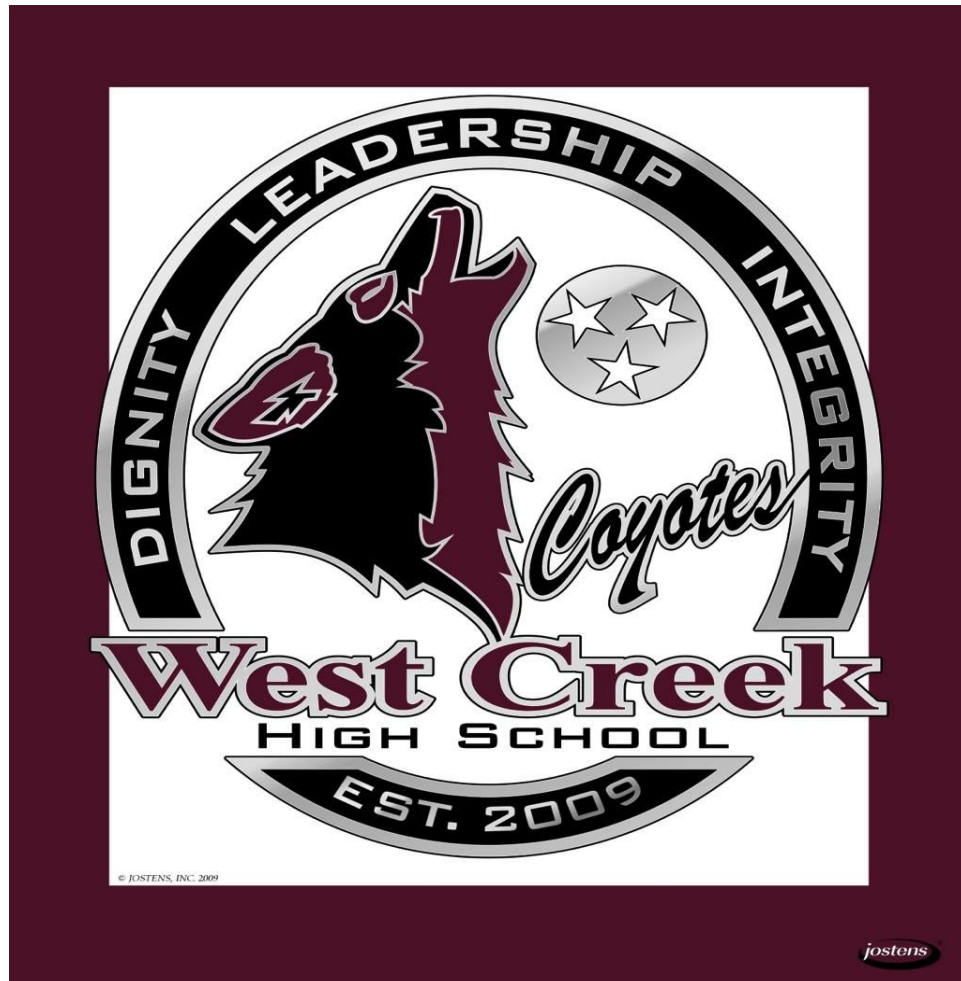


2019-2020 West Creek High School Student Handbook



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Mission Statement: "Our mission is to meet the individual needs of each student, empowering them to reach their potential."

Vision Statement: "Every student college and career ready."

Motto: "The Creek is RISING"

19-20 Regular Schedule

PERIOD	TIME	LENGTH
1 st period	7:30 – 8:15	45 minutes
*CCRP	8:20 – 8:50	30 minutes
2 nd period	8:55 – 9:40	45 minutes
3 rd period	9:45 – 10:30	45 minutes
4 th period	10:35 – 11:20	45 minutes
5 th period	Class Begins at 11:25	
A Lunch	11:20 – 11:45	25 minutes
A Class	11:50 – 12:45	55 minutes
B Class	11:25 – 11:50	25 minutes
B Lunch	11:50 – 12:15	25 minutes
B Class	12:20 – 12:45	25 minutes
C Class	11:25 – 12:20	55 minutes
C Lunch	12:20 – 12:45	25 minutes
	Class Ends at 12:45	
6 th period	12:50 – 1:35*	45 minutes
7 th period	1:40 – 2:25	45 minutes

