



STUDENT HANDBOOK

2024 / 2025

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Message from the Principal

Tigers,

I want to start by welcoming you to Arlington High School for the 2024-25 school year. As your Principal, I look forward to supporting you in reaching your full potential in all your endeavors this school year.

Please review and familiarize yourself with the entire student handbook as it contains essential information that will help you learn expectations, policy, and procedure that will support you in successfully navigating this school year at Arlington High School.

The administrative team, faculty, and staff will work diligently to provide you a safe, respectful, and conducive learning environment that fosters positive relationships that enables each of you to excel.

Let's have a great 2024-25 school year as we continue to show why Arlington High School is one of the best in the state and nation.

Go Tigers!

Mr. Davis

Message from the PTSA President

Dear Parents and Students,

Welcome to the 2024-2025 school year at Arlington High School from your Parent Teacher Student Association!

Last year, the PTSA achieved significant milestones. We funded teacher grants both semesters, providing essential classroom materials such as 16mm films, vital sign monitors, whiteboards, microphones, art supplies, flexible learning materials, and more. We also embraced new opportunities to support our community, students, and teachers by partnering with AHS organizations for the Stress Less Fest, ACS' first Make-A-Wish fundraising, and new teacher appreciation initiatives.

We also supported College Career Day so our AHS students could meet with college representatives on campus. Our Senior members were also invited to participate in our annual Essay Scholarship in the spring. These achievements are a testament to our collective efforts and vision for increasing the impact of AHS PTSA.

This year, Arlington High School welcomes a new Principal. With Principal Chris Davis' enthusiasm and support, the PTSA looks forward to continuing to expand our fundraising efforts, enhance the learning experience for our students, and show our faculty and staff how much they are appreciated. We look forward to working with Mr. Davis this school year.

Parents - You put the P in PTSA and we are here to support you! You are encouraged to stay connected through the Facebook grade-level parent pages. They are great resources for learning about volunteer opportunities, asking questions, and connecting with other parents.

As we embark on another exciting school year, I urge you to actively participate at AHS, whether through the PTSA or other school organizations. Your involvement, as a parent or a student, is not just important, it's crucial in shaping the future of our school. Additionally, becoming a PTSA member and supporting our fundraisers is pivotal in providing additional opportunities for our school.

Go Tigers!

Betsy McEntire
PTSA President
arlingtonhighptsa@gmail.com

Our Team



ADMINISTRATION

Principal: Mr. Christopher Davis
Vice-Principal: Mrs. Diana Maroon
Assistant Principal: Dr. Ed Ducey
Assistant Principal: Mr. Reginald Gipson
Assistant Principal: Dr. Felicia Turner
Assistant Principal: Mr. Joe Welch
EPSO Specialist: Mrs. Erica Peyton

SCHOOL COUNSELORS

Mrs. Lea Chisum: College and Career
Mrs. Ellen Payne: 9th grade
Ms. Kelsey Fearnley: 10th grade
Mr. Robert Anderson: 11th grade
Ms. T'Ann Dixon: 12th grade
Mrs. Janier Johnson: Social & Transition Specialist

ADDITIONAL SCHOOL CONTACTS

Athletic Director: Mr. Josh Manthe
Attendance Operator: Mrs. Sharon Stutts & Mrs. Connie Hawkins
Bus Transportation: Mr. Joe Welch
Cafeteria Manager: Mrs. Tamara Harris
Main Office Secretary: Mrs. Julie Loflin
Medical Clerk and Front Desk: Mrs. Brandy Hardee
School Newspaper: Mrs. Michelle Fletcher
School Resource Officer: Deputy Lee and Deputy Bills
School Yearbook: Mr. Carl Pfeiffer
Special Education Records: Mrs. Jeanne Turner
Plant Manager: Mr. James Windland

Vision and Mission



Vision



Arlington High School students will acquire knowledge and experiences in academic and social settings. Every student will be inspired and challenged to learn and grow, transition into society and become a productive citizen who will contribute to his or her community.

Mission



Arlington High School will be an academic institution of excellence, fostering a community of confident, self-directed, life-long learners. Arlington High School will provide exemplary educational experiences that meet the academic expectations of each student, teacher, parent and community stakeholder. Through a commitment to outstanding achievement, self-evaluation and ongoing improvement, Arlington High School will continue to be a premier academic community.

