



**Peabody High School
2020-2021**

Certification page

Student's Name _____

We, the parent(s)/guardian(s) and the above named student, certify that we have received a copy of and have read the 2020-2021 Peabody High School Student Handbook, and that we will conform to all rules and regulations of Peabody High School.

We, the parent(s)/guardian(s) and the above named student understand that the rules and regulations contained in the above named publication will be enforced in school, at school related activities, and on the school bus.

Parent(s) / Guardian(s) Signature

Date

Student's Signature

Date

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I. FOREWARD

Peabody High School has a 142-year tradition of providing our students with a quality education. Our present staff is committed to continuing this tradition.

Our student body has always been known for their tremendous spirit and enthusiasm. We have excelled in academics as well as extracurricular activities. Your attitude and participation will determine the image our school projects presently and in the future. Let's make Peabody High School a place that we can be proud of today and tomorrow.

The following information is written for the students of Peabody High School. Not all regulations and policies are covered in this folder; however, do not hesitate to ask if you have a question regarding regulations. This folder will be an information guide throughout four years of high school.

It is the goal of the principal and staff to provide a proper environment for learning. To do this we count on the cooperation of our student body and parents. We will provide the best possible learning atmosphere for the students. In return we expect good behavior, respect, and good study habits. Together we can make the days at Peabody both meaningful and enjoyable.

GENERAL INFORMATION

Publications: "Golden Torch" Yearbook

School Nickname: Golden Tide

School Colors: Black and Gold

Alma Mater: Alma Mater, hall of knowledge,
How we love your name,
Standing through long years of service,
Ever gaining fame,
Old Peabody, now and ever,
We will honor you,
Long you've stood here ever faithful,
School our fathers knew.



School Spirit: School spirit accompanies every phase of school activities, whether it is academics, sports, music, clubs, or daily schoolwork. School spirit is a feeling of loyalty to our school. Each of us must contribute to it in order to possess it, and because we are a part of it and have helped to make it what it is, we have the common bond of being a member of something to which we will always belong- Peabody.

Mission Statement: To provide an environment that enables all students to excel through diverse educational experiences, preparing them to become productive, knowledgeable, and responsible citizens.

Non-Discrimination Policy Statement: Peabody High School does not discriminate against individuals on the basis of sex, race, color, age, national origin, ancestry, creed, marital or parental status, sexual orientation, or disabilities. Grievance procedures for students and employees are in place; alleged victims should contact the building principal, immediate supervisor of the offending person, or TSSD central office at 855-1191.

II. POLICY INFORMATION

11 Areas- Visitors, use of office phones, parent inquiries, complaints and concerns, conference requests, guidance services, Medical policy, cafeteria, locks and lockers, textbooks and prices, and student rights;

1. **Visitors-** All visitors must report to the school office through the front door of the building in order to check in and attain a visitor's pass or to state your business. Students are not allowed to bring visitors or other guests to school with them. No visitor will be allowed to attend classes or lunch without prior office approval. If approval is granted, no outside food is allowed.
2. **Office Telephones-** Telephones are for school use only. If a student needs to use the phone they must first receive permission from the office. A parent is welcome to leave a message with the secretary that can be forwarded to the student but students (teachers either) will not be pulled out of class to take a call unless it is an emergency. If it is an emergency situation you will be asked to state the nature of the emergency. **Note:** If someone calls or shows up at PHS in response to a call from a student that was not placed in the office we will accommodate that parent but the student that placed the call will be subject to disciplinary action. Cell phones are against school board policy 6.312.
3. **Grades-** Grades are posted in Synergy, the computer portal, for all students. You may check your grades in Synergy or in the Google Classroom. Should you have questions or concerns about your grades, you need to email your teacher.
4. **Complaints and Concerns-** If you have a concern about a grade, policy, person (employee or another student), or situation, the following procedure should be implemented; speak with, phone, or e-mail the appropriate faculty member, the principal, assistant principal, or guidance counselor.
5. **Conferences-** We prefer you to call and make an appointment should your parents need to meet with a teacher, counselor, or administrator. Should you come without an appointment, we will make every effort to accommodate you.
6. **Counseling Services-** The counselor is available to students and parents for assistance in academic and personal matters and will attempt to accommodate walk-ins. However, it is always preferable to schedule an appointment. Please respect her time by calling first. Student emergencies of a personal nature will be handled immediately and confidentially. All students are invited to visit the guidance office without an appointment and explore the various reference materials on occupational training, colleges, financial aid, and scholarships.
7. **Medication Policy-** For students requiring medications at school the following procedures **must** be implemented in order to ensure the safety of the student and to avoid adverse reactions and legal repercussions. Responsibility is shared by the school, district, parents, and students.

Responsibility of Nurse

- Assures that all necessary staff is trained in the proper administration and documentation of medications. Maintains records of all in-services and updates them annually.
- Reviews monthly all medication consents (prescription and non-prescription) as well as medication logs.
- Maintains copies of all consents and completed logs in the students health file.
- Available for consultation with parent or teacher.
- Distributes medication policy to staff and parents and ensures adherence by all involved parties.

Responsibility of Parent and Student

- Completes a consent form for any medication (prescription or non-prescription) which their child requires during school hours.
- Prohibits their child from bringing any medication to school for which there is no consent form.
- No student should have medication (prescription or nonprescription) on their person during the

school day.