***CCRP will have a 5 minute passing period w/bells**

Academy Bus Students Pickup at 1:45

19-20 Early Dismissal Schedule

2 hrs.15 min. early

PERIOD	TIME	LENGTH
1 st period	7:30 – 8:00	30 minutes
2 nd period	8:05 – 8:35	30 minutes
3 rd period	8:40 – 9:10	30 minutes
4 th period	9:15 – 9:40	25 minutes
6 th period	9:45 – 10:10	25 minutes
7 th period	10:15 – 10:40	25 minutes
5 th period	Class Begins at 10:45*	
A Lunch	10:40 – 11:05**	25 minutes
A Class	11:10 – 12:10	60 minutes
B Class	10:45 – 11:10	25 minutes
B Lunch	11:10 – 11:35	25 minutes
B Class	11:40 – 12:10	30 minutes
C Class	10:45 – 11:40	50 minutes
C Lunch	11:40 – 12:05	25 minutes
	Ends at 12:10	

Academy Bus Students *Pickup at 11:25 **A Lunch

- C Lunch students return to 5th period until dismissal
- Early release students report to the PLC room during 6th and/or 7th period and remain until 5th period.
- Early Dismissal Days: **Sept 13, Dec 6, Mar 13**

19-20 Half Day Schedule

PERIOD	TIME	LENGTH
1 st period	7:30 – 7:55	25 minutes
2 nd period	8:00 – 8:25	25 minutes
3 rd period	8:30 – 8:55	25 minutes
4 th period	9:00 – 9:25	25 minutes
5 th period	9:30 – 9:55	25 minutes
6 th period	10:00 – 10:30*	30 minutes
7 th period	10:35 – 11:05	30 minutes

***Academy Bus Students Pickup at 10:10**

Half Days: August 7, December 20, May 21

19-20 Pep Assembly Schedule

PERIOD	TIME	LENGTH
1 st period	7:30 – 8:15	45 minutes
2 nd period	8:20 – 9:05	45 minutes
3 rd period	9:10 – 9:55	45 minutes
4 th period	10:00 – 10:45	45 minutes
5 th period	Class Begins at 10:50	
A Lunch	10:45 – 11:10	25 minutes
A Class	11:15 – 12:10	55 minutes
B Class	10:50 – 11:15	25 minutes
B Lunch	11:15 – 11:40	25 minutes
B Class	11:45 – 12:10	25 minutes
C Class	10:50 – 11:45	55 minutes
C Lunch	11:45 – 12:10	25 minutes
	Ends at 12:10	
6 th period	12:15 – 1:00	45 minutes
7 th period	1:05 – 1:50*	45 minutes
ASSEMBLY	1:55 – 2:25	30 minutes

*Academy Bus Students Pickup at 1:45

- ALL students will remain in 7th period until dismissed to the gymnasium for assembly
- Early release students staying for Assembly need to report to Media Center following their last period (5th or 6th period)
- Pep Assembly Days: Fall 8/23, Winter 12/13, Top 10 1/24, 5/15

19-20 Veterans' Day Schedule
November 8, 2019

PERIOD	TIME	LENGTH
1 st period	7:30 – 8:05	35 minutes
2 nd period	8:10 – 8:45	35 minutes
Assembly	9:00 – 10:00	60 minutes
3 rd period	10:05 – 10:45	40 minutes
5 th period	Class Begins at 10:50	
A Lunch	10:45 – 11:10	25 minutes
A Class	11:15 – 12:10	55 minutes
B Class	10:50 – 11:15	25 minutes
B Lunch	11:15 – 11:40	25 minutes
B Class	11:45 – 12:10	25 minutes
C Class	10:50 – 11:45	55 minutes
C Lunch	11:45 – 12:10	25 minutes
	Ends at 12:10	
4 th period	12:15 – 12:55	40 minutes
6 th period	1:00 – 1:40*	40 minutes
7 th period	1:45 – 2:25	40 minutes

