

appahannock High School

2017-2018

Student Handbook/Code of Conduct

ADMINISTRATION

Principal

Mr. Dave Ferguson

Assistant Principal

Mrs. Dana Fox

School Counselor

Mrs. Lexi Brown

* * *

Superintendent

Dr. James G. Smith

Assistant Superintendent

Dr. Sarah M. Schmidt

School Board Members

Mr. John A. Brown, Chairman

Mr. Ken Blackley, Vice-chairman

Mrs. Kathleen F. Beane

Mrs. Patricia P. Pugh

Mrs. Vivian G. Wood

RAPPAHANNOCK RAIDERS

Colors: Red and Gray

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**Student Handbook
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OVERVIEW

STATEMENT OF PHILOSOPHY/OBJECTIVES

The faculty and staff of Rappahannock High School (RHS) believe that it is important to create a variety of learning experiences to accommodate the diverse needs and interests of the school and community. In keeping with this philosophy, a continuous effort is made to provide an environment which nurtures and stimulates teaching, learning, and service. The school assumes an obligation to equip each student to take his/her place in a changing society as a well-adjusted, informed individual and as a productive citizen. The maintenance of the education environment to fulfill these purposes is an obligation shared by the school, parents, student body, and community.

It is the philosophy of the Richmond County Public School System (RCPS) and specifically Rappahannock High School to provide and promote a dynamic learning environment through which all students acquire knowledge, skills and values necessary to live as informed and productive members of society. In keeping with this philosophy, a continuous effort is made to build an atmosphere for learning which will enable each student to experience success.

Rappahannock High School is committed to building an atmosphere for learning with the following objectives in mind:

1. Foster and improve school-community relations by providing school-sponsored activities and participating in community activities
2. Encourage students to appreciate the unique characteristics of their own community and to give them exposure to different social-economic areas
3. Encourage positive interchange among teachers, parents, community members, and community agencies in order to provide means of serving the student population or coping effectively with mutual difficulties
4. Make students aware of their individual strengths and weaknesses
5. Help students choose educational curriculum that is consistent with their abilities and that will enable them to advance according to their strengths and goals
6. Provide the necessary tools for students to appreciate the beauty and quality of the environment and to seek to enhance it
7. Encourage students to respond to aesthetic experiences in the arts and to gain appreciation for them.
8. Foster a voluntary student cooperation by maintaining high standards of student conduct and responsibility within the school environment
9. Foster a creative interchange of ideas within the classroom setting by encouraging students to express their personal opinions
10. Encourage critical thinking and problem solving
11. Provide students with an opportunity to participate in activities designed to foster leadership and citizenship in a democratic society
12. Help students to recognize, develop, practice and appreciate good personal habits of physical and mental health
13. Make students knowledgeable of intellectual, physical and social skills necessary to obtain employment, to seek higher education, or assume family responsibilities
14. Encourage students to participate in extra-curricular activities as an outlet for their creative talents
15. Encourage administration and faculty to stay abreast of current educational practices and concerns through in-service education courses
16. Promote changes in any area of the school's operation when it fails to meet the needs of the school population and the community
17. Maintain high academic standards

In summary, we are working to produce young citizens who have developed a sense of responsibility and self-discipline, who have maintained their individualities, and who feel they can successfully take their places in our democracy.

POLICY OF NON-DISCRIMINATION

The Richmond County Public School System does not discriminate against any of its employees, students, or applicants on the basis of race, color, national origin, sex, religion, age or disability or for any other reason. The Assistant Superintendent is designated as the responsible person regarding assurance of non-discrimination and may be contacted at the School Board Office.

SCHOOL CONDUCT

To ensure a good educational climate, it is important that students understand that acceptable behavior is expected at all times. Students' conduct is governed by the Richmond County Schools' *Code of Student Conduct*. All students receive a copy of this booklet which details their responsibilities and the consequences of improper behavior. Any questions or discrepancies about student behavior should be referred to the *Code of Student Conduct*.

BELL SCHEDULE

Monday- Thursday Bell Schedule

		1st	8:25 – 9:54		
		2nd	9:59 – 11:25		
A	11:30 – 12:00	3rd	11:30 – 12:17	3rd	11:30 – 1:03
3rd	12:05 – 1:38	B	12:22 – 12:48		
		3rd	12:53 – 1:38	C	1:08 – 1:38
		4th	1:43 – 3:10		

Friday I/E Schedule

		1st	8:25 – 9:51		
		2nd	9:56 – 11:19		
A	11:24 – 11:49	3rd	11:24 – 12:06	3rd	11:24 – 12:47
3rd	11:52 – 1:15	B	12:07 – 12:32		
		3rd	12:33 – 1:15	C	12:50 – 1:15
		4th	1:20 – 2:43		
		I/E	2:47 – 3:10		