Responsibility of Faculty/Staff

- Receives all parent consent forms, keeps, and sends copy to nurse.
- Maintains all medications in a locked box and possesses key at all times. Nurse has extra key.
- Refrigerated medications should be secured and properly marked.
- Administers all medications according to directions and documents on log.
- Consults as needed with nurse and sends her all completed logs.

Oral permission is not acceptable for any medication. The school keeps no ‘over the counter’ medications except those brought by students along with a parental consent form.

8. **Cafeteria-** Applications for free or reduced-price lunches are available in the office. There are standard “plate lunch” and breakfast prices but students often dilute their account by buying extra items. Please communicate with your child as to what he/she is spending so as to avoid conflicts over money. Peabody has a “no-charge” policy. Please make sure your child’s account is funded.
9. **Lockers-** Any student who wishes for a locker will be assigned a locker and a school-issued lock upon payment of a \$5.00 lock fee. Students are not allowed to use locks other than the one issued as lockers are the property of TSSD and are subject to searches.
10. **Textbooks/Chromebooks-** TSSD furnishes a chromebook to all students for a \$10 fee. Textbooks are the responsibility of the student for the duration of the course. The student will be financially liable for damaged and/or lost books.
11. **Fees-** student fees for certain supplies needed for instruction have been approved by the TSSD board of Education. Tennessee law reads, “the school shall not require any student to pay a fee to the school for any purpose, except as authorized by the board of education, and no fees shall be required of any students as condition to attending the public school, or using its equipment while receiving educational training.”

III. STUDENT RESPONSIBILITIES

Students at PHS are expected to fulfill the following responsibilities:

1. **ATTENDANCE AND ACADEMIC PARTICIPATION:** Students have the responsibility of participating fully in the **SERIOUS** business of learning. Students must report to school and to all scheduled classes **REGULARLY and ON TIME**, pay attention to instruction and assignments, complete assignments to the best of their ability and request help when it is needed.
2. **MAKE-UP WORK:** It is the responsibility of the student upon return from any excused absence to check with each of his/her instructors to arrange for making up missed work. **Note: Make-up work is not allowed for unexcused absences.**
3. **BEHAVIOR: Respect for all School Personnel:** Students have the responsibility of showing respect for the position and authority of all school personnel. Failure to show appropriate respect for school personnel will result in severe disciplinary action. Furthermore, a student may be addressed/reprimanded/disciplined by a teacher/assistant that does not teach them during the course of the day. **Rules for acceptable behavior within the individual classroom will be carefully defined for students by individual teachers.**
Hallway Behavior: Students should walk on the right side of the hallway and keep normal conversation levels. Any student in the hallways during a class period must have a hall pass from the teacher in whose class they are enrolled.
Cafeteria Behavior: Students are expected to socialize/converse in an age-appropriate manner and treat cafeteria workers and custodians with respect.
Assembly Behavior: Any disruption of an assembly will result in that assembly being stopped long enough to remove the offending student(s) for appropriate disciplinary action.
4. **RESPECT FOR OTHER STUDENTS:** Students have the responsibility of recognizing the rights and human dignity of fellow students. For example, students must refrain from name calling, fighting,

harassment, belittling or engaging in deliberate attempts to embarrass or harm another student. Bullying-type behavior (whether or not it becomes physical) will not be tolerated and will be considered a severe offense and dealt with as such. Public displays of affection are also considered inappropriate behavior and are subject to disciplinary consequences.

IV. ATTENDANCE

Philosophy:

Success in school is directly related to students' punctuality and attendance. Regular classroom attendance is an absolute necessity if a student is to receive the maximum benefit from instruction. Classroom attendance is vital for class discussion and interchange of ideas with others.

ABSENCES AND TRUANCY EXPLAINED

A parent or guardian must phone Peabody on the day of the students' absence. If the student has no phone, a letter written by the parent or guardian must be presented to the assistant principal upon the students return to school.

If no call or note is received, an **unexcused absence** will result. **Make up work is not allowed for unexcused absences. Therefore, the student will be given zeros for all missed work.**

Absences are **excused** in case of: 1) personal illness, hospitalization, or medical appointments (maximum of 15 excused medical absences per year) 2) illness or death of an immediate family member, 3) religious observances, 4) circumstances which in the judgment of the principal created emergencies over which the student had no control, 5) legal court summons, subpoena, or court order requiring a court appearance. Any other reason must have the approval of the principal or assistant principal.

