

Student Handbook 2020 – 2021

Great Valley High School
225 North Phoenixville Pike
Malvern, PA 19355
www.gvsd.org/gvhs

This School Agenda belongs to:

Name _____
Address _____
City/Town _____
State _____ Zip _____
Phone _____
Homeroom # _____
Student# _____

Message for Families

Great Valley High School is committed to partnering with our parents and families to provide our students with a continuation of their education during this difficult time. This handbook is designed for a traditional, in person, school schedule. Please note that some policies and procedures will be different with a virtual and a hybrid schedule. Examples of these include, but are not limited to, campus being eliminated, lockers not being used, and policies for visitors to our building being changed.

We would like to make sure that we are still providing families with essential information that will be needed to navigate the 2020-21 school year, so we are providing this handbook for that purpose. Please note, however, that as the information regarding COVID-19 is constantly changing, our plans and policies will be updated as needed. All major updates to the plan will be posted on the GVSD website and communicated via Schoolmessenger. You should check the GVSD website and your email frequently for updates. School or class specific changes will be communicated via the principal or classroom teacher.

Thank you for your diligence, patience, and continued support.

Sincerely,

Dr. Heidi Capetola
Principal

Mr. Pat Connors
Assistant Principal

Mr. Henry McCloskey
Assistant Principal

TABLE OF CONTENTS

MISSION, CORE VALUES	6
RIGHTS AND RESPONSIBILITIES	6
ORGANIZATIONS	7
TELEPHONE DIRECTORY	8
ACADEMICS	9
Ability Grouping	9
Academic Honesty	9
Honors and AP Courses	9
Advanced Placement	9
Class Rank	9
Examinations	9
Grade Point Average	10
Grading System	10
Graduation Requirements	10
Homework Guidelines	11
Honor Roll	11
Independent Study	11
Library	11
Promotion Policy	11
Report Cards	11
Study Halls	12
Textbooks	12
Work Study Program	12
ACTIVITIES AND ATHLETICS	13
ACTIVITIES AND CLUBS	13
Philosophy	13
Academic Quiz Bowl Team	13
America Club	13
Best Buddies	13
Dance Club	13
Drama Guild	13
Environmental Enthusiasts	13
Envirothon Team	13
French Club	14
Future Business Leaders of America	14
Gay Straight Alliance	14
German Club	14
Great Valley Crew Club	14
Great Morning Great Valley	14
Habitat for Humanity	14
Ice Hockey Club	15
Interact Club	15
Junior Classical League (Latin Club)	15
Key Club	15
Lemon Club	15
Leo Club	16
Math Olympiad	16
Mock Trial	16
Model United Nations Club	16
Mural Club	16
Multicultural Student Union	16
Ski Club	16
Spanish Club	16
Stage Crew	16
Student Democrats	17
Student Republicans	17
Video Production Club	17
Women in Science and Engineering	17

Musical Groups.....	17
Publications.....	18
Selective Student Activities	18
ATHLETICS.....	20
Philosophy	20
Fall Sports	20
Winter Sports.....	20
Spring Sports	20
Great Valley High School Code of Conduct	20
Activity Fees.....	22
Athletic Training Room	22
Return to Play After an Injury.....	22
Attendance in School.....	22
College Bound Athletes	23
Eligibility for Co-Curricular Activities.....	23
Excused Absences	23
Fan Conduct & Behavior	24
Home Schooling – Policy #137	24
Maximum Age Rule.....	24
Period of Participation Rule	24
Physical Examinations	24
Rules and Regulations.....	25
Sportsmanship	25
Travel.....	25
Violations.....	25
ATTENDANCE.....	25
Procedures and Information.....	26
Absences and Work Completion	26
Early Dismissal	26
Lateness to School	26
Make Up Work – Excused Absences and Lateness	26
COUNSELING AND STUDENT SERVICES	27
Comprehensive Counseling and Guidance.....	27
Counseling Services.....	27
College Planning and Application Process	27
Confidentiality	28
Course Selection Process.....	28
Crisis Counseling.....	29
Course Changes	29
Records.....	29
Student Assistance Program (STAR).....	29
Homebound Instruction	30
Withdrawal/Transfer	30
McKinney-Vento Assistance Act.....	30
DISCIPLINE	30
Philosophy	30
Student Discipline.....	31
Discipline Consequences	31
Discipline Procedures – Attendance Violations	32
Olweus Harassment Prevention Program	33
School Board Policies and Discipline	33
HEALTH SERVICES	35
Accident Insurance.....	35
Communicable Diseases.....	35
Head Lice Guidelines	36
Emergency/Medical Updates	37
First Aid	37

Health Examinations	37
Immunizations	37
Medications in School.....	38
Physical Education Excuses	38
Students Who Become Ill in School	39
Concussions.....	39
SCHOOL POLICIES AND PROCEDURES	40
Buses	40
Large Objects on Buses	40
Cafeteria Procedures.....	40
Breakfast and Lunch	40
Computerized Point of Sale System	40
Wellness Policy-School Board Policy #200.246	41
Healthy Hunger Free Kids Act	41
Free and Reduced Meal Program	41
Meal Charging Policy	41
Confidentiality	41
Student Meal Charging Policy	41
Delinquent School Meal Account Debt	42
Refunds.....	42
Additional Information	42
Campus Privilege.....	43
Cell Phones.....	43
Courtyard.....	43
Dances and Proms	43
Directory Information.....	43
Dress and Appearance	44
FERPA	44
Field Trips.....	45
Flag Salute.....	45
Lockers	45
Military Recruiters.....	45
Obligations	46
Parking	46
Physical Education Dress.....	47
Safety Procedures	47
Student Searches.....	47
Theft/Vandalism	48
Working Papers.....	48
STUDENT SERVICES	49
Special Education	49
504 Service Agreements	49
Gifted Education.....	49
Academic Support	49
English Language Development Program.....	49
Notice to Parents.....	50

For a paper copy of our school district policies, please contact the high school main office at 610-889-1900.

If you need support understanding this document, or require a translation, please contact the office of the assistant superintendent for administrative services.

MISSION CORE VALUES

Mission

The mission of the Great Valley School District is to ensure that every student is inspired and prepared to be a passionate lifelong learner and a productive, invested participant in the local and global community.

Core Values

We believe that:

- Lifelong learning is essential to individual fulfillment and the betterment of society.
- All people have intrinsic worth.
- Individuals are responsible and accountable for their choices and actions.
- Each individual has unique gifts and talents.
- When committed individuals work together toward common goals, the possibilities are infinite.
- Honesty and integrity are fundamental to healthy relationships.

RIGHTS & RESPONSIBILITIES

The Great Valley School District has adopted as policy the Regulations and Guidelines on Student Rights and Responsibilities approved by the State Board of Education. A copy of these comprehensive guidelines is available in the high school main office and library as well as in the final section of the handbook.

Student Rights

At Great Valley, we recognize that students have the right to:

- Inquire, question, exchange ideas, and express themselves in reasonable and mannerly ways.
- Due process.
- Freedom of association.
- Freedom of peaceful assembly and petition.
- Form and participate in a student government.
- Freedom from discrimination.
- Equal education opportunity.

Student Responsibilities

The school community expects students to:

- Accept the consequences of their own actions.
- Respect the rights of others.
- Practice academic honesty.
- Attend school regularly, to be prompt in attending classes and activities, and actively participate in the educational process.
- Respect school property and follow all school rules.
- Be willing to volunteer information pertaining to violation of rules.
- Dress and groom to meet reasonable safety and health standards.
- Not disrupt the educational process.

ORGANIZATIONS

PARENT ORGANIZATION OFFICERS

President: Brenda Spuckti
Co-Vice President: Kristen Klugh-Cannella
Co-Vice President: Jeannine Espenshade
Treasurer: TBD
Recording Secretary: Linda McCarthy
Corresponding Secretary: Barbara Williams

STUDENT BODY OFFICERS

President : Rebecca Stern
Vice President: Osagie Anetor
Treasurer: Anna Ginelli
Corresponding Secretary: Isabella Gilmartin
Recording Secretary: Olivia Bedell

SCHOOL DISTRICT ADMINISTRATORS

Dr. Daniel Goffredo, Superintendent
Dr. Joanna Wexler, Assistant Superintendent of Administrative Services
Dr. Stephen O'Toole, Assistant Superintendent of Educational Services
Mr. Charles Peterson Jr., Director of Business Affairs

BOARD OF SCHOOL DIRECTORS

Mr. David Barratt, President
Mrs. Amy Chain, Vice President
Mr. Bryan Paluch, Treasurer
Mrs. Jennifer Armstrong
Mr. Stephen Dittmann
Ms. Rachel Gallegos
Mrs. Samantha Jouin
Ms. Wendy Litzke
Dr. Neha Mehta

**If you need support understanding this document, or require a translation,
please contact the office of the assistant superintendent for administrative
services.**

GREAT VALLEY HIGH SCHOOL TELEPHONE DIRECTORY

(610) 889-1900 – Main Office

(610) 889-1918 – Phone Directory, Message Board

FAX (610) 695-8901

PRINCIPAL

Dr. Heidi Capetola
Ann DiMedio, Admin. Assistant
Ext. 21910

ATHLETICS

Michael Semar
Ext. 21920
Jacqueline Inforzato, Admin. Assistant
Ext. 21922

ATTENDANCE

Nancy Kiley, Admin. Assistant
Ext. 21918

CAFETERIA

Christine Medaglia, Supervisor
Ext. 21959

COUNSELING OFFICE

Counselors

Robert Lavelle, Ext 22265
Meridith Bebee, Ext. 22268
Carrie Kane, Ext. 22266
Cassandra Cerullo, LTS, Ext 22264
Jeffrey Martin, Ext 22267

Support Staff

Leslie Gamma, Technical Coordinator
Ext. 21931
Candy Neely, Admin. Assistant
Ext. 21930
Suzanne Rice, Admin. Assistant
Ext. 22269

MAINTENANCE

Gordon Baum, Supervisor
Ext. 21945

DISCIPLINE

Carole Chappelle, Admin. Assistant
Ext. 22226

ASSISTANT PRINCIPALS

Henry McCloskey, Ext. 21915
Patrick Connors, Ext. 21912
Jane Garon, Admin. Assistant
Ext. 21916

NURSE

Alison Morse, Nurse
Ext. 21988
Melissa Harmon, Health Care Aide
Ext. 21988

MAIN OFFICE

Diamond Donovan, Admin. Assistant
Ext. 21900
Lisa Nackers, Admin. Assistant
Ext. 21919

MEDIA CENTER

Kelsey Bogan, Librarian
Ext 22144
Carol Maholland, Library Aide
Ext. 22142

STUDENT ACTIVITIES

Alexander Venarchik
Ext. 22121

STUDENT SERVICES

Jane Trimble
Ext. 22261
TBD, Admin. Assistant
Ext. 21926

TECHNOLOGY

Tom Doyle
Lewis Mckeliver
Ext. 22140

ACADEMICS

ABILITY GROUPING

Courses are offered at more than one ability level. Levels are indicated on the transcript by two letters at the end of the course number:

AP = Advanced Placement AA = Academic A
HR = Honors

ACADEMIC HONESTY

Plagiarism and other forms of academic dishonesty are considered serious offenses by the faculty and administration of Great Valley High School. Plagiarism is the act of representing the ideas or words of another as one's own. Academic dishonesty is a broader term that includes plagiarism but also refers to various forms of academic misconduct such as allowing another student to use one's work, relaying questions from a test or quiz, or cheating in any of its forms. Students who are found guilty of these offenses can expect a procedure to be initiated, which *will result* in a teacher contacting a parent or guardian and a referral form being added to the student's disciplinary file. In addition, one or more of the following actions may also occur:

- At the discretion of his or her teacher, the student may be required to rewrite or redo the assignment for a reduced grade.
- The student may lose membership in the National Honor Society or eligibility for membership in the National Honor Society.

HONORS AND AP COURSES

Grades in these courses are given a weighted factor of .5 for AP and .25 for Honors. For example, a grade of "B" in an Honors course would receive a quality point value of 3.25 instead of 3.0 in the GPA calculation, and a grade of "B" in an AP course, a value of 3.5 in the GPA calculation.

ADVANCED PLACEMENT INFORMATION

Students who are enrolled in AP courses are expected to take AP exams in those subjects. Past experience has indicated that for some Great Valley students, AP exams provide an excellent opportunity to earn college credit or advanced standing. The AP program will be explained to all students enrolled in AP courses.

CLASS RANK

Class rank is not included on report cards or transcripts. Great Valley School District will provide colleges with a detailed grade distribution.

When requested by a student, parent, or college, class rank will be reported in deciles. If a student falls in the top 5%, that fact (rather than top 10%) will be reported, and counselors will emphasize the high academic achievement of those with a 4.0 GPA or above in their recommendations.

The High School Valedictorian and Salutatorian will be determined by the highest and second highest GPA. For transfer students to be considered, transfer students must attend Great Valley have their last 4 semesters of coursework completed at Great Valley High School, and must have completed at least 12.0 Great Valley High School credits.

EXAMINATIONS

Mid-term and final examinations will be held in January and June in all major subject areas and will cover the semester's work.

- During time not scheduled for exams, students are not required to be on campus.
- Make up exams will be individually scheduled.
- For students taking an AP class, to be exempt from a final exam, a student must take the AP exam and have earned an 83% or better for both the 3rd and 4th marking periods in the course.

Senior Exam Exemptions

- Seniors will be exempted from final exams in courses in which they have earned a 90% or better average for the 3rd and 4th marking periods.
- An exempted senior student may always opt to take exams by notifying the teachers.