1:00 Dismissal Bell Schedule

		1st	8:25 – 9:24		
		2nd	9:29 – 10:28		
A	10:33 – 11:00	3rd	10:33 – 11:05	3rd	10:33 – 11:30
3rd	11:05 – 12:02	B	11:08 – 11:30		
		3rd	11:28 – 12:02	C	11:35 – 12:02
		4th	12:07 – 1:00		

2 Hour Delay Schedule

		1st	10:25 – 11:26		
A	11:31 – 11:56	2nd	11:31 – 12:02	2nd	11:31 – 12:33
2 nd	11:59 – 1:00	B	12:03 – 12:28		
		2nd	12:29 – 1:00	C	12:36-1:00
		3rd	1:05 – 2:06		
		4th	2:11 – 3:10		

ACADEMIC INFORMATION

Refer to our course manual on the school website for information on our course offerings including Dual Enrolled courses, Advanced Placement, Chesapeake Bay Governor School, and the Northern Neck Technical Center. If you are unable to access our online listing of course offerings, please contact Mrs. Brown (lbrown@richmond-county.k12.va.us) for a copy.

GRADUATION REQUIREMENTS

Beginning with students entering ninth grade for the first time in 2013-2014, a student must also:

- Earn a board-approved career and technical education credential to graduate with a Standard Diploma; and
- Successfully complete one virtual course, which may be non-credit bearing.

Standard Diploma		
Discipline Area	Standard Credits	Verified Credits
English	4	2
Mathematics	3	1
Laboratory Science	3	1
History & Social Sciences	3	1
Health & Physical Education	2	
Foreign Language, Fine Arts or Career & Technical Education ¹	2	
Economics and Personal Finance	1	
Electives ²	4	
Student Selected Test ³		1
Total	22	6

*-All Math, Science, and History requirements remain the same as previous charts.

- 1**-Credits earned for this requirement shall include one credit in fine or performing arts or career and technical education.
2-Courses to satisfy this requirement shall include at least two sequential electives as required by the Standards of Quality.
3-A student may utilize additional tests for earning verified credit in computer science, technology, career and technical education, economics or other areas as prescribed by the Board in 8 VAC 20-131-110.

Advanced Studies Diploma		
Discipline Area	Standard Credits	Verified Credits
English	4	2
Mathematics	4	2
Laboratory Science	4	2
History & Social Sciences	4	2
Foreign Languages ¹	3	
Health & Physical Education	2	
Fine Arts or Career & Technical Education ²	1	
Economics and Personal Finance	1	
Electives	3	
Student Selected Test		1
Total	26	9

- 1**-Courses completed to satisfy this requirement shall include three years of one language or two years of two languages.
2-The Standard, Advanced Studies, and Modified Standard Diplomas each contain a requirement for one standard unit of credit in Fine Arts or Career and Technical Education.

Career & Technical Completers

A variety of Career & Technical (CTE) classes are offered at Rappahannock High School. Usually students will take two or more classes to complete a career and technical program, although some offerings only require one year. When course work is complete, students may be prepared for entry level jobs and to take State Board exams when required.

Rappahannock High School CTE Completers (must complete course with a "B" or higher).

- I. Agriculture II and Horticulture/Landscaping
- II. Business—A student must take two business classes to complete a business program.
- III. JROTC- JROTC I and II

Northern Neck Regional Technical Center Completers:

Auto Body Technology	Culinary Arts	Electricity	Horticulture
Auto Technology	Cosmetology	Nursing Assistant	Marine Trades
Carpentry	Engineering	Computer Systems Technology	

GENERAL NOTES ON SCHEDULING AND PROMOTION

1. To be promoted to the next grade, a student must earn the following credits:
10th Grade: have 5 credits, one of which is English 9.
11th Grade: have 10 credits, one of which is English 10.
12th Grade: have 15 credits, one of which is English 11.
One credit will be received for each class successfully completed with a grade of 75 or above.
2. Most subjects are worth one credit each. Courses taken at the Northern Neck Technical Center are worth three credits.
3. To participate in any VHSL sponsored event (sports and other), students must successfully complete 5 classes the preceding year of school.
4. ELECTIVE courses required as part of the Standard and the Advanced Studies diploma (see page 7).
5. Students may only add/drop a course prior to noon on Friday, September 8, 2017. It is necessary to bring documented parental permission for any schedule changes to be granted.
6. All schedules are arranged based on student requests and requirements for graduation as assigned by the Commonwealth of Virginia expected to acquaint themselves with graduation requirements for completing certain courses of study. The school counselor will provide Juniors and Seniors individualized copies of their transcripts outlining credits required for graduation.
7. Only regulation high school credits will be accepted without question from transfer students. Credit from non-accredited schools will be evaluated on an individual basis. No correspondence work will be accepted under any condition.
8. The scheduling process for the 2018-2019 year will begin in mid-February with classroom visits by the school counselor and administration.