A child is considered **truant** when he/she is absent from school for **five** days during the school year without an adequate excuse. The days do not have to be consecutive. After the **5th** absence, excused or unexcused, the building administration will require a doctor's note in order to excuse that absence; and upon the 15th absence the school administration will cease to accept doctor's notes unless a chronic, ongoing condition is indicated by the doctor. Parents of students who are termed "truant" will be contacted by the District's attendance officer. Legal action will be taken if parents make no effort to see that their child attends school regularly (TSSD Board Policy 6.2). Court actions include fines of \$50.00 per absence plus court costs and, in extreme cases, parents have been given jail time and children removed from homes. **A doctor's excuse will be required if a student must miss a final examination. No make-up exam will be scheduled without it.**

Seniors at Peabody High School shall adhere to the same attendance requirements. Seniors who fail to comply with attendance requirements WILL NOT participate in one or more of the following senior activities:

- 1. Senior walk at the elementary school/middle school**
- 2. Junior/Senior Prom**
- 3. Senior Class Day**
- 4. Commencement (graduation)**

DRIVER'S LICENSE REVOCATION

More than (7) consecutive or ten (10) reported unexcused absences by a student during any trimester renders a student ineligible to retain a driver's permit or license, or to obtain such if of age. In order to qualify for obtaining or reclaiming a driver's permit or license, the student must make a passing grade in at least three (3) full unit subjects or their equivalency at the conclusion of the grading period. Only authorized school officials with legitimate educational purposes may have access to student information without the consent of the

student or parent/guardian.

EMERGENCY SCHOOL CLOSINGS

Weather or other emergencies can sometimes result in school being canceled or delayed. Tune to local media outlets or authorized Social Media Accounts on inclement days for information concerning school closings.

V. TARDIES AND CONSEQUENCES

TARDY TO SCHOOL

Students who are late to school must report to the office for admission to school. Each student will be allowed 3 tardies per semester. Consequences for any tardy beyond 3 will be at the discretion of the building administration. **Note: 3 tardies equals 1 unexcused absence.**

TARDY TO CLASS

‘Tardy to class’ falls under a different category than ‘tardy to school’. 5 minutes to change class is a long time. Students that know they may be late for class due to an issue such as an upset stomach, etc., should let the teacher and/or office know on the front end, not after the fact. Each teacher has a record of the tardies to class. After three tardies, it will equal an absence and, therefore, count against you for exemption of exams.

EARLY SIGN-OUT PROCEDURES

The parents must call. Students are expected to make every effort to schedule doctor and dentist appointments outside of school hours. For the purpose of attendance, signing out early and being late to school count as a tardy.

DISMISSAL

Students who become ill or are injured while at school will be dismissed from school only after parents or guardians have been notified. Exceptions to this policy shall be made only in the case of emergency. Students shall be dismissed before the school day officially ends only when a parent or guardian sends a written request explaining the reason for early dismissal. Students shall not leave the school grounds during school hours without permission from the principal or his designee. Violations of these policies will result in disciplinary action taken by the principal or assistant principal.

CLOSED CAMPUS

Peabody High School has a closed campus. Students at no time will come or leave school without checking in or out of the school in the proper manner. Those students who leave the school campus without permission or for reasons other than stated in their checking in or out will be considered truant and the appropriate consequences will result.

VI. ACADEMICS

ACADEMIC REQUIREMENTS FOR GRADUATION AND OTHER INFORMATION

- End of Course exams are given in Biology, English I and II, Algebra I and II, Geometry, and U.S. History. These tests will count as 15% of a student’s grade in the course corresponding to the EOC.
- **Seniors must complete all coursework required for graduation in order to participate in graduation/senior activities including but not limited to senior trip, graduation practice, senior**

walk, commencement, etc.

- **Students choosing to take dual enrollment classes need to understand the daily schedule at PHS will not be altered to accommodate their attendance at extracurricular activities.**
- School Board Policy- upon a student's 8th absence, he/she will be required to achieve a 70 on the final exam in order to have his/her grade calculated for the semester. If the student does not attain a 70 on the exam he/she will either have to retake the class or enter into Credit Recovery. Note: Absences that are school-related and/or due to a death in the immediate family will not count against the student.
- Some classes have prerequisites. Students are not allowed to take classes out of sequence.
- Some elective courses at PHS require fees. They will be waived for those who qualify.

TENNESSEE GRADUATION REQUIREMENTS- TOTAL OF **22** CREDITS

Math: 4 credits- Algebra I (required), Algebra II (required), and Geometry (required). A fourth math course is required and can be chosen from Bridge/Sails, Pre-Calculus, College Statistics or College Algebra

NOTE: Per state law, a student must be enrolled in a mathematics course each school year.

English: 4 credits- English I, English II, English III, and English IV or Dual Enrollment.

Science: 3 credits- STEM, Agriscience, or Principles of Engineering (one of which is required), Biology (required), Chemistry (required), and a choice of elective Physics or Human Anatomy and Physiology

Social Studies: 3 credits- World History/Geography, AP Human Geography, U.S. History and Geography, U.S. Government and Civics

Economics: ½ credit

Physical Education and Wellness: 1½ credits- Wellness (1 credit) and another ½ credit (band, athletics, or Physical Education class)

Personal Finance: ½ credit

Fine Arts: 1 credit- Art I Art II, Art III, Media Arts, Band, Guitar, General Music

Foreign Language: 2 credits- Spanish (Spanish I and II)

*NOTE: Foreign language may be waived for students not enrolling in college. An **extra** elective Focus must be completed to meet requirements.*

ACT Prep: 1 credit

Elective Focus: 3 credits (or 6, if you waive foreign language), from Math and Science, Career and Technical Education (CTE), Fine Arts, and Humanities. Peabody offers students ten Focus Areas:

1. CTE- Health Science:

Diagnostic Services is designed to prepare students to pursue careers in the fields of radiology, medical laboratory, optometry, and other patient diagnostic procedures.