WE BELIEVE:

- Student learning is sustained by providing a fair, supportive, and challenging environment.
- Students are individuals with unique intellectual, cultural, social, physical, and emotional needs.
- Students are encouraged to mature intellectually, socially, and emotionally.
- Students gain confidence by fostering decision-making, critical thinking, and effective communication skills.
- Students become proficient in academics through comprehensive instruction and assessment.
- Student excellence is promoted by recognition of academic and extracurricular achievements, as well as citizenship.
- Students are exposed to research-based curriculum and instructional practices that incorporate a variety of learning styles.
- Students are assessed formatively and summatively by diverse methods in order to evaluate their achievement and mastery.
- Students thrive in an atmosphere that fosters positive relationships and mutual respect among students and staff.
- Student learning and success are enhanced through collaboration of students, parents, administrators, teachers, and the community.

AHS Student Handbook



Purpose

This student handbook contains pertinent information in relation to attendance and discipline policies, counseling services available, as well as helpful information regarding general policies and procedures. Students are responsible for it at all times. All students will be expected to abide by the handbook throughout the school year and be responsible for the contents inside.

AHS PTSA

The most effective way for parents to become involved is to join the AHS PTSA. Joining the AHS PTSA is a great way for the students and parents to stay informed of the current events and activities that are scheduled throughout the year.

Clubs & Organizations

A listing of up-to-date clubs and organizations at Arlington High School is located at <https://www.acsk-12.org/ahs>. You will also find more information about clubs/organizations such as mission/purpose, fees, etc. at this location. Please note that clubs/organizations may be added throughout the year. For additional information about clubs/organizations, please reach out to the local school administration or club sponsor.

Visitors on Campus

No visitors will be permitted in the building or on school grounds unless they have reported to the Main Office or the Attendance Office and have been given permission to remain on campus by the School Principal or his designee. All visitors who wish to visit the campus must report to the office, sign a visitors' logbook, present photo identification verifying his/her identity, and be scanned into the ACS Visitor Management System. Upon approval, the visitor will be required to wear and display a visitor's badge.

Upon exiting the building, visitors must return to the office, return the visitor's badge and report his/her time exit time in the appropriate logbook. Visitors are not allowed to eat lunch with AHS students due to limited cafeteria space.

Items delivered to the school for students should be brought to the Main Office. Due to

the large number of students at Arlington High School, students will not be notified in class of a delivery.

Students who expect a delivery to the Main Office should check between classes. Our office staff will hold those items until students arrive to pick them up. Deliveries such as flowers, balloons, or fast food will not be accepted.

Schedule Overview

Arlington High School operates on a seven (7)-course rotation schedule, with one class scheduled daily and six block classes scheduled on alternating days. Courses may be semester-long or year long.

Monday-Thursday Schedule:

- Students attend 5 classes each day: 3 block periods, 1 skinny period and STRIPES
- Block periods meet on alternating days for 94 minutes
- Skinny period meets daily for 48 minutes
- STRIPES meets Monday–Thursday for 31 minutes per day

Friday Schedule:

- All 7 periods meet for 48 minutes
- STRIPES does not meet

Students arriving on campus prior to 6:45 AM may enter the building, but they must go immediately to the cafeteria or rotunda where they are to remain until dismissed to go to their first period class

Six minutes are allotted for class changes between periods. Students are asked to move to the right in hallways when entering and exiting the building, and to not stop and congregate and block traffic during this time. During class, students should not be in the halls without a written hall pass given by the student's teacher of record, including the date, time, destination, and teacher signature. Students must be in the cafeteria during their scheduled lunchtime. Anyone out of the cafeteria without permission is held to the equivalent of cutting class.

2024-2025 Bell Schedule

Monday & Wednesday		
1st Period	7:00	8:34
3rd Period	8:40	9:28
STRIPES	9:34	10:15
4th Period	10:21	12:20
6th Period	12:26	2:00

Tuesday & Thursday		
2nd Period	7:00	8:34
3rd Period	8:40	9:28
STRIPES	9:34	10:15
5th Period	10:21	12:20
7th Period	12:26	2:00

Monday -Thursday Lunch		
A Lunch	10:15	10:46
B Lunch	10:46	11:17
C Lunch	11:17	11:48
D Lunch	11:48	12:20

Friday		
1st Period	7:00	7:48
2nd Period	7:54	8:41
3rd Period	8:47	9:34
4th Period	9:40	10:27
5th Period	10:34	12:15
6th Period	12:21	1:07
7th Period	1:13	2:00

Friday Lunch		
A Lunch	10:27	10:54
B Lunch	10:54	11:20
C Lunch	11:20	11:47
D Lunch	11:47	12:15

Student Support

System To Reach Intervene Push and Enrich Students (STRIPES)

STRIPES is a stand-alone intervention and enrichment period that occurs from 9:34-10:15 Monday-Thursday to meet the needs of all students. At the end of 3rd period, students are released to pre-determined, teacher assigned destinations to attend intervention and enrichment sessions. Through the implementation of STRIPES, AHS adds 2.73 hours of targeted support and enrichment to students each week. STRIPES attendance is mandatory. Failure to attend the assigned STRIPES session is considered to be skipping and will result in a disciplinary referral to the grade level administrator.