***Academy Bus Students Pickup at 1:45**

Inclement Weather – 1-Hour Delay Schedule

PERIOD	TIME	LENGTH
1 st period	8:30 – 9:10	40 minutes
2 nd period	9:15– 9:55	40 minutes
3 rd period	10:00 – 10:40	40 minutes
4 th period	10:45 – 11:25	40 minutes
5 th period	Class Begins at 11:30	
A Lunch	11:25 – 11:50	25 minutes
A Class	11:55 – 12:50	55 minutes
B Class	11:30 – 11:55	25 minutes
B Lunch	11:55 – 12:20	25 minutes
B Class	12:25 – 12:50	25 minutes
C Class	11:30 – 12:25	55 minutes
C Lunch	12:25 – 12:50	25 minutes
	Ends at 12:50	
6 th period	12:55 – 1:35*	40 minutes
7 th period	1:40 – 2:25	45 minutes

***Academy Bus Students Pickup at 1:45**

Inclement Weather – 2-Hour Delay Schedule

PERIOD	TIME	LENGTH
1 st period	9:30 – 10:05	35 minutes
2 nd period	10:10 – 10:45	35 minutes
5 th period	Class Begins at 10:50	
A Lunch	10:45 – 11:10	25 minutes
A Class	11:15 – 12:10	55 minutes
B Class	10:50 – 11:15	25 minutes
B Lunch	11:15 – 11:40	25 minutes
B Class	11:45 – 12:10	25 minutes
C Class	10:50 – 11:45	55 minutes
C Lunch	11:45 – 12:10	25 minutes
	Ends at 12:10	
3 rd period	12:15 – 12:45	30 minutes
4 th period	12:50 – 1:20	30 minutes
6 th period	1:25 – 1:55*	30 minutes
7 th period	2:00 – 2:25	25 minutes

***Academy Bus Students Pickup at 1:45**

GRADING SCALE

Clarksville-Montgomery County Schools uses a numerical grading system for reporting student progress to parents.

93 - 100	A	Outstanding
85 - 92	B	Above Average
75 - 84	C	Average
70 - 74	D	Below Average
69	F	Unacceptable

Students may earn up to 105% in Advanced Placement classes only.

CMCSS STUDENT CODE OF CONDUCT

Parents and students should also refer to the [CMCSS Student Code of Conduct](https://portal.cmcoss.net/iso.aspx?doc=STS-M001.pdf) for district-wide conduct expectations and policies. <https://portal.cmcoss.net/iso.aspx?doc=STS-M001.pdf>

STUDENT DRESS CODE

The Clarksville-Montgomery County School Board believes that proper etiquette, social customs, and good grooming are part of the educational process. While parents should exercise the primary authority in determining what appropriate dress and grooming for their children in accordance with their age and grade, it is the responsibility of the school system to work with parents in encouraging students to assume this responsibility and to execute it sensibly as they mature. It is also the responsibility of the school system to provide an educational atmosphere conducive to learning.

The dress code is designed to ensure the health and safety of students and to avoid distractions to the educational process, while preserving the basic rights of individuals. The following guidelines must be followed:

1. Attire must not be destructive to school property (i.e. body chains, spikes).
2. Dress must comply with the health and safety codes of the State of Tennessee.
3. Dress or appearance must not interfere with the educational process or the rights of others.
 - a. Hats, caps, hoods, and distracting headwear are prohibited inside buildings during school hours.
 - b. Sunglasses are prohibited inside buildings unless prescribed.
 - c. Bare midriffs, see-through garments, undergarment type shirts, bare backs, halter tops, low-cut blouses and pants, mini-skirts, tank tops, cut-offs, and pajama pants are prohibited.
 - d. Shorts, in appropriate lengths and materials, are permitted in grades K-12. No spandex or brief type shorts are permitted.
 - e. Leggings are permissible as long as they are not see-through.
 - f. Skirts and dresses must be longer than mid-thigh.
 - g. Obscene, profane, provocative, violent, or inflammatory words or pictures on body/skin, clothing or jewelry, or clothing advertising alcoholic beverages, drugs, drug paraphernalia or tobacco products are prohibited.