Health Science Education is an introductory course designed to prepare students to pursue careers in the fields of public health, therapeutics, health informatics, diagnostics, and support services.

Anatomy and Physiology is designed to develop an understanding of the structures and functions of the human body, while relating those to knowledge and skills associated with pathophysiology.

Nursing Education is a capstone course designed to prepare students to pursue careers in the field of nursing.

2. CTE -Early Childhood Education:

Early Childhood Education Careers I, II and III (ECEC) is a foundational, intermediate and an applied-knowledge course(s) in the Education and Training career cluster intended to prepare students for careers as childcare providers, nannies, preschool teachers, and more.

Early Childhood Education Careers IV (ECEC IV) is capstone course for students who intend to pursue advanced training as an early childhood teacher, nanny, or childcare provider.

3. CTE- Agriculture:

Agriscience is an introductory laboratory science course that prepares students for biology, subsequent science and agriculture courses, and postsecondary study.

Small (intermediate) and Large (applied) Animal Science are course(s) in animal science and care for students interested in learning more about becoming a veterinarian, vet tech, vet assistant, or pursuing a variety of scientific, health, or agriculture professions.

Veterinary Science is an advanced course in animal science and care for students interested in learning more about becoming a veterinarian, vet tech, vet assistant, or pursuing a variety of scientific, health, or agriculture professions. This course covers principles of health and disease, basic animal care and nursing, clinical and laboratory procedures, and additional industry-related career and leadership knowledge and skills.

Principles of Agricultural Mechanics is an intermediate course introducing students to basic skills and knowledge in construction and land management for both rural and urban environments

Agricultural Power and Equipment is an applied course in agricultural engineering with special emphasis on laboratory activities involving small engines, tractors, and agricultural equipment.

Agricultural and Biosystems Engineering is an applied course that prepares students for further study or careers in engineering, environmental science, agricultural design and research, and agricultural mechanics.

Principles of Plant Science and Hydroculture focuses on essential knowledge and skills related to the science of plant growth. This course covers principles of plant health, growth, reproduction, and biotechnology, as well as fundamental principles of hydroponics and aquaponics.

Greenhouse Management is an applied-knowledge course designed to prepare students to manage greenhouse operations. This course covers principles of greenhouse structures, plant health and growth, growing media, greenhouse crop selection and propagation, and management techniques.

4. STEM:

STEM I: Foundation is a foundational course in the STEM cluster for students interested in learning more about careers in science, technology, engineering and mathematics. This course covers basic skills required for STEM fields of study.

STEM II: Applications is a project-based learning experience for students who wish to further explore the dynamic range of STEM fields introduced in STEM I: Foundation. Building on the content and critical thinking frameworks of STEM I, this course asks students to apply the scientific inquiry and engineering design processes to a course-long project selected by the instructor with the help of student input.

STEM III: STEM in Context is an applied course in the STEM career cluster which allows students to work in groups to solve a problem or answer a scientific question drawn from real-world scenarios within their schools or communities.

STEM IV: STEM Practicum is a capstone course intended to provide students with the opportunity to apply the skills and knowledge learned in previous STEM Education courses within a professional, working environment. In addition to developing an understanding of the professional and ethical issues encountered by STEM professionals in the workplace, students learn to refine their skills in problem solving, research, communication, data analysis, teamwork, and project management.

5. FINE ARTS

- a. Courses- Art I, Art II, Art III, Media Arts, Guitar, General Music, Color Guard, Band

6. Dual Enrollment: 30+ possible credit hours from DSCC

- a. DE Courses- Psychology, Public Speaking, College Algebra, Statistics, Art, Sociology, US History I and II, English Comp I and Comp II
- b. CTE Courses: Nursing Education (DSCC)

(Courses may be added/removed based on student interest level from year to year)

(To complete a dual enrollment program of study, the courses that students complete must not satisfy graduation requirements in another area.)

OTHER ELECTIVE COURSES OFFERED AT PEABODY

Courses: Honors Contemporary Literature, Literature/Film, Contemporary Issues, Psychology, Sociology, STEM I-III, Anatomy and Physiology (A&P), Physics, Guitar, Yearbook, Work-Based Learning (WBL), all CTE classes may also be taken as electives.

LOCAL TSSD SCHOOL BOARD REQUIREMENTS FOR GRADUATION

- ACT Prep
- Every student will have a full schedule of credit-bearing courses each semester.

VII. GRADES

The school year is divided into two eighteen-week grading periods called **semesters**.

- **Classes with EOC tests:** U.S. History, Biology I, Algebra I, Algebra II, and Geometry, and English I and II.
- **Semester grades are calculated:**
 - 85%- Grading Period Averages
 - 15%- Final Exam or EOC Exam

GRADING SCALE

A= 93-100 B= 85-92 C= 75-84 D= 70-74 F= 0-69

EXAM EXEMPTIONS

Any student can qualify for exam exemptions for each class in which they meet the following criteria;

1. A with 5 absences.
2. B with 4 absences.
3. C with 3 absences.

GRADE POINT AVERAGE (GPA)

Grade Point Averages (GPA) are calculated in the counselor's office using the state student management program called Synergy. GPA's are updated twice a year at the end of each semester. These are requested frequently by colleges and universities for purposes of admission and scholarship applications. See Ms. Cooksey if you have questions.