GRADE POINT AVERAGE

A grade of "S" (Satisfactory) carries credit toward graduation but is not included in the computation of GPA. A grade of "U" (Unsatisfactory) is the equivalent of a failure and is computed in the GPA. Only Great Valley High School courses and grades will be counted in the calculation of GPA.

A+ 4.25 B+ 3.25 C+ 2.25 D+ 1.25 E 0.00

A 4.00 B 3.00 C 2.00 D 1.00

A- 3.75 B- 2.75 C- 1.75 D- 0.75

GRADING SYSTEM

Letter grades are based on a system of evaluation as determined by department and the individual teacher. The school scale is as follows:

A+	= 97 - 100
A	= 93 - 96
A-	= 90 - 92
B+	= 87 - 89
B	= 83 - 86
B-	= 80 - 82
C+	= 77 - 79
C	= 73 - 76
C-	= 70 - 72
D+	= 67 - 69
D	= 63 - 66
D-	= 60 - 62
E	= less than 60
WF	=Withdrawal/Fail
WP	=Withdrawal/Pass

A grade of "I" is assigned when the work of a report period is incomplete as a result of illness or some other valid reason.

A grade of "M" is assigned when medical documentation is received from a doctor.

Components of the final grade are as follows:

- Full Year Course: each marking period grade counts one-fifth, and the mid-term and final exam each count one-tenth.
- Semester Course with a final exam: each marking period grade counts two-fifths and the final exam one-fifth.
- Semester Course without a final exam: each marking period counts one-half.

GRADUATION REQUIREMENTS

In order to qualify for a Great Valley diploma, students must accumulate a minimum of twenty-four (24) credits and meet the requirements below:

Course Requirements:

English	4 credits
Mathematics	3 credits
Science	3 credits
Social Studies	3 credits
Physical Education	1.5 credits
Health (all year, grade 9; one semester grade 11 or 12)	.75 credits
Electives (2 must be in Arts/Humanities)	.75 credits

HOMEWORK GUIDELINES

The Great Valley School District believes that homework is an opportunity to support and enhance learning. Homework introduces, reinforces, or extends the knowledge and skills learned in the classroom.

Homework promotes learning related behaviors that lead to independence such as time management, responsibility, organization, self-advocacy, and inquiry.

Thanksgiving, Winter, and Spring Breaks are reserved for time with family. Students may elect to use this time to review materials, make-up work, complete projects, and enjoy recreational reading, but new assignments will not be made over these breaks by the teacher.

HONOR ROLL

The honor roll is computed at the end of each marking period and is based on quality points as follows:

3.75 and above	Distinguished Honors
3.50 - 3.74	High Honors
3.25 - 3.49	Honors
All grades must be C+ or above	

INDEPENDENT STUDY

Students may request independent study for courses not normally included in the high school curriculum. A sponsoring faculty member, the department chairperson, the student's counselor, a principal, and the Assistant Superintendent of Educational Services must approve the request. A high school faculty member will observe the student's learning progression through the course.

LIBRARY

HOURS: 7:30 AM – 3:15 PM

Students are welcome in the library before school and after school with staff supervision. Any student who would like to use the library during campus privilege must sign in upon arriving and sign out upon leaving. Campus students will also need to indicate on e-hallpass that they have selected the library for their campus period.

A freshman, or any upperclassman who does not have campus privilege, but wishes to use the library during a study hall will:

- Report to their study hall class, then submit an e-hallpass request and wait to see if it is approved. If approved by the librarian or library assistant, they will show the pass to the study hall teacher and then report to the library.
- Sign in when they arrive at the library.

Overdue notices will be sent to all students with overdue library materials.

PROMOTION POLICY

In order to ensure that students are making reasonable progress toward graduating in four years, the following promotion requirements are in effect:

For promotion to:	Minimum Requirements are:
Grade 10	5 credits in Grade 9
Grade 11	11 credits in Grades 9 and 10
Grade 12	17 credits in Grades 9, 10, 11

REPORT CARDS

Report cards are available online four times a year.

STUDY HALLS

Study hall is a mandatory class period. Students must report to their assigned room and be prepared to engage in meaningful school related work. With teacher approval, students may use their study hall period to:

- Attend counseling and student services appointments
- Visit help centers
- Meet with individual teachers/staff members who are available

Students are limited to no more than six study halls per cycle.

TEXTBOOKS

Textbooks are provided for the student's use by the district. They are loaned to the student for the duration of a particular course. It is expected that textbooks will be returned in good condition at the close of each school year. A fine will be levied for damage to any book, which is deemed to show more than normal wear. Lost books must be paid for by the student.

WORK STUDY PROGRAMS

The Work Study Programs are designed to help seniors develop the attitudes and skills necessary for transition into the world of work. These programs are as follows:

- Career Internship: Off campus work experience designed to develop the skill and understanding required to pursue an identifiable career.
- Work Release: Students who are employed who have additional time during school hours, after meeting their academic requirements, may leave campus to work at their place of employment.

Participation in these programs is by counselor, administrator, and work-study advisor approval only and is conditional pending parent/administrator review. Seniors accepted into such programs are subject to the rules and regulations established by the school, state, and local agencies. Upon acceptance to the program, guidelines are issued.

ACTIVITIES AND ATHLETICS

ACTIVITIES AND CLUBS

Through involvement in extra-curricular activities and clubs, students are able to extend and enhance their high school experience. Every student is encouraged to participate. If a student has an idea for a club that is not represented on this list, he/she can contact the Director of Student Activities, Mr. Venarchik, to discuss the possibility of establishing a new club.

Academic Quiz Bowl Team

Great Valley Quiz Bowl Team is open to all students in grades 9 -12. The club consists of a general knowledge trivia team that competes with 23 other local schools in the Chester County Academic League on both the varsity and junior varsity levels and competes in numerous other state, regional, and national quiz bowl tournaments on a team and individual scale.

America Club

America Club is a service-based organization that focuses on raising money for the Wounded Warrior Project, helping our local Veterans and current service members, and building patriotism within the Great Valley Community. All are welcomed and encouraged to participate.

Best Buddies

Great Valley High School's Best Buddies Chapter is associated with the world's largest organization dedicated to ending the social, physical, and economic isolation of the 200 million people with intellectual and developmental disabilities. This program empowers the special abilities of people with disabilities and is working to make sure that Great Valley High School is a welcoming and inclusive environment for all students. The students in Best Buddies participate in activities during the school day and outside of the school day to develop meaningful friendships with their peers. Events may include holiday shopping, Best Buddies Friendship Walk, a local Talent Show, and a Great Valley Field Day. Best Buddies is a vibrant organization that has grown from one original chapter to nearly 2,500 chapters worldwide, positively impacting the lives of over 1.2 million people with and without disabilities.

Dance Club

Dance Club is a student-led group of students interested in dance. It is open to all GVHS students, regardless of dance experience. The club meets weekly to learn dances, choreographed by members. Performances are usually at Homecoming Pep Rally, Mr. Great Valley, Variety Show, Spring Arts Night, etc.

Drama Guild

Drama Guild is open to all students in grades 9-12 and offers opportunities for performance in musical and dramatic productions in the following areas: Acting, Directing, Pit Orchestra, Technical Crew, and Backstage Crew. Two main stage productions are offered each year. Drama Guild comprises a true cross-section of the student body and offers the opportunity for interested, motivated students to participate in a theatre experience of high quality.

Environmental Enthusiasts

The Environmental Enthusiasts Club is for students in grades 9-12 who enjoy experiencing and protecting the outdoors. Students participate in fundraisers and service projects that support environmental concerns.

Envirothon Team

The Envirothon Team is open to all students. The Envirothon is a county, state, and national competition that challenges students to think critically about the natural world and their role in it. There are five focus areas: aquatics, wildlife, forestry, soils, and current issues. Two teams of five students are chosen to compete at the county competition. Students work after school to prepare for the competition.

French Club

The French Club (Le Cercle Français) is open to all students interested in the French language and the cultures of the French-speaking countries of the world. Officers meet once or twice a month to plan the monthly events for club members. Some activities include cooking demonstrations, visits to French bakeries and restaurants, trips to French shows or movies, parties for French holidays, and an end-of-year picnic with French food.

Future Business Leaders of America

The Future Business Leaders of America (FBLA) is a national student organization. FBLA helps students develop leadership abilities and prepare for entry into, and advancement within a business occupation. Members learn how to engage in business enterprise, how to direct the affairs of a group, and how to compete honorably in competitive events. These activities help prepare students to be better employees. Students do not need to be enrolled in a business class in order to be a member.

Gay Straight Alliance

The GSA works to provide education regarding issues of diversity, difference, awareness of, and respect and acceptance of sexual minority youth (LGBTQ), their families, and allies while fighting against homophobia in our community. The GSA works to provide advocacy for the safety and equal rights of persons, especially those of the LGBTQ community.

German Club

The German Club meets once or twice a month before or after school for various informal events. Annual favorites include a traditional German breakfast, the Reading Terminal visit for *Kaffee und Kuchen*, Love Park for a traditional Holiday Market experience, Bingo and Movie Night. Our club also includes a service project which provides quarterly trash clean-up at GVHS. Enrollment in the German Course is not necessary for club membership. Active participation in German Club is required for German National Honor Society Membership.

Great Valley Crew Club

Great Valley Crew is a competitive, co-ed rowing team for student athletes in grades 9-12. Great Valley Crew rows in both the fall and spring seasons, practicing 3-4 days each week and competing in regattas on the weekends. No rowing experience is required to join, but dedication, determination, and teamwork are key. Go to www.gvco.org for more information.

Great Morning Great Valley

“Great Morning Great Valley” is the daily live morning show produced by students. The show is produced in cooperation with the Video Production Club of GVHS and takes place before and during homeroom every day. The show includes the morning announcements, special guests who stop by to discuss the events of the day, and different segments produced to provide information or entertainment. To participate, stop by the GVHS TV Studio (room 175), or email greatmorninggreatvalley@gvsd.org.

Habitat for Humanity

Habitat for Humanity is an international, ecumenical housing organization that provides affordable housing for those in need. Its goal is to eliminate poverty housing for everyone. Members of GV’s HfH Club attend workdays at local job sites, raise funds to supplement building projects, and educate the community on issues regarding substandard housing. Students who wish to be involved should attend a club meeting and/or sign up for a workday

Ice Hockey Club

The Great Valley Ice Hockey Club sponsors the varsity and junior varsity ice hockey teams that compete in the Inter County Scholastic Hockey League (ICSHL). Great Valley's teams are open to students in grades 9-12 with the interscholastic varsity team limited to 16-18 students that are selected in evaluations in the late spring and late summer. The ice hockey teams practice once or twice a week at rinks in West Chester and Exton from September through early March. Games are normally once a week beginning in November and running through March. Students must adhere to school attendance policies (for both practices and games) and meet academic requirements to remain eligible.

Interact Club

The Interact Club is a community service organization affiliated with the local Rotary, an international service organization. Service projects may include the Giving Tree (to benefit outreach programs), annual clothing drives, holiday food drives, working in a soup kitchen, visiting retirement homes, adopting families for the holidays, Tastykakes for Troops, and many seasonal activities. In addition, students work with our elementary schools in various school activities and service projects. The club is open to all students in all grades.

Junior Classical League (Latin Club)

Great Valley High School's chapter of JCL is part of the National Junior Classical League, an organization dedicated to the appreciation of the language, literature, and culture of ancient Greece and Rome, and also to impart an understanding of the debt of our own culture to that of Classical antiquity. At Great Valley, Latin students participate in a considerable variety of activities to celebrate Classical culture, including trips to museums, plays, restaurants, and movies, taking part in academic, athletic, and artistic contests, and celebrating Roman holidays together and sometimes with Latin students from all over Pennsylvania. Some years the GVJCL travels to Penn State University to join in the PAJCL Convention.

Key Club

Key Club, like its sponsor, Kiwanis, is an international service and social club for students in their freshman through senior years in high school who are committed to the Club's principles, possess good academics and have earned sponsor approval. The acronym, **KEY** stands for **K**iwanis **E**ducating **Y**outh. The Key Club's motto is "Caring—Our Way of Life." Student activities in the school and community are built around the concept of caring. Operating under school regulations, the Club's objective is the development of initiative, leadership, ability, and good citizenship practices. Key Club is different from many other school clubs because it not only functions on the local level but on a district and international level. This highly developed organizational structure provides an opportunity for our students to relate to teenagers from countries all around the world. Key Club is the largest service organization of its kind with over 160,000 members in approximately 4,200 worldwide clubs.

Lemon Club

The Lemon Club is a student-led club that functions under the direction of ALSF to raise awareness and funds for childhood cancer research. ALSF believes that high school and college students play a vital role in helping bring awareness and attention to the cause of childhood cancer. Through Lemon Club, students have the opportunity to engage a broad range of people and resources (e.g. students, teachers, community, and forums) about the need for funding childhood cancer research projects. ALSF's Lemon Clubs plan and execute on and off campus fundraisers for the duration of the school year. Lemon Club chapters are encouraged to host a variety of awareness and fundraising events to help spread the mission of ALSF and to meet their fundraising.

Leo Club

Standing for Leadership, Experience, and Opportunity, Leo Club members are partnered with Lions Club International. Together, Leo's work to complete their mission is to empower volunteers to serve their community and the world around them by encouraging peace and promoting international understanding. Believing in the power of action, The Great Valley Leo Club dedicates their time and service to various projects both within the local Malvern community and around the world. Student Leos are actively involved in donating their time, conducting fundraisers, and creating special memories for people who are in need of support and compassion.

Math Olympiad

The Math Olympiad is a student-run club for students interested in honing their math skills by discussing and solving a variety of math problems. Students of all levels are welcomed. In recent years, students have participated in monthly Math League contests and annual events including the American Mathematics Competition, the Purple Comet Math Meet, and Moody's Mega Math Challenge.

