30 minutes of ISS prior to the start of school from 7:05am to 7:35am.
- **Parent Shadowing:** A parent may be given the opportunity to shadow their child for an entire school day in lieu of the student receiving a suspension. This option is solely at the discretion of the administration and will only be used for non-disruptive offenses.
- **Overnight Suspension (ONS):** Student is suspended overnight pending a mandatory parent conference with the administration prior to the student returning to school. No phone conferences will be allowed; the parent or legal guardian must accompany the child to school for the scheduled conference. The student may return to school the next school day provided that a parent accompanies them. If the student does not return to school, it will result in an unverified absence.
- **Out-of-School Suspension (OSS):** Students that are suspended from school are not allowed on Barnwell District 45 school grounds or at any school related function. Excessive suspensions or the severity of any one offense may warrant a recommendation for expulsion. All OSS suspensions will be followed by at least 1 day of ISS to ensure the timely completion of academic assignments missed.
- **Work Detail:** Parents may give permission for supervised work detail in lieu of an assignment to ISS. This will be an option to mandating a full day or more of ISS.

Consequence Formula

Referral Count × Nature of Offense = Disciplinary Consequences

The more previous referrals you have times the seriousness of the present infraction equates to more severe consequences.

Bus Code of Conduct

The principal or assistant principal of a school has the authority to deny bus privileges to any student. The following actions will be taken for misbehavior on the bus.

Minor Offense Consequences

- 1st Offense: 3-day suspension from riding all school buses
- 2nd Offense: 5-day suspension from riding all school buses
- 3rd Offense: 10-day suspension from riding all school buses
- 4th Offense: Suspension from riding all school buses for remainder of school year

Major Offense Consequences

- 1st Offense: 5-day suspension from riding all school buses
- 2nd Offense: 10-day suspension from riding all school buses
- 3rd Offense: Suspension from riding all school buses for remainder of school year

List of Possible School Bus Misbehavior Offenses

Minor Offenses

- Eating and/or drinking on the bus
- Making excessive noise

- Failure to sit properly in the bus seat
- Using profanity on the school bus while engaging in conversation with peers
- Refusal to sit in an assigned seat
- Verbally abusing another student
- Yelling out the bus windows
- Riding the incorrect bus without proper permission
- Placing any part of the body out the bus window
- Inappropriate use of electronic items such as cell phone, IPAD, IPOD, MP3 player, etc. (any such items found on a bus will be confiscated)
- Failure to move away from a bus after getting off at school or at regular stop
- Riding another bus while suspended from regular bus
- Making obscene gestures to others on or outside the bus
- Disembarking bus at improper stop, school, or bus stop

Major Offense

- Direct disobedience to the instruction of the bus driver
- Out of seat while bus is in motion
- Horse playing on the bus
- Fighting on the bus (can be a 10-day suspension with request for expulsion)
- Physical or verbal abuse of the bus driver while he or she is operating the school bus
- Throwing objects on the school bus or out the bus window
- Physically bullying, teasing, or intimidating any other student on the bus
- Possession of weapons or other dangerous objects on the bus
- Possession of fireworks or other dangerous materials on the bus
- Playing with matches, lighters, etc., on the bus
- Refusal to let another student sit down
- Spitting on others on or outside the bus
- Serious verbal altercations between students (standing face to face, arguing and shoving, exclusive of hitting)
- Making a direct threat against the bus driver while he/she is operating the bus
- Opening the school bus emergency door
- Physically interfering with the school bus driver while he/she is operating the school
- Indecent exposure to students on or about the bus or to others outside the bus
- Possession/use of alcohol and drugs including the misuse of prescription, over the counter or pseudo/synthetic drugs (can also be a 10-day suspension with recommendation for expulsion)
- Smoking on the bus
- Acts of vandalism to the school bus

Guidance Services

Guidance Staff

Pam Priester, Guidance Director (M-Z)

Angel Brabham, Guidance Counselor (A-L)

J.J. Cone (M-Z) and Kaylyn Baxley (A-L), Career Development Facilitator

Cathy Tucker, Administrative Assistant

Grade Classification

Grade classification will be determined by the grade criteria listed below.