Library

The library provides resources to support the instructional program of the school. No more than five books may be checked out at the same time for a period of three weeks. The library is open from 6:30 a.m. until 2:45 p.m. Monday - Friday.

Parent Conferences

Parent-teacher conferences are encouraged and may be initiated by either the teacher or the parent. The grade level counselor, the teacher, and the parent will work together to schedule a conference.

Late Work Procedure

It is imperative that all students understand the importance of meeting deadlines. It is the expectation that all students turn in work on the day that it is due. When this is not possible, late work will be accepted as follows:

- Late work will only be accepted 2 school days after the due date.
- Once the late work is received, it will be graded to check for mastery of the standards/assignments. 10 points/percent will be deducted each day until the 3rd day.
- Any work received more than two days after the due date will receive a grade of 0.



Make-up Work

- Students who receive an excused absence will be provided the opportunity to make-up missed work. Students will be allowed one day for each day they are absent.
- Students with an unexcused absence due to reasons other than a suspension, will be provided the opportunity to make up missed work for up to 5 unexcused absences. Students will be allowed one day for each day they are absent.
- Make-up work must be requested no later than two days after the student returns to school. Students will be allowed one day for each day they are absent.
- Students who are absent will be expected to take any previously announced quizzes and tests and/or hand in previously assigned work the same day they return to class.

Student Healthcare Management (Policy 6.405)

If a student is required to take non-prescription or prescription medication during school hours without a parent present to administer the medication, only the nurse or the principal's designee will assist the student to self administer the medication in compliance with the following requirements:

- The student must be able to self-administer the medication with assistance;
- The parent must give written permission for school personnel to assist with self-administration of medication.
- Written instructions signed by the parent will be required and will include:
 - Student's name;
 - Name, address, and telephone number of parent/guardian;
 - Name of medication;
 - Name and phone number of the student's physician;
 - Time medication is to be administered;
 - Dosage and directions for administration (prescription medicines must be in the original container with prescribing information attached to the container; and non-prescription medication must be in the original container with dosage and student's name attached to the container);
 - Possible side effects, if known; and
 - Termination date for self-administration of the medication.

The aforementioned must be delivered to the principal's office in person by the parent or guardian of the student.

General Student Health Guidelines

Any student who is diagnosed with a chronic illness should be referred to Coordinated School Health for assistance. Based on individual student health information, the school nurse will develop an Individualized Health Care Plan, Specific Action Plan or Fact Sheet and communicate with school personnel to implement an appropriate plan.

Recommendations for School Exclusion

If a child presents with any of these symptoms at the school clinic, the parent/guardian will be notified and the child must be picked up. The intent of this guide is in the best interest of all and can translate into fewer missed days.

Symptoms	Exclusion Criteria
Appearance/Behavior	<ul style="list-style-type: none"> Appears to be severely ill Is not responsive Irritable Persistently crying Having difficulty breathing Has a quickly spreading rash
Fever (temperature 100°F or greater by any method)	<ul style="list-style-type: none"> Fever and behavior change or other signs and symptoms (e.g., sore throat, rash, vomiting, diarrhea) Must not return until temperature is below 100°F for 24 hours without the use of <u>fever-reducing medication</u>
Conjunctivitis (pink eye)	<ul style="list-style-type: none"> May return after 24 hours of starting antibiotic drops (bacterial); or with a note from doctor stating “no longer contagious” (viral)
Diarrhea	<ul style="list-style-type: none"> Diapered children whose stool is not contained in the diaper Toilet-trained children if the diarrhea is causing “accidents” Stool containing blood or mucus Diarrhea is defined by stool which is occurring more frequently and/or is less formed in consistency than usual in the child, and not associated with changes of diet
Vomiting	<ul style="list-style-type: none"> 2 or more times in the previous 24 hours, unless the vomiting is determined to be caused by a non-communicable/non-infectious condition and the child is not in danger of dehydration If child is at school, child must be sent home and free of vomiting episodes for 24 hours
Rash	<ul style="list-style-type: none"> With fever or behavioral changes, until a primary care provider has determined that the illness is not a communicable disease
Streptococcal pharyngitis (strep throat or other streptococcal infection)	<ul style="list-style-type: none"> Until fever free and the child has had two doses of a course of an appropriate antibiotic 12 hours apart
Scabies, Ringworm	<ul style="list-style-type: none"> Until after the first treatment. Treatment may occur between the end of the day and beginning of the next day—not requiring any exclusion
Varicella (chickenpox)	<ul style="list-style-type: none"> Until all lesions have dried or crusted (usually 6 days after onset of rash) and no new lesions have showed for at least 24 hours.
Pediculosis (lice)	<ul style="list-style-type: none"> Contact school nurse for information
Rubella	<ul style="list-style-type: none"> Until 7 days after the rash appears
Pertussis (whooping cough)	<ul style="list-style-type: none"> Until 5 days of appropriate antibiotic treatment (21 days if untreated)
Mumps	<ul style="list-style-type: none"> Until 5 days after onset of parotid gland swelling
Measles	<ul style="list-style-type: none"> Until 4 days after onset of rash
Hepatitis A virus	<ul style="list-style-type: none"> Until 1 week after onset of illness or jaundice or as directed by the health department
Parvovirus (Fifth Disease)	<ul style="list-style-type: none"> Until rash appears and the child no longer has a fever
COVID-19	<ul style="list-style-type: none"> If your child has tested positive for COVID-19 they should remain at home and contact the school nurse as soon as possible. Any other questions related to COVID-19 contact the school nurse.