Mock Trial

Mock Trial Club hopes to bring students together that have an interest in learning more about law and logic. This club has a goal of furthering knowledge about laws and public speaking. The club also hopes to create teams that compete against other schools by arguing different sides of a case. Students involved hope to sharpen skills in public speaking, teamwork, and knowledge of laws.

Model United Nations Club

The Great Valley Model United Nations Club challenges students to understand the world from a global perspective. The club travels to multiple conferences each year to participate in simulations of United Nations Committees while representing different nations around the world. In addition to the conferences, the club hosts different training and informational sessions for new and returning members to hone the skills necessary for success in the activity. Finally, the club sponsors periodic social events to build comradery among the members and to educate the Great Valley community of our diverse population.

Multicultural Student Union

The Multicultural Student Union (MSU) is to promote diversity and cultural awareness in our school and the surrounding community. MSU gives students and staff the opportunity to share their cultural backgrounds while learning about others.

Ski Club

The Great Valley Ski Club has been organized to provide interested students with a chance to ski or snowboard. Any interested student may join the club provided they are capable skiers or boarders.

Spanish Club

The Spanish Club is a student-run club for students of all levels who would like to enrich their knowledge and experience with the Spanish speaking cultures. Activities are selected by the club at the beginning of the year, but have included crafts, food, movies, and volunteer opportunities in the past. Meetings are held monthly.

Stage Crew

The Stage Crew is composed of students who have displayed an interest in the technical staging of activities in the school. This group takes care of lighting and sound equipment and runs student musicals as well as assemblies and activities.

Student Democrats

The Great Valley High School Student Democrats work collaboratively to promote the Democratic Party Platform while supporting local, state, and national candidates. The club sponsors events with local candidates and provides opportunities for students to become active in the electoral process in our community. Additionally, the club works to increase dialogue amongst all students in our school and promote civic involvement through issue sessions and voter registration drives. As the Democratic Party Platform states, "Democrats will promote the rights of young people and nurture young leaders. We will work with people around the world who seek greater opportunities, including by promoting job creation, expanding education, and health care."

Student Republicans

The Great Valley Young Republicans is a club for conservative students to express their beliefs with other likeminded students. The Young Republicans Club will also participate in local food drives and other activities that will better the community. We also try to work with local representatives and support their campaigns.

Video Production Club

Members of the Video Production Club volunteer their services to provide video support for different events throughout Great Valley High School. Headquartered in the GVHS TV Studio (room 175), the club assists in the production of the daily "Great Morning Great Valley" show, as well as plays, concerts, and other events throughout the school year. To join the Video Production Club, stop by the GVHS TV Studio and chat with Studio Director, Kevin Fitzpatrick.

Women in Science and Engineering

Women in Science and Engineering (WISE) is for female students interested in exploring any area of science or engineering. Projects pursued by club members have included running a Science Day at the high school for fourth grade students and participating in the Annenberg Science Symposium with schools along the Main Line. WISE members can also learn more about their interests through guest speakers from industry and academia.

MUSICAL ACTIVITIES

Marching Band

This ensemble is an extracurricular activity (similar in time commitment to a varsity sport) comprised of wind musicians, percussionists, and color guard members. The marching band represents the school at football games, parades, and competitive festivals. Rehearsals are scheduled during the summer and periodically after school during the fall. Co-participants during some fall sports may be possible. Fundraising opportunities are available to help defray operating costs and trip expenses. In past years, the ensemble has performed at Disney World, Universal Studios, North Carolina, Tennessee, and Quebec. Two weeks of band camp are held in August and attendance is required. Members must maintain a positive outlook, a committed attendance record, and perform consistently in order to remain a member in good standing. Grades 9-12.

Indoor Color Guard and Indoor Percussion

These performance ensembles are coach-led school clubs that are open to interested high school students. The clubs begin to form during the late fall and meet until early May. They rehearse after school and attend shows and festivals on weekends. Members learn ensemble specific skills through exercises and performance opportunities. Marching band members should participate to build skills and gain experience in a similar performance medium. Grades 9-12.

Pep Band

This club begins during the late fall and is comprised of wind musicians and percussionists (and anyone else who is interested!). The Pep Band plays at home basketball games to support the teams, partner with the cheerleaders, and promote school spirit. The ensemble typically meets one night per week during the winter basketball season.

PUBLICATIONS

Adagio

Adagio, the literary magazine, is open to all students interested in developing their creative skills. Adagio publishes the works of both faculty and students.

The Musket

Each year, members of the yearbook staff tell the story of the school year with words as well as candid and formal photographs. The goal is to capture the memories that students will treasure long after they have graduated from high school. Students design pages that feature seniors and underclassmen, faculty, sports, clubs, and activities. While creating the yearbook, students develop skills in writing, editing, layout, design, photography, interviewing, sales, and marketing. Computer skills are essential.

The Surveyor

The Surveyor is the Great Valley High School student newspaper. It is published six to eight times a year. All positions on the staff are filled by students who are interested in journalism. The staff partakes in all aspects of newspaper production, including interviewing, writing articles for all sections of the newspaper, attending sporting events for in-depth coverage, taking photographs, contacting potential advertisers, and designing the layout of pages. The newspaper promotes student functions, recognizes student achievement, publishes opinions of students, and addresses issues that pertain to students and their world.

SELECTIVE STUDENT ACTIVITIES

Some student activities require an application and selection process; others require an election. There are several student activities which fall into this category:

National Honor Society

The Great Valley Chapter of the National Honor Society (NHS) is a service organization composed of students who excel in scholarship, character, leadership, and service. Juniors and seniors with a cumulative grade point average of at least 3.50 are eligible for consideration as members. Academically eligible students are selected during the fall by the NHS Faculty Committee on the basis of their positive character, demonstrated leadership, and demonstrated service. Inducted students are expected to perform community service individually and as a part of NHS-organized activities for a minimum of 100 hours over two years.

French National Honor Society

The French Honor Society celebrates the love of francophone culture and scholarship in the French language. Invitations to apply for membership will be dispersed during the fall, giving members the opportunity to participate in events such as a traditional French dinner, field trips, after school cultural events, and tutoring. In order to be eligible for membership, French students must have completed French 3, have an A- average in their French classes over the preceding three semesters, and have at least a 3.0 cumulative GPA. Members are strongly encouraged to attend all French Honor Society events and to participate in the National French Exam. Members enrolled in French during their senior year wear a tricolor cord for graduation.

German National Honor Society

GNHS is an academic organization recognized as the Delta Epsilon Phi chapter by the American Association of Teachers. This is an opportunity to prove students are dedicated to studying German language and culture beyond the classroom. In order to qualify for GNHS national standards, a student must be: enrolled in German 4AA/Honors or German 5AP/Honors, maintain a 90% final average, maintain a final 80% average of school grades, and have active participation in German club activities. Students in good standing will walk with honors at graduation wearing the GNHS honor cord.

Latin National Honor Society

The National Junior Classical League Latin Honor Society is a special designation given to Junior Classical League students who have demonstrated outstanding academic achievement and citizenship in Latin class. NJCL Latin Honor Society induction matters because it shows prospective colleges and employers that a student values high academic achievement and has maintained proper citizenship. Colleges especially value language honor society induction because they are eager to accept students who challenge themselves in meaningful courses and who succeed. The Latin Honor Society membership is open to students in Latin 4, 5, and AP, and earn annually by maintaining a 90% or higher course average.

Spanish National Honor Society

The Paco de Lucia chapter of the Sociedad Honoraria Hispana (Spanish National Honor Society) is open by invitation to students in Spanish 4, 5, or AP. Students are invited to apply who have a final grade of A- in their previous year of Spanish, have an overall GPA of 3.0 or higher, and who have demonstrated an interest in learning more about the Spanish language and culture. Chapter activities include cultural activities, exploration of Spanish and Latino food, music, dance, and crafts, and fundraising for local community organizations. Students in good standing will walk with honors at graduation wearing the GNHS honor cord.

Student Council

The Great Valley High School Student Council is a composite of the following groups: representatives from each homeroom, class officers from each grade, the Student Representative to the School Board, the Alternate Student Representative to the School Board, and GVHS Student Council officers. Homeroom representatives voice the interests of homeroom members during general assembly meetings and report student government actions back to homeroom members. Under the leadership of its officers and faculty advisor, this organization strives to enrich the school's climate and local community through a variety of special events throughout the course of the year. Some of its annual activities include Homecoming Festivities, a blood drive, a winter holiday door decorating contest, and the Mr. Great Valley Contest. Officers are elected each spring.

Each graduating class is an organization composed of elected officials and faculty sponsors. Activities include class assemblies, specific fundraising projects, and homecoming week. Funds raised by the classes are used not only to defray expenses of the prom but also to contribute toward such service projects as the support of needy children. Many classes use some of these funds for a class gift to beautify or add to the facilities of Great Valley.

ATHLETICS

PHILOSOPHY

The program of interscholastic athletics at Great Valley High School provides students with an opportunity to participate in a wide variety of sports. Strong emphasis is placed on developing character and establishing and striving for worthwhile goals. The privilege of playing on Great Valley's teams carries with it a high level of responsibility for all our athletes.

Fall Sports (August-November)

Cheerleading
Cross Country
Field Hockey
Football
Golf
Soccer
Tennis (Girls)
Volleyball (Girls)

Winter Sports (November-March)

Basketball
Swimming
Winter Track and Field
Wrestling

Spring Sports (March-May)

Baseball
Lacrosse
Softball
Tennis (Boys)
Track and Field

GREAT VALLEY HIGH SCHOOL CODE OF CONDUCT:

Great Valley High School student-athletes are held to a very high standard. It is our expectation that all students and their parents/guardians understand that students are expected to follow the guidelines outlined in the GVHS Student Handbook, the Great Valley High School Athletics Code of Conduct, and the team rules establish by each program. Specific athletic programs within the Great Valley School District may hold their team members to a higher standard if they choose to do so.

- **Team Rules** - must be signed by the athlete and their parent/guardian.
- **PIAA Physicals and Emergency Cards** - all forms and fees must be completed online prior to any participation.
- **\$95 Activity Fee** - fees must be completed prior to any participation in a game and/or scrimmage.
- **COVID-19 Social Distancing and Face Cover Requirements** – the Great Valley School District Return to Participation Plan, Great Valley School District, Chester County Health Department, Pennsylvania Health Department, and Pennsylvania Department of Education guidelines must be followed at all times (please contact the Athletic Department if you have any questions or need clarification).
- **Hazing** - zero tolerance, please refer to the student handbook for the school policies.

- **Drug and Alcohol Code of Conduct** - please refer to the student handbook for the school policies.
- **Academics/Eligibility** - all athletes must be passing 4.0 credits of classes to be eligible to compete; warning reports go out on Wednesday and the actual report will go out on Friday, eligibility runs from Sunday to Saturday.
- **Lockers** – lockers may not be decorated, the student-athlete will be financially responsible for locker repair.
- **School Attendance** – athletes must be present by 10:30 AM to participate at practice or game, “resting” on days of competitions is not an acceptable reason for an officially excused lateness (“student” is more important than “athlete” in student-athlete).
- **Practice Attendance** – practice attendance will be taken each day.
- **Vacation Attendance** - fall athletes sacrifice the last few weeks of summer vacation in order to participate, winter athletes sacrifice holiday break in order to participate, spring athletes sacrifice spring break in order to participate, coaches are directed to consider absences during this time “unexcused” unless they are for a legitimate reason other than vacation [*Per the board approved coach’s handbook: “Parents and athletes should be made aware (during preseason meetings) that practices and games will be held over holiday/vacation breaks and athletes are required to attend during these breaks.”*].
- **Communication of Athletic Concerns** - step 1-communicate directly with the coach, step 2-communicate with the athletic director and step 3-communicate with the building principal.
- **Social Media** - athletes are always representing their team and GVHS.
- **Sportsmanship** - team and individual behavior must always be appropriate.
- **Injury Management** – student-athletes must report all injuries to their coach and the athletic trainers immediately.
- **Transportation** - proper behavior on the buses is expected, permission to travel home with a parent should be established with the coach prior to the trip home.
- **Student Parking** - under no circumstances are student-athletes permitted to move their cars from the student lot for practices, parking in the visitor’s lot is prohibited.
- **Dress (School, Practice, and Competition)** - must follow the student handbook guidelines, practice attire must be appropriate, and no cleats are to be worn indoors.
- **End of the Season Uniform Obligations** - athletes are financially responsible for all equipment issued to them.

ACTIVITY FEES

All students who participate in athletics will be assessed an activity fee for each season of play. The activity fee will be \$95 per sport. Activity fees will be collected by the Athletic Department each season after try-outs, but before competition begins.

Level and Family Caps:

To assist families with multiple students, the District has imposed caps on activity fees as follows:

- Secondary – Individual student cap at \$285; family cap at \$750.
- District-wide – No family will be required to pay more than \$750 per school year.

Parents who believe they have exceeded these financial limits should contact their child's principal.

All activity fees will be waived for students who qualify for our free or reduced lunch program. If your child qualifies for free or reduced lunch, please contact the athletic director so arrangements can be made. Strict confidentiality will be maintained.

Additional Details

- Fees will be collected by the athletic department;
- Fees must be paid by check or money order or online at <https://www.payschoolscentral.com/> (cash will not be accepted); Students may not participate in athletic competition until the fee has been paid.
- Fees are non-refundable except in cases that involve roster limitations and try-out situations (Note: If a student is not selected to participate in a try-out activity, reimbursement of the payment will be made by District Office);
- Refunds will not be issued when students quit, transfer schools, sustain injury, or are dismissed from a team, but may be considered under extreme circumstances with administrative approval.