Freshman: Must be promoted from 8th grade

Sophomore: Must have 5 credits, including English I and 1 unit of math.

Junior: Must have 12 credits, including 2 units of English, 2 units of math, one science, and one social studies.

Senior: Must have 16 credits, including 3 units of English and 2 units of math.

No more than three (3) units may be applied for any one summer school period. In a student's senior year, he/she must be enrolled in all classes necessary for receiving a diploma.

Senior Responsibilities

- Meet with counselors as soon as possible to discuss college applications.
- Check on early applications.
- Meet with visiting college admissions representatives.
- Process college applications. A check or fee waiver for the application is required. Students must also provide an addressed envelope with the required postage.
- Seniors may wish to take the Armed Services Vocational Aptitude Battery. ASVAB is an excellent device to show areas you may be interested in as a career. There are no military obligations. Additional career information is available in Guidance.
- Colleges look at the first semester grade point average. A final transcript is sent in the summer after graduation.
- Consult scholarship files in guidance and check announcements and the bulletin board outside of Guidance.
- Begin thinking about financial aid before the winter break. Income taxes will need to be filed early.
- Attend workshops on financial aid.
- College bound seniors should take the ACT and/or SAT in the fall. Applications are in Guidance.

Junior Responsibilities

- Order class ring.
- Take the PSAT in October.
- Start inquiring through guidance about colleges and meet with college representatives.
- Juniors interested in attending a military academy should see their counselor to begin application in the spring.
- See guidance counselor second semester concerning colleges. College bound juniors should take the ACT and/or SAT in the spring. Applications are in Guidance.

Sophomore Responsibilities

- Take the PSAT in October (optional)
- Take the PLAN in November

Examinations

ACT: The ACT assessment is a college admissions test administered by the American College Testing Program. Students who perform well on tests like the Metropolitan Achievement Test will often earn a higher score on the ACT. Currently, all South Carolina Colleges and universities accept either the SAT or ACT for admissions purposes.

Advanced Placement (AP): AP examinations will be administered in May. College credit may be granted in many schools for scores of three or better achieved on subject area examinations. There is no cost for students enrolled in AP courses. Students enrolled in AP classes are required to take AP exams. Scores are returned in early July.

ASVAB: Seniors may take the Armed Forces Vocational Aptitude Battery (ASVAB). Test results will enable students to compare their vocational interests and aptitudes to assist them in making educational and career decisions.

PSAT: The Preliminary Scholastic Aptitude Test (PSAT) is similar to the SAT and 9th, 10th, and 11th grade students are encouraged to take this exam. Eleventh grade PSAT scores are used to determine National Merit Scholarship winners. This test is scheduled to be given at BHS in October.

SAT: The Scholastic Aptitude Test (SAT) is a college admissions exam administered by the Educational Testing Service. It measures verbal and mathematical reasoning skills. It is given on Saturday mornings through the year at several locations in the CSRA. The SAT II (achievement tests) may also be required by some colleges for placing students and is given at the same time as the SAT. Information, applications, and bulletins are available in the Guidance Office.

EOCEP: The End of Course Examination Program (EOCEP) is a statewide assessment program of end of course tests for gateway courses awarded units of credit in English/language arts, mathematics, science, and social studies. The EOCEP encourages instruction in the specific academic standards for the courses, encourages student achievement, and documents the level of students' mastery of the academic standards.