This information is based on the latest recommendations addressing health and safety in group settings from the following organizations: American Academy of Pediatrics and the Centers for Disease Control and Prevention.

Meal Prices

Breakfast Full Pay- \$1.75

Lunch Full Pay - \$3.25

Second Student Meal - \$5.00

Meal Service Policy 3.500

Fully Pay Students - Charge limit of \$20.00

Reduced Pay Students - Charge limit of \$4.00

Students cannot charge a la carte menu items.

Attendance

The Tennessee State Compulsory Attendance Law (T.C.A. 49-6-3001) requires that pupils of legal age attend school unless special circumstances arise which temporarily or permanently excuse the student from attendance.

Tardiness

Students are expected to be at school and in all classes on time. School time missed due to tardiness will be considered cumulatively. Students who are tardy are subject to disciplinary action.

If a student arrives to school between 7:00 a.m. and 7:10 a.m., the student will report directly to the first class of the day. In order to have the tardy excused, he/she must provide the teacher a note from a parent or doctor. If a student arrives to school after 7:10 a.m., the student must check-in through the attendance office. He/She will receive a blue (excused) or yellow (unexcused) slip.

FAILURE TO CHECK IN THROUGH THE ATTENDANCE OFFICE MAY RESULT IN THE STUDENT BEING INCORRECTLY MARKED ABSENT OR TRUANT.

For all other blocks in the day, once the tardy bell rings, teachers will mark students tardy in PowerSchool until 5 minutes after the bell. At 5 minutes after the tardy bell, students are considered out of bounds and will be written up for skipping.

Tardy Discipline Procedure

5th Tardy – 1 Day ISS with parent contact

10th Tardy – 2 Days ISS with parent contact

15th Tardy – 3 Days ISS with parent contact

Subsequent Tardies – Level 3 Offense with parent contact

****This procedure is for all unexcused tardies for all class periods. This includes unexcused check-ins to class. Tardies are cumulative and will reset at the start of each semester.**

Reporting Absences

All absentee notes are required to be uploaded within 5 days of the student returning to school after the absence. No exceptions.

If a student misses 10 or more days of school, they are required to have a doctor's note for

future absences. A letter will be mailed once the student misses 10 days of school.

If a student has 5 or more unexcused absences, they are considered truant and warning notices will be mailed to their parents.

Students may check out with a parent note that is provided to the attendance office before 7:00am. NO faxes, phone calls or emails will be accepted.

Checking Out of School

No student is allowed to check-out after 1:30 p.m.

Truancy

Truancy is defined as an absence for an entire school day, a major portion of the school day or the major portion of any class, study hall or activity during the school day for which the student is scheduled. Any parent, guardian, or other person who has control of a child, and who violates the State's truancy law, commits educational neglect, which is a Class C misdemeanor. Each day's unlawful absence constitutes a separate offense.

DRIVER'S LICENCE OR PERMIT

To obtain a driver's license or permit to drive in Tennessee, the Department of Safety requires each person between the ages of fifteen (15) and seventeen (17) inclusive to:

- Obtain a Certificate of Compulsory Attendance, and
- Pass a Driver's Education class OR have a learner's permit (for at least 3 months).