CHEATING

Any student caught **cheating** will receive a 'zero' for that assignment/test and will be referred to the office so that the offense can be documented. Multiple offenses could result in said student being referred to the school systems' Disciplinary Hearing Authority.

HONOR ROLL

Peabody has 2 types of Honor Rolls;

1. **Gold-** All A's;
2. **Silver-** No more than 2 B's. All other grades must be A's.

Note: It is each student's responsibility to check the honor roll lists that are posted at the end of reporting periods. If a student feels an error has been made, it is his/her responsibility to report to the main office so the appropriate school official can correct any error.

CREDIT RECOVERY AND SUMMER SCHOOL

Peabody offers several ways to maintain, remediate, and/or recover grades.

Credit Recovery Students must have had at least a 60 average in the class to qualify. Anything lower and the student will be required to retake the class. If you have failed a course, see Ms. Cooksey for details as to how to recover the credit without retaking the entire course. **This program presents a great opportunity for students who have failed a course(s) to remain on schedule to graduate on time.** Also, we urge parents to call the school to request information.

Summer School can also be used to recover a credit in one of the above named courses. A teacher referral is necessary to enroll in summer school. More information on summer school will be made available as the school year draws to a close.

FACULTY ADVISORS

- **Freshmen (GYM)**: Di'Chiara, Miller, Hart, Bibb, Sisco, Karnes
- **Sophomores (LIBRARY)**: G. Hudson, Shelton, Ramsey, Minton, P. Hudson, Mathis
- **Juniors (COMMONS)**: Bruketta, Vowell, Allen, Adams, Taylor, Doyle
- **Seniors (THEATER)**: Branum, Hines, Engler, Grant, Voigt, Webb, Westbrook

VIII. DRESS CODE

TSSD Policy 6.310 – Dress Code

Students shall dress and groom in a clean, neat and modest manner so as not to distract or interfere with the operation of the school.

Logos: No item of clothing may display a logo which is: 1) vulgar, 2) deemed inappropriate, or 3) could possibly cause a disruption in the school.

More specific guidelines appropriate for each level of school (elementary, middle, junior high or high school) may be developed. (1) Principals, faculty members and students shall be involved in the development of each appropriate set of guidelines.

When a student is attired in a manner which is likely to cause disruption or interference with the operation of the school, the principal shall take appropriate action, which may include suspension.

Guidelines for attire are set forth below:

1. FOOTWEAR:

- Grades PK-12

Any style of athletic shoes, sandals, boots, or casual shoes may be worn regardless of color.

Footwear must be laced, tied, strapped, and/or hooked. No flip flops, slides, or house shoes are allowed.

2. PANTS:

- GRADES 5-12
- Pants must fit at the waist and inseam and must be worn with an appropriately sized belt that remains visible at all times. Pants should be one color (black, khaki (tan), gray, or navy) with no wording other than a factory logo. No denim. Pants cannot be gathered at the bottom and have no rips or tears. Also, pants should have no lace, beads, or other embellishments.
- Students whose pants are deemed to be too loose or too tight will be forced to change clothes or face other punishments up to and including suspension from school.
- Leggings are not allowed unless worn with an item of clothing that reaches mid-thigh.

3. **SHORTS/SKIRTS/DRESSES:** Must not be more than 4" above the knee. Must be black, khaki (tan), gray, or navy. No athletic or biker shorts.
4. **SHIRTS:**
 - ***Solid color***, collared shirts (polo type, button down, or turtleneck), long or short sleeve, are acceptable.
 - ***Logos may be worn if they are no more than the size of a credit card (approximately 2"x3.5").***
 - ***Shirts with buttons must be buttoned at all times with the exception of the top button.***
 - Males should have shirt tails tucked in and belt line visible at all times.
 - Females can wear shirt tails out, but they must extend below the natural beltline/top of the pant when both sitting and standing.
 - School sponsored t-shirts and sweatshirts (club shirts, spirit shirts, event shirts, etc.) with school or district logos are allowed **ON SPECIAL DAYS ONLY** when approved by the principal.
5. **FOUNDATION GARMENTS:** ONE collarless shirt, single color may be worn as an undergarment. Foundation garments must not be visible at the bottom of the outer garment.
6. **HEADWEAR:** Caps, hats, toboggans, bandanas, hair racks/combs, hair rollers, scarves, non-prescription glasses, novelty contact lenses, hair dyed in distracting colors, etc. are not permitted and not all inclusive.
7. **COATS/JACKETS:**
 - Light jackets, vests, sweaters, crewneck sweatshirts and cardigans are permissible but must adhere to the uniform shirt colors and color contrasts. ***Two color jackets (two-toned) jackets are allowed.***
 - ***Logos/graphics no larger than the size of a credit card (approximately 2"x 3.5") are allowed.***
 - No lace, beads, or other embellishments are allowed.
 - ***Jackets issued with TSSD school logos or are from TSSD sponsored clubs are permissible.***
 - Heavy, long jackets or raincoats are not permissible in the building during the day.
 - Sweatshirts and jackets with hoods are not allowed.
 - ***Peabody High School letterman jackets and TSSD team jackets are allowed.***
 - ***Black on black is allowed.***
8. **BELTS:** A belt must be worn, visible, and appropriately sized and must be a single color. Grades 5-12
9. **ATHLETIC TEAMS/CLUBS:** All teams and/or clubs shall travel in adherence to the dress code, team apparel, or designated club apparel as approved by the sponsor or coach. Field trips are included.
10. **SPECIAL DAYS:** These days are set aside by the school administration to allow variation in the dress code, such as spirit day, picture day, etc. Dates will be announced and all clothing must be appropriate.
11. **TATTOOS:** All tattoos or brands must be completely covered.
12. **EARRINGS/PIERCINGS:** Students may wear up to two pairs of earrings in the ears. Jewelry must not be distracting, a safety issue or contain gang paraphernalia.

