

Student Handbook 2018 – 2019

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# _____

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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 Media Center 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: Mrs. Jenifer Murray
Co-Vice President: Ms. Kristen Klugh Cannella
Co-Vice President: Mrs. Brenda Spuckti
Treasurer: Mrs. Jenifer Murray
Recording Secretary: Mrs. Linda McCarthy
Corresponding Secretary: Mrs. Barbara Williams

STUDENT BODY OFFICERS

President : Molly Sapperstein
Vice President: Kate Corrigan
Treasurer: Dominic Finan
Corresponding Secretary: Carlyn Crisi
Recording Secretary: Fiona Shafer

SCHOOL DISTRICT ADMINISTRATORS

Dr. Regina Palubinsky, Superintendent
Dr. Daniel Goffredo, Assistant Superintendent of Administrative Services
Dr. Stephen O'Toole, Assistant Superintendent of Educational Services
Mr. Charles Linderman, Director of Business Affairs
Ms. Jane Trimble, Student Services Coordinator

BOARD OF SCHOOL DIRECTORS

Mr. David Barratt, President
Mrs. Ellen Behrle, Vice President
Mrs. Stephanie Gunderson, Treasurer
Mrs. Jennifer Armstrong
Mrs. Amy Chain
Mr. Philip Foret
Mrs. Samantha Jouin
Mr. Bryan Paluch
Mrs. Mary Ravenfeld

GREAT VALLEY HIGH SCHOOL TELEPHONE DIRECTORY

(610) 889-1900 – Main Office

FAX (610) 695-8901

PRINCIPAL

Michael Flick
Ann DiMedio, Secretary
Ext. 21910

ATHLETICS

Russ Wren
Ext. 1920
Caitlin Lloyd, Aide
Ext. 21922

ATTENDANCE

Nancy Kiley, Secretary
Ext. 21918

CAFETERIA

Christine Medaglia, Supervisor
Ext. 21959

COUNSELING OFFICE

Counselors

Chip Harvey, Ext 22265
Meridith Bebee, Ext. 22268
Carrie Kane, Ext. 22266
Anna Saracino, Ext 22264
Jeffrey Martin, Ext 22267

Support Staff

Leslie Gamma, Technical Coordinator
Ext. 21931
Kim McDonnell, Secretary
Ext. 21930
Judy Stoltenberg, Secretary
Ext. 22269

MAINTENANCE

Gordon Baum, Supervisor
Ext. 21945

DISCIPLINE

Carole Chappelle, Aide
Ext. 22250

ASSISTANT PRINCIPALS

Heidi Capetola, Ext. 21915
Patrick Connors, Ext. 21912
Jane Garon, Secretary
Ext. 21916

NURSE

Betty Byrne, Nurse
Ext. 21988

MAIN OFFICE

Ext. 21900
Lisa Nackers, Secretary
Ext. 21919

MEDIA CENTER

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

STUDENT ACTIVITIES

Alexander Venarchik
Ext. 22159

STUDENT SERVICES

Jane Trimble
Ext. 22261
Krista Russell
Ext. 22262
Suzanne Rice, Secretary
Ext. 21926

TECHNOLOGY

Tessa Donofrio-Galley
Yosiris (Josie) Reyes
Ext. 22140

ACADEMICS

ABILITY GROUPING

Most academic courses and many electives 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:

- The student will receive a zero for the assignment.
- 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.

When a student wishes to appeal a decision, he/she should:

- Write a request to the principal for a hearing before an appeals committee comprised of the principal, the chair of the department within which the offense occurred, and the faculty member alleging the offense.
- Present evidence that supports an appeal for reconsideration of the charge or penalty that has been assigned.

HONORS OR AP PROGRAMS

Accelerated, Honors and AP courses are designed to offer a greater breadth and depth of learning experiences and are considered to be substantially more difficult than others in the curriculum. In recognition of the high level of achievement expected, grades in these courses are given a weighted factor of .5 for AP and .25 for Honors in addition to the grade points indicated in the "Letter Grade Conversion Scale" found below; e.g., 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

At the May 19, 1992 Great Valley School Board meeting, the directors voted to discontinue ranking students. Class rank will not be included on report cards or transcripts beginning with the 1992/93 school year. 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. Counselors will emphasize the high academic achievement of those with a 4.0 GPA or above in their recommendations. Upon written request from parents or guardian, the principal (or designee) may compute and report an estimated rank.

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.

ELIGIBILITY FOR AWARDS

The privilege of being a named award recipient for academic or co-curricular performance presumes one will maintain a high level of responsibility. A student's abilities, attitude and behavior are criteria for determining student award recipients. Upon review of the nominees, any candidate whose records show reason for concern, the administration reserves the right to remove those names to be reviewed by the selection committee.

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

- An exemption is our recognition of a senior's earned privilege; there is no limit to the number of exemptions from full-year courses that a senior may earn. To be considered for exemption, a senior must have 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.
- Exemptions apply only to full-year courses with one exception, the senior English core electives, and will be based solely on academic criteria.

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.

IT IS THE RESPONSIBILITY OF THE STUDENT TO SEE THE TEACHER TO ARRANGE MAKE-UPS.

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
Arts and/or Humanities Electives	2 credits
Physical Education	1.5 credits
Health (all year, grade 9; one semester grade 11 or 12)	.75credits

In addition to the above requirements, a minimum of 6.75 credits must be earned in any elective beyond the above requirements and students must complete a senior graduation project. Students in the class of 2019 and beyond must also

score proficient or above on the state Keystone assessment in Algebra 1, English Literature and Biology.

HOMEWORK

The Great Valley High School faculty believes homework should be a priority over employment and other activities. Homework is of value because it:

- Aids in the understanding of the new material.
- Promotes learning by reinforcing previously taught material.
- Helps to supplement a student's grade, directly (as homework points) and indirectly (as reinforcement for testing).
- Contributes to greater student success now and in the future.

It is a student's responsibility to:

- Know the assignment.
- Do the assignment neatly.
- Meet deadlines.
- Contact teacher for missed work.
- Make up work promptly within the school deadline period (two days for every day absent).
- Seek additional help when necessary.
- Follow directions.
- Do homework oneself and not copy from another.
- Not share homework.
- Manage time effectively.

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.

*The GVHS Academic Honesty Policy guidelines directly address the issue of homework: "Plagiarism is the act of presenting...another person's work as one's own." "For students to turn in other students' paper/homework as their own", is unacceptable and subject to the consequences as put forth in this policy.

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, the principal, and superintendent of curriculum must approve the request. The student works under the direction of the faculty member and pursues an approval topic or project by use of a well-planned outline. The work required for one credit in independent study is equal or greater than that required for one credit in another academic subject.

MEDIA CENTER

HOURS: 7:30 AM – 3:15 PM

Any student is welcome in the library before school & after school. Any student who would like to use the library during campus privilege, must sign out at the campus table and sign in upon arriving in the media center.

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

- Get a pass from the librarian or library assistant, show the pass to the study hall monitor, and then report to the library.
- Sign in on the library's attendance sheet when they arrive in the library.

Books are normally checked out for a four-week period and may be renewed as needed.

Overdue notices will be sent to all students with overdue library materials. At the end of each marking period, students must take care of their library obligations **or lose their campus privilege.**

PROGRESS REPORTS

Notices to denote improvement, potential failure or drop in achievement may be sent home at any time the teacher feels it is necessary; however, they are usually sent at the midpoint to the end of the grading period to allow time for improvement and prevent failure. Parents are reminded to regularly check Skyward Family Access for updates on your child's progress.

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, approximately a week and a half after the conclusion of the marking period.

Scheduled endings of the marking periods are usually during the first week of November, the last week of January, the second week of April and the last day of school in June.

STUDY HALLS

Very few students have schedules with classes in all forty-two periods of the cycle. When a class is not scheduled, a study hall assignment will appear. Study hall assignments must be fulfilled as if they were classes. The time should be used to enhance regular classroom instruction and performance through the development of good study habits. To achieve this goal and to provide some flexibility during the school day, the following study hall procedure will be followed:

Students will report to rooms assigned and be prepared to engage in meaningful school related work while in study hall. Students are to work quietly. Those students who have legitimate reasons for leaving study hall, i.e., to make up tests, schedule guidance or tutorial appointments, are to sign out of study hall with an appropriate pass.

STUDENTS MAY SIGN OUT OF STUDY HALL TO THE LIBRARY MEDIA CENTER ONLY WITH A PASS FROM THE LIBRARY MEDIA SPECIALIST, OR THE LIBRARY ASSISTANT. ALL STUDENTS WITHOUT CAMPUS PRIVILEGE WILL BE ASSIGNED STUDY HALL IN CLASSROOMS.

LIMITATION OF STUDY HALLS / CAMPUS PASS / SERVICE CLUBS

Students are limited to no more than 6 study halls or campus pass periods in a cycle. Students may not have more than 3 service clubs each semester.

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 STUDENTS.

TUTORING/EXTRA HELP

The professional staff is available for extra help for a minimum of twenty-five minutes after school each day. They are more than willing to help any student who chooses to take advantage of this help.

WORK STUDY PROGRAMS

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

- Community Exploration: Off campus experiences designed to help students understand the challenges and duties of a variety of adult occupations.
- Career Internship Program: Off campus work experience designed to develop the skill and understanding required to pursue an identifiable career.
- Work Release Program: Off campus experience for only a portion of the school day, for students who will have fulfilled their educational requirements in only a portion of the school day.

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

PHILOSOPHY

Every student at Great Valley is encouraged to participate in the activities or clubs. The Student Activities program is under the direction of the Director of Student Activities. Faculty sponsors direct students involved in clubs and activities. Membership in one or more of these organizations expresses a willingness to contribute to the betterment of Great Valley High School as well as an interest in having an enjoyable experience with fellow students.

ELIGIBILITY FOR CO-CURRICULAR ACTIVITIES

- ❖ Rules of Eligibility:
 - All students participating in co-curricular activities (most activities) are accountable under this policy. Exceptions are made for those activities that are part of a course taken for credit (i.e., marching band).
 - Eligibility will be from the beginning of each marking period.
 - Teachers will report any failing grade for the marking period each Thursday (your grade each Thursday is considered your grade for the current marking period).
 - Coaches and advisors will receive the list of failing students no later than Friday at 12:00 p.m. each week, and no distinction will be made between major and minor subjects.
 - Extra-Curricular Activities, such as Drama Guild and Marching Band, will follow these eligibility guidelines.

- ❖ Probation:
 - Students failing one course will be placed on academic probation, but may continue to participate in the activity. Students will be removed from probation at the end of the first week after they are reported passing.