GIRLS' AND BOYS' STATE

Each year, Junior boys and girls are given the opportunity to be selected to attend this program sponsored by the American Legion. The one-week program is designed to give students training in citizenship. Qualities which are important to a student's selection include loyalty as an American citizen and academic ability. Expenses for this program are paid by local civic organizations.

GRADING SCALE

Richmond County operates on a nine-week grading period. The grading scale is as follows:

A = 93 - 100 Superior	C = 78 - 86 Average	F = Below 70 Failure
B = 87 - 92 Above Average	D = 70 - 77 Below Average	

Weighted classes offered at RHS are given weight according to the established policy that each student receives at the beginning of the school year.

HONOR ROLL

Students on the Principal's List must have no grade below an "A" for the nine-week period.

Students on the Raiders List must have no grade below a "B" for the nine-week period.

Honorees may be recognized in local publications. The media consent form implies consent for this recognition.

MAKEUP WORK

Students are expected to make up work missed when they are absent from school. In general, students are given the same number of days to make up work as the number of days they were out of school for approved reasons. (For example: If a student misses three days, he/she is given three days in which to complete the assignments.) For excused absences, students will receive the number of days missed plus one additional day for full credit.

Academic Recovery: An opportunity that may be available for students who need additional time to complete missed/incomplete work. This time must be allocated by administration. Academic Recovery will be supervised by the ISS coordinator.

MEDIA CENTER

The media center is open daily from 8:00 a.m. to 3:30 p.m. The media center may be available at other times by making arrangements with the librarian or the principal. Books may be checked out for a period of two weeks and may be renewed for successive weeks.

The media center provides a full range of technical services including electronic card catalog, on-line data bases, and electronic research sources. Reference books and periodicals are to remain in the media center at all times. If you have any questions please contact Mrs. Gagnon (kgagnon@richmond-county.k12.va.us)

MEDIA RELEASE FORM

RHS tries to promote the success of our students and staff through the use of both print and electronic media sources/platforms. Parents/Guardians who do not wish to have their child's image used must return the media release form.

REMEDIATION

The RHS remediation policy is to provide remediation to students who have failed an SOL or class required for graduation requirements during the summer, school year, or both.

REPORT CARDS

Richmond County operates on a nine-week grading period and a report card will be issued to each student at the end of the grading period. Student academic information is accessible by the use of PowerSchool as well.

SCHOOL COUNSELING

The School Counseling Office is available for students to provide assistance and information about personal, educational, and career decisions. Students are welcome to use the materials provided by the School Counseling office for career and educational exploration. Students are encouraged to meet with the counselor if problems should arise during the course of the school year.

Mrs. Brown may be contacted at lbrown@richmond-county.k12.va.us.

TEXTBOOKS

Students are responsible for any textbooks that are assigned to them. Books should be kept neat, clean, and free from any writing. Writing of any kind in the book, including highlighting, or underlining, will be considered vandalism and the student will be expected to pay for the book. Books must be returned to the teacher before final grades are issued. Failure to pay for books that are not returned (or returned damaged) may result in the loss of privileges.

TRANSCRIPT OPT-Out (8th Grade Only)

Regulations established for the Standards for Accrediting Public Schools in Virginia provide for the following explanation in regards to high school credits taken by students in grades 6-8: **“For any high school credit-bearing course taken in middle school, parents may request that grades be omitted from the student’s transcript and the student not earn high school credit for the course in accordance with policies adopted by the local school board.”** (*VAC20-131-90)

RHS requires that a Request for Grade Removal from Transcript Form be completed and submitted to the RHS School Counselor before the final course grade is issued. All credit-bearing grades obtained at the end of the school term will be a permanent part of a transcript unless the necessary removal process has been followed.

Please contact the school counselor or an administrator if you have any further questions or concerns regard the transcript opt-out procedure.

1:1/LAPTOPS

Computer use in the 21st Century, and particularly in the classroom, has become an important part of our schools’ instructional program. To prepare our students to live and work in the 21st Century and to provide them with the necessary tools to improve their future, Richmond County Public Schools is pleased to offer Rappahannock High School students a school issued laptop for the upcoming 2017-2018 school year. Our program will be for all students in grades 8-12.

Mr. Chris Trader is the Director of Technology and may be contacted at ctrader@richmond-county.k12.va.us .

GENERAL INFORMATION

ABSENCES

All absences must first be reported to the office.

The following are types of absences:

Pre-excused: Requests for prearranged absences must be presented and approved by the office staff prior to the first day of absence. The student must provide the office with a written note from the parents stating the reason for the absence. Examples of pre-excused absences are doctor’s visits, funeral of friends, or educational absence (up to two (2) days per school calendar year). Proof of any educational visit must be submitted the day the student returns to school (admission ticket stub, program or brochure). If a student knows in advance about the absence and fails to obtain approval for the absence, then the student will be given an unexcused absence.