- h. Students in grades 6-12 are prohibited from wearing, while on school property or at any school-sponsored activity, any type of clothing, apparel, or accessory, which denotes such students' membership in or affiliation with any gang (T.C.A. § 49-6-4215).
- i. Extremely low-riding pants are not allowed because they are a safety hazard. "Sagging" is not permitted.
- j. Body piercings shall not distract from the instructional process.
- k. Jewelry ornaments or accessories which distract from the educational process or which present a safety concern will not be allowed (i.e. grills).
- l. Clothes worn with holes above mid-thigh must have garment worn beneath them.
- m. Standard footwear including shoes, boots, athletic shoes, and sandals must be worn. House shoes or skate shoes will not be allowed.

NOTE: Individual schools will assume responsibility for determining compliance with the dress code for ruling on specific items of clothing and general appearance for reasons of safety and health, or for the order, well-being, and general welfare of students. Additionally, existing laws and/or school regulations require the wearing of protective clothing, eye shields or other dress for the health or safety of students participating in certain activities. Each school will notify students of these rules. Students failing to comply with the dress code shall be required to make immediate arrangements for appropriate clothing. Refusal to make such arrangements shall result in suspension for one school day for the first offense and up to 10 days for repeated violations.

CELL PHONE POLICY

All cell phones must be turned off and put away no later than 7:30 AM and shall not be used until school dismissal. Use or display of cell phones other than for instructional purposes, is prohibited.

Please remember that school administration may search and review any and all electronic devices, including cell phones, calls, contacts, texts, internet access, etc. if there is a reasonable suspicion that a search will reveal a violation of school rules. Students have no expectation of privacy for cell phone use or use of any other electronic devices. OC-24

Building principal may approve use of cell phones for instructional purposes on a case by case basis.

- Use of a cell phone in class because you forgot your laptop is prohibited.
- Charging cell phones in class is prohibited.
- Posting pictures or video of incidents that occur in school is prohibited and may be subject to disciplinary action is deemed to cause a disruption to the learning environment.
- Students will need earbuds for use with computers in class. However, headphones are not permitted.

Consequences:

1st offense	2 days detention; phone confiscated 1 day
2nd offense	2 days of ISS; phone confiscated 1 day
3rd offense	2 days of OSS; phone confiscated 1 day
4th offense	30-day remandment

**ISS = In School Suspension*

**OSS = Out of School Suspension*

Refusal to turn in a phone when asked by a school employee will result in ISS, for the first cell phone offense, or OSS for subsequent offenses.

TELEPHONES

- If a student needs to contact a parent/guardian due to illness or other school-related business, they must use the phone in the main office.
- If parents/guardians need to contact their student, they should call the Main Office (931) 503-1788.

STUDENT LAPTOPS

CMCSS Student Laptop Handbook and Agreement

<https://portal.cmcoss.net/iso.aspx?doc=INS-M002.pdf>

Student Technology Acceptable and Responsible Use Policy

CMCSS is committed to providing a safe, positive, and productive educational environment to enhance the college and career readiness of our students. CMCSS believes that all students should have access to technology (e.g. software, hardware, internet, and network access) when they act in a responsible, efficient, and courteous manner in compliance with all legal guidelines.

Educational Purpose: CMCSS has developed an extensive technology infrastructure, including hardware, software, and equipment, that is to be used for educational purposes consistent with the district's curriculum and the Tennessee Standards, in order to enrich learning both inside and outside of the classroom. Technology offers opportunities for exploration and analysis of academic subjects in ways that traditional instruction cannot replicate.

Students WILL:

- Follow the expectations set forth in the Student Code of Conduct.
- Use district provided technology for educational purposes only.
- Use district provided technology in a legal and ethical manner.
- Accept full responsibility and liability for my actions using district provided technology, network, and the internet.

Students WILL NOT:

- Use district provided technology for illegal activities.
- Use district provided technology to harass, bully, or advocate violence or discrimination against another.
- Use CMCSS internet to create, access, or transmit profane, obscene, or pornographic material.

Student Internet Access

CMCSS will monitor laptop and internet use through a variety of methods, including electronic remote access, to ensure compliance with district policies.

There is no expectation of privacy when using the CMCSS network, internet, or district provided technology. In accordance with the Children's Internet Protection Act (CIPA), CMCSS uses technology protection measures including internet filters to prevent student access, to the greatest extent possible, to inappropriate sites and/or materials that the district deems harmful, including child pornography and obscenity. However, with the ever-changing nature of the internet worldwide, it is possible that not all inappropriate sites may be blocked.