- ❖ Rules of Ineligibility:
 - Students who are reported failing two or more subjects will be declared ineligible for the following week for a minimum period of one-week (Sunday through Saturday). They will remain ineligible as long as they are failing more than one subject.
 - Ineligible students **may not** play in games or meets. In addition, they may not participate in plays, concerts, or other such activities. They may attend practice or regularly scheduled meetings **only** with coach/advisor approval.
 - Students failing two courses at the end of a report period or at the end of midterm will be ineligible to participate in interscholastic athletics for the first twenty (20) school days of the next grading period. The twenty (20) days will begin when report cards are issued. In case of incompletes, the eligibility period will begin when grades are finalized. At the end of the school year, students' final grades for the year shall be used to determine their eligibility for the next grading period.

GENERAL STUDENT ACTIVITIES

There are many student activities which are open to all students who are interested.

GV 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, as well as competes in numerous other state, regional, and national quiz bowl tournaments on a team and individual scale.

Allied Minds

Begun in the Spring of 2017, this club is designed to share awareness and educate the GVHS community about mental health issues and how they impact all of us in our daily lives. We are working to erase stigma and build compassion, understanding and community. Open to all students. Meets every Tuesday after school.

Dance Club

Dance Club is open to all students who are interested in experiencing and exploring the art of dance in a company setting. Members will work to develop a base of company repertoire that includes many different dance styles such as, modern dance, jazz, ballet, tap, and hip-hop. Opportunities are provided to challenge all levels of ability as well as provide students with a forum to create their own choreography. Dancers will perform as much as possible at GVHS and also within the community. Other activities could include master classes by guest artists and trips to area dance events.

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 opportunity for interested, motivated students to participate in a theatre experience of high quality.

Environmental Enthusiasts

The Environmental Enthusiasts Club is for 9 - 12 graders 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. Students work after school learning more on topics such as forestry, soils and land use, aquatics, wildlife and a current environmental topic (changes yearly). Two teams of 5 are chosen to compete at the county competition.

French Club

The French Club is open to all students interested in French. There are monthly meetings for informal discussions, games, movies, and crepe making. The club participates in Homecoming. Going to Philadelphia and New York for shows has been a real hit for French Club participants. All levels are welcome.

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 a month and for special events after school or evenings for a Kaffee Klatsch - informal discussion and games. Annual favorites include the Oktoberfest and trip to Philadelphia to visit the authentic Christmas market. Active membership in German Club is required for German National Honor Society Acceptance. Enrollment in German class is not necessary for club membership and all levels of German are welcome.

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 Great Valley Television 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 jobsites, 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 through 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 imparting 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.

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.

Mural Club

Mural Club is an opportunity for all students to leave their mark on Great Valley School District. Projects include small and large murals in and around the high school building, all designed, painted and installed by GVHS mural club students. Members are invited to attend the mural club field trip each fall to explore the professional world of mural making in Philadelphia. Club meets once a week for 1 hour. No experience necessary.

Multicultural Student Union

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

Positive ID

The Positive ID Club is a group of 9th through 12th graders who teach and mentor 3rd through 8th graders on the hazards of high-risk behavior, particularly tobacco, alcohol and marijuana use. They believe that "Staying above the Influence" can be developed to help youth resist the temptations of high-risk behavior. Ninth through twelfth graders teach lessons at Great Valley Middle School and the four elementary schools during the school year. As positive role models, they make a difference in the lives of younger children in the Great Valley School District.

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 Athletic Trainer Club

The Student Athletic Trainer Club is open to any student who would like to further their knowledge of sports medicine. Students will work directly with school athletes under the supervision of the Head and Assistant Athletic Trainers.

The Rock

The Rock is a non-denominational Christian organization offering an opportunity to any student to deepen his/her walk with the Lord through weekly meetings and activities. Meetings are held before school.

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 Great Valley Television 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 Great Valley Television Studio and chat with Studio Director Kevin Fitzpatrick.

Volleyball Club

The Volleyball Club is open to all students with an interest in playing volleyball. It meets once a week when gym space is available. Teams are picked each night, so students can come as individuals. A few times a year the club holds tournaments, where students come with a pre-arranged team.

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 elementary 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.

World Vision

The World Vision Club works to provide funds for the non-profit humanitarian *World Vision* organization. Club members learn about current global needs and through student-run fundraisers, involve themselves in the transnational initiative to help those struggling across the world. Meetings are held monthly in order to organize activities.

MUSICAL GROUPS**Chamber Singers**

This ensemble affords its members the opportunity to perform a wide variety of choral literature for small vocal ensembles. Great importance is placed on chorale reading skills and independent work outside of scheduled rehearsals. Students must be confident and mature musicians. A regular schedule of evening rehearsals is required. Performances may be scheduled outside the school day. This class may be repeated. Admission by audition. Students must be members of Concert Choir and Chorale. Grades 10 - 12.

Chorale

This ensemble is an auditioned choir that performs slightly more advanced literature than Concert Choir. This choir is for someone who has a developed voice, but maybe does not have the sight reading skills or time or time to dedicate to Chamber Singers. It is considered an intermediate choir. Performances may be scheduled outside the school day. This class may be repeated. Admission by audition. Students must be members of Concert Choir. Grades 9–12.

Concert Choir

Choir offers an overall experience in choral singing. Students comprising this organization will refine style and performance of choral literature. All types of choral literature will be explored. Extra rehearsals may be scheduled outside of school hours. Attendance at all rehearsals and concerts required. This class may be repeated. No audition is required. Grades 9-12.

Bella Voce

Two and three-part treble voice music of various styles and periods will be used with emphasis on the development of choral technique and musicianship. This chorus is open to any treble voice student who would like the experience of group singing. No audition is required. Performances are required. This class may be repeated. Upperclassmen are encouraged to sign up for concert choir. Grades 9-12.

String Orchestra

This performance ensemble is open to high school violin, viola, cello, and bass players. The String Orchestra's repertoire includes a variety of styles and forms. Emphasis is placed on development of diverse and mature individual and ensemble musical skills. Attendance at all rehearsals and performances is mandatory, schedules will be available in advance. The class may be repeated each year. Grades 9-12.

Symphony Orchestra

This performance ensemble is open to qualified individuals through audition with the director. In addition to being a scheduled class the ensemble periodically meets before school for rehearsal and sectionals. As this is an auditioned ensemble, each member is expected to provide a strong musical contribution, informed through personal practice. All members of Symphony Orchestra should be a member of a related performance ensemble (e.g. violinist would be in String Orchestra). Attendance at all rehearsals and performances is mandatory. Schedules will be available in advance. The class may be repeated each year. Grades 9-12.

Symphonic Band

This performance ensemble is open to high school woodwind, brass, and percussion instrumentalists who are new to the high school or the instrument. The repertoire includes a variety of styles and forms. Emphasis is placed on development of diverse and mature individual and ensemble musical skills. Attendance at all rehearsals and performances is mandatory. Schedules will be available in advance. Generally, this group is for students in 9th grade, however 10th – 12th grade students may be enrolled due to schedule conflicts. This class may be repeated.

Concert Band

This performance ensemble is open to high school woodwind, brass, and percussion instrumentalists. The repertoire includes a variety of styles and forms. Emphasis is placed on development of diverse and mature individual and ensemble musical skills. Attendance at all rehearsals and performances is mandatory. Schedules will be available in advance. Generally, for students in 10th – 12th grades, however 9th grade students may be enrolled due to schedule conflicts. The class may be repeated.

Jazz Ensemble

This performance ensemble is open to qualified individuals through audition with the director. The Jazz Ensemble will explore a variety of styles and genres including Swing, Shuffle, Rock, Funk and Latin. In addition to being a scheduled class, the ensemble periodically meets before school for rehearsal and sectionals. As this is an auditioned ensemble, each member is expected to provide a strong musical contribution, informed through personal practice. All members of Jazz Ensemble should be a member of a related performance ensemble (e.g. trumpet player would also be in Concert Band). Attendance at all rehearsals and performances is mandatory. Schedules will be available in advance. The class may be repeated. Grades 9–12.

Marching Band

This ensemble is an extracurricular activity (similar 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 in the fall. Co-participants in 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 in 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 in 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. Members should participate in marching band in order to build skills and gain experience in a similar performance medium. Grades 9-12.

Pep Band

This club begins in 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.

Rock Band/Unique Ensembles Class

This group is open to any GVHS student. Students will learn techniques for rehearsing and performing small ensembles – typically in styles and instrumentation as selected by the students. Focus is placed on development of individual and ensemble performance skills, composing, arranging, improvising, use of technology and equipment. This course may be repeated each semester and/or each year.

PARENT ACTIVITIES**Great Valley High School Parents Organization**

Membership in the GVHSPO is open to all parents, and highly encouraged as a means to stay in touch with your child's education. At their meetings, the Parent Organization targets adolescent developmental issues and specific Great Valley concerns for topics of discussion. Involvement in high school activities is a major goal of the Parent Organization. If you are unable to attend regular meetings but would like to know about parent activities at the high school, please contact one of the officers.

Other Parent Organizations

Numerous other organizations meet regularly to promote active participation on the part of students and parents. These include, but are not limited to, Music Parents, Women's Athletic Booster Club, and the Gridiron Club.

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 6 to 8 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. Computer and/or art skills a real plus!

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:

Class Activities

Each 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.

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 3.50 are eligible for consideration as members. Academically eligible students are selected in 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.

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 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 Patriot's Day, Homecoming, the Homecoming Dance, a blood drive, a winter holiday door decorating contest, and the Mr. Great Valley Contest. Student government positions are open to those who maintain minimum grade point averages of 2.0 and acceptable disciplinary records. Officers are elected each spring.

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, achieving a spirit of cooperation, and establishing and striving for worthwhile goals. The privilege of playing on Great Valley's teams carries with it a high level of responsibility on the part of those young men and women who participate in interscholastic athletics. Standards of behavior and attitudes required of athletes exceed the ordinary and help the students toward responsible adulthood. A greater ability to cope with the complex problems encountered in life evolves from the experiences had by students in athletic competition. In accordance with our philosophy of athletics and our desire to see as many students as possible participate in the athletic program while at Great Valley, we encourage coaches to keep as many students as they can without unbalancing the integrity of their sport.

Obviously, time, space, equipment, personal preference, player coach ratio and other factors will place limitations on the most effective size for any particular sport.

When students are trying out for a team, they are to be informed of the criteria that will be used in judging their potential success. After ample opportunity, coaches may release players from the squad. When players are released, the coach will either phone or meet each individual to share his/her decision. Parents who have questions concerning the releases should direct them to the coach.

Fall Sports (Begin in August-November)

Cheerleading (Co-ed)
Cross Country (Boys and Girls Teams)
Field Hockey
Football
Golf (Boys and Girls Teams)
Soccer (Boys and Girls Teams)
Tennis (Girls Team)
Volleyball (Girls Team)

Winter Sports (November - March)

Basketball (Boys and Girls Teams)
Swimming (Boys and Girls Teams)
Winter Track and Field (Boys and Girls Teams)
Wrestling

Spring Sports (March - May)

Baseball
Lacrosse (Boys and Girls Teams)
Softball
Tennis (Boys Team)
Track and Field (Boys and Girls Teams)

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.