NOTES:

Students who transfer in during the year and cannot adhere to the dress code immediately may submit an exemption form to the school principal upon admission to school.

No student's appearance, including but not limited to his/her attire, shall not be considered proper and acceptable for school if it distracts from or in any way disrupts the educational process.

Parents who do not wish for their children to wear standardized dress because of religious beliefs or religious dress must submit their reasons in writing to the school principal. Students who wear traditional dress of their religion shall not be required to wear school uniforms reasons in writing to the school principal.

Sponsors are responsible for appropriate wear when special events are planned.

Legal Reference: TCA 49-6-4215. Parents who object to standardized dress because of strongly held beliefs must also submit their

1. TCA 49-6-4215

Cross Reference

Discipline Procedures 6.313

Suspension/Expulsion/Remand 6.316

IX. BEHAVIOR/DISCIPLINE

DISCIPLINARY OFFENSES AND CONSEQUENCES

Appropriate disciplinary action will be initiated when students misbehave and become disruptive to the educational process. Behavioral consequences may include;

1. writing assignments,
2. corporal punishment, if offered (student choice),
3. Suspensions; in school (ISS) and out of school (OSS). **No work and/or tests can be made up when a student is OSS. Zeros are assigned for all missed work,**
4. detention,
5. Saturday School,
6. 10 day placement in In-School Suspension,
7. Referral to the Disciplinary Hearing Authority (DHA).

This section is not intended to include every offense or situation that could be disciplined.

Topics herein;

1. General referrals, such as, disrespect or public displays of affection. **2.** Dress code violations. **3.** Cell phones and other devices. **4.** Bus offenses. **5.** Tobacco. **6.** Fights. **7.** Alcohol and zero tolerance offenses.

Note: Possessing a cell phone is not an offense. Using the phone without authorization is an offense.

Please read School Board Policy 6.312 for more information;

http://images.pcmac.org/Uploads/TennesseeSBA/TennesseeSBA/Departments/DocumentsCategories/Documents/6312_51.pdf

BUS OFFENSES

Bus transportation is provided as a service. Students have the privilege of riding a bus and are under the jurisdiction of the school from the time they board the bus until they disembark. The following is a non-inclusive list of offenses for bus riders. Consequences for these offenses will be dealt with by the administration on a case-by-case basis.

Zero Tolerance Bus Offenses (Serious)

- Fighting
 - Bullying
 - Disrespect
 - Defacing Property
 - Profanity; Language or Gestures
 - Anything done out of the bus window
- Examples- Throwing, shouting, heads, limbs, etc., extended out of the window

Punishable Bus Offenses (Less Serious)

- Out of seat
- Noisy electronic devices
- Dress code violations
- Riding unassigned bus
- Horseplay
- Food or drink on bus

CONSEQUENCES FOR TOBACCO POSSESSION

No student attending school in the Trenton Special School District will be allowed to smoke or have tobacco products or smoking paraphernalia in his/her possession during school hours or at school sponsored events. Violators will be petitioned **to Juvenile court on the first offense** as stipulated by law (TCA 39-17-1505). A violation shall be a civil offense, the penalty for which is a fine of \$25.00 plus court costs for the first offense, \$50.00 fine plus court costs for the second offense, and \$50.00 fine and community service plus court costs for the third offense.

CONSEQUENCES FOR FIGHTS

All fights are not the equal of each other. Some are relatively minor problems while some are major infractions. Some are one-sided affairs with an aggressor and some involve mutually culpable parties. We work hard administratively to get the most accurate account of the incident and then make disciplinary decisions. In many cases students involved don't get "equal" punishment but "fair" punishment based upon their role in the altercation.

Consequences range from as little as no punishment to as severe as a referral to the DHA and/or arrest. However, most fights result in 3-day unexcused suspensions for all parties involved. Multiple offenders are usually given a 10-day placement in ISS and, should a person be a habitual offender he/she will be referred to the DHA for long-term placement in the Alternative School.

CONSEQUENCES FOR MAJOR INFRACTIONS

- **Drug possession or use-** Immediate dismissal from school and referral to DHA. Students will be suspended from school and may be placed in Alternative School pending the hearing.
- **Weapons-** Immediate dismissal from school and referral to DHA. Students will be suspended from school and may be placed in Alternative School pending the hearing.
- **Assault on School Personnel-** Immediate dismissal from school and referral to DHA. Students will be suspended from school and may be placed in Alternative School pending the hearing.
- **Alcohol-** Immediate dismissal from school and referral to DHA. Students will be suspended from school and may be placed in Alternative School pending the hearing.