To meet federal accountability requirements, the EOCEP in mathematics, English/language arts and science will be administered to all public school students by the third year of high school, including those students as required by the federal Individuals with Disabilities Education Improvement Act (IDEA) and by Title 1 of the Elementary and Secondary Education Act (ESEA). To earn a South Carolina high school diploma, students are required to pass a high school credit course in science, and a high school credit course in United States history in which the state's end of course examinations are administered. Currently these courses are Biology 1 (science) and United States History and Constitution (social studies). Gateway courses in English/language arts, mathematics, science, and social studies will be defined by the State Board of Education. **EOCEP examination scores count 20 percent in the calculation of the student's final grade in gateway courses.** The student must keep in mind that if the test date and makeup date is missed, a grade of zero will apply for the EOCEP. Defined gateway courses currently include the following courses or courses with other names and activity codes in which the same academic standards are taught: **Algebra 1, Biology 1, English 2, and United States History and the Constitution.**

SC Uniform Grading Scale Policy

The State Board of Education adopted a uniform grading scale for all public schools in South Carolina. The grading scale designates the point range for each letter grade, correlates grade points with numerical averages, and gives weighted credit to Honors, Dual Credit, and Advanced Placement courses. Below is the adopted Grade Point Conversion Table. Two categories of weights are allowed: an additional 0.5 for Honors/USC courses, and an additional 1.0 for Advanced Placement courses. Those weightings are built into the conversion chart. See page 42 for uniform grading scale.

Grade Reporting

Grade reports are sent approximately every two weeks to inform students and parents of the student's current status in each class. Report cards are distributed approximately one week after the conclusion of each quarterly grading period.

Graduation Information

Barnwell High School holds its annual graduation ceremony at the end of spring semester. Students who have completed all graduation requirements prior to spring semester of their senior year may elect to exit high school; however, diplomas are issued only during and after the Barnwell High School annual graduation ceremony. In order to participate in the district's graduation exercises, a student must have earned a State High School Diploma, a district Employability Credential Certificate, or a district Certificate of Attendance.

Students who plan to graduate at the end of first semester must notify the Guidance Department in writing prior to the end of 1st quarter. Students who have elected to exit high school at the close of winter semester but are eligible for receipt of a

State High School Diploma or a district Employability Credential Certificate may return to participate in the annual Barnwell High School graduation ceremony, so long as they have provided a written request to the principal on or before April 1st of the year in which all graduation requirements have been completed. Students living within the school district who are not enrolled in the school district and are associated with another school entity will only be considered for graduation under the following conditions:

- The other school entity does not have a graduation ceremony.
- A written request to the principal is completed on or before April 1st of the year in which all graduation requirements have been completed.

The principal of Barnwell High School has the discretion to prohibit a student from participating in the annual graduation ceremony if the otherwise eligible student has engaged in recent serious misconduct on or off school grounds, the otherwise eligible student has unpaid monetary debt owed to the district, the otherwise eligible student fails to participate in graduation practice without making prior arrangements with the principal, and/or the principal determines that it would not be in the best interests of the otherwise eligible student or other graduating seniors for the student to participate in graduation exercises. The principal's decision is final.

Senior Dismissals

In order to have a senior dismissal period, students must have a documented job. With a job, seniors will still be required to take at least 3 classes per semester. Unless there is a scheduling conflict, senior dismissals will only be at the end of the school day.

Qualifications for Participating in Graduation Ceremonies

To participate in the graduation ceremony, a student must have passed 24 credits and must have satisfied all diploma requirements. Seniors with un-cleared debts will not be allowed to participate in the graduation ceremony.

To participate in the graduation ceremony, a senior must have purchased a cap, gown, tassel, and diploma cover. All seniors order caps and gowns, but such purchases do not ensure that a student will graduate or be allowed to participate in graduation. Appropriate attire includes shirts with collars, ties, dress slacks and dress shoes for males; dress or dress slacks and dress shoes for females (no Birkenstocks, tennis shoes, sandals, or jeans). Students will not be allowed to carry or wear signs/slogans, or possess cell phones. Mortarboard (caps) should be worn properly, not tilted. Tassels are worn on the left and move to the right after the diploma cover has been received. The administration reserves the right to deny participation in graduation when it deems dress unsuitable.