Student WILL:

- Use CMCSS internet access for educational purposes.

Students WILL NOT:

- Use CMCSS internet access for illegal activities
- Use CMCSS internet to advocate violence or discrimination towards
- others.

Personal Safety

Students WILL:

- Keep passwords and account information secure and private.
- Keep email account(s) secure and use them only for educational purposes.
- Secure technology equipment and accounts at all times including when leaving a classroom.
- Report anyone who tries to use technology to hurt or harass me or others to a teacher or CMCSS staff member.
- Notify a teacher or CMCSS staff member when someone or something makes me uncomfortable related to the use of technology.

Student WILL NOT:

- Disclose my home address, phone number, date of birth, or any other personally identifying information to anyone on the internet
- Provide my password or account information to anyone other than my parent/guardian or CMCSS Technology Department staff.
- Allow another person to log in to my account or equipment other than CMCSS Technology Department staff. I understand that I will be responsible for all actions occurring on my accounts and equipment.
- Attempt to access or log in to the account or equipment of another student.
- Use technology to gain access to another student's information, such as another student's grades, private records, or other information.

Inappropriate Language and Activities

Students **WILL**

- Treat others with respect.
- Agree that the use of CMCSS technology equipment, network, and internet is a privilege, not a right.
- Accept that inappropriate behavior may lead to penalties including revoking privileges, disciplinary action, and/or legal action.

Student **WILL NOT**:

- Create, send, access, or download material that is abusive, hateful, harassing, or sexually explicit.
- Participate in cyberbullying or engage in deliberate, hostile behavior intended to frighten or physically or emotionally harm others.
- Use obscene, profane, lewd, vulgar, threatening, discriminatory, or disrespectful language
- Harass, cyberstalk, or make threats of violence or harm against another person.
- Knowingly or recklessly communicate false or defamatory information about a person or organization.
- Participate in the transfer of material that may be considered treasonous or subversive.
- Share private information about another person
- Share a privately sent message without permission of the person who sent the message
- Participate in sexting or create, access, or transmit sexually explicit images or language.
- Use technology for political, religious, commercial, or for-profit activities.
- Use technology to play games, download music, purchase or provide products or services, or participate in chat rooms or other social media activities that have not been directed by one of my classroom teachers

System Security

Student WILL:

- Allow CMCSS staff to review and monitor my activities on the CMCSS network, internet, or equipment at any time.
- Allow CMCSS staff to review, inspect, repair, upgrade, and/or collect any CMCSS technology equipment as necessary.
- Ask permission before connecting my privately-owned device to the CMCSS network or internet.

Student WILL NOT:

- Install unauthorized software, apps, extensions, or plug-ins onto CMCSS technology equipment.
- Send file attachments that are greater than 5MB in size without prior approval from the Technology Department
- Send or forward SPAM email, unsolicited commercial email (UCE), or “junk” mail.
- Attempt to bypass, disrupt, modify, or abuse CMCSS network access
- Attempt to alter, add, copy, or delete any files that affect the configuration of CMCSS equipment or software.
- Attempt to access the network through false identity including anonymous communication, falsifying, concealing, or misrepresenting a user’s identity or sharing or loaning network accounts.
- Install any internet-based file-sharing tools or programs.
- Intentionally spread computer viruses.

Plagiarism and Copyright

Students WILL:

- Credit my sources when I am using files, information, images, or material created by others.
- Comply with all applicable copyright laws in the use of all media, information, and materials and model legal and ethical practices related to technology.
- Recognize that all work created in the classroom by me individually and/ or with the assistance of CMCSS employees is owned by me upon creation.
- Agree that all schoolwork created by me may be used by CMCSS in its publications and websites, provided that such original student work is credited to me, unless I provide written notice to CMCSS that such authorization is not granted (added from Code of Conduct Copyright Policy for Student Created Work).