Note: The first 3 offenses listed above are statutory "Zero Tolerance" offenses and generally require a one-year suspension from the general school population. Alcohol is not a "Zero Tolerance" offense.

Note: Possessing weapons on school grounds is a Federal offense. We are required by law to report such offenses to authorities for the purpose of prosecuting the offender.

Note: We are required by Tennessee law to report drug and alcohol incidents to the authorities for investigation.

Note: Long term assignment to the alternative program is made under the direction of our school district's Disciplinary Hearing Authority and Attendance Hearing Board.

X. STUDENT SAFETY AND WELFARE

3 areas discussed in this section include Parking and traffic, designated areas for students before and after school, and drills for fire and tornado situations.

PARKING AND TRAFFIC

In order to enjoy the privilege of operating a motor vehicle on the school grounds, students must observe the following rules:

1. Students **must** pay a \$10.00 parking fee and register their cars with Lt. Gosney at the beginning of the school year. A parking spot will be assigned.
2. Traffic around Peabody is a **one-way, counter-clockwise pattern** turning right off of the boulevard at the first entrance to the school just past the field house and exiting on the east (baseball) end of the building.
3. **Car riders are to be dropped off and picked up on the baseball side of the building at the canopy doors. Circle the building- do not turn in front of the building.**
4. The speed limit around the school buildings and along the boulevard is 20 mph. Stay on the pavement, please.
5. All traffic must yield to school buses entering and leaving the school grounds.
6. Vehicles should occupy no more than one parking space. **DO NOT** straddle a line in order to keep other vehicles from occupying the spaces on either side of your vehicle.
7. Upon arrival, students will not loiter in vehicles or in parking lots but will report directly to the Commons area. All school rules apply whether a student is in the building or outside.
8. Students are not allowed in the student parking lot during the school day unless they have been approved and signed out properly.
9. Students taking courses that require transportation must provide their own.
10. Violations of any of these rules will result in disciplinary action and/or suspension of the privilege to operate a motor vehicle on school grounds.

DESIGNATED STUDENT AREAS

- Upon arrival a student should report directly to the Commons area of PHS until the 7:45 A.M. bell sounds. Please do not loiter in the parking lot or vehicle.
- The restrooms in the Commons are the only ones approved for use before 7:45 A.M. or after 3:00 P.M.
- After school dismisses, all students should leave campus or assemble in the Commons if waiting for a ride or bus.
- Tutoring, A+, or any other activity that requires the student to be somewhere other than the Commons must have an instructor or administrator facilitating them. No student or group of students by themselves for any reason: **No Exceptions**. This rule applies to periods of time before and after school.
- **After school, unless you are under a teachers' supervision, you should vacate the premises by 3:45 PM.**

EMERGENCY SITUATIONS

During the course of the school year we will conduct nine fire drills and two tornado drills

- **Fire Drill** (Dates for drills are listed in the map section beginning on page 30.)
 1. Should a fire alarm sound students should exit the building with the teacher to whom they are scheduled that period.
 2. That instructor will lead you to the proper exit.
 3. Each class should assemble together outside with that instructor for roll call.
 4. Please maintain that status until the drill ends with notification that it is safe to re-enter the building.
 5. Upon re-entering the building each student should report directly back to the class in which they were scheduled when the drill began at which time a second roll call will occur.

- **Tornado Drill** (Dates are listed in the map section beginning on page 30.)
 1. To begin a tornado drill or when the National Weather service issues a **tornado warning** for our area there will be an announcement made on the intercom informing teachers to move their classes to pre-assigned areas.
 2. At that point teachers will move their classes to those areas and students will be expected to sit per the recommendation from the Emergency Management Agency.
 3. Please maintain that status until the drill or warning ends with notification that it is safe to return to the classroom.
 4. When the announcement is made to return to the rooms each student should go directly to the room in which they were when the drill began unless told to do otherwise by the announcement. Some situations can last longer than the time allotted for each class period.
 5. Roll will be taken and we will continue with the daily schedule.

XI. EXTRACURRICULAR ACTIVITIES

Peabody hosts several extracurricular activities throughout the school year. Three discussed here are **Graduation and Baccalaureate**, the **Honors Program**, and the **Prom**.

PROM

- This year's prom is tentatively scheduled for **Friday, April 16, 2021**, at 9:00 P.M.
- Only juniors, seniors, and their guests may attend.
- The name of a student's guest must be submitted to the office between the days of Monday, April 12 and Wednesday, April 14. Peabody students are responsible for the behavior of their guests and those guests are expected to follow all rules that apply to our students.
- All students attending the prom will be dismissed at 11:30 A.M. on Friday, April 16, provided they have written parental consent and do not owe any class assignments. Seniors participating in the Senior Walk have a mandatory practice on Friday before dismissal. **Failure to attend this practice will result in the student not being allowed to participate in the Senior Walk.**
- Any students checking out before 11:30 A.M. will have that time unexcused.
- If a student does not come to school on April 16, he/she will not be allowed to attend the prom.
- 10 unexcused absences and/or tardies = NO PROM.
- There is a cost to attend and fundraising opportunities will be provided to the students. The Prom will not be held unless the students raise enough funds to cover the costs.
- A prom is not a job responsibility of this faculty or administration. Prom decorating will be senior driven and teacher facilitated. Senior classes that work hard will enjoy the benefits of a well planned prom.