Policy for Course Changes

Each student's class schedule request is prepared during a registration conference with a guidance counselor during the spring. Schedule changes after the deadline will only be made for the following reasons:

- when a student has been placed in an inappropriate level
- when credit has been earned in summer school
- when a student has not passed a prerequisite for the next course
- when the course assigned was not requested by the student at registration

Course Withdrawals

With the first day of enrollment as the baseline, students who withdraw from a course within 3 days in a 45-day course, or 5 days in a 90-day course will do so without penalty. Students who withdraw from a course after the time specified above shall be assigned a WF and the WF will be calculated in the student's overall grade point average/ratio.

Counselor Availability

Guidance counselors will make every effort to meet with parents who visit Guidance and want to discuss their child's schedule. In order for counselors to be as responsive as possible to parental concerns, parents are encouraged to call for an appointment prior to visiting. Guidance Counselors are often involved in planned activities or crises and are not able to respond on short notice.

Transfer Students

Students who transfer from schools accredited by a regional accrediting association (i.e., Southern Association of Colleges and Schools) may automatically transfer credit, which has been awarded, by the previous school attended. Students who transfer from non-accredited schools must have their credit or course validated for credit at BHS.

Student Records

The student and his parents have the right to review and inspect the official school record. If a parent or student desires to see the student's records, the student's records will be made available to him/her within a reasonable period of time. A student 18 years old and older may have access to his records without parental permission. Each student is responsible for reviewing his school record to ensure that courses required for graduation have been taken and properly recorded.

Honors and Awards

Valedictorian: The valedictorian is the student with the highest academic standing based on 7 semesters of work. Additionally, to be valedictorian, he/she must be enrolled at BHS for at least 3 semesters. The valedictorian is granted the opportunity to make the final remarks for the class in the Valedictory Address at commencement exercises.

Salutatorian: The salutatorian is the student with the second highest academic standing based on 7 semesters of work. Additionally, to be salutatorian, he/she must be enrolled at BHS for at least 3 semesters. The Salutatorian is granted the opportunity to welcome the graduates and their guests in a Salutatory Address at commencement exercises.

Junior Marshals: The junior marshals are chosen from the junior class based on academic standing. The top 5 of the class will be designated. Marshal status is determined by five semesters of work.

Additional Awards: BHS has several honor societies and subject-specific award recognitions. For further information, contact the Guidance Office at (803) 541-1398.

Athletics

Coaches

BHS is noted as much for its athletic programs as it is for its academic programs. BHS is well prepared to offer students numerous athletic opportunities. There are 30 teams participating in 12 different sports. Listed below are those competitive sports available to students as well as other information about our athletic program. Other questions should be directed to Dave Anastasia, Athletic Director at (803) 541-1394.

Athletic Discipline

Athletes should not take actions that may cause embarrassment to themselves, their teammates, coaches, parents, or BHS. Inappropriate behavior that occurs in or out of school will be dealt with according to district, school, team, and athletic department guidelines. Athletic department guidelines will be distributed to students and parents at the beginning of the season.

Head Coaches

Fall		Winter		Spring	
Girls Tennis	Jeff Miller	Boys Basketball	Marcus Rivera	Boys Tennis	Jeff Miller
Boys Cross Country	Luke Catoe	Girls Basketball	William Hammonds	Boys Track	Thomas Davis
Girls Cross Country	Luke Catoe	Wrestling		Girls Track	Thomas Davis
Football	Dwayne Garrick	Game Day Cheer	Amy Williams	Boys Soccer	David Anastasia
Volleyball	Ashleigh Anderson	Cheerleading	Amy Williams	Girls Soccer	Kaylyn Baxley
Cheerleading	Amy Williams			Softball	Ashleigh Anderson
				Baseball	Chase Bell
				Golf	Dwayne Garrick

Athletic Eligibility

Students participating in competitive sports must meet all requirements specified by the South Carolina High School League. The following is a summary of these eligibility rules.