Student **WILL NOT**:

- Submit another person's files, information, images, or material and claim it as my own.
- Copy, alter, damage, or delete the work of other students.
- Illegally download copyrighted internet-based music, video, or image files

Search and Seizure

Parents and legal guardians have the right to request to see the contents of their student's files residing on any district-owned storage. If there is reasonable suspicion that a student has violated this agreement, CMCSS Policies, the Student Code of Conduct, or the law, an individual search will be conducted. The investigation will be reasonable and related to the suspected violation. Any student who is found to have violated this agreement, CMCSS Policies, the Student Code of Conduct, or the law will be subject to the revoking of technology equipment, network, and internet privileges, disciplinary action, and/or legal action.

Due Process

CMCSS will cooperate fully with local, state, or federal officials in any investigation related to any illegal activities conducted through CMCSS technology equipment, network, and internet access. If the violation also involves a violation of the Student Code of Conduct, it will be handled as described in that document.

CMCSS ATTENDANCE POLICY

NOTE: The attendance policy applies to all students in K-12. Suspensions are counted as absences.

The Compulsory School Attendance Law in Tennessee (TCA-49-6-3001) requires children to attend school each day. A student who has been absent five (5) days (this means an aggregate of five days during the school year and not necessarily five consecutive days) without adequate excuse is considered truant, and may be summoned to court for as few as five (5) absences (TCA-49-6-3007).

The following are “official/adequate excuses” that should be turned in to the attendance secretary in the school office:

- Medical note (doctor, dentist, hospital, etc.)
- Court note
- Funeral notice (newspaper or program from the funeral home)
- Military deployment paperwork – for military dependents, TN Law (TCA 49-6-9019) allows the following for out of country deployments:
 - 1 excused absence when the parent leaves for deployment
 - 1 excused absence when the parent returns at the end of deployment
 - Up to 10 days excused absences when the parent is home from the deployment for Rest and Recuperation
 - Military paperwork/documentation MUST be provided to the school for these to be excused.
- Student absences for sickness not requiring a doctor’s visit will be excused up to five (5) days per school year if a parent note is submitted. To be excused notes must be provided by parent or legal guardian, and received by the school within five (5) days of the absence.
- For high school and middle school classes, an absence per class is defined as missing 10 or more minutes of the class period.
- Make-up work: (Including suspension and remandment) Upon the first day of returning to school, it is the student’s responsibility to make contact with the teacher(s) regarding make-up work. During the school year, make-up work must be completed within a number of days equal to the number of consecutive days of the absences. A grade of “0” shall be entered into the teacher’s grade book for any missing work until the assignments have been completed and turned in.

TARDIES

Students who arrive to school after 7:30 AM must report directly to the Main Office, sign in, pick up a tardy slip, and report to the class. If you are more than 10 minutes late to a class, you will be counted absent or given a discipline referral for skipping, depending on the situation. After the third class tardy, you will receive a discipline referral.

LUNCH/CAFETERIA

Students may not leave campus for lunch. Students are also not allowed to remove food or beverage items from the cafeteria. Students are required to follow all school rules and policies during their lunch period. Eating lunch in the cafeteria is a privilege. Students are not permitted to leave the cafeteria without permission from an administrator.

MEAL PRICES

Full-priced breakfast = \$1.15

Reduced-priced breakfast = .30 cents

Guest/Visitor and Student Second Breakfast = \$1.80

Full-priced high school lunches = \$2.85

Reduced-priced high school lunch = .40 cents

Guest/Visitor and Student Second Lunches = \$3.50

***ParentOnline, the online parent payment system, requires a minimum payment of \$20.**

LUNCH VISITORS

Parents/guardians/visitors listed on a student's emergency contact form are allowed to eat lunch with their student during the student's assigned lunch period only. The student and parent will be seated in the "Coyote Café", an area separate from the other students. Parents may only bring in food to share with their student. The school must have prior verified permission from other students' parents for them to join another student and their parent during a lunch visit. Visitors are required to leave the cafeteria before students are dismissed from lunch or after all students have vacated the cafeteria. Visitors may not walk with the student during the transition unless escorted by an administrator or SRO.

HALL PASSES

Students are expected to remain in the classroom during the entire instructional period.