Excused: Students must submit a doctor’s note to the main office to support the absence on the first day of returning to school. Students will be allowed to make up work when the absence is excused. All arrangements to make up work is the responsibility of the student. Other excused absences that are non-health related can be approved by administration.

Unexcused: No note from parent or doctor. Phone calls are not an acceptable excuse for absence. Unexcused absences may result in a zero for missed work the day of the absence. Examples of unexcused absences are shopping or pleasure trips, oversleeping or missing the bus, work away from home or any non-emergency not pre-excused.

Unverified Absence: A note from the parent can be faxed, e-mailed, written or typed, but must be at school on the day that the student returns. The note must include: 1) Student’s first and last name, 2) Date(s) of the absence, 3) Date the child is allowed to return to school, 3) Reason for the absence, 4) Parent signature.

Students driving cars to school should realize that this does not give them permission to be tardy or to be

absent in the event of car trouble. Students should leave for school in plenty of time to arrive on time. Cases involving student drivers who are late may be excused at the discretion of the principal on an individual basis. **Being habitually late will result in the parking pass being revoked. Fourth (4th) unexcused tardy will result in a loss of the parking pass for 10 days; fifth (5th) unexcused tardy will result in a loss for 15 days, and sixth (6th) unexcused tardy will result in a loss of the parking pass privilege for the remainder of the semester. Cars without a parking pass are subject to towing at the owner's expense.**

ATTENDANCE

All students are expected to attend school regularly. All absences from school **MUST** be supported by a written excuse signed by the parent/guardian on the day he/she returns to school. Failure to bring a note will result in an UNEXCUSED absence.

According to the School Board policy, a student who misses more than 10 days a semester, will not receive credit for his/her classes unless certain criteria are met. A conference must be held with the principal to discuss the absences and establish conditions in order to receive credit. If a student fails to meet the established conditions, he/she will receive a failing grade for the semester for the class(es). Students may only make up time for excused absences that impact their credit. A student is not allowed to make up time for an unexcused absence.

In addition to any other actions taken pursuant to this policy, if a student who is under 18 years of age has 10 or more unexcused absences from school per semester, the principal or principal designee will notify the juvenile and domestic relations court.

Revisions reflect amendment of Va. Code § 46.2-323 and enactment of Va. Code § 46.2-334.001 by HB 1826.

The Attendance Officer will work closely with the student and parents to ensure that the student maintains good attendance habits.

AWARDS RECOGNITION

Near the close of the school year, a special assembly is held for the student body during which awards of various kinds are presented by the SCA, some school departments, and civic groups. Students from all grades are eligible to receive awards of various kinds.

BUS REGULATIONS

Guidelines for students riding school buses are detailed in the *Code of Student Conduct*. There are specific procedures that need to be followed when riding a school bus and students are encouraged to consult the *Code of Student Conduct* for any questions they may have. Mr. Robert King is the Director of Transportation and can be contacted at rking@richmond-county.k12.va.us.

CAFETERIA

All students must report to the cafeteria for lunch. During their lunch period, students are expected to remain in the cafeteria. No one is allowed to leave the cafeteria without permission from the supervisory staff.

Students are to conduct themselves in a proper manner in the cafeteria. This conduct includes not leaving trash on the table or on the floor. They should take their trays back, put silverware and dishes in the places provided, and toss paper in the trash cans. All trays should be stacked to assist the cafeteria workers. Mrs. Tammy Coates is the Director of Food Service and can be contacted at coates@richmond-county.k12.va.us.

CLINIC

The clinic is available to ill students with a Nurse pass filled out by their teacher. If a student is thought to be too ill to remain at school, their parent/guardian or emergency contact will be contacted for permission to be picked up or to go home. The school nurse must talk with the parent/guardian before a student is permitted to leave the school grounds. If a student does not go home after spending one period in the clinic, he/she must return to class. The School Nurse is Nurse Arthur and her contact information is tarthur@richmond-county.k12.va.us.

DRESS REGULATIONS

Clothing cannot be excessively loose or excessively tight fitting.

All clothing must be free of holes, cuts, tears and/or rips that expose undergarments and/or the region of the body traditionally covered by undergarments.

Offensive symbols and messages

Any article of clothing with a printed message, may not contain profanity, obscenity, or the promotion of any illegal activity or violence. This includes advertising tobacco, alcohol, or weapons and sexually suggestive writing/images. Any article of clothing that is deemed inappropriate, offensive or a distraction to the educational environment is unacceptable.