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.

Waivers

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 your child's principal 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.payforit.net/> (cash will not be accepted);
- Students may not participate in athletics until the fee has been paid by the required date for each season;
- 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/ACTIVITY GUIDELINES

The Board of School Directors of Great Valley School District delegate to the athletic team coaches, described in Policy #123.2 Delegation of Authority to Athletic Team Coaches, the power and authority to suspend participation in the sponsored activity of any student found to have violated any reasonable rule of conduct or deportment of which the student is given prior notice by the athletic coach. Athletes should be aware of regulations from three (3) sources: Student-Parent Handbook, Coaches' Rules, and Board Policy. Each player and parent or guardian should read these guidelines and may be required to return a signed response sheet to the coach to be eligible to participate.

ATHLETIC TRAINING ROOM

The Athletic Training Room is available to all of the students who participate on the athletic teams at Great Valley High School. This staff consists of allied health care professionals who specialize in the prevention, assessment, treatment and rehabilitation of injuries and illnesses in the sports settings. Athletic Training students from West Chester University, Immaculata University and the high school also assist in the care of these athletes.

Athletic Training Room – General Information

- The Athletic Training Room will be open from the end of the school day until the end of practices/games unless otherwise posted or needed for sports coverage.
- ALL injuries must be reported to the Athletic Training staff as soon as possible.
- Athletes will be treated on a first-come first-serve basis with the exception of teams that are traveling or teams with games.
- Athletes are responsible for getting their taping or treatments done in time for practices/games.
- No athlete is permitted to use the Athletic Training Room, its modalities and/or equipment without the supervision of a Certified Athletic Trainer.
- Self-treatment is not permitted at any time. Athletes must be evaluated by the Athletic Training staff prior to any treatments or rehabilitation.
- Treatments and rehabilitation should be completed until released by the Athletic Training staff.
- Please be respectful of others in the athletic training room. Vulgar and offensive language will not be tolerated. Failure to comply will result in removal from the Athletic Training room.
- Please leave all sports-related equipment, bags, etc. outside of the Athletic Training room.
- Spikes and cleats are not to be worn in the Athletic Training room.
- Appropriate attire is expected in the Athletic Training room. Failure to do so will result in removal from the Athletic Training room.
- Please keep the Athletic Training room clean and orderly. Place dirty towels in the towel bin. Medical and rehabilitation equipment should be returned to its appropriate location.
- No rough housing will be permitted in the Athletic Training room. Failure to do so will result in removal from the Athletic Training room.

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 Athletic Training staff detailing the condition, any restrictions due to this condition and any required rehabilitation or treatment needed. This includes any trips to an 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 in school by 10:30 a.m., he/she may not participate or practice in any athletic events on that day. (10:30 a.m. on Friday for a Saturday game.)

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.

AWARDS - LETTERS

At the close of each sport season, the coach will submit to the Athletic Office the list of players to receive awards for approval.

The 9th grade awardees will receive a certificate along with a chenille "Ichabod." The Junior Varsity awardees will receive a certificate and a 4" chenille "G.V." If there is no J.V. team, a player must have 95% attendance at all scheduled practices and competitions.

The Varsity awardees will initially receive a parchment certificate and an 8" chenille "G.V." with the particular gold sport emblem attached. Each subsequent Varsity award will be the parchment certificate and the particular gold sport emblem attached to the initial chenille "G.V." To earn a varsity letter, a student must participate in 1/2 of all scheduled competitions.

If an athlete is disciplined for a conduct, tobacco or substance abuse violation, he or she is not eligible for an athletic award in that sport or any outstanding athletic awards in the school year which the incident occurred.

AWARDS - SERVICE

Service Awards may be awarded to seniors in any sport, for sincerity and loyalty, for three years' service if full varsity letter requirements have not been fulfilled. Such awards shall be recommended by the coach, and meet with the approval of the Athletic Director. A manager may be awarded a varsity letter for service of at least one full sport season upon recommendation of the coach of that particular sport. A sophomore, junior, or senior student athletic trainer may be awarded a varsity letter for service as an athletic trainer if that person has accumulated at least 250 hours of athletic trainer work during the school year, If the minimum 250 hours is not met, half of the hours may be carried over into the next year of service. This varsity letter may be counted toward the "special" award. Varsity awards may also be given under special circumstances.

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 participation in athletics at the college level. Students can access this guide at: www.ncaaclearinghouse.net. Student athletes planning to pursue Division I or Division II athletics **must** register and complete the Amateurism Questionnaire online at www.ncaaclearinghouse.net. Students can register for the clearing house 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: www.ncaaclearinghouse.net. 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 on line. Be sure to request that the Counseling Office sends a transcript.

CURFEW

Each coach may establish a curfew for athletes. Those who violate curfew will be subject to penalties specified by the team coach.

DRESS

Athletes should present a favorable appearance in school and outside school by appropriate dress and hairstyle. Grooming must be consistent with the requirements of the sport.

ELIGIBILITY (ACADEMIC) ATHLETICS (For Co-Curricular see pg. 15)

Rules of Eligibility:

- All students participating in activities (sports and most 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 Thursday (your grade each Thursday is considered your grade for the current marking period).
- Coaches and sponsors will be sent the list of failing students every Friday at 2:00 AM each week, and no distinction will be made between core and electives subjects.
- Subject teachers should notify students who are in danger of failing.
- Any week during a marking period, that a student is failing two or more subjects, he/she will be ineligible to participate in athletic competitions (games or meets) the following week (Sunday through Saturday).
- During the first week of a student athlete'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 athlete 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.
- If a student athlete is ineligible for a fourth week during a marking period, he/she will be removed from the team.

EXCUSED ABSENCES

Every athlete has a responsibility to make every effort to attend all practices and competitions. This ideal attendance is not always attainable. Please follow these guidelines when absences are unavoidable:

- Athletes should inform their coach **as soon as** they are aware that they may be absent.

All athletes must realize that while they are away, practice and possibly competitions will continue. This fact may place the athlete at a disadvantage in terms of strategy, conditioning, and/or team dynamics, which he/she must work to overcome. Any student who has been absent from school during a semester for a total of twenty (20) or more school days, shall not be eligible to participate in any athletic contest until he/she has been in attendance for a total of sixty (60) school days following his/her twentieth (20) day of absence, except where there is an excused absence due to death in the immediate family or of a near relative as defined in Section 1154 of the Public School Code of 1949, as amended; court subpoena; quarantine; or to attend a religious activity/function which the church requires its members to attend; or an excused absence of five (5) or more school days due to the same confining illness or injury, such excused absence may be waived from the application of this rule by the District Committee. Attendance at summer school does not count toward the sixty (60) days required. Absence from school for an entire semester, or for several semesters, shall disqualify a student for the same period as stated in this section.

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 or the police. Any fan (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 SCHOOLING - POLICY #117 (SECTION J)

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

INSURANCE

All participants in interscholastic athletics are provided insurance purchased by the Great Valley School District. The insuring company will pay the first \$100.00 of covered expenses without regard to other insurance. Charges must then be submitted to parents' group insurance carrier for payment. Whatever eligible expenses the parents' coverage will not pay are re-submitted to the claim department pursuant to the limits of the policy. If the parents have no insurance coverage, the sports accident insurance will be the primary carrier.

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

All initial sports physicals for Middle School and High School athletes must be completed by the child's family physician. PIAA requirements specify that every athlete complete a "PIAA Comprehensive Initial Pre-Participation Physical Evaluation" (CIPPE) form (sections 1 through 5). Your family physician needs to complete section 6 of the form. Physicals cannot be performed earlier than June 1st. Parents must also complete an Emergency Athletic Card.

Students participating in subsequent sport seasons need to complete the "PIAA Re-Certification by Parent/Guardian" (section 7 of the form) prior to the start of the subsequent season.

All physical and re-certification forms and Emergency Athletic Cards must be completed before the first day of practice for each sport. Forms and further information can be found on the Athletic website under "Forms."

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

Athletes are in training the 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 insure that participants will remain free of injury.

- Tobacco: Refer to Student-Parent Handbook concerning Student Smoking Policy #222.
First Offense: Suspension from athletic competition for two to ten (10) school days. Athletes may participate in team practices during this time period with approval from the Athletic Director.
Second Offense: Dismissal from the team.
- Substance/Alcohol Abuse (At School or At A School Event): Athletes who consume, possess, or constructively possess alcohol or drugs or drug paraphernalia will be disciplined as follows according to School Board Policy #227.
- Substance/Alcohol Abuse (At A Non-School Event): The following rules, regulations, and guidelines shall be used by all School District personnel when situations involve students' unlawful use, abuse, sale, distribution, and/or possession of drugs, alcohol, or any mood altering substance or paraphernalia. Athletes who consume, possess, or constructively possess alcohol or drugs or drug paraphernalia will be disciplined as follows:
 - **First Offense:** Suspension from athletic competition & practice for up to twenty (20) school days, referral to the STAR Team, and if warranted, participation in a confidential Drug and Alcohol Assessment.
 - **Second Offense:** Athletes will be suspended from all athletic activities for the remainder of that season and the next two sports seasons.
 - Drug/Mood Altering Substance or Alcohol: Alcohol, drugs, narcotics, and/or other health endangering compounds include but are not limited to alcohol, alcoholic beverages, tranquilizers, amphetamines, synthetic opiates, marijuana, LSD, and other hallucinogens, glue solvent-containing substances, and "look-alike" drugs.
 - Drug Paraphernalia: Means all equipment, products, and materials of any kind which are used, intended for use, or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling or otherwise introducing into the human body a controlled substance in violation of this act.
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Public Law 91-513 Comprehensive Drug Abuse Prevention and Control Act of 1970 (Federal Law). The Controlled Substance Drug, Device and Cosmetic Act of April 14, 1972 (P.L. 233, No. 64) and Amendments.

This policy is violated when any pupil involved in school related athletics uses anabolic steroids, except for valid medical purposes.

Offenses are cumulative. For example, a student can commit a first offense in 9th grade and a second offense in 12th grade. Any in-school or out-of-school may result in the first offense. The second offense in-school or out-of-school results in a two-season suspension.

Special Notes

- If an athlete is dismissed from a team, he or she may not join another team, participate in intramurals or weight training during that season.
- If an athlete is disciplined for a conduct, tobacco or substance abuse violation, he or she is not eligible for an athletic award or letter in that sport or any outstanding athletic awards in the school year which the incident occurred.
- Athletes may also be subject to their coach's rules which may result in dismissal from the team.