1. A contestant must furnish the athletic director with a certified copy of his/her birth certificate.
2. A Contestant must furnish the Athletic Director with a sign and dated physical form, parent permission form and a concussion form (A physical examination is valid from April 1st of the current school year through the following school year).
3. A student must not turn 19 prior to July 1st of the upcoming school year.
4. To participate in interscholastic athletic activities, students in grades 9-12 must achieve an overall passing average in addition to the following:
 - A: to be eligible in the first semester a student must pass a minimum of five Carnegie units applicable toward a high school diploma during the previous year. At least two units must have been passed during the second semester or summer school.
 - B: To be eligible during the second semester the student must meet one of the following conditions:
 1. If the student met first semester eligibility requirements, then he or she must pass the equivalent of four ½ units during the first semester.
 2. If the student did not meet first semester eligibility requirements, then he or she must pass the equivalent of five ½ units during the first semester.
5. A contestant must not have received a high school diploma.
6. A contestant must be academically eligible as mandated by state law.
7. A contestant will be ineligible at the end of the fourth school year from the time that he or she first enter the ninth grade.
8. A contestant must not violate his or her amateur status.
9. A contestant must not have transferred as a result of recruiting or undue influence.
10. Transfer eligibility will follow the By-Laws established by the South Carolina High School League.

Parent Community Involvement

Volunteer Program

BHS has a strong and active volunteer program. There are many ways to volunteer at the high school level—Booster Clubs, School Improvement Council, and Mentoring. Parents of ninth-grade students have found such volunteering to be particularly helpful to them as they help their children transition to the high school level. If you would like to volunteer on a regular basis or have your name added to the “on call” list, you can contact the Main Office at (803) 541-1390.

School Improvement Council

Barnwell High School Improvement Council is a committee made up of parents, students, teachers and administrators charged with the responsibility of developing an annual school improvement plan. The school improvement plan will be reviewed annually and

will have a five-year focus. Parents who would like to serve on this council should contact the office. The ultimate goal is to improve student achievement.

Parent/Teacher Conferences

During the first and second semester parents are invited to meet teachers at “Open House.” Parents are also encouraged to visit the school by following their child's schedule for all or part of the day. Conferences with individual teachers may be arranged by contacting the Guidance Office and leaving a message for the teacher to call. A conference with all of a student's teachers at one time may be arranged through the guidance department. **See Parental Concerns Guidelines under General School Policies.**

Appendix

Handbook Verification Form | 2019-2020

Each teacher will expect you to bring your materials to class daily and put forth your best scholastic effort to earn the highest numerical grade possible. The quality of education you receive depends largely on your part to take responsibility for your actions and realize that your sole purpose for being here is to attain the educational skills necessary to function in life. It is our expectation of you as students to review in its entirety the contents of this handbook and understand that you will be held accountable for all policies and procedures outlined therein. This form must be returned to Barnwell High School on or before **Friday, August 30, 2019**.

I have read the student handbook and understand the disciplinary code of conduct and know that I must abide by all policies and procedures set forth in this manual. Furthermore, I understand that the full contents of this handbook are available in the main office and on the school website: <http://bhs.bsd45.net>

Print Student Name

Student Signature

Print Parent Name

Parent Signature

While every effort has been made to ensure the accuracy of this handbook, changes in policy may require adjustments in content. The descriptions and policies contained herein are correct and aligned with the governing body of Barnwell School District 45. However, our policy is one of continuous improvement and we reserve the right to update our policies at any time without written notice and without incurring obligation. Students remain responsible for updates and changes in policy.

Request for 12th Grade Classification Form

This form should be submitted if you have completed two years of high school and are requesting to be classified as a senior. Requests should be made prior to the start of school.