The Certificate of Compulsory Attendance is provided by the high school attendance office to students who meet the legal requirement of compulsory attendance, in addition to currently passing three (3) full unit subjects or the equivalency. To maintain the driver's permit or certificate, the student must continue to meet the legal requirement of compulsory attendance and the academic requirement of currently passing three (3) full unit subjects or the equivalency.

Withdrawal From School

To withdraw from school, it is necessary for the student to turn in school issued devices with charging blocks and cords and all textbooks issued to the attendance office and to request a withdrawal form. If the necessary procedures are not followed, grades and pertinent information will not be released.

School Discipline

ACS Policy 6.313

ACS has adopted a disciplinary policy to protect all members of the educational community in the exercise of their rights and duties and to maintain a safe learning environment where orderly learning is possible and encouraged. This Policy applies to behavior violations that take place on school grounds; at bus stops; en route to and from school, but not limited to, school buses; off grounds at school-sponsored activities; or off school grounds if the behavior is disruptive to the

learning environment or constitutes a threat to the safety, health or welfare of a student or students and/or school personnel.

For behavior violations not listed in Policy 6.313, the Principal has the authority to determine consequences in accordance with the level that is comparable to the violations listed in the category.

The following list is not intended to be all-inclusive. Its purpose is to maintain a safe learning environment. Disciplinary measures shall be implemented in a way that:

- 1. Balances accountability with an understanding of traumatic behavior;
- 2. Teaches school and classroom rules while reinforcing that violent or abusive behavior is not allowed at school;
- 3. Minimizes disruptions to education with an emphasis on positive behavioral supports and behavioral intervention plans;
- 4. Creates consistent rules and consequences; and
- 5. Models respectful, non-violent relationships.

Arlington High School will implement the following consequences for behavior infractions at each level, unless otherwise noted.

Level 1

Examples of Level 1 Behaviors (not intended to be all-inclusive)

- Intentional disruption of the classroom, cafeteria, or school related activities
- Failure to do assignments or carry out directions
- Possession of lighters and matches

Consequences	
First Offense	Verbal Warning
Second Offense	Detention
Third Offense	1 Day ISS
Fourth Offense and Subsequent Offenses	Refer to Level Two Disciplinary Options

For Level 1 behavior violations that are not addressed below, the first and second offenses will be handled in the classroom by the teacher.

Level 2

Examples of Level 2 behaviors (not intended to be all-inclusive)

- Continuation of unmodified Level 1 behaviors
- Threatening bodily harm to another student
- Advising or counseling others to engage in Level 3, 4 or 5 behaviors

Consequences	
First Offense	1 Day ISS
Second Offense	2 Days ISS
Third Offense	3 Days ISS
Fourth Offense and Subsequent Offenses	Refer to Level Three Disciplinary Options

Level 3

Examples of Level 3 behaviors (not intended to be all-inclusive)

- Continuation of unmodified Level 2 behaviors
- Immoral or disreputable conduct
- Harassment on the basis of sex, race, religion, natural origin, ethnicity, gender, disability

Consequences	
First Offense	4 Days ISS
Second Offense	5 Days ISS
Third Offense	6 Days ISS
Fourth Offense and Subsequent Offenses	Refer to Level Four Disciplinary Options

When necessary, law enforcement authorities will be notified.

Level 4

Examples of Level 4 behaviors (not intended to be all-inclusive)

- Continuation of unmodified Level 3 behaviors
- Arson
- Making a false report of harassment

Consequences (depending on severity)
Out of School Suspension or 11 Days to 1 School Year - Remand to Alternative Education Program

When necessary, law enforcement authorities will be notified.

Level 5

Examples of Level 5 Behaviors (not intended to be all-inclusive)

- Possession, sale, of drugs or evidence of the use of drugs, not included in T.C.A. 389-17-403, 39-17-415, 39-17-454, and 53-10-101
- Assault against an ACS employee*
- Battery upon any school employee
- Failure to report threat of mass violence

Consequence
11 Days to 1 School Year - Remand to Alternative Education Program

When necessary, law enforcement officials will be notified.

Modification of the consequence for Level 5 violations can be made by the superintendent or the Disciplinary Hearing Authority.

*Any student who commits assault, as defined in T.C.A. 39-13-101, against an ACS employee shall be suspended for the period of time specified by the Principal or Assistant Principal, and from attendance at all school-sponsored events for no less than (1) calendar year, unless modified by the Superintendent.