- 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 higher standard than non-athletes 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

See 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 WHEN ABSENT

- A parent note is now 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. While parents remain encouraged to call the school to report an absence, a phone call alone is no longer sufficient to excuse the absence. Parents may 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.**
- **At the high school, students are not eligible to receive credit for work completed during an absence if that absence is unlawful or unexcused (no note from parent or doctor).**
- 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 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 directly from the physician's office to school. Fax #610-695-8901.**

ABSENCES AND WORK COMPLETION

1. **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.
2. **Unlawful, Unexcused Absences, Unexcused Lateness:** Credit will not be given for class work, tests and assignments due on the day of the occurrence. All work missed may not be made up for credit later.
 - **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 is to 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 pupil from class at the start of the school day. An email, or satisfactory note from the parent, guardian or physician (see previous bullet regarding physician notes) must be presented to the office within three days for a lateness to be excused. Illness and verified medical appointments with a note or phone call from the parent will be considered excused. A student who arrives late after 11:00 am will be considered ½ day absent. Lateness which results from a school bus being late shall be

excused. A social worker may be contacted when the occurrences of lateness are extreme.

- b. **Unexcused Lateness:** Unexcused lateness is the lateness of a pupil 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.

MISCELLANEOUS

Residency – School Board Policy #202

All students at Great Valley High School must be residents of the Great Valley School District in order to attend.

- Students who move out of the district after April 1st may continue to attend Great Valley High School for the remainder of the school year.
- Students may attend Great Valley High School if it can be shown that they will become a resident within ninety (90) days from their first attendance. Tuition cost information can be obtained by contacting the Business Office at 610-889-2125, ext. 52123.

Snow Days

Should inclement weather or any other emergency require cancellation of school, the information will be broadcast on the following radio stations:

WCOJ-K1420 - Coatesville	KYW-K1060 - Philadelphia
WNAR-K1110 - Norristown	WCAU-K1210 - Philadelphia
WFIL-K560 - Philadelphia	WIP-K610 – Philadelphia

Frequent announcements will be given between 5:00 a.m. and 8:30 a.m. **Our school code number is 855.** A two hour delayed opening may be announced if weather conditions are expected to improve.

Withdrawal/Transfer

If your family moves from the Great Valley District or for some other reason you wish to withdraw from Great Valley, you should contact the Counseling Office several days in advance. Prior to releasing a student's records, all obligations must be met.

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 appears in the school calendar. Evening hours are by appointment only.

- 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. Students are asked to schedule appointments with their counselor during study halls whenever possible.
- Students are assigned to their school counselors alphabetically by the first letter of their last name:
Mr. Harvey – 12 (A-Cor); 11 (A-Com); 10 (A-Coo); 9 (TBD)
Mrs. Bebee – 12 (Cos-Hou); 11 (Con-Hok); 10 (Cop-Ham); 9 (TBD)
Mrs. Kane – 12 (Hov-Mom); 11 (Hol-McB); 10 (Han-McCa); 9 (TBD)
Ms. Saracino – 12 (Mon-Schm); 11 (McC-Sad); 10 (McCb-Rob); 9 (TBD)
Mr. Martin – 12 (Schn-Z); 11 (Saen-Z); 10 (Roc-Z); 9 (TBD)
- 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.gvzd.org/Domain/485.

Counseling services are directed and coordinated by the school counselors as an integral part of the school program. They are especially 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 – report at 7:45 am

Must register before deadline at Collegeboard.com for SAT or ACTstudent.org for ACT.

SAT Test Dates

Saturday, October 6, 2018

Saturday, March 9, 2019

Saturday, June 2, 2019

ACT Test Dates

Saturday, September 8, 2018

Saturday, April 13, 2019

Saturday, June 8, 2019

Advanced Placement (AP) exams will be held during the school day during the weeks of May 6-10, 2019 and May 13-17, 2019. Students who are enrolled in AP courses will be notified as to procedures for signing up for exams. The sign up period will be in March, 2018.

NO LATE REGISTRATIONS ARE ACCEPTED.

PSAT

Administered at Great Valley High School

The PSAT will be given on Wednesday, October 10, 2018 and will be free of charge to all sophomores and juniors during the school day from 7:45 to 11:00 am. There is no need for sophomores and juniors to register for the PSAT.

Recommended Schedule:

- PSAT - Fall of sophomore and 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 & Physical Education 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 and a school social worker have offices at Great Valley High School, and are 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 seek the service of 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.

DROPPING COURSES

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 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. Dropping and adding courses are at the discretion of the administration and is done on a case by case basis. 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 master schedule is designed around the number of requests. The drop/add time will end the last day of the first cycle each semester. Any course changes, after that time period, will be handled on a case by case basis.

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, 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 students' 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: 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.

HOME-BOUND INSTRUCTION

Home-bound 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.

DISCIPLINE

PHILOSOPHY

The school experience should be both exciting and satisfying to students and staff. 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 pupils the art of making good choices.

Great Valley staff members use many effective, positive resources to maintain a secure educational environment. Behavior guidelines are developed with the involvement of students, faculty, parents, and the community. Guidelines, practices and policies in the elementary, middle, and high school focus on self-responsibility, mutual respect, thoughtful communication, positive application, and sincere conflict-free mediation. All student discipline shall be consistent with the rights of disabled students. The support of parents is particularly critical to the success of developing students who behave appropriately. We are all very proud of our students, our schools, and our community.

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 and to include discipline as a topic in staff development. 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. The student peer mediation program is an important element of our program to help students learn how to interact with others in an appropriate manner.

Each student has the opportunity to flourish in Great Valley Schools by assuming responsibility for helping to maintain an environment conducive to learning.

The complete Student Discipline Policy #218, as it pertains to Great Valley High School, is presented in the Policy Section in the handbook.

DISCIPLINARY ACTION SCHEDULES

School Board Policy #218 – Student Discipline includes a Disciplinary Action Schedule. This schedule describes three levels of discipline—Level I, Level II, and Level III. The schedule provides for examples of student behavior at each level and the array of disciplinary actions that may be taken.

Following is a brief summary of each Level:

Level 1

Behavior on the part of the student which impedes orderly classroom procedures or interferes with the orderly operation of the school. These behavior examples are generally handled by individual staff members.

Examples: academic dishonesty (cheating, lying, plagiarism), conduct disruptive to learning environment, harassment, disrespect to members of the school community or facilities, driving/parking violations, inappropriate dress, inappropriate language, insolence/insubordination, littering, possession of matches or similar devices, unexcused lateness, unprepared for class with materials and/or supplies, and other offenses which would merit this level of disciplinary response.

Procedures: The supervising staff member or observer immediately intervenes and applies the most appropriate disciplinary action.

Intervention Options: student/teacher conference, teacher detention, counselor referral, Student Assistance Team, parental contact, home and school visitor

referral, after school detention, peer mediation, and other options as deemed appropriate.

Level II

Frequent or serious behavior which tends to disrupt the learning climate of the school. These infractions may require the intervention of personnel on the administrative level because the execution of Level I disciplinary options has failed to correct the situation. Disciplinary problems referred to the administration are subject to the discretionary actions and/or recommendations of the administrator.

Examples: class cutting, conduct disruptive to the learning environment, continuation of Level I behavior, excessive unexcused lateness, failure to conform to Level I discipline option, fighting, forgery, gambling, leaving school without permission, misuse of internet computer system (Code of Conduct), persistent academic dishonesty (cheating, lying, plagiarism), persistent driving violations, profanity, unlawful harassment/intimidation (Policy #248), theft, truancy, vandalism/destruction of school property, verbal disrespect and insubordination, and any other offense which would merit this level of disciplinary response.

Procedures: The teacher or observer takes appropriate disciplinary action or refers the student to the administrator for appropriate disciplinary action. Administrator will assure that due process is provided to the parent and student. Teacher files written report of incident with administrator. The parent is notified. The administrator maintains a record of the offenses and the disciplinary action.

Intervention Options: continuation of the more stringent Level I options, mediation, teacher or administrator intervention, counselor referral, home and school visitor referral, parental contact, Student Assistance Team, parental conference, after school detention, in-school detention, out-of-school suspension, legal intervention, withdraw extra-curricular privileges, and other options as deemed appropriate.

Level III

Acts directed against persons or property and sometimes result from continuation of Level II behavior. These acts are more serious because their consequences may have a lasting effect on the individual or may pose a threat to the health and safety of others in the school. A commission of any offenses within the meaning of the Pennsylvania Crimes Code is a violation of school district rules.

Examples: actions which threaten the health and/or safety of students or school personnel, arson, assault and/or battery on school personnel or students, bomb threats or other terroristic threats, carrying a weapon or a facsimile of a weapon (Policy #218.1), drug and alcohol policy violations (Policy #227), extortion, failure to follow disciplinary options, fighting, forgery, indecent exposure, persistent cutting of class, persistent violation of school rules, smoking (Policy #222), tampering with fire alarm system; pulling fire alarm, theft, truancy, vandalism, vandalistic use of matches or similar devices, and any other offense which would merit this level of disciplinary response.

Procedures: The administrator initiates disciplinary action by investigating the infraction, confers with the staff involved and meets with the student. The administrator meets with the student and confers with the parent about the student's misconduct, and the resulting disciplinary action. The administrator will assure that due process is provided to parent and student. The administrator makes an accurate record of the infraction and the disciplinary response. Where applicable, student makes restitution of property and damages. Where applicable, law enforcement officials are contacted. A complete report is submitted to the Superintendent.

Intervention Options: Administration intervention, counselor referral, home school visitor referral, parental contact/conferences, Student Assistance Team, repair, clean, or make restitution of property and damages, in-school suspension, legal intervention, out-of-school suspension, alternative schools expulsion, and other options as deemed appropriate.

DISCIPLINE CONSEQUENCES

Teacher Detention

Teacher Detention is the first intervention for disciplinary consequences in the classroom. Individual teachers may assign detentions to be served in their classrooms on any school day. Teachers will give students a minimum of one day's advanced notice in writing of a detention assignment. Teachers will communicate with parents when a detention is assigned. Students who do not report will be reassigned two detentions by an administrator for each unexcused absence from a teacher detention.

After School, Morning and Lunch Detention

After school detention is held in a designated classroom Tuesday and Thursday from 2:35 p.m. until 3:30 p.m. Friday AM detention is from 7:00 – 7:47. Students will participate in a silent study period.

Detentions may be assigned for (but are not limited to): **class cuts and/or unexcused lateness, insubordination and/or insolence, bus misconduct, cutting a teacher detention, conduct which is disruptive to the learning environment, and disrespect to members of the school community or school facilities.**

Students who are unable to attend a detention because of a previous commitment (dental, medical, etc.) must present **a written excuse from their parent/guardian by the day of detention.** The detention must be rescheduled immediately.

Loss of Privileges

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

In-School Suspension (ISS)

A student may be removed from the normal classroom and assigned to a special in-school suspension room under the supervision of a staff member. Students are placed in the in-school suspension room for violating selected rules and regulations. Rules and guidelines of expected behavior will be provided prior to placement in ISS. **On the day of the suspension, students may not participate in any school sponsored activities.**

Out-of-School Suspension (OSS) - "Out of School Suspension"

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 #223 (**Student Smoking**), Board Policy #227 (**Drug and Alcohol Awareness**), **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 (unexcused)

- **Students arriving after 7:40 AM:**
 - 4th - 9th offense - office detentions
 - 10th offense - 1 day of ISS
- Every 10th unexcused late will result in ISS.