I request to be promoted to 12th grade. To be promoted to grade 12, students must have earned a minimum of 16 credits and be able to be scheduled in all courses needed to complete the 24 prescribed units required for a South Carolina High School Diploma before graduation.

Include a written statement explaining why you would like to move to 12th grade and what your plans are after graduation.

_____ I have completed two years of high school and have met the promotion requirements to be classified as a senior.

Printed Student Name Student Signature Date

Printed Parent/Guardian Name Parent/Guardian Signature Date

This form must be signed by the student and a parent/guardian and returned to the student's school counselor.

.....

Counselor Verification: _____

Counselor Signature Date

.....

_____ Approved _____ Not Approved _____
Administrator Signature Date

.....

_____ Grade level changed in PowerSchool
upon appropriate approvals _____
Student Records Operator Date

Request for First Semester Graduation Form

Important Points to Consider

First semester graduates will receive their final transcript in January with a January graduation date. The student will be removed from PowerSchool. Students will be considered recent graduates from that point forward.

Once withdrawn, a student may not participate in any school activities, other than the graduation ceremony and the prom, that require student enrollment status. In other words, a withdrawn student will not enjoy any more privileges or access to services than is accorded to other recent graduates of the school.

First semester graduates will not be a part of the final class ranking. Only June rankings are used to qualify for State supported scholarships (e.g., LIFE, HOPE, Palmetto Fellows). This may affect scholarship opportunities and/or financial aid. Contact your intended college to determine the financial effect of graduating early.

Diplomas will be issued on the graduation ceremony date. A student who has completed graduation requirements prior to that time will not be issued a diploma for an earlier date. A student who wishes to have a credential issued earlier than the graduation ceremony date may request for a transcript that will reflect his/her status.

The more courses you take, the higher your GPA can be. If you are concerned about your GPA and/or Class Rank, it would benefit you to stay the entire year to take classes to boost your GPA.

Most local scholarships are offered in the spring semester. Because you will be withdrawn, you may miss out on some scholarship opportunities.

If a student does not have the credits to be a first semester graduate by Winter Break at the end of December, the student has two options: 1) Enroll in Adult Education or 2) Finish the school year. This includes finishing all Virtual SC or dual enrollment courses.

To be completed in the Spring Semester of the Junior Year:

If you want to be a first semester graduate, complete the following indicating that you have read and understand the policy related to Early Graduation:

Printed Student Name

Student Signature

Date

Printed Parent/Guardian Name

Parent/Guardian Signature

Date

This form must be signed by the student and parent/guardian and returned to the student's counselor before the senior year schedule is adjusted.

Counselor Notes:

Schedule Adjusted:

_____ Yes

_____ No

Counselor Signature

To be Completed at Senior IGP

STUDENT INFORMATION			
Last Name	First Name	Middle Name	Suffix
Address			
Home Phone Number			Cell Phone Number
Personal Email Address (Please write legible.)			
GRADUATION INFORMATION			
I plan to participate in the graduation ceremonies in May.			Yes No
I have ordered/will order senior supplies.			Yes No
I do not plan to participate in the graduation ceremonies on May 31, 2019. I will contact Pam Priester at 803.541.1399 in early June to obtain my diploma.			Initials: _____

To be Completed in December

COUNSELOR SECTION	All HS Course Requirements Met		Attendance Requirements Met		Does Student Have an IEP?		Counselor Signature
	Yes	No	Yes	No	Yes	No	

ITEM	ITEM RETURNED	ITEM OUTSTANDING	AMOUNT OWED	REFUND DUE	INITIALS
Chromebook					
Textbooks					
ID					
Lock					
Athletics					
Band					
JROTC					
Miscellaneous					

District Calendar

BARNWELL SCHOOL DISTRICT 45 2019-2020 CALENDAR

4 Independence Day

JULY 2019						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JANUARY 2020						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