Zero Tolerance Offenses

- Unauthorized possession of a firearm on school property or while attending a school sponsored activity.
- Committing aggravated assault resulting in bodily harm upon a teacher, principal, administrator or any other employee of the school district, or any school resource officer.
- Unlawfully possessing any drug, including controlled substances, controlled substance analogues, or legend drugs on school grounds or at a school sponsored activity.
- Threatening mass violence on school property or at a school related activity.

Consequence (depending on severity)
Mandatory 1 calendar year expulsion except that the Superintendent may modify on a case-by-case basis.

ADDITIONAL DISCIPLINE GUIDANCE

For certain offenses, we will enforce more specific progressive discipline measures to ensure

a safe and productive learning environment. This approach supports our goal of equipping high school students with the tools they need for both success in school and in their future endeavors.

*Cutting Class	
First Offense	1 Day ISS
Second Offense	2 Days ISS
Third Offense	3 Days ISS
Fourth Offense	4 Days ISS
Fifth Offense	5 Days ISS
Subsequent Offenses	Refer to Level Two Disciplinary Options

*If a student leaves campus without following the AHS check-out procedure, this will be considered skipping/cutting class. The first offense, in this case, will be 3 days ISS.

*Dress Code Violations	
First Offense	Warning
Second Offense	1 Day ISS
Third Offense	2 Days ISS
Fourth Offense	3 Days ISS
Fifth Offense	4 Days ISS
Subsequent Offenses	Refer to Level 2 Disciplinary Options

*In cases of egregious dress code violations—such as visible midriffs, low-cut shirts, tears or holes at the thigh, or extremely short skirts, dresses, or shorts—the student must immediately correct the violation or contact a parent for a change of clothing. Students who are unable to correct the violation will remain in ISS for the rest of the day.

Tobacco/Vape Use/e-Cigarettes	
First Offense	3 Days ISS
Second Offense	5 Days ISS
Third Offense	2 Days OSS
Fourth Offense	5 Days OSS
Fifth Offense	Alternative Program Placement

Fighting	
First Offense	5 Days OSS
Second Offense	7 Days OSS
Third Offense	10 Days OSS
Subsequent Offenses	Refer to Level Two Disciplinary Options

Inciting others to Fight	
First Offense	3 Days ISS
Second Offense	5 Days ISS
Third Offense	1 Day OSS
Subsequent Offenses	3 Days OSS

Inappropriate Use of Personal Communication Device	
First Offense	3 Days ISS
Second Offense	5 Days ISS
Third Offense	1 Day OSS
Subsequent Offenses	3 Days OSS

Open or Defiant Attitude Toward a Staff Member	
First Offense	1 Day ISS
Second Offense	2 Days ISS
Third Offense	3 Days ISS
Any Offense After the Third Offense	Refer to Level Three Disciplinary Options

Vulgar or Profane Remarks or Non-Verbal Gestures to School Staff	
First Offense	2 Days OSS
Second Offense	4 Days OSS
Third Offense	6 Days OSS
Any Offense After the Third Offense	Refer to Level Three Disciplinary Options

Open or Defiant Attitude Toward an Administrator	
First Offense	1 Day OSS
Second Offense	2 Days OSS
Third Offense	3 Days OSS
Any Offense After the Third Offense	Refer to Level Three Disciplinary Options

Interrogations and Searches (Policy 6.303)

Students may be questioned by principals, vice-principals, or assistant principals about any matter pertaining to the operation of the school or school district, including but not limited to school policies and procedures. Questioning must be conducted discreetly and outside the general student population.

Searches by School Personnel

When circumstances dictate, ACS principals may order that vehicles parked on school property by students or visitors, containers, packages, lockers or other enclosures used for storage by students or visitors, and other areas accessible to students or visitors be searched in the principal's presence or in the presence of other members of the principal's staff.

A student may be subject to a physical search by the principal, vice-principal or assistant principal because of the results of a locker search, or because of information received from a teacher, staff member, student or other person if the principal determines that all of the following standards of reasonableness are met:

- A particular student has violated school policy;
- The search will yield evidence of the violation of school policy or will lead to disclosure of a dangerous weapon, drug paraphernalia or drug;
- The search is in pursuit of legitimate interests of the school in maintaining order, discipline, safety, supervision and education of students;
- The search is not conducted for the sole purpose of discovering evidence to be used in a criminal prosecution; and
- The search is reasonably related to the objectives of the search and not excessively intrusive in light of the age and sex of the student, as well as the nature of the infraction alleged to have been committed.