- Students are not permitted to leave the classroom without teacher permission.
- Hall passes are required when leaving the classroom.
- Since water is allowed in the classroom, there is no need for a student to leave class to get water.
- When an emergency occurs:
 - Request permission to go to the restroom from the classroom teacher
 - If given permission
 - sign out including name, date, and time.
 - pick up teacher pass and leave your student ID.
 - Students should not be out of the classroom for more than 5 minutes.
 - If a student is sick, he/she should request a nurse pass.
 - Upon return to the classroom, pick up student ID and return pass.

LOCKERS

A locker and combination are assigned to each student at the beginning of the school year for their individual use. Students are solely responsible for **ALL** locker contents. The lockers are property of the school and are subject to search. Students are not permitted to share lockers.

EARLY DISMISSAL

Students must follow these procedures for early dismissal:

1. Present a signed note from parent/guardian to receptionist in the main office prior to beginning of first period. The note should contain the student's name, grade, the day's date, and a telephone number where a parent can be reached. The telephone number must match a number on the student's Emergency Card. The student should sign out in the main office at the dismissal time
OR
2. A parent or person dismissing a student should come to the main office for the dismissal. The person dismissing a student must be on the student's emergency card and have picture identification available.

EMERGENCY CARDS

Emergency cards are used on a routine basis for student dismissal, it is imperative they be updated routinely. Phone dismissals are discouraged due to our inability to identify the person requesting the dismissal.

RETURNING TO SCHOOL AFTER DISMISSAL

If a student should return to school prior to regular dismissal time, he/she should report to the main office and sign in before reporting to class. The student should keep the admission slip and give it to the teacher upon entering each class missed.

STUDENT ILLNESS

If a student becomes ill or has an emergency during the school day, s/he should inform a teacher or staff member immediately.

AUTOMOBILES / PARKING ON CAMPUS

Students are permitted to drive to school provided they have a valid driver's license and proof of insurance. All vehicles parked on campus must have a parking permit, which may be purchased from the SRO for \$10.00 during lunch periods. Permits must be visible from the front window of the car at all times when the car is parked on campus in the designated student parking lots.

DRIVER'S PERMIT FORMS

Permit forms are available in the main office and take at least 24 hours to process once submitted to the office. Forms expire after 30 days and students will only be given 2 forms per semester. Students must have passed 3 credits the previous grading period and be in compliance with the compulsory attendance policy.

DELIVERIES FOR STUDENTS

Students are not allowed to receive deliveries of items such as balloons, flowers, candy, etc. during the school day. **Students may not order food and have it delivered to school. Should a delivery be made the front office staff will not accept the delivery. The school is not responsible for the loss of money that was spent for the transaction.**

MEDICATIONS AT SCHOOL

PRESCRIPTION MEDICATION

1. The "Authorization for Medications To Be Taken During School Hours" form must be signed by a licensed physician and a parent/guardian and must be on file for the student to self-administer prescription medication. It must include the name of the medication, dosage, and time interval medication is to be taken during school hours.
2. Medication must be brought to school by a parent/guardian and turned in to the School Nurse. (Students may not bring medications with them to school or take medication home.)
3. The medication must be in the original, pharmacy-labeled container containing the student's

name, pharmacy name and phone number, prescriber's name, date, number of refills, name of medication, dose, and frequency imprinted on the label.

4. Students may be allowed to self-carry certain emergency medications with them if their condition warrants. This may include, but is not limited to, inhalers, Epipens, Glucagon, or Diastat. An authorization from the licensed prescriber, parental authorization for medication to be taken during school hours, and a contract to self-carry the medication must be on file.
5. The School Nurse must visually observe the ingestion, injection, application or inhalation of the student's medication.

NON-PRESCRIPTION MEDICATION

1. Medication must be brought to school by a parent/guardian and turned in to the School Nurse. (Students may not bring medications with them to school or take medication home.)
2. Written authorization from the parent must be on file for the student to self-administer over-the-counter medication.
3. Parent must specify the name of the over-the-counter medication, dosage, and time interval the medication is to be self-administered by the student.
4. The medication must be turned in to the School Nurse in the unopened manufacturer's original labeled container with the ingredients listed and the child's name on the container.

TRANSCRIPTS

Transcripts will be sent to colleges, employers, technical schools, insurance companies, etc. upon student request. After the first request, there is a \$2.00 cost. Transcripts may be obtained from the Counseling Center.