ATHLETIC TRAINING ROOM

The athletic training room is available to all of the students who participate in the athletic teams at Great Valley High School. This staff consists of professionals and supervised interns who specialize in the prevention, assessment, treatment, and rehabilitation of injuries and illnesses in the sports settings.

RETURN TO PLAY AFTER AN INJURY

Any time an athlete is seen by a physician, for anything other than a routine check-up, a note from that physician is required to be presented to the coach and the athletic training staff detailing the condition, any restrictions due to this condition, and any required rehabilitation or treatment needed. This includes any trips to urgent care or emergency room.

If an athlete has been restricted from practice/play by a physician, a note from a physician will be required to return to play. If the athletic training staff has restricted an athlete from practice/play they may not return until cleared by the athletic training staff.

ATTENDANCE IN SCHOOL

Athletes have chosen to participate in a sport; therefore, if the event runs late into the evening, athletes are expected to be in school on time the next morning. If an athlete is not at school by 10:30 a.m., he/she may not participate or practice at any athletic events on that day.

Any athlete sent home by the school nurse during the school day due to illness is not permitted to return that day for practice or competition unless cleared to do so by a note from a physician stating they are medically cleared to return to school and athletics.

COLLEGE BOUND ATHLETES

If you are planning to enroll in college as a freshman and you wish to participate in Division I or Division II sports, you **must** be certified by the NCAA Initial-Eligibility Center. The NCAA Eligibility Center will analyze your academic information and determine if you meet the NCAA's initial-eligibility requirements. The publication "The Guide for The College Bound Student Athlete" is available for student athletes interested in participating in athletics at the college level. Students can access this guide at web3.ncaa.org/ecwr3/.

Student athletes planning to pursue Division I or Division II athletics **must** register and complete the Amateurism Questionnaire online at web3.ncaa.org/ecwr3/. Students can register for the clearinghouse in 10th grade. In order to be considered eligible to participate in Division I or Division II athletics, students must complete 16 core courses. Core courses are reviewed annually by The Eligibility Center. If you have a question regarding core courses at Great Valley High School, please refer to the website, web3.ncaa.org/ecwr3/. This website contains a list of approved courses and can be accessed by entering our high school code: 392363. Certification processing for students planning to enroll as college freshmen will begin in August, before each school year. Student athletes should plan to have their high school transcript sent to The Eligibility Center at the end of their junior year and after graduation. To process this transcript request, forms are available online. Be sure to request that the counseling office sends a transcript.

ELIGIBILITY (ACADEMIC) ATHLETICS AND ACTIVITIES

Rules of Eligibility:

- All students participating in sports and activities are accountable under this policy.
- Eligibility will be cumulative from the beginning of each marking period and will be reported on a weekly basis.
- Teachers will report all grades for the marking period and ensure they are accurate each Wednesday. (Grades each Wednesday are considered the grade for the current marking period).
- Coaches and advisors will be sent the list of failing students every Friday.
- Subject teachers should notify students who are in danger of failing.
- Any week during a marking period, that a student is not passing at least 4.0 credits, he/she will be ineligible to participate in athletic competitions the following week (Sunday through Saturday).
- During the first week of a student's ineligibility, he/she may practice with the team, but may not participate in any interscholastic contests. The student is required to contact the instructors of the classes he/she is failing for remedial work.
- If a student is ineligible a third week during the marking period, he/she may not practice or participate in any interscholastic contests. The student is required to contact the instructors of the classes he/she is failing for remedial work.

EXCUSED ABSENCES

Every student has a responsibility to make every effort to attend all practices, meetings, and competitions. Students should inform their coach as soon as they are aware that they may be absent.

FAN CONDUCT & BEHAVIOR

The Great Valley School District does not support nor will it tolerate rude or unsportsmanlike behavior. Anyone behaving improperly will be asked to stop and warned that if such behavior continues it will result in their ejection from the event. If the improper behavior persists the individual or group of individuals will be escorted from the premises by security. Any student who is removed/ejected from a contest, home or away, will be placed on social probation for a period of time determined by the High School Principal and Athletic Director.

HOME EDUCATION PROGRAM - POLICY #137

The Board of School Directors of Great Valley School District will offer athletic extracurricular opportunities for home education students.

MAXIMUM AGE RULE

Per PIAA guidelines, if the age of nineteen (19) is attained on or after July 1, the student shall be eligible to compete through that school year.

PERIOD OF PARTICIPATION RULE

Any student shall not represent this school in interscholastic sports if he/she has:

- been in attendance more than eight (8) semesters beyond the eighth grade.
- played six (6) seasons beyond the sixth grade in any one form of interscholastic sports.
- completed the work of grades nine, ten, eleven, and twelve inclusive.

PHYSICAL EXAMINATIONS, GVHS EMERGENCY FORMS, AND ACTIVITY FEES

The Great Valley School District will be using Form ReLEAF to collect all of the information needed for a student's athletic participation. Please see the Athletics Department's webpage for more information about registration:

<https://www.gvsd.org/Page/18057>.

Prior to the start of a season, the following steps must occur:

- Each family must create an account on Form ReLEAF that will have a log-in name and password.
- The information collected will replace the need to complete Sections 1-5 of the "Comprehensive Initial Pre-Participation Physical Evaluation" (CIPPE) and the Great Valley Athletic Emergency Card.
- A medical professional must complete Section 6 of CIPPE and the completed form must be uploaded into the athlete's Form ReLEAF account. You may scan or take a picture of the completed section 6.
- For eligibility for additional sports season(s), parent(s)/guardian(s) and student must complete Section 7 of the CIPPE prior to the start of the next season and upload this form into Form ReLEAF.
- If a student sustains a season-ending injury during the current school year, it is mandatory that a physician (MD or DO professional) complete Section 8 to be eligible and also upload this form into Form ReLEAF.
- Activity fees must be paid prior to the first scrimmage or competition.

**RULES AND REGULATIONS REGARDING SUBSTANCE/TOBACCO/
ALCOHOL USE FOR IN-SEASON ATHLETES**

Athletes are in training year-round, and proper conditioning and care of an athlete's body require much time and commitment whether in season or out. Athletes should not be involved with or consume tobacco, alcohol, or illegal chemical substances as they damage health, impair performance, and lessen the athlete's contribution to the team. There is an element of risk associated with all athletic competition, and we cannot ensure that student athletes will remain free of injury.

Any student who voluntarily admits chemical use/abuse and/or dependency to any Great Valley School District staff member, without being prompted, will temporarily not participate in any school sponsored club, activity, or athletic team until professional assessment of the chemical dependency is complete. If the student is an athlete, he/she will be reinstated as an athletic participant when evaluation and his/her program indicates he/she can safely and appropriately participate.

SPORTSMANSHIP

Sportsmanship is displayed when one strives to compete to one's potential, while at the same time respecting the rules of the game and the integrity of the opponent. Sportsmanship is displayed by fans when one cheers for the Patriots and not against the opponent or officials. A student-athlete must maintain a sportsmanlike attitude throughout the school year. He or she will strive to improve their team and the athletic program. Athletes will not dishonor or discredit Great Valley High School. Final determination on sportsmanship problems rests with the Principal, Athletic Director, and coaches.

TRAVEL

Athletes must travel to and from away contests with the team, using transportation provided by the school district. The exceptions are:

- injury to the athlete which would require alternative transportation.
- prior, approved arrangements made in writing between the athlete's parent/guardian and the Athletic Director, with the coaches' understanding.

VIOLATIONS NOT LISTED IN HANDBOOK

We hold our student-athletes to a high standard because they are very visible in the community and are role models for younger children. Athletes should conduct themselves in a manner which reflects the high standards and ideals of their team, school, and community. Violations of conduct which are unbecoming of an athlete and are not specifically listed in the Student-Parent Handbook may lead to disciplinary action up to and including suspension or removal from the team.

ATTENDANCE

As per [School Board Policy #204](#)

The Board requires that school age students enrolled in District schools attend school regularly, in accordance with state laws. The educational program offered by the District is predicated upon the presence of the student and requires continuity of instruction and classroom participation in order for students to achieve academic standards and consistent educational progress.

Attendance shall be required of all students enrolled in District schools during the days and hours that school is in session, except that a principal may excuse a student for temporary absences when receiving satisfactory evidence of mental, physical, or other urgent reasons that may reasonably cause the student's absence. Urgent reasons shall be strictly construed and do not permit irregular attendance.

PROCEDURES AND INFORMATION

- A parent note is required for all absences within three days of the absence. All absences are considered unexcused or unlawful until the school receives a written note or email documenting a valid reason for the absence. Parents should send an email to gvhsattendance@gvgsd.org in order to excuse a student's absence.
- **A student may be absent 10 times due to illness during a school year without a doctor's note being required. A doctor's note will be required to excuse any absences after 10 days of illness.**
- A student legitimately absent for five or more consecutive days because of illness may be required to present a note from a physician stating the cause. Regardless of the length of the absence, a student returning to school following **recovery from a communicable illness must present a physician's note certifying that he/she is no longer contagious.**
- **A Physician note must be the original note signed by a physician (not a photocopy) or must be faxed to #610-695-8901.**

ABSENCES AND WORK COMPLETION

- **Early Dismissal:** To provide continuity in the student's education, parents are urged to schedule all appointments for the after school hours. If it is necessary for a student to be excused during the day, he/she is to bring a written request from his/her parents to the office before classes begin in the morning. If the early dismissal is for an appointment with a family physician or dentist, the physician or dentist's name and phone number should be included. The student will receive a pass.
- **Lateness to School:** If a student is late, the student should report immediately to the attendance office to sign in. Failure to do so will result in disciplinary action.
 - a. **Excused Lateness:** Lateness is the absence of a student from class at the start of the school day, at 7:40 AM. By 7:40 AM, all students should be in their homerooms. An email or satisfactory note from the parent, guardian, or physician (see previous bullet regarding physician notes) must be presented to the office. Illness and verified medical appointments with a note or email from the parent will be considered excused. Lateness which results from a school bus being late shall be excused. A grade level principal may be contacted when the occurrences of lateness are extreme.
 - b. **Unexcused Lateness:** Unexcused lateness is the lateness of a student without an explanatory note which satisfies the criteria for excused lateness. Lateness which results from oversleeping, missing the bus, or transportation problems occurring as a result of using a private vehicle will be unexcused.
- **Make up Work – Excused Absences (Including field trips, family trips, early sports dismissals, and excused lateness).** Assignments are due the day a student returns or the day the student leaves if it is an early dismissal. Classwork missed must be made up within 2 days for every day absent (maximum extension 5 days). Tests must be made up immediately. Exceptions to this rule may be granted for extended illness or family emergencies. During extended periods of illness, the student should request the counselor to arrange for assignments to be forwarded to the homework pick-up drawer in the main office. If a student is aware of an absence ahead of time, he/she should use the Educational Travel form linked [here](#).

COUNSELING AND STUDENT SERVICES

COMPREHENSIVE COUNSELING AND GUIDANCE

The 9-12 Comprehensive Counseling and Guidance Program includes four components: 1) Counseling and Guidance Curriculum - Offers guidance content in a systematic way to all students 9-12; 2) Individual Planning - Assists students in monitoring and understanding their own development; 3) Responsive Services - Addresses the immediate concerns of students; 4) Systems Support - Includes program, staff and school support activities and services.

COUNSELING SERVICES

The school counselors are always available to assist students with any problems of an educational, vocational, social, or emotional nature. The counselors ask that the following procedures be followed when using counseling services:

- School counselors will be available from 7:30 a.m. until 3:15 p.m. daily, and before or after school by appointment. For the convenience of parents, counselors have scheduled evening hours. A schedule of dates and times appear on the school calendar. Evening hours are by appointment only. (These will be held remotely until further notice.)
- Students may come to the Counseling Office to make appointments to see counselors or to secure passes granting permission to see counselors before or after school or during lunch periods. In an emergency, teachers may issue a pass to the Counseling Office. Whenever possible, students are asked to schedule appointments with their counselor during study halls. During remote learning, video conferences are scheduled through “Teams.”
- Students are assigned to their school counselors alphabetically by the first letter of their last name:
Mr. Lavelle – 12 (A-Coo); 11 (A-Cro); 10 (A-Da); 9 (A-Day)
Mrs. Bebee – 12 (Cop-Ham); 11 (Crp-Jeo); 10 (Db-Hop); 9 (Db-Gy)
Mrs. Kane – 12 (Han-McCa); 11 (Jep-Mon); 10 (Hoq-McL); 9 (H-Mat)
Ms. Cerullo/Ms. Saracino – 12 (McCb-Rob); 11 (Moo-Sem); 10 (McM-Sai); 9 (Mau-Rod)
Mr. Martin – 12 (Roc-Z); 11 (Sen-Z); 10 (Saj-Z); 9 (Roe-Z)
- The Counseling Department website is updated regularly with information of importance to students. Students and parents may also visit the Counseling Department’s Home Page at www.gvgsd.org/Domain/485.

Counseling services are directed and coordinated by the school counselors as an integral part of the school program. They are specially designated to assist in focusing the educational process on the individual.

The services of the Counseling Department are organized to help the students:

- Evaluate his/her abilities, achievement, strengths, interests, and needs.
- Become familiar with courses and options available to him/her.
- Make decisions about his/her high school program of study.
- Plan for his/her future educational career path.
- Make the positive adjustments to school situations, other students, and teachers; and think through personal issues.

COLLEGE PLANNING AND APPLICATION PROCESS

The SAT and SAT Subject Tests, ACT, as well as Advanced Placement Tests are given at Great Valley High School. There is a fee charged for each test, and a registration deadline. Talk to your counselor if you have any questions about these tests, which are prepared by the College Board & ACT. Information on College Entrance Testing is located in the Counseling office or on the Counselor website.