NOTE OF CAUTION: HOLDING PROHIBITED ITEMS OR SUBSTANCES - In instances dealing with drugs, alcohol, tobacco, weapons, and or any other items or substances prohibited by policy or state law, students who HOLD these items or substances for other students are considered to have possession and are subject to disciplinary action. **DO NOT HOLD PROHIBITED ITEMS OR SUBSTANCES FOR OTHER STUDENTS ON THE SCHOOL CAMPUS OR AT SCHOOL-SPONSORED ACTIVITIES.**

AUTHORITY TO ENFORCE THE ACS DISCIPLINE POLICY

ACS teachers and administrators who have received training in evidence-based supports in regard to student behavior and discipline are authorized to enforce this ACS Discipline Policy, in school, on school buses, or at school-sponsored events, including but not limited to, sporting events and approved field trips that take place away from school property.

REFERRALS

As a method for managing student behavior, ensuring the safety of students and ensuring students the opportunity to learn in an orderly and disciplined classroom, a teacher may refer a student to the Principal/designee.

Referrals shall be kept in a student discipline file and shall not become a part of the student's permanent record.

Student Discrimination, Harassment, Intimidation, Bullying & Cyberbullying

ACS POLICY 6.304

Students are expected to treat one another with respect, which means that harassment, intimidation, bullying, and cyber-bullying are prohibited. Sexual harassment complaints shall be made pursuant to ACS Board Policy 1.806, Title IX Complaints, Including Sexual Harassment Complaints.

Bullying/Intimidation/Harassment – An act that substantially interferes with a student's educational benefits, educational opportunities, or educational performance, and:

If the act takes place on school grounds, at any school-sponsored activity, on school-provided equipment or transportation, or at any official school bus stop, the act has the effect of:

- Physically harming a student or damaging a student's property;
- Knowingly placing a student in reasonable fear of physical harm to the student or damage to the student's property;
- Causing emotional distress to a student or students; or
- Creating a hostile educational environment.

If the act takes place off school property or outside of a school-sponsored activity, it is directed specifically at a student or students and has the effect of creating a hostile educational environment or otherwise creating a substantial disruption to the educational environment or learning process.

Cyber-bullying means a form of bullying undertaken through the use of electronic devices. Electronic devices include, but are not limited to, telephones, cellular phones, or other wireless telecommunication devices, personal digital assistants, computers, electronic mail, instant messaging, text messaging, and websites.

Consequences

Any student who commits an act of harassment, intimidation, bullying and/or cyber-bullying shall be

disciplined in accordance with ACS Policy Manual. Any employee that commits acts of harassment, intimidation, bullying and/or cyber-bullying to a student shall be disciplined in accordance with ACS Discipline Procedures established in the ACS Policy Manual.

Any student or employee found to have falsely accused someone of having committed an act of harassment or intimidation, bullying or cyber-bullying, as a means of harassment or intimidation, bullying or cyber-bullying shall be disciplined in accordance with ACS Discipline Procedures established in the ACS Policy Manual.

Reporting

Any student that believes that his/her child is the subject of or has witnessed an act of harassment, intimidation, bullying and/or cyber-bullying shall report the conduct to any school teacher, school counselor, or school administrator. All such reports shall be immediately reported to the School Principal.

Any parent/guardian of a student that believes that his/her child is the subject of or has witnessed an act of harassment, intimidation, bullying and/or cyber-bullying shall report the conduct to any school teacher, school counselor, school administrator, or ACS Federal Rights Coordinator. All such reports shall be immediately reported to the School Principal.

Any ACS employee that witnesses an act of harassment, intimidation, bullying or cyber-bullying shall report the conduct to the School Principal.

Any ACS employee, student or volunteer who witnesses or possesses reliable information that a student has transmitted by an electronic device any communication containing a credible threat to cause bodily injury or death to another student or school employee shall report such information to the school principal or ACS Federal Rights Coordinator.

Reports of harassment, intimidation, bullying, and/or cyber-bullying may be made anonymously to any school teacher, school counselor, school administrator or ACS Student Services representative or by accessing the ACS Tip Hotline at AHSTIPHotline@ACSK-12.org. All such reports will be immediately reported to the School Principal. Formal disciplinary action may not be taken against a student based solely on an anonymous report.

Contact Information for the ACT Federal Rights Coordinator is:
Federal Rights Coordinator (ACS Student Services Supervisor)
12060 Arlington Trail
Arlington, TN 38002
Telephone: (901) 389-2497, Ext. 2560

No Retaliation

Acts of reprisal or retaliation against any person who reports an act of harassment, intimidation, bullying and/or cyber-bullying are strictly prohibited. If a student retaliates against a reporter of an act of harassment, intimidation, bullying and/or cyber-bullying will be disciplined in accordance with ACS Discipline Procedures established in the ACS Policy Manual.