GRADUATION AND BACCALAUREATE

- This year's Baccalaureate services are scheduled for **Wednesday, May 19, 2021**.
- This year's Commencement exercises are scheduled for **Friday, May 21, 2021**.
- In order to participate in these two events students must wear appropriate attire defined as:
 - **Boys**- Cap and Gown, white dress shirt, dark tie, black slacks, black shoes (loafers are fine but no sandals or tennis shoes)
 - **Girls**- Cap and Gown, black dress or skirt and top, white shoes. No pants, shorts, or capris.
- Students must meet all state and local graduation requirements, i.e., pass all required subjects and acquire all necessary credits in order to participate in commencement exercises.

- Students must attend all practices unless excused by an administrator in order to participate in Baccalaureate and Commencement activities.
- Before participating in Baccalaureate and Commencement activities all fines, fees, and any other obligations, as determined by the principal, must be taken care of by the deadlines as set forth by PHS senior sponsors and faculty.

EXTRACURRICULAR POLICIES

Students who represent Peabody High School in any extracurricular activity are expected to adhere to policies established by the Trenton Special School District Board of Trustees, the school administration and the athletic staff. The following general rules will apply to all students participating in any athletic activity.

1. ***Program-specific rules and policies, such as, no smoking, drinking, drugs, etc., and hours will be set by the head coach/sponsor/director of each activity.***
2. All of the Peabody sponsored programs have “mandatory practice” requirements. Players are not allowed to indiscriminately miss practices and maintain the expectation of remaining on the squad.
3. Appropriate language and grooming/dress is an expectation from participants and coaches/sponsors/directors.
4. All athletes will ride to and from athletic contests according to the arrangements made by the coach. All variations must be approved in advance of the trip by the coach and by the administration.
5. Athletes who conduct themselves in a way that would jeopardize Peabody High School with the **TSSAA** will be suspended immediately. The principal and head coach will determine if and when the athlete may continue participation.
6. Athletes who do not attend school on the day of a contest will not be allowed to participate in the contest that day unless excused by the Principal. Students must be in school **at least half the school day** in order to participate in an athletic contest.
7. Students who elect to drop from a team will not be allowed to participate with another team until the initial sport has completed its regular season. Students may be allowed to drop from a team without penalty before the first week of practice is completed.
8. Every effort will be made by this school and school district to encourage participation in the athletic program. We will strive to provide the best possible leadership and equipment for the welfare of the participants.
9. ***Students are encouraged to participate in multiple extracurricular and/or athletic programs and will not be influenced to participate in only one program exclusively.***
10. Athletes and coaches will adhere to the rules and regulations set forth by the Tennessee Secondary School Athletic Association.
11. These guidelines also apply to band members.

XII. STATE AND FEDERAL COMPLIANCE ITEMS

Parental Notification

The Every Student Succeeds Act (ESSA) is clear that Congress expects local education agencies (LEAs) and schools receiving federal funds to ensure parents are actively involved and knowledgeable about their schools and their children’s education. The law requires schools to give parents many different kinds of information and notices in a uniform and understandable format. This law requires the local education agency to report to parents their rights to information regarding the following:

§ Teacher Qualifications and Highly Effective Teachers

- § Student Privacy
- § Public Release of Student Directory Information
- § Recruiter Access to Student Information
- § Parent and Family Engagement
- § Report Cards on Statewide Academic Assessment
- § Achievement on State Assessment
- § National Assessment of Education Progress
- § School wide Programs
- § English Learner Programs
- § Homeless Children
- § 21st Century Community Learning Centers
- § Waiver Requests

Specific information concerning each topic can be found at www.trentonssd.org.

TES, TRMS, and PHS are Title I schools and are, therefore, “school wide” schools. This means that all children in those schools can receive instruction from teachers and assistants paid with Title I funds and can use equipment and materials purchased with Title I funds. If any parent has a question regarding the above information they may contact one of the following:

Tim Haney, Director of Schools

Amy Allen, Supervisor of Special Populations

Michele Elliott, Supervisor of Teaching and Learning and Federal Projects Director

McKINNEY-VENTO HOMELESS ASSISTANCE ACT OF 2001

The term “homeless children and youth” defined as: individuals who lack a fixed, regular, and adequate nighttime residence, and includes, doubled up households, living in hotels or motels, living in vehicles, abandoned buildings, parks, public spaces not designated as sleeping areas, and migratory children who qualify for above clauses.

These children have the right to: go to school, no matter where they live, attend a local school, receive transportation to and from, enroll in school immediately, even If permanent records are missing, and participate fully in all programs offered without segregation due to a child being labeled as homeless.

National Center for Homeless Education, <http://www.serve.org/nche>, 800-308-2145

SECTION 504 AND ADA GRIEVANCE PROCEDURES

Section 504 of the Rehabilitation Act of 1973 provides that: No otherwise qualified individual with handicaps in the United States...solely by reason of his/her handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. Section 504 complaints of disability discrimination may be made orally or in writing by contacting Amy Allen, TSSD Section 504 Coordinator.