Late To Class

- 1st late – receives an official warning by teacher.
- 2nd late – teacher assigned detention, parent contact
- 3rd and subsequent lates – after school detention, parent contact

Class Cut

- When an unexcused absence from class or class cut occurs, the teacher will notify a parent on each infraction and student receives a zero for all class activities that day (including class participation points, tests, quizzes, homework or labs) and any long term assignments or projects which were due on the day the class was cut.

- 1st offense - Zero for class – 1 teacher detention– parent notification.
- 2nd offense - Loss of privileges and/or 2 detentions
- 3rd offense - Loss of privileges and 2 detentions
- 4th offense - Possible permanent loss of privileges and parent meeting, 1 day ISS
- 5th offense - Possible permanent loss of privileges and parent meeting, 3 days ISS

Failure To Serve Consequences

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

Loss of Campus Privilege for 20 school days with 3rd Office Detention or a suspension from school.

OLWEUS HARASSEMENT 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 high school web site. Go to Departments; Student Services; Olweus Incident Form. 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 short summaries of the policies.

Drug and Alcohol Awareness – School Board Policy # 227

The policy including its rules, regulations, and guidelines, is an effort by the Great Valley School District to openly and effectively respond to the potential and current uses and abuses of drugs, alcohol, and mood altering substances by

students. The policy includes definitions, enforcement, self-referral, student records, and the Student Assistance Program.

Harassment – School Board Policy #248

It is the policy of the Great Valley School District to maintain a learning and working environment that is free from harassment. This policy provides for complaint procedures, guidelines for investigating harassment complaints, and review procedures.

Student Smoking Policy – School Board Policy #222

This policy is violated when any student possesses or uses tobacco in any form including cigarettes, cigars, pipes, or smokeless tobacco while on school premises, or at any school sponsored activity anywhere, or while traveling to and from school related activities on school buses, or on any school property owned by or under the control of the Great Valley School District.

The policy describes the following consequences:

1st Offense: 2 days ISS.

2nd Offense: 3 days ISS; referral to a smoking cessation program; a fine as per Act 145.

3rd Offense: 5 days OSS; referral to a smoking cessation program; a fine as per Act 145.

4th Offense: 10 days OSS; possible expulsion hearing before the Board of School Directors; a fine per Act 145.

Technology – School Board Policy #815

This policy includes the rules for the use of technology and the consequences for the inappropriate use of technology by students.

Terroristic Threats/Acts – School Board Policy #218.2

The Board recognizes the danger that terroristic threats and acts by students present to the safety and welfare of district students, staff and community. The Board acknowledges the need for an immediate and effective response to a situation involving such a threat or act.

Weapons on School Property – School Board Policy #218.1

The Board recognizes the importance of a safe school environment to the educational process. Possession of weapons in the school environment is a threat to the safety of students and staff and is prohibited by law. The Board directs the Superintendent to establish procedures, which comply with Act 26 of 1995 SC 1317.2.

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 insure 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 administer's 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 Pennsylvania Public School Code, Section 1414.2(g) allows parents/guardians to request an exemption to the administration of an epinephrine auto-injector for their student. In order to request this exemption, contact the school nurse to make an appointment to discuss this decision, review and sign the opt-out form.

PHYSICAL EDUCATION EXCUSES

Participation is required in physical education classes anytime 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 Phys. Ed. modifications form (under high school web page "forms" 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 photo copy), or must be faxed directly from the physician 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

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.

The school nurse will notify parents/guardians in the event that the child needs to be sent home. Permission by the nurse or any 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.

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, HW 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 refer to the Great Valley High School website: www.gvsd.org.

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 co-curricular activities.

Digital Recording - 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, 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 BAR AND LUNCH

The Breakfast Bar opens at 7:00 a.m.; closes at 7:30 a.m.; reopens at 7:50 a.m. til 9:00 a.m. each morning, Monday through Friday, providing a la carte items through first period. Breakfast will be closed during homeroom. Lunch is provided in the cafeteria during fifth period. Food and beverages should be eaten in the cafeteria or the courtyard. Eating food or drinking beverages is not permitted in hallways, homerooms, classrooms or lobby areas. As long as students are responsible for returning cafeteria equipment and trash, they may choose to eat lunch in the courtyard. Students may, however, use the lobby area to socialize during lunch periods. The cafeteria area remains open during the day for Campus Privilege students to do homework or socialize.

CAFETERIA PROCEDURES - 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 a computer 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 web site. Students may pay cash for purchases as well.

SCHOOL MEAL ACCOUNT PROCEDURES / MAIL CHARGING POLICY

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.

HIGH SCHOOL

Students are not permitted to charge meals, a-la-carte or other nonprogram foods when their individual student accounts lack sufficient funds. Students will be directed to see the cafeteria manager and dealt with on an individual, case-by-case basis.

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 <http://gvsdfoodservice.org/?page=main> or by calling 610-889-2125 ext. 51979.

CAMPUS PRIVILEGE

CAMPUS PRIVILEGE STUDENTS ARE REQUIRED TO SIGN INTO A DESIGNATED LOCATION WITH THE SAFETY AIDE. THEY ARE TO REMAIN IN THAT LOCATION UNTIL THEY SIGN OUT TO A NEW LOCATION.

All 10th, 11th and 12th grade students who meet the academic, obligations, attendance, and discipline requirements defined below are eligible for the Campus Privilege System. Ninth graders are not eligible for Campus Privilege. New students are eligible for Campus Privilege if they meet the requirements. 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 10th and 11th graders and a 2.5 for seniors
- 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 Privilege is earned each marking period and allows the student the privilege in lieu of study hall to select one of the following options for the period:

- Students may congregate quietly in designated locations where they may have snacks, listen to iPods and socialize.
- Work in the library.
- Go to the courtyard.
- Eat lunch anytime during 5th period.
- Students must sign out to each location and when they change locations.

IF A STUDENT VIOLATES ANY OF THE ABOVE, CAMPUS PRIVILEGE 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 prohibited in the classrooms. Unless phones are being used for instructional purposes with supervision and direction by the teacher. Confiscation and/or disciplinary action may result. The high school is not liable for damaged or stolen equipment.

COURTYARD

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 guest dance form found 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 GROOMING –Policy #221

Last Revised, August 21, 2017

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.

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 parent or guardian 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.

I.D. CARDS

I.D. cards are necessary at Great Valley for use of the Media Center and for various evening and weekend activities. Students are issued I.D. cards each year, free of charge. Replacements cost \$5.00. I.D. cards are to be carried at all times and, upon request, must be given to high school staff members.

LOCKERS

Most students will have two lockers. One locker is in the corridors for your 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. Therefore, students have no expectations that the contents of their lockers are private. 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.

MESSAGES FOR STUDENTS

Parents needing to contact their child during the school day can do so by calling the main office to leave a message. Students will be notified only if they are unaware of the delivery.

MILITARY RECRUITERS

Pursuant to the federal No Child Left Behind Act (20 U.S.C. §7908), 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 right 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 to institutions of higher learning must sign a form and return it to the building principal. Forms can be obtained in the main office.

OBLIGATIONS

Students are expected to pay their obligations by the obligation deadline assigned by an administrator. 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)

If a student lost campus privilege due to an unpaid obligation and pays the obligation they will receive campus privilege back. All obligations must be paid in full by the end of the current school year.

OPEN CAMPUS

The Board of School Directors, Policy #240, grants first quarter senior students Open Campus privileges. This privilege encourages students to accept accountability for their time and behavior. To be eligible for this privilege, first quarter seniors shall meet specific requirements.

Open Campus will be granted upon review of the last completed marking period. VERIFICATION THAT STUDENTS MEET POLICY REQUIREMENTS (must be validated and initialed by Mr. Connors, Assistant Principal).

- **2.5 term GPA with no incomplete grades.**
- No unexcused absences.
- Senior year cumulative discipline record checked. Does not include more than four (4) teacher detentions, three (3) office detentions, no in-school or out-of-school suspensions.
- No outstanding financial obligations.
- Recommendation of two (2) GVHS faculty members.

Open Campus privilege will be revoked immediately by an administrator if academic requirements are not maintained, attendance requirements are violated, or discipline problems occur.

PARKING

- **Parking on school property for seniors will be first priority.** All drivers must be registered in the office. Hanging tags will be distributed for \$100.00 per year and must be placed on the front visor of cars registered. The fee will be pro-rated for any applications approved after January. 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, notified by letter to parents regarding the consequences, or 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.
- **Parking for Juniors will only be open after Seniors have applied and only if there are spaces available. Juniors will be selected in a lottery in Sept/Oct. They must have obtained their license by a date set by Administration.**
 - **Juniors may not park on school property until they have a parking spot approved, paid for and assigned.**
 - **Junior parking information will be sent out after the school year begins. ANY junior caught parking on school property without permission will forfeit their chance to receive a parking spot.**

*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, sweat top 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, students will be directed by administrators and teachers in the proper procedures. Depending on the situation, students are either evacuated to the football stadium or the middle school.

Evacuation/Fire Drills

- It is unlawful to cause a false alarm to be sounded.
- The building will be evacuated quickly in an orderly manner when the alarm sounds:
- Leave the room and the building in single file, keeping the line closed up.
- Absolute quiet throughout the drill is necessary so that directions may be heard from faculty members in charge. Do not block driveways. 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 three levels of lockdowns which reflect the seriousness of the situation.

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

We sincerely hope that there will be no acts of theft or vandalism at Great Valley High School. If there are, however, report the incident to an administrator as soon as possible. The school does not carry insurance on student property, but the administration will assist students in dealing with all incidents that occur.

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.
- Students under 16 must have their parents sign the Parental Consent Form once the employer fills it out. It is returned to the employer. This form can be obtained from either the high school Main Office or 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 strategic 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 the 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

Among the options for mentally gifted students are: enrichment, acceleration and special study opportunities which are frequently supported by technology. Specialized teachers support the teaching staff in providing these challenges and extensions. All second grade students are screened for the gifted program in the fall.

Teachers or parents of students may request screening for the gifted program by submitting a written request to the building principal. All programs are operated under 22 Pennsylvania Code Chapter 16.

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.

ESL

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

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.

**SCHOOL BOARD POLICIES: ALSO, ALL POLICIES ARE AVAILABLE
ONLINE AT WWW.GVSD.ORG**

Students and their parents/guardians should be advised that the Board of School Directors is in the process of comprehensively reviewing and updating all Board Policies and Administrative Regulations. Students and their parents/guardians shall be on notice that the Board Policies and Administrative Regulations presented or otherwise referred to in this Student Handbook may be superseded, modified, or eliminated during the comprehensive review process. The most recent versions of all Policies and Administrative Regulations in effect and binding on students are posted on the District's website under the "School Board" tab. Any questions or concerns regarding this matter may be directed to the building principal.