MEDIA CENTER SERVICES

The Media Center is available to all students throughout the year. Media Center hours are from 7:10 a.m. - 3:30 p.m. each day. Library materials are available for a two-week check out period by students. Materials not returned on time will be subject to a fine of \$.10 per day. The Media Center will be closed on Thursdays after school.

EXTRACURRICULAR ACTIVITIES

ATHLETICS

The athletic program is governed by the Tennessee Secondary Schools Athletic Association (TSSAA).

Fall	Winter	Spring
Cheerleading	Basketball (boys/girls)	Baseball
Cross Country (boys/girls)	Cheerleading	Soccer (boys)
Football	Wrestling (boys/girls)	Softball
Golf (boys/girls)		Tennis (boys/girls)
Soccer (girls)	ESports Gaming Team	Track (boys/girls)
Volleyball (girls)		

Eligibility rules are set up by the TSSAA. The following is a brief summary of the rules:

1. A student must have earned five (5) full credits of class work the preceding school year to be eligible.
2. A student must be enrolled in seven (7) credit-earning courses during the present semester. Seniors who meet certain criteria are only required to enroll in six (6) credit-earning classes.
3. A student is permitted eight semesters of eligibility beginning with the 9th grade.
4. A student shall be ineligible in high school if he becomes 19 years of age on or before September 1.
5. Athletes must live at home with their parents or legal guardians.

Coaches may set standards above the minimum TSSAA requirements.

PHYSICAL EXAMINATION

A current physical examination must be on file with the school before a student may try-out, practice or compete. Physical exams must be dated after April 15 to cover the upcoming school year. (Example: If your physical is dated April 16, 2019, it is valid until the end of the 2019-2020 school year.)

RULES OF BEHAVIOR FOR STUDENT ATHLETES

The Clarksville-Montgomery County School System considers participation in interscholastic athletics a privilege afforded to students by the district. Therefore, participation in athletics is not protected by due process appeals procedures related to student discipline that are afforded to all students under state law. Student participating in athletics are expected to demonstrate responsible behavior and high ethical standards at all times. Negative or inappropriate behavior by athletes during the school year, during out-of-school periods and during non-school hours can affect other students' perception of the integrity of an athletic program as well as the public's perception of the ethical standards established by the school for all students. The Rules of Behavior for Student Athletes apply to all students participating in interscholastic athletics and apply during the school year (on and off school property) and during the non-school term.

The following rules are in addition to the rules and regulations outlined in the CMCSS Student Code of Conduct, which governs the behavior of all students at the school.

- Athletic penalties and sanctions apply to conduct that violates ethical standards and reflects negatively upon the athletic program or the school. The penalties apply to school-related conduct that violates the Student Code of Conduct or that generally falls below the ethical (e.g., other actions prohibited by law) standards of the school or athletic program.
- The penalties also apply year round to any off campus conduct that has become public through reports in the media; through direct observation by the principal (or assistant principal) or the district's or school's athletic staff; or through reports to the principal or athletic staff by other school personnel, students, parents and members of the public.
- All alleged violations that are reported to the principal (or assistant principal) or athletic staff will be investigated by the coach, as the circumstances require. The results of the investigation, as well as the penalty, if any, shall be reported to the student, his/her parents or guardians, the principal, and CMCSS Activities Coordinator. Upon the recommendation of the coach, the principal may authorize a hearing by the Director of Schools to determine whether an offense has been committed.

CLUBS

WCHS offers a variety of clubs. Please obtain a complete list from the Counseling Center.

TUTORING

WCHS offers tutoring after school. Please obtain a list of tutoring sessions for the Counseling Center.

STUDENT DEBT

In order to reduce the amount of student debt (lunch, textbook, uniform etc..) accumulated through the school year the following restrictions will apply to those students with outstanding debt:

- Access to parking passes and driving permits will be denied until the outstanding debt is paid.
- Participation in graduation rehearsal and graduation ceremony will be denied until the outstanding debt is paid.

Students with outstanding debt must provide a receipt from the bookkeepers, indicating that the debt has been taken care of, in order to have access to items listed above.