Registration for all SAT tests can be done online by going to Collegeboard.com and registration for the ACT can be done by going to ACTstudent.org.

College Testing Calendar

For ACT's or SATs administered at Great Valley High School, students must report at 7:45 AM.

Students must register before the deadline at Collegeboard.com for SAT or ACTstudent.org for ACT.

SAT Test Dates

Saturday, August 29, 2020

Saturday, October 3, 2020

Saturday, March 13, 2021

Saturday, June 5, 2021

ACT Test Dates

Saturday, April 17, 2021

Saturday, June 12, 2021

Advanced Placement (AP) exams will be held during the school day during the weeks of May 3-7, 2021, and May 10-14, 2021. Students who are enrolled in AP courses will be notified as to procedures for signing up for exams. **NO LATE REGISTRATIONS ARE ACCEPTED.**

PSAT

Administered at Great Valley High School

The PSAT will be given on Saturday, October 17, 2020, from 7:45 to 11:00 AM, and will be free of charge to all juniors. There is no need for juniors to register for the PSAT. January 26 is the make-up date for any junior not able to test on October 17.

Recommended Schedule:

- PSAT - Fall of junior year (only junior year counts toward the National Merit)
- SAT Reasoning - Three test dates:
 - Two spring of junior year
 - One fall of senior year
- SAT Subject Test - At the conclusion of the last course in a given subject. See course catalog for recommendations. SAT II's are required only by more selective institutions
- ACT – Spring of junior year and fall of senior year

CONFIDENTIALITY

Information revealed by a student in confidence to a school counselor, school nurse, or school psychologist in the course of their professional duties is privileged. It cannot be divulged in any legal proceedings, civil or criminal, without the consent of the student, or if he/she is a minor, his/her parents. However, such information may be revealed to the student's parents, teachers, or principals if there is the threat of harm to the student or others.

COURSE SELECTION PROCESS

Counselors will provide general instructions regarding the course selection process to all students. The opportunity for students to review individual course selections will be available. Each year English courses must be selected. Although math, social studies and science courses are not required every year, students who are preparing for college should be aware that most colleges expect high school students to select a minimum of four (4) academic courses per year and a minimum of 2 years of a world language in high school. (More selective university programs wish to see more than two years of a world language.)

CRISIS COUNSELING

The Student Services Coordinator has an office at Great Valley High School and is available to students in order to intervene with high-risk personal issues such as depression, suicide, drug/alcohol use and abuse, teen pregnancy, eating disorders, etc. Students can also receive assistance with problem-solving, decision-making, and conflict resolution skills.

Students may request to meet with the Student Services Coordinator and/or social worker on their own or be referred by teachers, school counselors, administrators, parents, or other students. The Student Services Coordinator facilitates the Student Assistance Program and also provides parent consultation.

COURSE CHANGES

The course selection process is completed in late winter and the master schedule is developed based on those requests. After the master schedule is completed in June, students will receive a preliminary list of scheduled core courses and should carefully check the list for missing required courses or incorrect course levels. Any requests for an elective schedule change for either the first or second semester must be accompanied by a drop add form which must be picked up from the teacher of the class being dropped. Course changes affect class sizes and have a major impact on our master schedule. Students are encouraged to choose classes wisely during the course selection process. The drop/add time will end the last day of the first cycle each semester.

For core courses, any changes in level must be made by the end of the first marking period. Any courses dropped after this deadline will be reflected on the transcript as a withdrawn class with a grade of WF (fail) or WP (pass). No credit is earned for any withdrawn class

RECORDS

Access to Records by Parents and Students

The students and parents have the right to examine the student's permanent records kept by the school authorities.

Parents or students should request an appointment with his/her counselor for this purpose. Records include:

- transcript/grade information
- biographical data
- standardized test scores

No material may be released from a student's file without written authorization from the student or his/her parents if he/she is a minor. Before sending transcripts, students and parents are required to sign a release. A signed application to college is considered authorization to release a student's academic records to that institution. Lists of students' names and addresses will not be accessible to any individual or organization, including colleges, with the exception of branches of the United States Armed Services which, by legislative mandate, are given such information.

STUDENT ASSISTANCE PROGRAM (STAR TEAM)

Great Valley High School's Student Assistance Program (STAR TEAM) is a group of staff and administrators specially trained to assist in identifying issues including the use of alcohol or drugs, mental health, and/or social and emotional issues, which pose a barrier to a student's learning and success in school. STAR is not a treatment program. It is a systematic process designed to identify issues and mobilize resources to remove barriers to student's learning. If the problem is beyond the scope of the school, STAR assists the student and their family with information to access services available in the community.

STAR accepts referrals from any student and/or person concerned about a student. Referrals can be kept anonymous at the referring person's request. Referrals are reviewed by the team. If indicated, a team member contacts the student to discuss the referral. Parents, an integral part of the process, are contacted. A plan of

support is developed and implemented. Plans can include an arrangement for a student to access support in school, referral to a school based educational and support group, or referral to a community resource. Cases are monitored and reviewed as needed.

HOMEBOUND INSTRUCTION

Homebound instruction may be provided to students who, because of illness, must be confined to their homes for an extended period of time. Contact the school counselor for more information.

WITHDRAWAL/TRANSFER

If a student needs to withdraw from Great Valley, the Counseling Office should be contacted several days in advance. Prior to releasing a student's records, all obligations must be met.

McKINNEY-VENTO ASSISTANCE ACT

As part of the "Every Student Succeeds" Act of 2015, provisions have been made to ensure that homeless students have no barriers to getting an education comparable with any other students. The McKinney-Vento Act, a federal act that protects the rights of homeless students, classifies families as homeless if they have a precipitating event [*Abandonment, Act of Nature/Natural Disaster, Death of Parent/Guardian, Domestic Violence, Eviction, Fire, Hospitalization of Parent/Guardian, Incarceration of Parent/Guardian, Left Home, Military, Parental Job Loss/Loss of Income, Parent Divorce/Separation, Separated from Family, Other poverty-related Situation, Other, and Unknown*]. Along with the precipitating event, the family also must be experiencing one of the following.

- Sharing the house of other persons due to loss of housing, economic hardship, or a similar reason, called "doubled up"
- Living in motels, hotels, trailer parks, or campgrounds to due lack of alternative adequate accommodations
- Living in emergency or transitional shelters
- Living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings

School Counselors and Social Workers will work with students defined as homeless to remove barriers that may prevent them from receiving education services. Anyone who believes their child may qualify as homeless should contact Abby Linderman, Homeless Liaison, at alinderman@gvsd.org or 610-889-2125 ext. 52128.

For other supports, please reach out to your school counselor or social worker.

DISCIPLINE

PHILOSOPHY

The discipline guidelines of the School District emphasize the importance of a culture where diversity and individualism are celebrated in an atmosphere of respect. All parents/guardians, staff members, and community members share the responsibility for teaching our students the art of making good choices.

Great Valley staff members use many effective, positive resources to maintain a secure educational environment. Guidelines, practices, and policies in the elementary, middle, and high school focus on self-responsibility, mutual respect, and thoughtful communication. The support of parents is particularly critical to the success of developing students who behave appropriately.

Every effort will be made to conduct school classrooms and activities in a manner which supports the growth and development of all students. To this end, it is essential to include the teaching of acceptable behaviors as a formal part of the K-

12 curriculum. In addition, district sponsored programs for parents that aid in establishing appropriate expectations and behaviors for children are an integral part of our comprehensive approach to discipline.

STUDENT DISCIPLINE

Please see the Great Valley School District Administrative Guideline for Student Discipline, which is part of School Board Policy 218, and is linked [Here](#).

DISCIPLINE CONSEQUENCES

Teacher Intervention

- Teacher communication with the student and parent is the first intervention when concerns arise in the classroom.
- If the behavior causing the concern continues, individual teachers may assign detentions to be served in their classrooms. Teachers will communicate with students and parents via email when a teacher detention is assigned. The student's grade level principal will be copied on the email.

Discipline Team Intervention

The discipline team exists to assist the administrative team in maintaining a safe and orderly environment for all students at GVHS. Students will meet with their grade level discipline officer or a building administrator based upon concerns that are referred by any staff member.

The following teachers serve as discipline officers:

9th – Dave Moffett

10th – Kelly DiPrinzio

11th – William McNamara

12th – Chris Marley

After School, Morning, and Lunch Detention

After school detention is held in room 226 on Tuesday and Thursday from 2:40 p.m. until 3:30 p.m. On Wednesday and Friday before school detentions are held from 7:00 – 7:47. Lunch detentions are during a student's lunch period and are reserved for students who have unexcused lates. Cell phones will be collected prior to detention and returned at the end of detention. Students will participate in a silent study period.

Loss of Privileges

Certain discipline infractions may result in the loss of privileges, such as campus and open campus. This decision is made by an administrator.

In-School Suspension (ISS)

For serious disciplinary infractions, a student may be removed from the normal classroom and assigned to the in-school suspension room which is supervised by a staff member. Rules and guidelines of expected behavior will be communicated to students. **On the day of the suspension, students may not participate in any school sponsored activities. Cell Phones are not allowed.**

Out-of-School Suspension (OSS)

Exclusion from school by suspension means denial of entry to Great Valley High School facilities, property, and activities during the suspension. Suspended students may not participate in ANY school-sponsored activities.

Suspension is for one (1) to ten (10) consecutive school days as determined by school authorities.

Out-of-school suspension may be assigned for, but is not limited to, offenses that occur under Board Policy #222 ([Tobacco/Nicotine/Vaping](#)), Board Policy #227 ([Controlled Substances](#)), **willful fighting, physical assault, harassment, theft, obscene conduct, and language, persistent violations of school regulations, tampering with fire alarm system, carrying a weapon, or any action which threatens the health and/or safety of students to school personnel.**

Exclusions affecting certain disabled students shall be governed by 22 PA Code chapters 14, 15, and 342 (relating to right to education and disciplinary exclusions of certain handicapped students from special education placements. Students with disabilities will be subject to this policy unless, as a result of their disability, they require accommodations and/or modifications to the District's policy. This and all board policies shall be interpreted in a manner consistent with the State and Federal laws and regulations pertaining to students with disabilities.

Responsibilities When a Student is Suspended

Administrator will:

- Inform student why he/she is suspended.
- Notify parents and superintendent in writing.
- When suspension exceeds three (3) days, provide parents the opportunity for an informal hearing.
- Adhere to Chapter 12 regulations.

Parents will:

- Be responsible for the student during exclusion.
- Monitor the completion of assignments.
- Help restore a positive atmosphere of self-discipline by meeting with school administrators to clarify expectations for the student.

Student will:

- Obtain assignments by contacting the Discipline Secretary and teachers directly.
- Turn in all assignments upon return.
- Make up exams and tests within the allocated time (two (2) days for each day suspended, up to a maximum of one (1) week).
- Student failure to meet these responsibilities will affect grades.

DISCIPLINE PROCEDURES – ATTENDANCE VIOLATIONS

Unexcused Absence – See attendance policy

Late to School

Arriving to school on time is an important student responsibility. Students MUST be in homeroom by 7:40 AM. Any students arriving to school after 7:40 AM will not be admitted to homeroom and will be marked late for the day. Students will be dismissed to first period at the end of homeroom.

Consequences for students arriving after 7:40 AM:

1st -3rd offense – Student will not be admitted to homeroom.

4th -9th offense – Student will not be admitted to homeroom and a lunch detention will be served on the day of the late arrival.

10th offense – Grade level principal will work with the student, parents, and other school staff to develop a plan to support the student in arriving to school on time.

Late to Class

1st late – receives an official warning by teacher.

2nd late – teacher assigned detention, parent contact

3rd and subsequent lates – referral to discipline team

Class Cut

When an unexcused absence from class or class cut occurs, the teacher will notify a parent via e-mail or phone call, and the student will serve a teacher detention. Any subsequent class cuts will be referred to the discipline team via a teacher referral.

1st offense – 1 teacher detention – parent notification

2nd through 4th offense – 2 detentions

5th through 10th offense – 1 day in-school suspension

11th and beyond – Consequences at discretion of administration

Students who fail to serve discipline will be issued additional discipline.

OLWEUS HARASSMENT PREVENTION PROGRAM

Great Valley Middle School/Great Valley High School

In our ongoing efforts to create a positive climate in which all students feel safe and supported, the middle school and high school have implemented the Olweus Harassment Prevention Program. The program establishes expectations for our students and consequences when these expectations are compromised. The consequences outlined below serve as guidelines for building staff and administration. Discipline policies supersede these guidelines and building administration will determine disciplinary action.

School Community Expectations:

- We will not harass others.
- We will try to help students who are harassed.
- We will make it a point to include students who are left out.
- If we know that someone is being harassed, we will tell an adult.

Consequences:

Level 1 (3 incident reports)

- The student will meet with a building administrator and receive an office detention.
- The student will be reminded of the school community expectations and consequences at levels 1, 2, and 3.
- The student's parents will be contacted.

Level 2 (4th incident report)

- The student will receive an in-school suspension (ISS).
- Parent(s) will be notified when ISS is given and requested to attend a meeting with their son/daughter and an administrator to address their child's behavior.
- While in ISS the student will be given an educational assignment to improve his/her understanding of harassment and reflect on his/her actions. Resources to complete the assignment will be given.

Level 3 (continued incidents of harassing behavior or an increase in the severity of the student's action).

- An administrator will meet with the student with a law enforcement officer present.
- The administrator will make the student aware of school-related consequences (i.e. additional ISS, OSS, and expulsion).
- The law enforcement officer will make the student aware of criminal law and legal consequences.

Positive Consequences for Students Who Do the Right Thing:

- A staff member will acknowledge the positive action through conversation or a letter to the student.
- Parents will be notified via letter or phone call of their child's positive action.