SCHOOL BOARD POLICY #204; Revised March 19, 2018

ATTENDANCE

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.

Guidelines

All public kindergartens, elementary, and secondary schools shall be kept open at least one hundred eighty (180) days for pupil instruction. Elementary students will attend nine hundred (900) hours. Secondary students will attend nine hundred ninety (990) hours.

Delegation of Responsibility

The Board directs the Superintendent to develop guidelines to implement this Policy.

SCHOOL BOARD POLICY #210

**ADMINISTRATION OF MEDICATIONS AND FIRST AID DURING
SCHOOL HOURS; Revised June 13, 2016**

Purpose

Unless specifically authorized otherwise by Board policy, the administration of medication, in accordance with the consent of a parent/guardian and the direction of a physician to a student during school, at any school-sponsored activity, or on a conveyance providing transportation to or from a school or school-sponsored activity, will be permitted only in the event that:

1. Failure to take such medicine would jeopardize the health of the student or would prevent the student from attending school or participating in a school-sponsored activity if the medication were not made available, or
2. It is a necessary component of a student's accommodation plan or service agreement, as defined by state and federal law or a component of a student's individualized education plan as defined by state and federal law.

Authority

The Department of Health of the Commonwealth of Pennsylvania has developed certain guidelines for the administration of medicine in school facilities. Those guidelines, as amended from time to time, are interpreted consistent with this policy and incorporated herein and made a part thereof.

Definitions

For purposes of this policy:

Medication shall mean any drug prescribed by a physician, including drugs for injection, any patent drug, or any nonprescription medication.

Possession shall include carrying, storing or controlling medication or equipment necessary for administration of medication by students on their way to or from school or while on school property or at any school-sponsored activity.

Guidelines

The student's parent/guardian must provide all medication in the original bottle or package directly to the school nurse. In the absence of the nurse, the medication shall be provided directly to the school principal or his/her designee. Students may transport medication to school as long as the medication is accompanied by the District's consent form to be presented to the nurse. Students shall not carry or otherwise possess prescription or nonprescription medication on school property or at any school-sponsored activity at any other time or under any other circumstances. For a student who, because of a special medical condition, must carry medication on his/her person, the student's parent/guardian shall provide physician's recommendation evidencing this need, and give consent for school staff to confer with the physician regarding this medical condition. The school nurse will provide written approval for a student to carry medication on his/her person in the event of a bona fide request.

All Medication

Prior to the administration of any medication to any student, the parent/guardian shall complete and return to the office of the school in which the student is enrolled, a form identical in every material aspect to the one attached to and made a part of this policy, which must be renewed each school year by the parent/guardian and the student's physician. The parent/guardian shall also give written consent on an annual basis for school staff to confer with the physician regarding the administration of the medication. The District will not administer medication if the parent/guardian fails to provide this information on such a form. Medications must be in the original labeled bottle or package. Medication in packaging or bottles from which pharmacists' instructions or manufacturers' labeling has been removed will not be accepted for use. No medication will be administered if the date on the medication is more than one (1) year old or if the expiration date on the package indicates that it has expired.

If a student's parent/guardian provides prior written consent on the Emergency Card filed in the school office, nonprescription pain relief and antacid medication may be administered to students to address minor discomfort or the onset of fever in accordance with this Board's policy and procedures developed by the Superintendent or designee.

The Superintendent or designee shall periodically review the Department of Health guidelines on administration of medication in school facilities and develop procedures for the administration of medication in the various schools of the District consistent with such guidelines.

First Aid

Nurses may administer first aid, including administration of an epinephrine auto-injector, to a student without the express written permission of a parent/guardian, where deemed necessary by a nurse pursuant to his/her professional judgment.

PROCEDURES FOR THE ADMINISTRATION OF MEDICATIONS AND FIRST AID DURING SCHOOL HOURS

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. In the absence of the nurse, the medication shall be provided directly to the school principal or principal's designee. Medications must be in the original labeled bottle or package. Medication in packaging or bottles from which pharmacists' instructions or manufacturers' labeling has been removed will not be accepted for use. Students may transport medication to school as long as the medication is accompanied by the district authorization form (with a physician's signature).
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. Emergency medication for anaphylaxis (Policy 210.1) may be stored in an unlocked, but secure location. For a student who, because of a special medical condition, must carry medication on his/her person, the student's parent/guardian shall provide physician's recommendation evidencing this need, and give consent for the school staff to confer with the physician regarding this medication condition. The school nurse will provide written approval for a student to carry medication on his/her person in the event of a bonafide request.
4. Medication will be administered in accordance with the guidelines promulgated by the Pennsylvania Department of Health regarding the administration of medication in schools.
5. Medications that are more than one (1) year old or contain an expiration date which has passed, will not be administered.
6. A log will be maintained for students receiving medications at any school-sponsored activity, or on a conveyance providing transportation to or from a school or school-sponsored activity. The school nurse shall maintain a record of the name of the student to whom the medication may be administered, the prescribing physician, the dosage and time of medication, and notations of each instance of administration.
7. If a student refuses to take the medication, the refusal shall be charted, and the parent/guardian notified by phone or in writing.
8. Lunchtime medications will not be given on half days unless prior special arrangements are made with the school nurse.

9. To the extent consistent with the written consent provided by the student's parent/guardian and recommendation of the student's physician, or with a student's accommodation plan or service agreement or with a component of a student's individualized education program, medication will be provided on field trips.

10. The parent/guardian is responsible for maintaining the necessary supply of medication and any necessary medical equipment for administration. The school nurse shall dispose of any medications left at the end of the school year.

11. The following list of medications has been approved by the District physician. This list may be modified by the District physician without prior notification.

Acetaminophen (generic Tylenol)

Ibuprofen (generic Advil)

Liquid Diphenhydramine (Generic Benadryl, for emergency allergic reactions)

Epinephrine

Calcium Antacid

If a student's parent/guardian provides prior written consent on the Emergency Card, the District will, in the professional opinion of the school nurse, provide non-prescription pain relief medication to students during school, at any school-sponsored activity, or on a conveyance providing transportation to or from a school or school-sponsored activity to address minor discomfort or the onset of fever. The above referenced medications shall be administered consistent with the guidance promulgated by the Pennsylvania Department of Health regarding the administration of medication in schools.

12. No medications and/or supplies, even though they are identical, may be borrowed from one student's supply and given to another student by anyone.

13. Forms will be available in the nurse's office in each building and on school web sites.

**AUTHORIZATION TO GIVE MEDICATION AT SCHOOL
GREAT VALLEY SCHOOL DISTRICT**

****This form must be completed and sent to the School Nurse if your child needs to be given medication during the school day. This includes **all** prescription medications and **all** over-the-counter (OTC) medications (OTC examples: cold/allergy medications, vitamins, herbal supplements.)****

Student's name: _____ Grade: _____

Date of birth: _____ Allergies: _____

List of medications currently being taken by the child: _____

PARENTAL PERMISSION

I, the parent/guardian of _____ request that the School Nurses of the Great Valley School District administer the medication named below. I understand that I must give the first dose of this medication at home, and that all medications must be sent in their original pharmacy containers along with signed physician authorization to administer the medication in school. My signature on this document constitutes a complete waiver of liability claim in any and all respects against the Great Valley School District and its Board of Directors and all of its employees unless the District is negligent with regard to any claim for injury in connection with administration of the medication named below.

I understand that all medications, unless indicated in writing by the prescribing physician and approved by the school nurse, must be kept at the Nurse's office and that my child may not carry medication on his/her person during the school day, nor may it be kept in his/her school bag.

Additionally, I agree to provide the medication to the school in the original pharmacy or physician labeled container. If I am unable to deliver it, I will place the container containing the medication with this completed authorization form in a sealed envelope for transport to the school. **I also accept responsibility to provide a physician's note and my written consent if the medication is to be changed or discontinued.** I give permission for the school and our child's physician to communicate regarding this medication/medical condition.

_____/_____
Signature of Parent/Guardian Daytime Phone Numbers Date

****A new authorization form must be signed (Parent & Physician) each school year.****

PHYSICIAN AUTHORIZATION FOR MEDICATION

*****Medications will not be given without physician's signature*****

Name of medication: _____ Route of administration: _____

Dose: _____

Time to administer: _____ Discontinuation date: _____

****Asthma inhaler: The student is qualified and able to self-administer the inhaler and may carry the inhaler during the school day per District Policy*
YES NO NOT APPLICABLE

Treatment of:

Side effects:

Physician Signature	Printed Name of Physician
Date	Physician Phone Number

SCHOOL BOARD POLICY #218
STUDENT DISCIPLINE Revised March 19, 2018

The Board shall require each student to adhere to Board policies, the guidelines promulgated by the administration, and school rules in effect at each school, and to submit to such disciplinary measures appropriately assigned for infractions of those rules.

Board policies, administrative guidelines and school rules shall apply to the fullest extent permitted by law to student conduct in school, at school-sponsored activities, during the time spent in travel to and from school and school-sponsored activities, and as otherwise permitted by law. Additionally, the District may discipline students for conduct that occurs off campus or at non-school sponsored activities to the fullest extent permitted by law.

Definition

Corporal punishment - a form of physical discipline intended to cause pain and fear, in which a student is spanked, paddled or hit on any part of the body with a hand or instrument.

Delegation of Responsibility

The Superintendent shall promulgate and Administrative Guideline implementing this Board Policy governing student conduct which shall detail the behaviors students are expected to exhibit, and the consequences students can expect to receive when they make poor choices regarding their behavior. The guidelines governing student conduct shall be consistently enforced throughout the District and shall not:

1. Be arbitrary, but rather bear a reasonable relationship to the need to maintain a school environment conducive to learning;
2. Discriminate among students;
3. Demean students; or
4. Violate any individual rights guaranteed to students.

Furthermore, such regulations governing student conduct shall require students to:

1. Conform to reasonable standards of socially acceptable behavior;
2. Respect the rights, person, and property of others;
3. Preserve the degree of order necessary to the educational program in which they are engaged; and
4. Obey constituted authority and respond to those who hold that authority.

The consequences students can expect to receive when they make poor choices regarding their behavior shall:

1. Relate in kind and degree to the infraction;
2. Require the student to accept responsibility for his/her actions;
3. Ameliorate any harm caused by the student's misconduct, if possible; and
4. Hold parents and guardians accountable, including financial liability, for the actions of their child, if applicable.

The severity of any consequence should be proportional to the severity of the offense and take into account, among other considerations, the age of the student, the student's prior disciplinary record, special circumstances about the incident, as well as any applicable laws or regulations.

Whenever appropriate, the District will utilize positive behavioral interventions and supports (PBIS) to address student behaviors that do not conform to the District's rules and expectations. For serious infractions, the building principal or designee shall have the authority to assign discipline to students, subject to the guidelines of the Superintendent and to the student's due process right to notice, hearing, and appeal.

