

Mosley High School Student Handbook Highlights

2020 – 2021

Policies, procedures and information outlined in the Student Handbook may be subject to change at the principal's discretion based upon updates and requirements dictated by federal, state, and local officials during the COVID-19 pandemic.

TEMPORARY DRESS CODE (School Board Policy 7.2095)

Our professional educators and staff understand the effect that clothing and grooming can have on student behavior and a commitment to learning. We also know parents play a vital role in helping students have a successful school experience, which includes making appropriate choices when it comes to clothing, accessories and personal appearance. However, we know that the hurricane and the pandemic have presented many challenges to our families so we are making some **temporary revisions** to the existing dress code.

Cloth Face Coverings:

- Cloth face coverings may be worn by students during a pandemic. Coverings must not impose a disruption to the school environment (i.e. no inappropriate language, logos, graphics, etc.).
- Students will assume full responsibility for their own personal cloth face covering.

Tops:

- T-shirts and shirts of any color
- Must be appropriately fitted with sleeves
- Must be unaltered; covering underarms and waist
- No inappropriate language, graphics or logos

Bottoms:

- Bottoms of any color
- Bottoms must be appropriately fitted and seated at the waist.
- No shorts, skirts or dresses shorter than five inches (5") above the knee caps as measured standing up
- Dresses with sleeves (underarm must be covered)
- Fitness pants such as leggings, Yoga pants, sweatpants, exercise tights, etc. must be covered with a top that reaches fingertip length when arms are at sides

Sweaters/Sweatshirts/Hoodies:

- Must be appropriately fitted
- Hood may not be worn indoors

Shoes:

- Closed toes and closed backs preferred
- No bedroom shoes, flip-flops, shower shoes, or beach footwear

Other:

- Scarves must be worn appropriately around the neck or shoulders (as an accessory only)
- Bandanas will only be permitted if worn as a cloth face covering during a pandemic
- No head wear except sunglasses; Hats or other sun protective wear to only be worn while students are outdoors during school hours (not during class changes); however, at all other times, the sun-protective items must be properly stored by the student in pockets, purse, locker or backpack
- No jewelry or accessory that may be used as weapons such as chains or spiked jewelry
- Students participating in extracurricular activities shall conform to the standards of this policy while attending classes during the regular school day; Cheerleaders may wear their uniforms when required for participation in school sanctioned activities; Athletes may wear the team jerseys on game days with appropriate uniform bottoms.
- No bedroom clothes
- Earbuds – In order for students to be made aware of security announcements or other hazardous situations in a timely manner, it is expected that all students will adhere to **single earbud use** while on campus, at school-sponsored events and on school-sponsored transportation

Prohibited Attire at all Schools

- While on school grounds during the regular school day, students are prohibited from wearing clothing that exposes underwear or body parts.
- Students should avoid attire that seriously distracts from the learning environment, is considered to be disruptive or could present a health or safety problem.
 - Any interpretation of the dress code that is required of this policy shall be the responsibility of the principal of each school. The Superintendent is authorized to make the final decision regarding the interpretation, application and enforcement of this policy and to make certain that it is being uniformly applied and enforced at each of the schools within the District.

Any student who violates this specific policy of prohibited attire is subject to the following disciplinary actions:

- For a first offense, a student shall be given a verbal warning and the school principal shall call the student's parent or guardian.

- For a second offense, the student is ineligible to participate in any extracurricular activity for a period of time not to exceed five (5) days and the school principal shall meet with the student's parent or guardian.
- For a third or subsequent offense, a student shall receive an in-school suspension pursuant to §1003.01(5), Florida Statutes for a period not to exceed three (3) days, the student is ineligible to participate in any extracurricular activity for a period not to exceed thirty (30) days, and the school principal shall call the student's parent or guardian and send the parent or guardian a written letter regarding the student's in-school suspension and ineligibility to participate in extracurricular activities.

Any interpretation of the dress code that is required of this policy shall be the responsibility of the principal of each school. The Superintendent is authorized to make the final decision regarding the interpretation, application and enforcement of this policy and to make certain that it is being uniformly applied and enforced at each of the schools within the District.

The Superintendent can add uniform requirements based upon the unique needs of the population served at a school.

This policy will expire after the 2020-2021 School Year and will be removed from the Policy Manual.

BRING YOUR OWN DEVICE (B.Y.O.D) POLICY

As per Bay District School Board Policy 7.211: "Students may bring their personal electronic mobile devices to school. These mobile devices may be used in the classroom for educational purposes **when the teacher deems appropriate** and with a signed AUP. Students will bring personal electronic mobile devices to school at their own risk. The district WILL NOT be responsible if a phone or other device is lost, stolen, misplaced, damaged, or confiscated.