Knees and Shoulders

All straps must be at least two (2) fingertips wide. Muscle shirts, halter tops, tube tops and/or spaghetti strap tops are not permitted.

Skirts and Dresses must be no more than 4" above middle of knee cap. Shorts must reach the middle of the student thigh.

Head and Face

Hats, hoods and sunglasses may not be worn during the school day or indoors during school-sponsored activities.

Any headwear worn must have a necessary function and be approved in advance by administration.

No headphones are to be worn in the hallways and only be worn during class time at teacher's discretion.

Shirts and Tops

No half shirts, halter tops, strapless shirts.

Tops that expose the back or parts of undergarments, including racer back tops or similar articles, are not permitted.

Shirts must not reveal undergarments, whether due to the transparency, length, or lack of coverage.

Burnout and sheer fabrics are not sufficient coverage of the chest, back and shoulders.

No exposed midriffs, low-cut necklines, exposed cleavage, or spaghetti straps

Inappropriate tops may not be covered with sheer shirts, sweatshirts or jackets.

Pants and Bottoms

Pants may not be worn as to expose underwear or skin around the midsection and must completely cover the buttocks area

No loose design destroyed cut style pants or jeans (may be worn only if there are shorts or leggings), short-shorts, miniskirts, hot pants, or, fishnet stockings, pajamas or sleepwear may be worn.

Footwear

Footwear must be worn and no house slippers.

Safety considerations may dictate the type of footwear worn in specific classes or school settings.

EARLY RELEASE FROM SCHOOL

If a student needs to leave school early during the school day, please send a note in the morning. The note should contain the student's name, date, time and reason for the early release. The name of the person(s) picking up the student should also be included, as well as the parent's signature and telephone numbers.

If someone other than a parent is picking up a student early, this person must be listed on the "Early Release Authorization" which is completed by the parent at the beginning of the school year. If a person's name does not appear on the Early Release Authorization List and/or proper verification can not be obtained from the parents/guardians, the student will not be released early from school.

When a parent or designated person comes to pick up the student, they must go to the office to sign out the student and he/she will be called from class. Proper identification will be required of any person picking up a student from school.

ELECTRONIC DEVICES

Electronic devices may be on during school hours in the cafeteria during lunch and during class transitions. Cell phones may not be visible and/or used during class unless under the direct supervision of the teacher for educational purposes. Violators will be corrected according to school and state law.

First offense, student warning. Second offense, phone confiscated and returned at the end of class. Third offense, phone confiscated and returned to parent. Fourth offense, in-school suspension and parent/administration conference. Habitual offenses may result in a ban of bringing devices on campus.

Administrators may determine abuse of use at their discretion.

Emergency Exercises and Drills

RHS is required to hold a variety of safety exercises in regards to School Lockdown Drills, Tornado Drills, and Fire Drills on a weekly, monthly, and bi-annually basis. Before these exercises take place faculty and staff review protocol with the students. The exercises are also reviewed by either internal or external safety teams or professionals to provide feedback in maintaining a safe learning environment for our students. Exits are marked around the school and each location has a posted evacuation map with primary and secondary routes highlighted for evacuation.

FINANCES

All school money must be handled through the office on a daily basis. A receipt is given for all money collected. Teachers receive receipt books on annual basis to receipt funds.

FIRE DRILLS

The fire drill bell is different from the regular school bell. Teachers and staff will inform you of emergency protocol and evacuation maps are located in each classroom with a primary and secondary evacuation route.

Doors to be used:

100 - 102 and Science Rm	East End
105, Health Rm	Front, Right Side
104, Business Rm, Library,	Front
103, Shop	Back Shop
106, Office Tech	Back, Boys' Locker Rm
All Gym classes	Back Locker Rm
109-114	Back Gym Corridor
Auditorium	Auditorium Front
Office, Guidance, Clinic	Front, Left Side
All Music classes	Music Rm
All JROTC/ Art classes	Art Corridor
107, 108	Back Cafeteria
115 – 124	Back Doors

GYM PROCEDURES

Students are expected to wear appropriate attire during physical education classes per the teacher's syllabus. A charge is made for the use of locks in the locker rooms and students are expected to pay for any lost or damaged locks. Valuables should be left at home, but if a student has items of value, phones, money, then it is the student's responsibility to properly secure these items with a lock on their locker.

ILLNESSES AND INJURIES

At the beginning of the school year, each student will complete an emergency card to be kept on file in the school office. When a student becomes ill during the school day, he/she should obtain permission from the teacher to report to the office. The school nurse shall then notify the student's parents to come and get the student or grant permission for the student to leave with someone else. In the event that the parents cannot be reached, only those persons listed on the School Emergency Card will be called. At no time will a student be allowed to leave school without first notifying the parents or the emergency contact.

All accidents should be reported to the office immediately. Students are expected to file an accident report with the office whether they are injured or not.