Guidelines

The Superintendent of designee shall be responsible for contacting and cooperating with law enforcement, and reporting student discipline matters in accordance with the procedures outlined in the applicable Memorandum of Understanding ("MOU") with the local police department or the Pennsylvania State Police that is periodically updated, as required by the Pennsylvania Safe Schools Act, 24 P.S. § 13-1301-A through § 13-1313-A.

Corporal Punishment

Corporal punishment is not permitted.

Reasonable force, however, may still be used by teachers and school authorities under any of the following circumstances: (1) to quell a disturbance, (2) to obtain possession of weapons or other dangerous objects, (3) for the purpose of self-defense, and (4) for the protection of persons or property.

Teaching staff and other District employees responsible for students shall have the authority to take such reasonable actions necessary to control the disorderly conduct of students in all situations and in all places where such students are within the jurisdiction of this Board and when such conduct interferes with the educational program of the schools or threatens the health and safety of others.

Special Considerations - Discipline of Students with Disabilities

Behavioral interventions shall be used for students with disabilities in order to promote and strengthen desirable behaviors and to reduce identified inappropriate behaviors.

Students with disabilities who engage in inappropriate behavior, disruptive activities and/or actions injurious to themselves or others shall be disciplined in accordance with federal and state law, their Individualized Education Program, a behavioral intervention plan and Board Policy.

The Board directs that the District shall comply with provisions of the Individuals With Disabilities Education Act (IDEA) and state regulations when disciplining students with disabilities for violations of Board Policy and school rules and regulations.

Distribution

Copies of the Code of Student Conduct shall be published and distributed to students and parents/guardians. Copies shall also be available in each school library.

WEAPONS ON SCHOOL PROPERTY POLICY #218.1

Revised March 19, 2018

The Board recognizes the importance of a safe school environment relative to the educational process. Possession of weapons in the school setting is a threat to the safety of students and staff and is prohibited by law.

Pursuant to Section 1317.2(b) of the Public School Code, the Board hereby enacts the following written policy regarding expulsions for any student who is determined to have brought a weapon onto any school property, any school-sponsored activity or any public conveyance providing transportation to the school or a school-sponsored activity.

Definitions

Weapon – the term shall include but not be limited to any knife, cutting instrument, cutting tool, nunchaku, firearm, shotgun, rifle, and any other tool, instrument or implement capable of inflicting serious bodily injury. The term shall also include look-alike weapons, replicas, models, and facsimiles of weapons.

Possession – a student is in possession of a weapon when the weapon is found on the person of the student; in the student's locker; in a vehicle used by the student; under the student's control while s/he is on school property, on property being used by the school, at any school function or activity, at any school event held away from the school; or while the student is on his/her way to or from school.

Authority

The Board prohibits students from possessing and bringing weapons and replicas of weapons into any school district buildings, onto school property, to any school-sponsored activity, and onto any school vehicle providing transportation to school or a school-sponsored activity or while the student is coming to or from school. Nothing in this Policy or the accompanying Administrative Guideline is meant to prohibit students from using or possessing items considered to be weapons for the limited purpose of participation in a lawful, supervised activity or course pre-approved by the building principal.

The Board shall expel for a period of not less than one (1) year any student who violates this weapons policy. Such expulsion shall be given in conformance

with formal due process proceedings required by law and Board Policy. The Superintendent may recommend modifications of such expulsion requirement on a case-by-case basis.

In the case of a student with a disability, including a student for whom an evaluation is pending, the District shall take all steps required to comply with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.

Delegation of Responsibility

The Superintendent or designee shall react promptly to information and knowledge concerning possession of a weapon. Such action shall be in compliance with state law and regulations and with the procedures set forth in the memorandum of understanding with local law enforcement officials and the District's emergency preparedness plan.

Guidelines

The Superintendent or designee shall immediately report incidents involving weapons on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.

The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident involving weapons as a victim or suspect immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the local police department that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.

In accordance with state law, the Superintendent shall annually report all incidents involving possession of a weapon to the Office for Safe Schools on the required form.

The building principal shall annually inform staff, students and parents/guardians about the Board Policy prohibiting weapons and about their personal responsibility for the health, safety and welfare of the school community.

Transfer Students

The Superintendent, or his/her designee, shall require upon registration a sworn statement or affirmation from a parent, guardian or other person having control or charge of a student, stating whether or not the student was previously suspended or expelled from any public or private school in Pennsylvania or any other state for an offense involving weapons, alcohol or drugs or other violent acts.

In the case of student transfers to the District, the District shall request the sending district to transmit a certified copy of the pupil's disciplinary record. The sending district has ten (10) days from receipt of the request to supply this record.

In the case of student transfers from the District, the District shall send to the receiving district, upon request, a certified copy of the student's disciplinary record within ten (10) days from receipt of the request to supply this record.

When the District receives a student who transfers from a public or private school during an expulsion period for an offense involving a weapon, the District may assign that student to an alternative assignment or may provide alternative education, provided the assignment does not exceed the expulsion period.

SCHOOL BOARD POLICY #218.2
TERRORISTIC THREATS/ACTS
Revised March 19, 2018

The Board recognizes the danger that terroristic threats and acts by students presents to the safety and welfare of District students, staff and community. The Board acknowledges the need for an immediate and effective response to a situation involving such a threat or act.

Definitions

Communicate – shall mean to convey in person or by written or electronic means, including telephone, electronic mail, internet, facsimile, telex and similar transmissions.

Terroristic Threat - shall mean a threat, communicated directly or indirectly, to: (1) commit any crime of violence with the intent to terrorize another; (2) cause evacuation of a building, place of assemble or facility of public transportation; or (3) otherwise cause serious public inconvenience, or cause terror or serious public inconvenience with reckless disregard of the risk of causing such terror or inconvenience.

Terroristic Act - shall mean an offense against property or involving danger or harm to another person.

Terroristic Threat Inquiry – a thorough review of a threat situation as of type and level of threat by a team of appropriate school professionals.

Authority

The Board prohibits District students from making terroristic threats or committing terroristic acts directed at any student, employee, Board member, community member or property owned, leased, being used by, or under the control of the District. This prohibition specifically includes threats and acts that a reasonable person would understand to constitute such a threat or act, regardless of the intent of the individual communicating the terroristic threat or committing the terroristic act.

In the case of a student with a disability, including a student for whom an evaluation is pending, the District shall take all steps required to comply with state and federal laws and regulations, the procedures set forth in the Memorandum of Understanding with local law enforcement and Board policies.

Delegation of Responsibility

The Board directs the Superintendent to react promptly and appropriately to information or knowledge concerning a possible or actual terroristic threat or act.

Such action shall be in compliance with state law and regulation and with procedures set forth in the Memorandum of Understanding with local law enforcement and the District's Emergency Preparedness Plan. The Superintendent shall annually report all incidents of terroristic threats to the Office of Safe Schools in accordance with applicable law and regulations.

The Superintendent shall be responsible for developing administrative guidelines to implement this Policy.

SCHOOL BOARD POLICY #222

SMOKING/TOBACCO

Revised October 17, 2016

Purpose

The Board of School Directors recognizes that student smoking and/or tobacco use is potentially hazardous to students' health which includes persons who are secondarily exposed to smoking and/or tobacco use. Further, smoking presents a fire and safety hazard to occupants of school buildings and other premises controlled by the Board of School Directors.

This policy intends to protect the public health and to provide public comfort at public meetings in public places and employee comfort in the work place by regulating and controlling smoking and/or tobacco use as per Act 168 of 1988, Clean Indoor Air Act.

Authority

The Board prohibits possession, use or sale of tobacco/smoking products by students at any time in a school building and on any property, buses, vans and vehicles that are owned, leased or controlled by the school district, as well as at school-sponsored activities that are held off school property.

For purposes of this policy, **smoking and tobacco use** shall mean a lighted or unlighted cigarette, cigar, pipe or other smoking product or material, smokeless tobacco in any form and electronic smoking products. **Electronic smoking products** shall mean electronic products designed to deliver nicotine, flavor, and/or potentially harmful chemicals.

In the case of a student with a disability, including a student for whom an evaluation is pending, the district shall take all steps required to comply with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.

Delegation of Responsibility

The Board directs the Superintendent to develop procedures to implement this policy and shall notify employees, students, and parents/guardians of the smoking regulations of the District.

Guidelines

The Superintendent or designee may report incidents of possession, use or sale of tobacco by students on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the Memorandum of Understanding with local law enforcement and Board policies.

The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident involving possession, use or sale of tobacco immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the local police department that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.

The Superintendent shall annually, by July 31, report all incidents of possession, use or sale of tobacco on school property to the Office for Safe Schools on required form in accordance with state law and regulations.

SCHOOL BOARD POLICY #227
DRUG AND ALCOHOL AWARENESS POLICY
Revised October 16, 2017

Purpose

The Great Valley Board of School Directors recognizes increased drug and alcohol use and instructs the Superintendent to augment the educational program so that students know the physical and psychological dangers caused by drug and alcohol use/abuse.

This Policy, including its rules, regulations and guidelines, is an effort by the Great Valley School District to respond openly and effectively to the potential and current uses and abuses of controlled substances by students.

Through curriculum, the Student Assistance Program, Student Services Coordinator, community support and resources, strong and consistent administrative and faculty commitment, rehabilitative efforts, and disciplinary procedures, Great Valley School District will strive to educate, prevent, and intervene in the misuse and abuse of controlled substances by students.

Definitions

For purposes of this Policy, **controlled substances** shall include all:

1. Controlled substances prohibited by federal and state law.
2. Look-alike drugs.
3. Alcoholic beverages.
4. Anabolic steroids.
5. Drug paraphernalia.
6. Any volatile solvents or inhalants, such as but not limited to glue and aerosol products.
7. Substances that when ingested cause a physiological effect that is similar to the effect of a controlled substance as defined by state or federal law, such as but not limited to herbal incense or other products containing synthetic cannabinoids.
8. Prescription or nonprescription (over-the-counter) medications, except those for which permission for use in school has been granted pursuant to Board Policy.

Under the influence means noticeable impairment of ability to ambulate, converse, comprehend or perform motor tasks as a result of consumption of prohibited items.

Look-Alike Drugs are defined as substances from ordinary daily use that may be used to feign or mimic the appearance, actual use, or effects of substances that alter behavior or judgment.

Authority

The Superintendent or designee, consistent with state and federal law, is authorized to prevent any person from entering Great Valley School District premises, who possesses or attempts to distribute, or is under the influence of controlled substances.

Delegation of Responsibility

The Board directs the Superintendent to develop guidelines to implement this Policy consistent with the below guidelines.

Guidelines

No student, employee, visitor, guest or any other person may manufacture, use, abuse, possess, be under the influence of, distribute or attempt to distribute controlled substances as defined above while on school premises, at any District-sponsored activity anywhere, or while traveling to and from school or school-related activities.

