

## *Swift Creek High School* Attendance and Discipline Policy

The Intensive Block system at Swift Creek High School (SCHS) establishes and maintains a highly structured learning environment and schedule that provides students with consistency and high expectations. Expectations for attendance and student behavior are clear with no room for manipulation. Students are expected to enroll full time (both an AM and a PM class) until they either are graduated or the principal feels it prudent to only enroll in one class at a time. Some students may take a combination of classes between SCHS, SVHS, online offerings, and community vocational work opportunities with transportation to other classes being the responsibility of the student. Students are expected to fulfill all course requirements before the last day of each block.

When students are dropped from “Real-Life Swift Creek” during a block, they must retake the entire class including all coursework and assessments. Students dropped from “Real-Life Swift Creek” will be offered attendance in the “Morning Program” which takes place from 8:40-12:00 daily. At the Morning Program, students will continue to complete coursework through online programs with the assistance of a certified teacher, and ideally working at a local business in the afternoon to gain career vocational credit. Students in the morning program have less freedoms and privileges, they do not attend Real Life Swift Creek activities, and are responsible for their own transportation at 12:00.

One benefit of attending SCHS is that teachers do not assign work that needs to be completed outside of the SCHS day. While at school, every student has a one-on-one iPad allocated to them for use at school. iPads are to remain at SCHS to ensure that they are charged, available, and ready for the next day’s use. If a student takes an iPad home it may be treated as theft of school property.

### Attendance Policy at a Glance:

	<b>Consequence</b>
3 <sup>rd</sup> absence of the same class during a block	Student is dropped from “Real Life Swift Creek” and <b>placed in the “Morning Program” (MP)</b> until they meet the MP requirements <b>and</b> a new block begins.
	<ul style="list-style-type: none"> <li>• After two absences, students and their parent/guardian will participate in an attendance conference and sign an attendance agreement.</li> <li>• Students are considered absent when they enter class more than 15 minutes after the beginning of class OR they leave class more than 15 minutes early.</li> <li>• On the fourth redirect in class, students are sent to the office with an office discipline referral. This will always result in parent communication, the student will go home for the day, and this will count as an absence for the day regardless of how much time was left in class.</li> <li>• If a student is dropped from their morning class only they may attend the MP in the morning, and continue their afternoon class if the afternoon. If they are dropped from their afternoon class only, they will be dropped from both classes to attend the morning program and will be encouraged to complete career vocational credit in the afternoon.</li> <li>• Students will be responsible for their own transportation in the middle of the day if they become a half-time student.</li> <li>• To return to Real Life Swift Creek from the MP students must complete and pass .5 credits online with certified teacher supervision, maintain 80% attendance in the MP, and cannot exceed two office discipline referrals.</li> <li>• All assignments and assessments, including make-up work, must be completed and handed in by the last day of each block.</li> </ul>

### Tardy Policy at a Glance:

	<b>Consequence</b>
4 <sup>th</sup> tardy in the same block	Student is given an absence.
	<ul style="list-style-type: none"> <li>• Every 4<sup>th</sup> tardy in a block will equal an absence (see absence guidelines above).</li> </ul>

**Student Behavior and Conduct:**

#	Expectations	Consequences
1.	<p><b>Be Safe:</b> Possession or use of alcohol, drugs, drug paraphernalia, cigarettes, lighters, guns, knives, and other contraband and/or weapons are strictly prohibited on campus. <b>Do not bring pocketknives to school.</b></p>	<p>Students who use or possess alcohol, cigarettes or any other form of tobacco at school will be dropped from enrollment until the beginning of the next block and may lose the privilege of attending school at SCHS. These items will be confiscated from students who bring them. The Safe Schools Act mandates that a weapon or drug violation constitutes a one-year expulsion from school.</p>
2.	<p><b>Be Respectful:</b> Students will be respectful, courteous and polite to staff members and fellow students.  Students will exhibit behaviors that allow other students to work. Socializing must be primarily done during breaks. Do not disrupt those who are working.  Cell phones shall be concealed and shall not be used during class.  Students shall comply with all directions given by staff members, including substitute teachers.</p>	<p>Students who are disrespectful to others will be required to make an appropriate apology. Students who are involved in disputes with others will be required to participate in mediation. Students who are unwilling to apologize or participate in mediation or those who are repeatedly disrespectful will be directed to leave campus. When this happens, the student may not come back to school until he/she schedules and completes a conference with the principal of SCHS. Students who engage in aggressive behavior, bullying, and/or fighting will be dropped from enrollment until the beginning of the next block and may lose the privilege of attending school at SCHS.  Students who are continually distracting will be asked to leave class. This will count as an absence for the student. Students who continue to be a disruptive influence may lose the privilege of attending school at SCHS.  Students who refuse to follow directions will be given the choice of following the direction or going home. Students who choose to leave campus instead of complying to teacher directions will be considered absent. Students must agree to follow through with directions given by staff members before they will be allowed to return to school.</p>
3.	<p><b>Be Responsible:</b> Student shall comply with all SCHS attendance and tardy policies.  Students shall comply with SCHS dress code.</p>	<p>See the SCHS Attendance and Tardy Policies for detailed information, including specific consequences. They will follow the 6 P's and attending skills taught at SCHS.  <b>Failure to Follow Dress Code</b> SCHS teachers have clothing that is in compliance with our procedure that will be available to students who are not in compliance. Students will receive a redirect (a prompt given to a student which is part of the school-wide discipline system) if asked to comply. Following the redirect, students will have the choice to comply or take an absence for the day.  Blankets, in-compliant piercings, hats, and sunglasses will be confiscated by staff on the first offense and returned at the end of the day. On the second offense, they will be given to the office and not returned until the end of the week. On the third offense, they will be given to the office and not returned until the end of the block.  Confiscation will consist of a student being asked to deposit the item on the staff member's desk. The student will have a choice to comply or take an absence for the day.</p>

I fully understand the Swift Creek High School policies for attendance and discipline. I understand that I/my student will be expected to meet the provisions in this document. Furthermore, I understand that these provisions and consequences and others that are determined to be appropriate by the school administration will be administered as part of the educational program.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date