WIRELESS COMMUNICATION AND ELECTRONIC DEVICES POLICY

Rules concerning use: Electronic devices may NOT be openly visible; it must be stored in a backpack, purse, locker, vehicle, etc. All electronic devices MUST be turned OFF during the regular school day and may only be used before school, after school, and during lunch.

DRIVING AND PARKING PRIVILEGES

Each student who desires to acquire a parking space on campus at Mosley High School shall meet the following qualifications:

- Must be a sophomore, junior or senior before the beginning of the school year
- Pay a \$15.00 fee per year (non-refundable if privilege is revoked)
- Must have a valid Florida Driver's License* and proof of car insurance (*Military residents are an exception.)
- Must have a 2.0 cumulative GPA by the end of the previous school year (includes summer school)
- Must maintain a good attendance record
- May not have been suspended (in-school or out-of-school for the previous school year)
- Students may not loiter in or around vehicles on campus

ATTENDANCE POLICIES

Leaving School during the Day. Before releasing a student from school, the principal or his/her designee shall establish the identity and authority of any individual who seeks the release of a student from school. A student shall be released only to the parents or legal guardians or other person authorized by the parents or legal guardians on the student's Registration Card. At the discretion of the principal, the parents/guardians may be asked to physically sign the student out. Parents/Guardians must have a picture ID to prove they have authority to remove the student from campus.

Absences: A student who wishes to be absent from school for permissible reasons shall have the verified permission of his/her parents or legal guardians and the approval of the principal. By the next school day after an absence, it shall be the responsibility of the parents/legal guardians to notify the school regarding the reason for each absence that was not pre-approved. The school shall thereafter contact the student's parent or guardian to determine the reason for each unexcused absence or absence for which the reason is unknown. Parents or legal guardians shall be required to justify the student's absence. Justification will be evaluated based on the policy below regarding excused or unexcused absences. The final decision for approval will rest with the school principal. Failure to successfully notify parents will NOT negate the attendance policy. Further, Florida Statute 1003.26, stipulates that a student must be in attendance for 90% of the instructional time required for each course in order to receive credit (81 out of 90 days).

Excused Absences: Documentation must be filed with the principal's office within 3 days of the absence. Excused absences may be given for the following reasons:

- Illness of student (Written physician's statement may be required after 5 days absence.)
- Appointments for medical or dental care (Physician's statement required)
- Death in the family or other bona fide family emergency
- Legal reasons
- Religious reasons (Specific policies regarding leave for
- School-sanctioned activities

religious holidays may be obtained at the attendance office).

- Approved educational trips
- Visits to licensed therapist
- Pre-approved family leave
- Administrative leave

Students have five (5) school days to make up all work missed for any absence, excused or unexcused.

Unexcused Absences: Unexcused absences are those absences that are not justified according to this policy by parent or legal guardian. Parents may appeal in writing to the principal for these absences within five days of notification. **In addition, truancy, out of school suspension, expulsion and/or skipping are considered unexcused absences.**

Signing In and Out of School: Students arriving at school after 8:20 a.m. (5 minutes after the opening of school) must report to the attendance office, sign in, and obtain a pass to enter class. Students will not be allowed to leave school during the day except in cases of emergency illness or dental and doctor appointments, and only then with prior administrative approval. Any student will be allowed to check out at any time without prior approval when the parent or guardian comes to the school. Students who do not sign in and out according to procedure could seriously jeopardize an absence appeal. Students may not sign out to leave campus for lunch. Students may not be checked out by phone during lunch. **At the discretion of the principal, the parents/guardians may be asked to physically sign the student out. Parents/Guardians must have a picture ID to prove they have authority to remove the student from campus.**

Skipping class is defined by one or more of the following criteria.

- Failure to check out when leaving school before the end of the official school day
- Absent from class without parent knowledge and/or permission
- Absent from class without teacher knowledge and/or permission

The teacher's grade book will be the final authority in determining the number of absences for each student.

Administrative Probation: Students with four or more unexcused absences in a grading period shall be placed on Administrative Probation which shall include denial of participation in extracurricular activities and the revocation of privileges such as parking and leaving campus for lunch, through the end of the current grading period. **Minimum Attendance:** A student may be in jeopardy of being retained if he/she fails to attend school for at least 160 days in a school year.

Tardiness: Students are responsible for regular and punctual class attendance. They must be inside the classroom by the end of the ringing of the tardy bell in order not to be considered tardy. The teacher will determine if a tardy is excused or unexcused. Students who are less than 5 minutes late will be given a Tardy. **Students who are more than 5 minutes late to a class or leave more than 15 minutes before the class is over will be given a Late Absence.**

The full student handbook will be available through the Bay District Schools webpage at www.mhsfins.com