Incidents of Bullying can be reported anonymously on the GVSD website [here](#). Complete the form; hit DONE.

SCHOOL BOARD POLICIES AND DISCIPLINE (Also available online)

There are some student behaviors that have been deemed serious enough to warrant a specific school board policy regarding such behaviors. Listed below are these policies and links to them on the district website.

[Bullying/Cyberbullying – School Board Policy #249](#)

[Controlled Substances – School Board Policy # 227](#)

1. First Offense (For all offenses except that outlined in number 3) Any student will be suspended out-of-school for ten (10) school days and will not participate in or attend as a spectator any District-related or District-sponsored activity for twenty (20) school days except when individual

circumstances warrant a different outcome in the opinion of the Superintendent or designee. District-related and/or District-sponsored activities include but are not limited to: clubs, musical groups, publications, athletics, and other activities such as National Honor Society, student council, and class activities (spirit week, homecoming, class trips, fundraisers, dances, proms, and commencement). Following an informal hearing, additional school-based measures and student support may be introduced. These measures may include a referral to the school's Student Assistant Program (SAP). Expulsion from school may also be considered.

2. Second Offense (For all offenses except that outlined in number 3) Any student who violates this Administrative Guideline or the accompanying Board Policy a second time shall be suspended from school for ten (10) school days and will not be permitted to participate in school-sponsored activities for twenty (20) school days except when individual circumstances warrant a different outcome in the opinion of the Superintendent or designee. Following an informal hearing, the matter shall also be referred to the Superintendent or designee to determine whether expulsion charges will be brought against the student.

3. Student Delivery/Distribution of Drugs

Any offense shall result in a ten (10) day suspension from school and referral to the Superintendent for possible expulsion for a period of up to one (1) year.

4. Students Recommended for Expulsion

In the case of a student who is recommended for expulsion, the Superintendent or designee may, at the Superintendent or designee's sole discretion, hold such expulsion proceedings in abeyance, and may permit a student to return to school after a ten (10) school day suspension, if the student agrees to obtain a drug and/or alcohol assessment and comply with all assessment recommendations at the parents/guardians expense without undue delay, as determined by the Superintendent or designee. Expulsion proceedings will be held in abeyance in order to provide the student with a reasonable amount of time to undergo the agreed-upon assessment and to complete the recommendations cited in the assessment. Written verification, provided by the treatment facility, indicating compliance with the recommendations cited in the assessment must be provided to the District. Upon receipt of written verification that the student has complied with the recommendations cited in the assessment, expulsion proceedings will be withdrawn against the student. Expulsion proceedings will immediately be reinstated against a student who does not undergo the required assessment and/or comply with the recommendations cited in the assessment within a reasonable amount of time, as determined by the Superintendent or designee.

5. Anabolic Steroid Use for Athletics The following minimum penalties, in addition to penalties under first offense or second offense enforcement, will be imposed on student athletes who violate rules and regulations that prohibit the use of anabolic steroids except for valid medical purposes as prescribed by a physician: a. First Violation: The student will be suspended from school athletics for the remainder of the season. b. Second Violation: The student will be suspended from school athletics for the remainder of the season and the following season. c. Third Violation: The student will be permanently suspended from participation in school athletics. No student shall be eligible to resume participation in school athletics unless there is medical determination that no residual evidence of steroids exists. The Superintendent or designee may require participation in drug counseling, rehabilitation, testing, or other program as a condition for reinstatement to the District's athletic program.

Unlawful Harassment – School Board Policy #248

Hazing – School Board Policy #247

Smoking/Tobacco – School Board Policy #222

School-Based Discipline Students found in violation of Board Policy 222 shall be subject to the following disciplinary action:

1st Offense: 2 days ISS.

2nd Offense: 3 days ISS; referral to a smoking cessation program; and a \$50 fine.

3rd Offense: 5 days OSS; referral to a smoking cessation program; and a \$50 fine.

4th Offense: 10 days OSS; possible expulsion hearing before the Board of School Directors; and a \$50 fine.

Acceptable Use of Technology – School Board Policy #815

Terroristic Threats/Acts – School Board Policy #218.2

Weapons – School Board Policy #218.1

HEALTH SERVICES

A certified school nurse works in each school. The school nurse's role in an educational setting is to enable each student to realize his or her potential through healthful living. Only through cooperative efforts of the home, school, and community can the nurse's objectives be reached.

The school nurse:

- Assists the principal and school physicians and dentists in planning the school health program.
- Provides emergency care for accidents and illnesses.
- Schedules all examinations which are to be given at school, assists at said examinations, arranges for special tests, immunizations programs, etc.
- Maintains accurate and comprehensive health records for all students.
- Assists with classroom instruction as requested.

School nurses encourage student wellness through education on nutrition, good health habits, exercise, and proper sleep. Please feel free to call us anytime for information. We look forward to a continued partnership with parents working toward healthy and strong Great Valley School District children.

ACCIDENT INSURANCE

Occasionally, students are accidentally injured while taking part in school activities. In order to eliminate any medical bills incurred as a result of an injury in school, you may purchase the student accident insurance offered at school. Insurance will be on sale only in September. Insurance coverage for athletes is provided by the School District for participants in season. The athletes' insurance does not cover activities other than the sport in season.

COMMUNICABLE DISEASES

Parents/guardians should report a communicable disease to the school nurse immediately. It is the responsibility of the principal to ensure that students who have been diagnosed or are suspected of having a communicable disease be excluded from school. Children may be readmitted to school when the child presents a physician's note indicating that they are no longer contagious.

Disease	Exclusion from School
**Any undiagnosed rash	Until diagnosis is established or symptoms are gone for 24 hours
**Chicken Pox	All scabs must be dry
**Contagious conjunctivitis	No drainage from eyes and 24 hours after the start of physician prescribed treatment
Fifth disease	No exclusion
**Hepatitis	As indicated by physician. A physician's note should indicate allowed activity including physical education restrictions
**Impetigo	24 hours after start of physician prescribed treatment
**Meningitis	As indicated by physician. A physician's note should indicate allowed activity including physical education restrictions
**Mononucleosis	As indicated by physician. A physician's note should indicate allowed activity including physical education restrictions.
Pediculosis (lice)	Until treated and free of lice and must be cleared by the school nurse
Pinworms	Until first dose of treatment is given
Ringworm	Until skin is clear of all scabs or crusts, or a physician's note indicating the child is noninfectious
*Scabies	24 hours after start of physician prescribed treatment
**Scarlet Fever or Strep Throat	24 hours after the start of physician prescribed treatment
**Staph or strep of the skin	24 hours after the start of physician prescribed treatment

****Physician's note must accompany the student when he/she returns to school**

***Physician's note must be the original note signed by a physician (not a photocopy) or must be faxed directly from the physician's office to #610-889-1971**

HEAD LICE GUIDELINES

To minimize school absence while containing head lice infestation, the school nurses of the Great Valley School District will follow the guidelines of the American Academy of Pediatrics, the National Association of School Nurses, and the Centers for Disease Control on containment of head lice as listed below. Full class screening for head lice in a school setting has not been proven to significantly affect the incidence of head lice in schools. Studies have shown that these screenings are essentially ineffective; head lice have a very low contagion in classroom settings, and head lice are not known to be vectors of disease. Class screening for head lice will therefore not be performed as a measure for control.

Guidelines:

- Upon report or discovery of live head lice, the school nurse will check the affected child's head for live head lice.
- If live head lice are found, the school nurse will call the child's parent and request that they take their child home.
- The school nurse will advise on methods of treatment for head lice.
- The affected child may return to school after treatment of live head lice and will report to the school nurse to be approved for school attendance.
- Children may not remain in school if a significant number of live head lice are found, but they are permitted to remain in school if nits (head lice eggs) are found.
- If the student has siblings in the school, the school nurse will check the siblings for any live head lice.

- At the elementary level, a letter will be sent home to parents in the child's homeroom alerting them that a case of head lice was discovered and advising them to check for head lice and to treat if live lice are discovered.
- The school nurse will re-check the affected child's head a week after treatment and follow the aforementioned guidelines if live head lice are found.

EMERGENCY/MEDICAL UPDATES

Emergency/Medical Updates are required annually. Parents will be invited each year via an email to log into the District's SKYWARD Family Access system to update their child's record. This record provides the school with important information relevant to each child in the event of an emergency. It is essential that parents notify the school of any changes in emergency contacts or phone numbers that occur during the school year.

FIRST AID

A full-time nurse is on duty during the school day. By state law, the school nurse administers first aid and immediate care, but will NOT diagnose illness or injury. All serious injuries at school must be reported to the school nurse.

HEALTH EXAMINATIONS

Vision Screening - all grades yearly (K-12)

Height and Weight; Body Mass Index Calculations - all grades yearly (K-12)

Hearing Screening - yearly for all students in K-3, 7, 11, and students new to the school district, as well as those known to have hearing problems.

Medical examinations are required by Pennsylvania School Code for students in grades Kindergarten **OR** First, 6th and 11th grades, and for all students new to the school district with incomplete medical records.

Dental examinations are required for Kindergarten **OR** First grade, 3rd and 7th grades and for all students new to the school district with incomplete dental records. The school nurse encourages parents/guardians to have the required medical and dental examinations completed by the family physician and dentist so that there is continuity of care for the students.

Health Report Card results of all screenings may be viewed in Skyward Family Access

IMMUNIZATIONS

The Commonwealth of Pennsylvania has specific immunization regulations relating to school enrollment and attendance.

The *minimum* immunizations (as required by PA law) for any student entering school include:

- **Diphtheria/Tetanus (DTP, DTaP, DT, Td):**
 - 4 doses minimum, with 1 dose on or after the 4th birthday
- **Polio:**
 - 4 doses (4th dose on or after the 4th birthday and at least 6 months after previous dose given)
- **Measles/Mumps/Rubella (MMR)**
 - 2 doses of Measles (usually given as MMR)
 - 2 doses of Mumps (usually given as MMR)
 - 1 dose of Rubella (German Measles) (usually given as MMR)
- **Hepatitis B (HBV):**
 - 3 doses of Hepatitis B
- **Varicella (Chickenpox):**
 - 2 doses, or written history of Chickenpox disease

Children entering at the 7th Grade level or above need all of the above immunizations, plus:

- 1 dose of tetanus/diphtheria/acellular pertussis (Tdap), if 5 years has lapsed since last tetanus immunization
- 1 dose of meningococcal conjugate vaccine (MCV)

Children entering 12th Grade need all of the above immunizations, plus:

- 1 dose of meningococcal conjugate vaccine (MCV) upon entrance to 12th grade

All students attending school must have complete immunization records. GVSD is prohibited by law to allow children to enter school without evidence of immunizations.

These requirements allow for exemptions for medical reasons and religious beliefs. If your child is exempt from immunizations, he/she may be removed from school during an outbreak. Please call the school nurse if you have any questions.

If your insurance does not cover immunizations, please contact the Chester County Health Department at 610-344-6225 to schedule an appointment for vaccines.

MEDICATIONS IN SCHOOL

See [School Board Policy #210](#).

The Great Valley School District recognizes that parents/guardians have the primary responsibility for the health of their children. Although the district strongly recommends that medication be given in the home, it realizes that the health of some children requires that they receive medication while in school.

When medication must be given during school hours, pursuant to Board Policy 210, the following procedures will be followed:

1. The student's parent/guardian must provide all medication in the original bottle or package directly to the school nurse.
2. Unless otherwise provided in writing, students will be responsible for reporting to the nurse's office at the time medications are to be given.
3. All medication is to be stored in a locked cabinet or closet and accessible to only authorized school personnel.
4. Medication will be administered in accordance with the guidelines promulgated by the Pennsylvania Department of Health regarding the administration of medication in schools.

Students are NOT ALLOWED to carry or possess unregistered medication while at school. Violating this rule will result in discipline.

PHYSICAL EDUCATION EXCUSES

Participation is required in physical education classes any time the student is in attendance at school. Please follow the procedure below if a medical problem arises:

- The student must present a note from parent/guardian or doctor to the school nurse at the beginning of the scheduled class. **It is requested that the note specifically state the medical problem.**
- Notes will not be accepted at a later date.
- A medical problem limiting activity for more than one class cycle (six days) will require a doctor's note. The doctor should indicate the diagnosis and suggest an alternative program for the duration of the problem. When possible, use the school Physical Education Restricted Participation Form (under the high school website "Forms/Publications" tab). Original note must be given to the school nurse.

- A doctor's note must be the **original** note signed by a physician (not a photocopy), or must be faxed directly from the physician's office to school. Fax #610-889-1971.
- A medical problem note **does not exclude the student** from class participation. The student will be required to:
 - Report, on time, to each class.
 - Dress for **each** class.
 - Participate in whatever capacity has been determined.
 - Complete any written assignments/tests required.
- **Any student who is medically excused from PE class will also be excluded from sports participation until they are fully able to participate in PE class.**

Physical education activities change by the marking period. Medical problems need to be evaluated individually according to the assigned activity at the time and graded accordingly.

STUDENTS WHO BECOME ILL IN SCHOOL

1. If a student becomes ill during school hours, he/she must secure a pass from the teacher in charge and report to the nurse's office. If the nurse is not there, he/she is to report to the main office. If he/she becomes ill between classes, he/she should secure the pass from the teacher of his/her next scheduled class.
2. **The school nurse will notify parents/guardians in the event that the child needs to be sent home. Permission by the nurse or an administrator is REQUIRED before any student with an illness may leave the building.** Parents/guardians or their designated alternate are responsible for either escorting the child home from school or giving verbal permission to the nurse or administrator to allow their child to drive home.
3. If any student is sick or injured at school, he/she must report to the school nurse. **If a student texts a parent sharing they are not feeling well and asks to be picked up from school, parents need to tell the student to report to the nurse so that she can assess the situation and then contact the parent.**

CONCUSSIONS:

If your student is diagnosed with a concussion, it is our desire that he/she recover as quickly as possible. In the medical profession, there is universal agreement that cognitive and physical rest is critical to healing. Current statistics show that, with proper rest, 96% of concussed high school students recover in less than five weeks. Therefore, the school nurse will strongly encourage parents to delay a concussed student's return to school until his/her student is symptom-free in normal daily activities for 48 hours. Once a student has returned to school, it is assumed that, with appropriate medical accommodations, he/she is capable of working in class, completing class assignments, homework, and assessments. Any medical accommodations must be updated by a medical professional on a monthly basis until your student has been cleared for full academic participation.