Students, employees, visitors, and guests who conspire, aid, or abet the use, abuse, possession, constructive possession, or distribution of controlled substances as defined above are similarly in violation of this Board Policy.

This Policy shall also apply to student conduct that occurs off school property and would otherwise violate Board Policy, school rules or any provision of the Student Handbook or Code of Conduct if any of the following circumstances exist:

1. The conduct occurs during the time the student is traveling to and from school or traveling to and from District-sponsored activities, whether or not via school district furnished transportation.
2. The student is a member of an extracurricular activity and has been notified that particular off-campus conduct could result in exclusion from such activities.
3. Student expression or conduct materially and substantially disrupts the operations of the school, or the administration reasonably anticipates that the expression or conduct is likely to materially and substantially disrupt the operations of the school.
4. The conduct has a direct nexus to attendance at school or a District-sponsored activity, for example, a transaction conducted outside of school pursuant to an agreement made in school, that would violate Board Policy, school rules or any provision of the Student Handbook or Code of Conduct if conducted in school.
5. The conduct involves the theft or vandalism of school property.
6. There is otherwise a nexus between the proximity or timing of the conduct in relation to the student's attendance at school or school-sponsored activities.

The Superintendent shall react promptly to information or knowledge concerning possible or actual incidents of violations of this Policy. Violations may result in disciplinary action up to and including expulsion. Additionally, violations shall be referred to the appropriate law enforcement agencies in accordance with applicable law or regulations, Board Policy, or the Memorandum of Understanding in effect with local law enforcement.

Consistent with state and federal law, any student about whom the Superintendent or designee has reasonable, individualized suspicion to believe possesses controlled substances in violation of this Policy, shall be subject to a reasonable search in accordance with Board Policy.

The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident involving a violation of this Policy, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the local police department that has jurisdiction over the school

property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.

In the case of a student with a disability, including a student for whom an evaluation is pending, the District shall take all steps required to comply with state and federal laws and regulations, the procedures set forth in the Memorandum of Understanding with local law enforcement and Board Policy.

The Superintendent shall annually report all incidents of possession, use and sale of controlled substances on school property to the Office for Safe Schools on the required form in accordance with state law and regulations.

SCHOOL BOARD POLICY #247 – HAZING

Revised March 3, 2018

Purpose

The purpose of this policy is to maintain a safe, positive environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the district and are prohibited at all times.

Definitions

For purposes of this policy **hazing** is defined as any activity that recklessly or intentionally endangers the mental health, physical health or safety of a student or causes willful destruction or removal of public or private property for the purpose of initiation or membership in or affiliation with any organization recognized by the Board.

Endanger the physical health shall include but not be limited to any brutality of a physical nature, such as whipping; beating; branding; forced calisthenics; exposure to the elements; forced consumption of any food, alcoholic beverage, drug, or controlled substance; or other forced physical activity that could adversely affect the physical health or safety of the individual.

Endanger the mental health shall include any activity that would subject an individual to extreme mental stress, such as prolonged sleep deprivation, forced prolonged exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual.

Any hazing activity, whether by an individual or a group, shall be presumed to be a forced activity, even if a student willingly participates.

Authority

The Board does not condone any form of initiation or harassment, known as hazing, as part of any school-sponsored student activity. No student, coach, sponsor, volunteer or district employee shall plan, direct, encourage, assist or engage in any hazing activity.

The Board directs that no administrator, coach, sponsor, volunteer or district employee shall permit, condone or tolerate any form of hazing.

The district will investigate all complaints of hazing and will administer appropriate discipline to any individual who violates this policy.

The Board encourages students who have been subjected to hazing to promptly report such incidents to the building principal.

Delegation of Responsibility

District administrators shall investigate promptly all complaints of hazing and administer appropriate discipline to any individual who violates this policy.

Students, administrators, coaches, sponsors, volunteers, and district employees shall be alert to incidents of hazing and shall report such conduct to the building principal.

The district shall annually inform students, parent/guardians, coaches, sponsors, volunteers and district staff that hazing of district students is prohibited, by means of distribution of written policy (on-line), publication in handbooks, and verbal instructions by the coach or sponsor at the start of the season or program.

Guidelines

Complaint Procedure

When a student believes that s/he has been subject to hazing, the student shall promptly report the incident, orally or in writing to the building principal or principal's designee.

1. The principal or principal's designee shall conduct a timely, impartial, thorough, and comprehensive investigation of the alleged hazing.
2. The principal or principal's designee shall prepare a written report summarizing the investigation and recommending disposition of the complaint. Copies of the report shall be provided to the complainant, the accused, and others directly involved, as appropriate.
3. If the investigation results in a substantial finding of hazing, the principal shall recommend appropriate disciplinary action, as circumstances warrant, in accordance with the Code of Conduct. Additionally, the student may be subject to disciplinary action by the coach or sponsor, up to and including removal from the activity.
4. If the investigation results in a substantial finding that a coach or sponsor affiliated with the activity planned, directed, encouraged, assisted, condoned or ignored any form of hazing, s/he will be disciplined appropriately. Discipline could include dismissal from the position as coach or sponsor.

SCHOOL BOARD POLICY #248 - HARASSMENT

Revised March 19, 2018

Purpose

It is the policy of the Great Valley School District to maintain a learning and working environment that is free from unlawful harassment.

Definitions

For purposes of this Policy, **unlawful harassment** shall mean verbal, written, graphic or physical conduct relating to an individual's actual or perceived race, color, creed, national origin/ethnicity, ancestry, gender, age, disability, sexual orientation/gender identity/gender expression, limited English language proficiency or religion when such conduct:

1. Is sufficiently severe, persistent or pervasive that it affects an individual's ability to participate in or benefit from an educational program or activity or creates an intimidating, threatening or abusive

educational environment.

2. Has the purpose or effect of substantially or unreasonably interfering with an individual's educational performance.
3. Substantially disrupts school operations or activities.
4. Otherwise materially and adversely affects an individual's learning opportunities.

Sexual harassment is one form of unlawful harassment, as defined above, and may include, but is not limited to the following: verbal harassment or abuse; pressure for sexual activity; repeated remarks to a person, with sexual or demeaning implications; unwelcomed touching or sexual advances; suggested or demanding sexual involvement accompanied by implied or explicit threats concerning one's grades or other participation in District-sponsored programs or activities, or conduct of a sexual nature which creates a hostile environment antiethical to the process or progress of learning.

Guidelines

Students who have been subjected to unlawful harassment, or individuals who become aware that a student has been subjected to unlawful harassment, are encouraged to promptly report such conduct in accordance with the guidance detailed below and in the accompanying Administrative Guidelines.

A staff member who receives a complaint involving unlawful harassment shall promptly report receipt of such complaint to the building principal or designee, who shall promptly conduct an appropriate investigation in accordance with the guidelines detailed in the accompanying Administrative Guidelines.

Filing of a complaint or otherwise reporting unlawful harassment will not reflect upon the individual's status, nor will it affect future employment, grades, work assignments, or participation in school programs or activities, except in the case of deliberately or maliciously false reporting.

Deliberately or maliciously filing a false report of unlawful harassment is prohibited. Such deliberate or malicious false reporting will result in the same severe disciplinary action as is applicable to one found to have engaged in unlawful harassment. Similarly, retaliation against an individual who files a good faith complaint of unlawful harassment is expressly prohibited, and will also result in disciplinary action consistent with one found to have engaged in unlawful harassment.

The right to confidentiality, both of the complainant and of the accused, and any other relevant individual, will be respected consistent with the District's legal obligations, and with the necessity to investigate allegations of misconduct and to take corrective action when this conduct has occurred. However, even if one or more of the parties has requested confidentiality, the request may not be honored if their safety and/or the safety of others may be compromised.

A substantiated charge against a staff member in the District shall subject such staff member to disciplinary action, which may include discharge. A substantiated charge against a student shall subject such student to disciplinary action, up to and including suspension and/or expulsion.

The Superintendent or designee shall report instances of unlawful harassment to law enforcement officials to the extent required by law or contemplated in

the Memorandum of Understanding in effect with local law enforcement, and shall cooperate with law enforcement in any subsequent investigation.

SCHOOL BOARD POLICY #249
BULLYING/CYBERBULLING Revised August 21, 2017

Purpose

The Board is committed to providing a safe, positive learning environment for District students. The Board recognizes that bullying creates an atmosphere of fear and intimidation, detracts from the safe environment necessary for student learning, and may lead to more serious violence. Therefore, the Board prohibits bullying by District students.

Definitions

Bullying means an intentional electronic, written, verbal or physical act or series of acts directed at another student or students, which occurs in a school setting that is severe, persistent or pervasive and has the effect of doing any of the following:

1. Substantial interference with a student's education.
2. Creation of a threatening environment.
3. Substantial disruption of the orderly operation of the school.

Bullying, as defined in this policy, includes cyberbullying.

School setting means in the school, on school grounds, in school vehicles, at a designated bus stop or at any activity sponsored, supervised or sanctioned by the school.

Authority

The Board prohibits all forms of bullying by District students.

The Board encourages students who have been bullied to promptly report such incidents to the building principal or designee.

The Board directs that complaints of bullying shall be investigated promptly, and corrective action shall be taken when allegations are verified. Confidentiality of all parties shall be maintained, consistent with the District's legal and investigative obligations. No reprisals or retaliation shall occur as a result of good faith reports of bullying.

Delegation of Responsibility

Each student shall be responsible to respect the rights of others and to ensure an atmosphere free from bullying.

The Superintendent or designee shall develop administrative guidelines to implement this policy.

The Superintendent or designee shall ensure that this policy and administrative guidelines are reviewed annually with students.

The Superintendent or designee, in cooperation with other appropriate administrators, shall review this policy every three (3) years and recommend necessary revisions to the Board.

District administration shall annually provide the following information with the Safe School Report:

1. Board's Bullying Policy.
2. Report of bullying incidents.
3. Information on the development and implementation of any bullying prevention, intervention or education programs.

Guidelines

The Code of Student Conduct, which shall contain this policy, shall be disseminated annually to students.

This policy shall be accessible in every classroom. The policy shall be posted in a prominent location within each school building and on the District web site. This policy shall be placed in all student handbooks.

Education

The District may develop and implement bullying prevention and intervention programs. Such programs shall provide District staff and students with appropriate training for effectively responding to, intervening in and reporting incidents of bullying. Olweus is a current program utilized within the District.

Consequences for Violations

A student who violates this policy shall be subject to appropriate disciplinary action consistent with the Code of Student Conduct, which may include: counseling within the school, parental conference, loss of school privileges, transfer to another school building, classroom or school bus, exclusion from school-sponsored activities, detention, suspension, expulsion, counseling/therapy outside of school, and referral to law enforcement officials.

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.

**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. Daniel Goffredo, Great Valley School District, 47 Church Road, Malvern, PA 19355, (610) 889-2125, ext. 52116.

District Superintendent – Dr. Regina Palubinsky. (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 Emplo