The school nurse will provide forms for the insurance company; however, the school, is not responsible for payments of claims.

INSURANCE

At the beginning of each school year information concerning different school insurance policies will be given to each student. Parents and students desiring further information concerning insurance coverage should contact the principal directly.

LOCKERS

Each student is assigned a locker at the beginning of the school year. Any changes in the locker assignment must be approved by the principal. Lockers are considered school property and are subject to search. School locks may be purchased from the office for \$5.00. Outside locks may also be used by students, however if a student fails to comply in unlocking their locker, then RHS Staff will have Richmond County Public Schools staff remove the lock through necessary means and the school is not responsible for replacement of the lock. Books, instructional materials and personal clothing are the only items to be secured in the lockers. Rappahannock High School is not responsible for any lost or stolen items. Valuable personal property should not be brought to school. If a student chooses to bring a valuable item to school, it is recommended that the item be locked in their locker in the hallway or physical education class. Student-athletes using the lockers in the field house and locker rooms are given the opportunity to sign out a lock from their coach. Locks must be returned to the coach at the end of the season.

LOST AND FOUND

All lost articles are reported to the office secretary. All found articles are turned in to the office. Lost and Found is located across from the school bookkeeper's office. Lost and found items will be donated at the end of each month.

PARKING

Students are permitted to drive their cars and park them in the student parking lot, if the cars are registered with the office. At the time of registration, a \$20 fee is charged for a parking pass which must be displayed on the car. Cars are subject to search by the administration and/or law enforcement officers, if cause is given. Students that are tardy for the fourth time will lose their driving passes for 10 days, fifth tardy will result in a loss of driving privileges for 15 days, and a sixth tardy will result in the loss of the parking permit and driving privileges for the remainder of the semester.

REGISTRATION OF MEDICATIONS

All approved medications must remain in the clinic and administered by the school nurse or trained office staff members. A student requiring medication for treatment of an illness must bring a note to the office from his/her parents or guardians and physician granting permission to take the medication and stating the length of time to be taken. Permission must be registered with the School Nurse for each new medication needed.

TARDINESS

Tardies to School and Class

Students who are late to school should come directly to the office to receive a tardy slip. Only office staff may prepare an admittance slip to class. Most tardies are considered unexcused.

Late buses, medical/dental appointments are examples of EXCUSED tardies. All other reasons will be considered UNEXCUSED. The school may accept a limited number of notes from parents (my son/daughter wasn't feeling well or we had a family emergency) that will be counted as excused.

The tardy bell rings 5 minutes after the regular bell and after lunch. Any student who is not inside his/her classroom when the tardy bell rings is considered tardy. If a teacher keeps a student overtime in the classroom, the teacher will provide a note explaining the lateness for the next period teacher.

Parents will be notified every time their child is tardy to school. Students will receive a lunch detention at 4 tardies and for every tardy thereafter.

For those students who drive to school: driving to school is a privilege and responsibility; therefore, students are expected to report to school on time. Failure to arrive at school or class on time will result in the loss of driving privileges as detailed on page six (6).

TELEPHONE

The telephone in the school office is for school business only. Students can use the phone in each classroom for local calls with teacher approval and supervision.

VISITORS

All visitors are required to report to the school office upon entering the school building. Under no circumstances are visitors allowed in the hallway or in a classroom without the permission of the school administration. If a visitor desires to speak to a student, permission must be obtained from the school administration.

STUDENT ACTIVITIES

ATHLETICS

Rappahannock High School provides VHSL Sanctioned athletic teams for boys and girls. There are varsity teams for baseball, basketball, cheerleading, cross-country, football, golf, scholastic bowl, soccer, softball, tennis, theatre, track and field, and volleyball. Junior varsity teams are offered as participation allows in those sports.

For more info about athletics, please contact our Athletic Director, Mr. Patterson at rpatterson@richmond-county.k12.va.us

CLASS DUES

Please refer to page 18 in regards to class dues and fees for the 2017-2018 School Year. Any student attending the prom must have all back dues paid.

Any student who does not pay dues or attend the prom in their junior year, but wishes to attend the prom in their senior year must pay \$35 in dues.

CLASS OFFICERS

Class officers shall be as follows: President, Vice-President, Secretary, Treasurer, and Reporter. Candidates for office can have no grade below a "C" the second semester of the preceding year.

EXTRACURRICULAR ACTIVITIES

Art Club

The RHS Art Club is an organization of interested students that promotes an understanding and appreciation for art. Art workshops are sponsored by the Art Club during the year. Also, the Art Club displays art work of students in the hallway and cafeteria throughout the year.

BETA Club

The purpose of the National BETA Club is promote the ideas of honesty, service, and leadership among the students to regard meritorious achievement, and to encourage students to continue their education after high school.