In our experience, the worst concussion outcomes occur with students who return too soon to physical activities such as sports or other physically demanding extracurricular activities. With decreased cognitive response times of an incompletely healed concussion, the possibility of students being reinjured (even standing on the sidelines) is greatly increased. Therefore, a concussed student will not be allowed to participate in any extracurricular activities, field trips, or physical education until they have been medically cleared for full academic participation.

For a more detailed description of policies and procedures regarding students who have suffered a concussion and possible classroom and classwork accommodations, as well as doctor and school communications, please click [here](#).

SCHOOL POLICIES AND PROCEDURES

BUSES

Bus transportation is provided for all Great Valley students. Students are permitted to ride only the bus to which they have been assigned unless otherwise requested in writing by a parent and approved by the transportation department.

Students are expected to behave in a responsible manner on school buses as in school. Students may not eat, drink, or smoke on the bus. Misconduct on the bus will be handled under the discipline guidelines and may include suspension of bus privileges for a given time. Activity buses are not provided for students involved in extra-curricular activities.

Digital video recorders with a microphone and camera are used on all Krapf buses in the Great Valley School District to aid in the safe transportation of students. The recorder installed in the vehicle is accessible to authorized district personnel only. A warning notice is posted in each vehicle notifying passengers that their actions on the bus may be recorded.

LARGE OBJECTS ON BUSES

The Pennsylvania Department of Transportation mandates in 67 PA Code 171.58, that the interior of a school bus must be free of objects which could cause injury. Objects must be secured and the emergency exits open and free of blockage. The following must be adhered to at all times:

1. Large band instruments or school project items are not permitted on the bus unless they can be held on the pupil's lap.
2. Items may not be placed under the seats as they could become projectiles upon impact.
3. Nothing can be carried on the bus that will endanger others, for example, glass objects, hockey sticks, skis, skateboards, sledding equipment, large metal objects, etc.
4. Animals are not permitted on the bus.
5. Nothing can be placed in the driver's compartment, doorway, or aisle. In case of an accident, students must be able to exit out of windows and doors.

CAFETERIA PROCEDURES

BREAKFAST AND LUNCH

Breakfast opens at 6:45 a.m. and closes at 7:35 a.m. each morning, Monday through Friday. Lunch is provided in the cafeteria during fifth period. Food and beverages should be eaten in the cafeteria or the courtyard. As long as students are responsible for returning cafeteria equipment and trash, they may choose to eat lunch in the courtyard weather permitting. Students may, however, use the lobby area to socialize during lunch periods. The cafeteria area remains open during the day for students who have campus to do homework or socialize.

COMPUTERIZED POINT OF SALE SYSTEM

We are pleased to offer a computerized Point of Sale System for the high school cafeteria. This system allows students to deposit money into an account to be used for purchases in the cafeteria. Students may access their accounts by entering their student identification number into a pin pad. The student's picture appears on the cashier's monitor to assure accuracy. Checks may be made payable to GVSD Food Service and given to the cafeteria staff or school office. Deposit forms may be found in the cafeteria or on our website. Students may pay cash for purchases as well. Credit card payments may be made online through EZ School Pay.

STUDENT WELLNESS POLICY-SCHOOL BOARD POLICY #246

Our District has developed a Wellness Policy that is focused on improving the health of students. The policy addresses nutrition education and promotion, physical activity and education, nutrition guidelines food sold during the school day, and fundraisers involving food. For full policy details please visit the district website. To join the district wellness committee please contact the food service department.

HEALTHY HUNGER FREE KIDS ACT

Great Valley School District participates in the National School Lunch Program and is in compliance with the Healthy Hunger Free Kids Act. We work hard to ensure all meals are healthy, well balanced, and provide students the nutrition they need to succeed at school.

All lunches are complete with five food groups: protein, whole grain, fruit, vegetable, and milk. As part of the National School Lunch Program, all students are required to take a fruit or vegetable with their meal. Students that do not take a fruit or vegetable with their meal will be charged the a la carte prices for each item which exceeds the advertised meal price.

Breakfasts are complete with whole grain or protein-based entrée, fruit, 100% juice, and milk. At breakfast, students must also take fruit or juice with their main entrée. In accordance with federal regulations, students that do not take fruit, or juice, or vegetable will be charged the a la carte prices for each item which exceeds the advertised meal price.

FREE AND REDUCED MEAL PROGRAM

Free and Reduced Price Meals are available to families who believe they may qualify. If your family chooses to apply please complete a Free and Reduced Meal Price Application at <https://www.schoolcafe.com>. Paid meal prices start at \$3.35 for lunch and \$2.25 for breakfast. Reduced price lunch is \$.40 and reduced price breakfast is \$.30.

MEAL CHARGING POLICY 808.AG

CONFIDENTIALITY

A student's meal status is always kept confidential. All students have accounts to purchase their lunch and are treated the same at the register. Often the student will not even know what their lunch status is.

STUDENT MEAL CHARGING POLICY

- Students are permitted to charge meals when their individual student accounts lack sufficient funds to cover the cost of the meal. However, students are not permitted to charge a-la-carte or other non-program foods when their individual student accounts lack sufficient funds to cover the cost of the items.
- Parents/guardians are required to cover negative balances incurred by the student.
- On Tuesday and Thursday evenings, parents/guardians are notified by telephone if their child's account balance is negative. Parents/guardians of students whose negative balance has reached or exceeded five (5) school meals or \$10 will receive notification from the central office of the negative balance. This notification will request that the parent/guardian apply to participate in the school food program.

- The Food Services Supervisor will follow up on negative balances exceeding \$50 by contacting parents/guardians directly via phone call and/or electronic communication and making payment arrangements. The Food Services Supervisor will again request that the parent/guardian apply to participate in the school food program.
- Students may not be publicly identified or stigmatized or required to perform chores or other work when they cannot pay or have a negative student account balance. Schools will not require a student to discard a school meal after it has been served to the student, even if the student is unable to pay for the meal or has a negative student account balance.

DELINQUENT SCHOOL MEAL ACCOUNT DEBT

- After taking reasonable steps to collect delinquent school meal debt, which shall include at least two written correspondence to the student's parent/guardian, unrecovered/delinquent debt at the end of each school year shall be referred to the Director of Business Affairs for appropriate action.
- Such unrecovered/delinquent debt shall be considered bad debt and non-federal funding sources must repay the Food Service Fund for the total amount of such unrecovered/delinquent debt.
- Delinquent school meal debt shall not be classified as bad debt for write off purposes until after reasonable steps have been taken to collect such delinquent school meal debt.
- From time to time, parents/guardians, or other individuals may choose to donate funds to the District. Donated funds may not be co-mingled with food service funds from federal or state sources or food sales. Instead, donations must be made to the District's General Fund and may be transferred to the Food Service Fund at the appropriate time to offset recovered/delinquent student meal debt. Donated funds will not be applied to individual student meal account balances, but instead as an overall reduction of the amount of funds that would otherwise need to be transferred from the General Fund to the Food Service Fund at the end of the school year to repay the Food Service Fund for unrecovered/delinquent debt.
- This Administrative Guideline, detailing the District's local meal charge policy, shall be provided in writing to each household at the beginning of the school year, and during the school year to households who transfer to the District during the school year.

REFUNDS

- For graduating seniors or students that are leaving the district:
 - Refunds may be requested by contacting the Food Service office.
 - The remaining balance of the student's cafeteria account can be transferred to a sibling or refunded by filling out the form on the Food Services website.

ADDITIONAL INFORMATION

Information on meal prices, menus, how to apply for free or reduced priced meals, how to check a meal balance or add funds can be found on the District's Food Services webpage at www.gvsdfoodservice.org or by calling 610-889-2125 ext. 51979.

CAMPUS PRIVILEGE

All 11th and 12th grade students who meet the academic, obligations, attendance, and discipline requirements defined below are eligible for the Campus and Open Campus respectively. **Open Campus is for 12th grade ONLY.** [School Board Policy 240](#) explains the GVSD Open Campus Policy. These requirements are reviewed each marking period and are based on the information from the previous marking period.

Academic, attendance, and discipline records which deny Campus Privilege are:

- **a marking period grade point average below 3.0 for 11th graders and below a 2.5 for 12th graders.**
- one (1) or more unexcused absences
- 3 or more unexcused lates to school
- any offenses which result in four (4) office detentions or a more serious penalty
- any Campus Privilege violation
- an unmet obligation beyond ten (10) days.

Campus is earned each marking period and allows the student the privilege, in lieu of study hall, to choose their location for the period. Options include the library, courtyard, help centers, or cafeteria (except during 5th period). Students are expected to be respectful and use their time wisely.

IF A STUDENT VIOLATES ANY OF THE ABOVE, CAMPUS MAY BE REVOKED IMMEDIATELY.

CELL PHONES, ETC.

Cell phones and electronic devices are permitted during the following times and locations:

- Cafeteria and hallways
- Main lobby and cafeteria during lunch hours.
- After dismissal at 2:30 pm.

Between the hours of 7:40 am – 2:30 pm cell phone use is allowed for instructional purposes with supervision and direction by the teacher. The high school is not liable for damaged or stolen equipment.

COURTYARD

Weather permitting, the courtyard is open to all students during lunch, and to students with campus privilege. Food may be eaten in the courtyard as long as students assume responsibility for picking up trash, returning ALL cafeteria supplies, and maintaining a reasonable noise level and/or activity so that adjacent classes are not disturbed.

DANCES and PROMS

At various times throughout the school year, student dances and proms will be held. All students and guests attending the dances will be subject to a breathalyzer prior to entering the dance. Great Valley students who want to bring a guest/non Great Valley student to the dance must receive permission from administration and fill out a Dance Permission For for Non-Student in the main office, or on the HS website, under “Forms.” Guests may not be over the age of 21.

DIRECTORY INFORMATION

It is the policy of the Great Valley School District that directory information may be disclosed for purposes beneficial to the student or the school district only with the approval of the district superintendent or his designee. Directory information includes the following information relating to a student: name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, weights and heights of members of athletic teams, dates of attendance, degree awards received, most recent previous educational agency or institution attended by the student, and other similar information. Parents (or students 18 years of age or older) may restrict release of this directory

information by written request to the principal within twenty (20) days of publication of this notice.

DRESS AND APPEARANCE – Policy #221

Students have the right to determine their dress and appearance as long as it conforms to norms of decency as set forth in the accompanying Administrative Guideline and does not substantially and directly endanger physical health or safety, damage property, or substantially disrupt activities.

Students may be required to wear certain types of clothing while participating in physical education classes or in activities such as music performances and athletics.

A student may not be disciplined or excluded from regular instruction because of his or her appearance if style, fashion, or taste is the sole criterion for such action.

FERPA

NOTICE OF RIGHTS UNDER FERPA FOR GVSD ELEMENTARY AND SECONDARY STUDENTS

The Family Educational Rights and Privacy Act (FERPA) contains for its parents and students who are over 18 years of age (“eligible students”) certain rights with respect to the student’s education records. They are:

- The right to inspect and review the student’s education records within 45 days of the date the District receives a request for access.
- Parents or eligible students should submit to the school principal or other appropriate school officials a written request that identifies the records they wish to inspect. The principal will make arrangements for access and notify the parent or eligible students of the time and place where the records may be inspected.
- The right to request the amendment of the student’s education records that the parent or eligible student believes is inaccurate or misleading.
- Parents or eligible students may ask Great Valley School District to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.
- If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding their request for the amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
- The right to consent to disclosure of personally identifiable information contained in the students’ education records, except to the extent that FERPA authorizes disclosure without consent.
- One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interest. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the District has contracted to perform a specific task (such as attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her task.
- A school official has a legitimate educational interest if the official needs to review an educational record in order to fulfill his or her professional responsibility.
- (Optional) Upon request, the District disclosed educational records without consent to officials of another school district in which a student seeks or intends to enroll.
- The right to file a complaint with the United States Department of Education concerning alleged failures by the District to comply with the

requirements of FERPA. The name and address of the office that administers FERPA is Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, D.C. 20202-4605.

FIELD TRIPS

Students going on field trips must secure written permission from parents or guardians in advance in order to attend. **UNDER NO CIRCUMSTANCES MAY A STUDENT DRIVE ON A FIELD TRIP.**

FLAG SALUTE

It is the responsibility of every citizen to show proper respect for his/her country and flag. Students may decline to recite the Pledge of Allegiance and may refrain from saluting the flag on the basis of personal belief or religious conviction. Students who choose to refrain from such participation shall respect the rights and interests of classmates who do wish to participate.

LOCKERS

Most students will have two lockers. One locker is in the corridors for coats and books, and the other is in the gym area. Both lockers are school district property and are loaned for student convenience.