1-3 Winter Break
6 Teacher Workday
 No School for Students
13 90th Day
17 Weather Make Up Day
#2 or No School
20 M.L. King Day
21 Report Cards

13-16 Teacher Inservice Days
 13th-School Professional Development
 14th-Teacher Workday
 15th-Teacher Workday
 16th-District Professional Development
19 1st Day of school for students

AUGUST 2019						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

FEBRUARY 2020						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

14 Teacher Inservice
 District Strategic Planning
 No School for Students
17 Presidents' Day
19 Interim Reports/(K-8)
26 Early Release/School Strategic Planning
 Dismissal at 12:45pm (BPS/BES)
 Dismissal at 1:15pm (GBMS/BHS)

2 Labor Day
18 Interim Reports/(K-8)
25 Early Release- School Professional Development
 Dismissal at 12:45pm (BPS/BES)
 Dismissal at 1:15pm (GBMS/BHS)

SEPTEMBER 2019						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

MARCH 2020						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

19 Report Cards/Parent Conference 3pm to 7pm
20 Parent Conferences 8am to 12pm
 Half Day for Teachers
 No School for Students
23 135th Day

21 45th Day
23 Early Release/District Professional Development
 Dismissal at 12:45pm (BPS/BES)
 Dismissal at 1:15pm (GBMS/BHS)
28 Report Cards/Parent Conference
 No School for Students
 (Weather Make Up #1)

OCTOBER 2019						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

APRIL 2020						
S	M	T	W	Th	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

6-10 Spring Break
13 Weather Make Up Day #3 or No School
29 Early Release/ Curriculum Planning
 Dismissal at 12:45 pm (BPS/BES)
 Dismissal at 1:15 pm (GBMS/BHS)
 Interim Reports/(K-8)

27-29 Thanksgiving Holiday

NOVEMBER 2019						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

MAY 2020						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

25 Memorial Day

4 Interim Reports/(K-8)
20 Half Day
 Dismissal at 11:30 am (BPS/BES)
 Dismissal at 11:50 am (GBMS/BHS)
23-31 Winter Break

DECEMBER 2019						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JUNE 2020						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

2-3 Half Days
 Dismissal at 11:30am (BPS/BES)
 Dismissal at 11:50am (GBMS/BHS)
3 Report Cards/(K-8)/Last Day of School for Students
4-5 Teacher Work Days
5 Graduation
8 BHS Report Cards

Teacher Inservice	Early Release	Weather Makeup Day or No School	Holiday	Half Day
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Bell Schedule

BHS Bell Schedule

Morning	7:40AM	Bell to Enter Building
	7:45AM	Warning Bell
	7:50AM - 9:20AM	First Period
	9:20AM - 9:25AM	Announcements
	9:25AM - 9:30AM	Class Change
	9:30AM - 11:00AM	Second Period
Lunch		
	11:00AM - 11:45AM	Lunch
	11:45AM - 11:51AM	Class Change
Afternoon	11:51AM - 1:21PM	Third Period
	1:21PM - 1:26PM	Class Change
	1:26PM - 2:56PM	Fourth Period
	2:56PM - 3:00PM	Announcements

BHS Stable Talk Bell Schedule

Morning	7:40AM	Bell to Enter Building
	7:45AM	Warning Bell
	7:50AM - 9:11AM	First Period
	9:11AM - 9:15AM	Announcements
	9:15AM - 9:20AM	Class Change
	9:20AM - 9:35AM	Stable Talk
	9:35AM - 9:40AM	Class Change
	9:40AM - 11:00AM	Second Period
Lunch & Afternoon - BHS Bell Schedule		