Members who are academically eligible for membership will be notified at the beginning of the second semester. Students who fulfill the steps to accept membership will receive an information package detailing the requirements they must meet to maintain good standing.

Concert and Marching Band

The Concert and Marching Band is open to all students in grades 8 through 12 who have had formal training on musical instruments. (This training is supplied through instrumental music class offered by the school.) The band performs at athletic events at home and participates in several parades. Students desiring to become band members must agree to attend all practices unless unusual circumstances arise. Practices begin approximately three weeks prior to the beginning of school, usually lasting two hours a day for four or five days a week. When school begins, practices are after school for two hours.

Cheerleading (VHSL)

A cheerleader must pass at least five classes each semester and continue to pass at least five classes while cheerleading. A cheerleader is expected to attend all practices and abide by all rules established by the coach. The cheerleaders organize a Spirit Week early in the school year to boost interest and enthusiasm for Rappahannock's athletic program.

Chorus

The RHS Chorus is open to interested students who feel they possess talent in singing. The Chorus participates in concerts of various kinds and events of community interest. Practices are held either before or after school.

FBLA

The Future Business Leaders of America is a national organization designed for all students enrolled in business courses. The FBLA encourages its members to acquire a better understanding of the business world by developing cooperation between students and business personnel and promoting interest in business and activities.

FFA

The Future Farmers of America organization is an integral part of agricultural education classes. Its purpose is to develop leadership, cooperation, and citizenship. The FFA is national in scope and through its contests, meetings, and awards, provides practical experiences and worthy recognition to members. The FFA motto expresses the philosophy of the organization, "Learning to do, doing to learn, earning to live, and living to earn."

Fellowship of Christian Athletes

Fellowship of Christian Athletes is responsible for challenging coaches and athletes to use the powerful medium of athletics to impact the world for Jesus Christ. FCA is the largest Christian sports organization in America. FCA focuses on serving local communities by equipping, empowering, and encouraging people to make a difference for Christ.

Math Club

The RHS Math Club is an organization that promotes students' knowledge of mathematics. It provides organized study of math with instruction from highly qualified teachers. The Math Club sponsors math contests through RCC and the local math teachers' organizations.

SODA

The SODA Club (Student Organization Developing Attitudes) is an organization of students who serve as mentors for elementary students. The high school students meet periodically with the younger students and talk with them about issues and problems they may be facing. Participating students must display good moral character and be in good academic standing.

Yearbook

The Crest is published each year by a student staff from the yearbook elective class for the various phases of production. Students can make partial payments for their yearbook at certain times during the year and the remainder when the yearbook shipment arrives during the summer.

Theatre (VHSL One Act Play/class)

The purpose of Theatre is to increase students' understanding, appreciation, and critical perceptions of the theatrical event. Readings and lectures will focus on the elements of theatrical practice; artists and innovators of theatre throughout history; and on the theatre's development as an art form and a social phenomenon. Students will be required to attend practices, and performances after school and on performance weekends. Ms. Rombold is the teacher and sponsor of this program.

JUNIOR-SENIOR PROM

Each year the Junior Class presents a student prom at which the Senior Class and faculty are the guests of honor. This is a much anticipated festive occasion which is a highlight of the last two high school years. Prom will take place on April 21, 2018. Students must attend school on April 20, 2018 in order to attend the prom.

Outside dates are permitted; however, they must be approved by the administration, proper paperwork fillout and **they must be between the ages of 14 and 20**. Class officers are expected to set up before the prom and clean up after the prom. No eighth grade students may attend prom.

MONOGRAMS

Monograms are presented near the close of the year to outstanding athletes considered by the coaches to be in good standing. A student's first award carries a varsity letter, only one of which will be given. Each year after the first year, the student will be awarded a service bar. It is important to note that any infraction that would bring discredit to the athletic department will prevent a student from receiving a letter, as will any undesirable behavior in any phase of school life.

SCHOOL PARTIES AND FUNCTIONS

School parties are usually held between the hours of 8:00 and 11:00 p.m. on the school grounds with at least two faculty members present. Students are not permitted to leave school parties and then return. All parties must be approved and placed on the official school calendar at the beginning of the year.

No student may attend a school function if he/she has been absent that day and did not have a pre-excused absence. A student must also be in good standing to attend school related events. Any student with a suspension must get permission from the principal to attend.

All outside dates must be listed with the office on the Thursday preceding the event. Anyone not in the junior or senior class is considered an outside date at the Junior-Senior Prom. Elementary and middle school students are not allowed to attend the Prom or any other school dances.

All school picnics and similar activities must be held on school grounds unless approval has been made by the principal or their designee..