THE SCHOOL DISTRICT DOES NOT CARRY INSURANCE TO PROTECT THE LOSS OF STUDENTS' VALUABLES OR MONEY. Therefore, for your protection, students should:

- Keep locker locked at ALL times.
- Keep valuables and large sums of money at home. If something valuable or a large sum of money must be brought to school, check it into the office.
- Never let anyone else use your locker.
- Avoid tampering with lock mechanism or abusing the locker in any way.
- Any damage or locker repair needed should be reported promptly to the Main Office
- **KEEP YOUR COMBINATION SECRET.**

Students are responsible for the contents of their lockers. Private locks (not of school issue) are not permitted and will be removed from lockers for health and safety reasons. School locks are provided for both gym and corridor lockers. Private locks are only permitted for students taking gym and can only be used on the tall lockers. All locks must be removed at the end of each class period. Private locks can also be used for after school sports in the team room. All locks must be removed at the end of each season.

Lockers are the property of the School District. Locker areas will be subject to regularly scheduled random canine searches during the school year. For further information, please see the "Searches" section of the handbook.

MILITARY RECRUITERS

Pursuant to the federal Every Student Succeeds Act, the Great Valley School District must disclose to military recruiters and institutions of higher learning, upon request, the names, addresses, and telephone numbers of high school students.

The district must also notify parents/guardians of their rights and the right of their child to request that the district not release such information without prior written consent.

Parents/Guardians wishing to exercise their option to withhold their consent of the release of the above information to military recruiters or institutions of higher learning must sign a form and return it to the building principal. Forms can be obtained in the main office.

OBLIGATIONS

When a student fails to return school district property (i.e. textbooks, uniforms, iPads, etc.) an obligation will be noted in Skyward. Students who have unpaid obligations will **not** be permitted to:

- Hold campus privilege
- Participate in athletics
- Attend the prom
- Participate in extra-curricular activities
- Secure a parking space
- Receive a diploma (for seniors)

All obligations must be paid in full by the end of the school year.

PARKING

Student parking is available for **SENIORS ONLY**.

- All drivers must be registered in the office. Hanging tags will be distributed for \$100 per year and must be placed on the front visor of cars registered. Additional tags may be purchased at a cost of \$10 if lost or if the student drives various family automobiles. For any applications approved after January, the fee will be pro-rated. Students are to park in the designated parking lot corresponding to their registration tag. Students must observe safe driving regulations on campus (maximum 15 mph during school hours).
- Students will have driving privileges revoked for reckless driving, speeding, but not limited to the following violations: illegal parking, **parking in the visitor lot during/after school**, persistent lateness to school, leaving school without permission, cutting classes, and insubordination to the staff. Students who park illegally (no tag, visitor lot, etc.) may be fined, warned, a letter will be sent to parents notifying them of the consequences, the car may be towed or booted with the owner responsible for any expense or fee for towing or boot removal.
- Seniors who obtain their driver's license during the school year may apply for their parking privilege at that time; however, spots may not be available.
- The driver or owner of the car is responsible for the car. The school is not responsible for damage to the car on the lot. Please keep cars locked. A school district safety aide monitors the parking lots throughout the day as a precautionary measure to maintain a safe school environment.
- **Parking passes are not transferable from student to student.**
- Student drivers must use Phoenixville Pike access. Students participating in extra-curricular activities will also be picked up at the main or gym entrance area. Failure to observe Driving and Parking Regulations may result in assigned detentions and/or the revocation of driving privileges.

School parking lots are private property and parking on school property is a privilege. Cars parked on school property are under the jurisdiction of school administrators and students have no right to expect that the contents of their cars are private. Vehicles may be searched if an administrator has reasonable suspicion that the vehicles may contain items that are illegal or violate school rules. Regularly scheduled random canine searches will be conducted in student parking areas. Students who apply for a parking tag must sign an agreement that they understand that these searches will occur and that they will provide access to their vehicle if an administrator makes such a request.

PHYSICAL EDUCATION DRESS

Students are required to be dressed in appropriate clothing for participation in physical education.

Dress requirements will be explained at the start of each activity and will be set by the activity teacher. The overriding consideration in determining dress requirements will be the safety of each individual student and his or her classmates. In general, all students should wear socks (any color), properly tied sneakers (not hiking shoes), a clean T-shirt, and a clean pair of shorts or sweat pants that have no offensive writing, lettering, design, or numbering.

Cut-off shorts (blue jeans) and shirts, sleeveless shirts, and any shorts or shirts with holes in them are not appropriate dress for physical education class. Great Valley team uniforms are not to be worn during PE class.

SAFETY PROCEDURES

Evacuations

In the event that there is a need to evacuate the building, administrators and teachers will guide students to their designated exits and will instruct them in the proper evacuation procedures.

Evacuation/Fire Drills

- It is unlawful to sound a false alarm.
- When an alarm sounds, the building will be evacuated quickly and in an orderly manner.
- Students and teachers will leave their rooms and in turn the building, in a single file line, staying close together.
- It is absolutely necessary for there to be quiet throughout the drill so that everyone can hear directions from the faculty members who are in charge.
- Once outside the building, driveways should not be blocked, and people should keep well clear of the building.
- ALWAYS REMAIN ALERT FOR DIRECTIONS.

Lockdowns

There may be situations during the school year that require a lockdown. There are two levels of lockdowns which reflect the seriousness of the situation.

STUDENT SEARCHES

The principal or his/her designee is authorized to conduct appropriate inspections and searches and to seize contraband on school premises (See GVSD Policy #226 “Inspection or Search for Weapons, Illegal Drugs, and Dangerous Materials”).

Cars

Cars parked on school property are under the jurisdiction of the school administrators. Therefore, students shall have no right to expect that the contents of their cars are private. If an administrator has reasonable grounds to suspect or believe that a car contains items that are illegal or violate school rules, he/she is permitted to conduct a search. The administration and a canine detection agency and/or law enforcement officers will conduct regularly scheduled random inspection of student parking areas. Should the dog “alert” on a car, administrators will search the car to determine if it contains items that are illegal or violate school rules. If such substances or items are found, a student will be subject to discipline per the school policy and the police will be notified. In addition, if a dog “alerts” on a car, students will be subject to further searches. Students who apply for a parking sticker will be required to sign an agreement that they will provide school officials with access to their vehicle when requested.

In addition to locker and automobiles searches, at the request of the administration, law enforcement officers and/or a canine detection agency may use trained dogs on school premises to identify property which may contain illegal or illicit materials, and to determine whether materials are present which may threaten the general health, welfare, and safety of students and/or district employees. Periodic, unannounced visits to any school or a school-sponsored event may be made by a trained dog and its handler.

All areas of the building and grounds potentially could be searched. In addition, as part of a canine inspection and search, students may be directed to leave their personal items such as book bags, purses, coats, etc. in their classroom and depart the classroom. Once a canine inspection of these belongings is complete, students will be allowed to return to the classroom.

Students will be held responsible for any prohibited items found at school or a school-sponsored event. Should prohibited items be found during a search, violators will be disciplined according to District policy and may face prosecution under local, state, and federal laws.

Lockers

Lockers are the property of the school district. Therefore, students shall have no right to expect that the contents of their lockers are private. If an administrator has reasonable grounds to suspect or believe that a locker contains items that are illegal or violate school rules, he/she is permitted to conduct a search. The administration and a canine detection agency and/or law enforcement officers will conduct regularly scheduled random inspection of student locker areas. Should the dog “alert” on a locker, administrators will search the locker to determine if it contains items that are illegal or violate school rules. If such substances or items are found, a student will be subject to discipline per school policy and the police will be notified. In addition, if a dog “alerts” on a locker, students will be subject to further searches. Please review the proper procedures for using school lockers.

Other Searches

If an administrator has reasonable cause to believe that a student or other person has an item or substance in his/her possession which is illegal or constitutes a danger to the health or safety of any person, property, or to the school district, he/she may search the student and seize any such item or substance. Violators will be disciplined according to District policy and may face prosecution under local, state, and federal laws.

Theft/Vandalism

Incidents of theft or vandalism should be reported to an administrator as soon as possible.

Working Papers

State Law requires that every boy and girl under 18 who works and who has not graduated from an accredited high school must have a Work Permit.

- Applications for a Work Permit are in the Main Office of the High School or on the District Web Site under “Parent Resources”. The student must present the original of either their birth certificate, baptismal certificate, or passport to verify their birth date. The student must sign their Work Permit in front of an Issuing Officer in the Main Office.

- A “Parental Consent Form” must be completed by anyone who employs a student under the age of sixteen. This form must be signed by the parent and returned directly to the employer.
- No student may work until they’re 14 years of age except in agriculture, street trades, or as caddies. Students under 16 may not work around machinery, near chemicals, or in construction work, and are limited in the number of working hours.

STUDENT SERVICES

SPECIAL EDUCATION

A continuum of programs and services exist for students meeting the eligibility requirements for special education. Great Valley School District’s comprehensive plan supports the belief that all students should have the opportunity to be successful learners. Currently, Great Valley provides special education and related services in all buildings per an Individualized Education Program (IEP). Eligibility for special education services is determined by a multidisciplinary team evaluation. All programs are operated under 22 Pennsylvania Code Chapter 14. Questions should be directed to the teacher, building principal, or the Office of Special Education.

504 SERVICE AGREEMENTS

In compliance with state and federal law, the Great Valley School District will provide to each protected handicapped student without discrimination or cost to the student or family, those related aids, services, or accommodations which are needed to provide equal opportunity to participate in and obtain the benefits of the school program and extracurricular activities to the maximum extent appropriate to the student’s abilities. In order to qualify as a protected handicapped student, the child must be of school age with a physical or mental disability, which substantially limits or prohibits participation in or access to an aspect of the school program. These services and protections for “protected handicapped students” are distinct from those applicable to all eligible exceptional students enrolled (or seeking enrollment) in special education programs. For further information on the evaluation procedures and provisions of services to protected handicapped students, contact the Office of Special Education or the building principal. All programs are operated under 22 Pennsylvania Code Chapter 15.

GIFTED EDUCATION

Gifted education in the Great Valley School District is based on [Chapter 16 Rules and Regulations](#) regarding gifted studies in Pennsylvania.

ACADEMIC SUPPORT

The Academic Support room is available to assist students to perform adequately in their coursework. Students may request this assistance through their counselor.

ENGLISH LANGUAGE DEVELOPMENT PROGRAM

English Learners receive specialized language services taught by an English Language teacher. Please review the resources available on the GVSD website for additional information.

By law, parents have the right to refuse this educational service. Parents of students who receive English Language services and wish to discuss the right to refuse the educational service should contact one of our educational supervisors at 610-889-2125 x52119.

To support the English Language Learners (ELLs) in our school district, our ESL teachers collaborate with the language arts teachers to supply the students with instruction and materials that will allow them to advance in their language acquisition. This supplemental instruction takes place in the ESL classroom between the ESL teacher and a small number of students, as well as in the regular classroom when the ESL teacher pushes into some classrooms to provide additional

language arts support. The ESL program provides the students with an environment that allows them to acclimate to their new surroundings and flourish in the classroom. We use many different learning strategies in our daily lessons to teach students at many different levels of proficiency. Also, the WIDA is a standardized test that is given yearly to track the progress of each English Language Learner, and it provides us with additional information regarding the areas in which students are struggling. In addition, we provide the elementary and middle school students with homework club, which is held after school to assist the students with their classroom assignments. In the summer we hold a two-week summer camp to help ELLs transition back to school (and speaking English) for the upcoming year.

NOTICE TO PARENTS OF CHILDREN WHO RESIDE IN THE GREAT VALLEY SCHOOL DISTRICT

Programs for Eligible or Protected Handicapped Students

In compliance with state and federal law, notice is hereby given by the Great Valley School District that it conducts ongoing identification activities as part of its school program for the purpose of identifying students who may be in need of special education and related services (eligible students). If your child is identified by the District as possibly in need of such services, you will be notified of applicable procedures.

Individualized services and programs are available for children who are determined to need specially designed instruction for the following conditions:

- Autism
- Blindness or visual impairments
- Deafness or hearing impairments
- Deaf-blindness
- Emotional disturbance
- Mental retardation
- Multiple disabilities
- Other health impairments
- Orthopedic impairment
- Traumatic brain injury
- Specific learning disability
- Speech and learning impairments

If you believe that your school-age child may be in need of special education services and related services, screening and evaluation processes designed to assess the needs of your child and his/her eligibility are available to you at no cost, upon written request. You may request screening and evaluation at any time, whether or not your child is enrolled in the District's public school program.

For additional information on the rights of parents and children, provision of services, evaluation and screening (including purpose, time, and location), and rights to due process procedures, you may contact the Office of Special Education or the building principal.

CONFIDENTIALITY OF EDUCATION RECORDS

All information gathered about your child is subject to the confidentiality provisions contained in federal law. The District has policies and procedures in effect governing the collection, maintenance, destruction, and disclosure to third parties of this information. For information about these policies and procedures, as well as rights to confidentiality and access to educational records, you may contact in writing the Office of Special Education or any building principal.

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**Great Valley School District
47 Church Road
Malvern, PA 19355**

Great Valley School District is an equal opportunity education institution and will not discriminate on the basis of actual or perceived race, color, age, creed, religion, gender, sexual orientation, gender identity, gender expression, ancestry, national origin, marital status, pregnancy or handicap/disability in its programs and activities, or employment practices as required by Title VI, Title IX, Section 504, Individuals with Disabilities Education Act, Chapter 15 of the Pennsylvania School Code, and Americans with Disabilities Act. For information regarding civil rights, grievance procedures, services, activities, and facilities accessible to and usable by handicapped persons, contact Dr. Joanna Wexler, Great Valley School District, 47 Church Road, Malvern, PA 19355, (610) 889-2125, ext. 52116.

District Superintendent – Dr. Daniel F. Goffredo. (610) 889-2125, ext. 52112
Great Valley High School • Great Valley Middle School • Charlestown Elementary School • Kathryn D. Markley Elementary School • General Wayne Elementary School
Sugartown Elementary School

Equal Opportunity Employer