BHS Half-Day Bell Schedule

Morning	7:40AM	Bell to Enter Building
	7:45AM	Warning Bell
	7:50AM - 9:20AM	First Exam Period
	9:20AM - 9:25AM	Announcements
	9:25AM - 9:30AM	Class Change
	9:30AM - 10:00AM	Second Exam Period (Part I)
	10:00AM - 10:24AM	Lunch Break
	10:24AM - 10:30AM	Class Change
	10:30AM - 11:50AM	Second Exam Period (Part II)
	11:25AM - 11:50AM	Lunch Break for BCCC students

BHS Pep Rally Bell Schedule

Morning	7:40AM	Bell to Enter Building
	7:45AM	Warning Bell
	7:50AM - 9:15AM	First Period
	9:15AM - 9:20AM	Announcements
	9:20AM - 9:25AM	Class Change
	9:25AM - 10:50AM	Second Period
Lunch		
	10:50AM - 11:35AM	Lunch
	11:35AM - 11:41AM	Class Change
Afternoon	11:41AM - 12:51PM	Third Period
	12:51PM - 12:56PM	Class Change
	12:56PM - 2:06PM	Fourth Period
	2:06PM - 3:00PM	Pep Rally

BHS Collaborative Planning Bell Schedule

Morning	7:40AM	Bell to Enter Building
	7:45AM	Warning Bell
	7:50AM - 8:55AM	First Period
	8:55AM - 9:00AM	Announcements
	9:00AM - 9:05AM	Class Change
	9:05AM - 10:15AM	Second Period
Lunch		
	10:15AM - 11:00AM	Lunch
	11:00AM - 11:06AM	Class Change
Afternoon	11:06AM - 12:06PM	Third Period
	12:06PM - 12:11PM	Class Change
	12:11PM - 1:11PM	Fourth Period
	1:11PM - 1:15PM	Announcements

Ten-Point Grading Scale

South Carolina Uniform Grading Scale Conversions				
Numerical Average	Letter Grade	College Prep Weighting	Honors Weighting	AP/IB/Dual Credit Weighting
100	A	5.000	5.500	6.000
99	A	4.900	5.400	5.900
98	A	4.800	5.300	5.800
97	A	4.700	5.200	5.700
96	A	4.600	5.100	5.600
95	A	4.500	5.000	5.500
94	A	4.400	4.900	5.400
93	A	4.300	4.800	5.300
92	A	4.200	4.700	5.200
91	A	4.100	4.600	5.100
90	A	4.000	4.500	5.000
89	B	3.900	4.400	4.900
88	B	3.800	4.300	4.800
87	B	3.700	4.200	4.700
86	B	3.600	4.100	4.600
85	B	3.500	4.000	4.500
84	B	3.400	3.900	4.400
83	B	3.300	3.800	4.300
82	B	3.200	3.700	4.200
81	B	3.100	3.600	4.100
80	B	3.000	3.500	4.000
79	C	2.900	3.400	3.900
78	C	2.800	3.300	3.800
77	C	2.700	3.200	3.700
76	C	2.600	3.100	3.600
75	C	2.500	3.000	3.500
74	C	2.400	2.900	3.400
73	C	2.300	2.800	3.300
72	C	2.200	2.700	3.200
71	C	2.100	2.600	3.100
70	C	2.000	2.500	3.000
69	D	1.900	2.400	2.900
68	D	1.800	2.300	2.800
67	D	1.700	2.200	2.700
66	D	1.600	2.100	2.600
65	D	1.500	2.000	2.500
64	D	1.400	1.900	2.400
63	D	1.300	1.800	2.300
62	D	1.200	1.700	2.200
61	D	1.100	1.600	2.100
60	D	1.000	1.500	2.000
59	F	0.900	1.400	1.900
58	F	0.800	1.300	1.800
57	F	0.700	1.200	1.700
56	F	0.600	1.100	1.600
55	F	0.500	1.000	1.500
54	F	0.400	0.900	1.400
53	F	0.300	0.800	1.300
52	F	0.200	0.700	1.200
51	F	0.100	0.600	1.100

Map