SENIOR PORTRAITS

Seniors may have special portraits of themselves made for the school yearbook and for friends and relatives during the summer prior to the start of their senior year. A fee is charged for proofs, when an actual selection of pose and type of picture is made, a deposit of at least one-half of the total cost must be returned with the order. Only students who are officially seniors are permitted to have their pictures made with the senior class. You may contact Charles Lawson at info@keepsakeimages.net with questions about your photos.

SENIOR RINGS

School rings are ordered during the Junior year by students who are enrolled, are in good standing in

school, and are progressing well enough to be classified as seniors the following fall. A deposit must be paid when the orders are placed. This will be partial payment for the full cost of the rings. The ring must be paid in full to receive it during the Junior Walk at Prom.

SENIOR TRIP

Each year the senior class is given an opportunity to take a trip together as a group. Students determine possible destinations and the class votes on the choices to determine majority opinion. This is a student-financed trip. The student must be in good standing with the school. Students who have been suspended during the school year for any reason and/or are failing more than one class may not participate in the senior trip unless granted by the principal. Discipline problems on the senior trip may result in a loss of privileges and/or the inability to participate in the graduation ceremonies. Mrs. Knight serves as the Senior Class Sponsor and may be contacted at lknight@richmond-county.k12.va.us

VIRGINIA HIGH SCHOOL LEAGUE

Rappahannock High School is a member of the Virginia High School League (VHSL), an organization of public high schools that seeks to encourage student participation in desirable school activities by conducting or supporting programs of interscholastic activities in all fields. The VHSL sets forth specific eligibility requirements for all students participating in athletics and interscholastic activities representing Rappahannock High School.

For more info about athletics, please contact our Athletic Director, Mr. Patterson at rpatterson@richmond-county.k12.va.us

Mr. Winfield will serve as the Faculty Athletics Representative in assisting our student-athletes fulfill their academic endeavors to truly be a student-athlete. He may be contacted via e-mail at gwinfield@richmond-county.k12.va.us

Athletes must have a VHSL physical form on file with the athletic director before beginning practice. This form must be complete or the athlete may not practice. An athlete must take a minimum of five classes and must have passed five classes at the end of the school year or first semester, whichever one precedes the sport's season. Other rules are listed on the physical form, which may be secured in the office.

RHS FEES for the 2017-2018 School Year

Class Fees

Junior Class Fees:

- \$60.00 dues-covers the cost of prom both Junior and Senior year
- \$40-\$55 class trip to Washington D.C. Cost varies due to number of students and cost of bus and dinner.

Senior Class Fees:

- \$35.00 dues if not paid Junior year for prom
- Senior trip-cost varies due to destination and number of students
- \$14.00 Honor stole for honor graduates

Computer Fees:

- \$25.00 per year per student
- \$15.00 per year per student if more than 1 child in high school
- \$15.00 per year if student receives free/reduced lunch
- \$20.00 to replace charger if lost or damaged
- \$375.00 if computer is lost to replace

Club fees

BETA Dues:

- \$20.00 joining fee, \$5.00 annual fee, \$15.00 t-shirt fee
- \$100.00 optional BETA convention fee

Fellowship of Christian Athletes (FCA): \$5.00 annual fee

Spanish Club: \$5.00 annual fee

Science National Honor Society: \$5.00 annual fee

Other Fees

Parking pass(required by all student drivers parking on campus): \$20.00 year/\$10 semester

Drivers Education In Car fee: \$125.00

Lock Fee: \$5.00

Gym Lock Fee: \$5.00

AP Exams: \$94.00 if grade is below a C

DE classes at RCC: Determined by RCC tuition-1/2 of class cost if refunded if a final grade is C or better.

Art class fee: \$15.00

Shop class fee: \$15.00

Choral Music fee: \$15.00 and \$52.00 for concert dress

Virtual Virginia class fee: \$75.00 if class is dropped after 21st day

Yearbook: \$50.00 before spirit week, \$55.00 until spring break, \$60.00 after spring break

JROTC winter formal (JROTC cadets only): \$5.00 per cadet

Homecoming dance ticket: \$5.00 per student

Textbook/Calculators/sports uniforms: Student pays replacement cost if lost/damaged.

Additional fees will occur for special trips and activities that may occur.

RHS ALMA MATER

Our favor'd school, all hail to thee,
Rappahannock, Rappahannock;
Our truth and love and loyalty,
Rappahannock, Rappahannock.

We're here to learn that truth and right,
Will lead us through the darkest night;
We'll look to thee for strength and light,
Rappahannock, Rappahannock.

When all our days in thee are through,
Rappahannock, Rappahannock;
We'll always hold fond mem-or-ies,
Of you dear Rappahannock.

When all our friends from here are gone,
And we are in the world alone - -
Thy name will bring us thoughts of home,
Rappahannock, Rappahannock.

Tune: "Virginia Our Virginia"
Lyrics: Nancy O'Dell Latta