Investigation

The principal of each school or their designee will investigate reports of harassment, intimidation,

bullying and/or cyberbullying, including but not limited to, reports that a student has transmitted by an electronic device any comments containing a credible threat to cause bodily injury or death to a student or school employee.

The Principal shall commence the investigation of such reports within 48 hours of receipt of the report unless the need for more time is appropriately documented. The Principal or the Principal's Designee shall initiate an appropriate intervention within twenty (20) calendar days of receipt of the report, unless the need for more time is appropriately documented. Within 48 hours of the findings being complete, the Principal or the Principal's designee shall inform the parent/guardian of the student/s involved of the findings of the investigation and whether corrective action was taken.

After the Principal or the Principal's designee has determined that a student was involved in an act of harassment, intimidation, bullying or cyber-bullying, the Principal or designee will immediately inform the parent/guardian of the involvement. The Principal or the Principal's designee shall inform parents/guardians of the availability of counseling or support services by school counselors and support services by school counselors for parents/guardians believing that such services are necessary.

In cases of substantiated harassment, intimidation, bullying or cyber-bullying shall meet with the victim within 5 days after the appropriate intervention has been given to ensure that there are no further acts of harassment, intimidation, bullying or cyber-bullying or retaliation. The Principal or Principal's designee shall again meet with the victim (30) days after the intervention has been given.

Student Use of Personal Communication Devices

ACS Policy #6.312

Students may not turn on or use any type of personal communication device including, but not limited to, cell phones, smart phones or tablets during the regular school day on school property.

An AHS student who brings his/her device to school must keep the device turned off and stored in the student's automobile, backpack, purse, or in a garment pocket, unless their teacher specifically permits the student to use the communication device in the classroom for instructional purposes. A student who brings his/her device to school shall do so at his/her own risk. No searches or investigations will be conducted to retain lost or stolen devices.

Teachers may request permission from the principal for students to use personal communication devices in the classroom to assist with instruction.

Dress Code

Arlington Community Schools is committed to ensuring a safe and secure learning environment for each student. There is a clear relationship between neat, appropriate attire and a productive learning environment. Apparel or appearance that tends to draw attention to an individual rather than to a learning environment should be avoided.

In an effort to foster the most productive learning environment for students, the following dress code standards for students in Grades 9 – 12:

- Pants must be worn at the waist and at a safe length.
- Shirts or tops must completely cover the abdomen, back and shoulders no midriff visible. Low

cut blouses, shirts, or tops are prohibited.

- Head coverings, such as caps, scarves, hoods, hats, etc., except for religious or medical reasons, must not be worn inside the school building.
- Footwear is required and must be safe and appropriate for physical activity.
- Clothing items bearing writings or images of: (1) substances such as drugs, alcohol, tobacco, etc.; (2) offensive, vulgar, lewd, or indecent speech; (3) gang-related indicia or (4) racially or ethnically divisive symbols or messages, shall not be worn.
- Skirts, dresses, and shorts must extend below the fingertip.
- Sleepwear, pajamas, and/or blankets cannot be worn at school.
- Clothing with tears or holes allowing skin to be shown cannot be worn at school.
- Sunglasses shall not be worn indoors at school except for health purposes.
- Facial jewelry including tongue piercings or nose rings shall not be worn at school.

School officials may also prohibit the wearing of clothing bearing any image which would substantially or materially interfere with school activities or the learning environment.

The principal may allow exceptions for school-wide programs or special classroom activities.

The school administration will administer appropriate consequences for policy violations.

Transportation Services

A bus is an extension of the classroom, and students must conduct themselves on the bus in a manner consistent with established standards classroom behavior. A student who violates bus rules which impact the safety of others may have their transportation privileges suspended by the principal. The bus driver is authorized to assign seats on the bus:

- Special education students must have a parent or guardian at their residence to receive them when dropped off. If there is no one present, they will be returned to their school for supervision until picked up by a parent.
- Cooperate with the driver. Students shall be respectful and not use profane or abusive language.
- Use of aerosol sprays, perfumes, etc. is prohibited.
- No screaming or yelling on the bus.
- Students will not throw items in or out of the bus. This behavior can cause serious safety consequences.
- No fighting, bullying, harassment, or horseplay on the bus or at the bus stop.
- Students will not deliberately stand on private property while waiting for the bus.
- Students will load and unload the bus in a safe and timely manner. Be at your bus stop at least five (5) minutes prior to your assigned time.
- Students must stay seated and not turn around in their seat. Nothing can block the aisle.
- Smoking and use of tobacco and/or use of drugs on the bus or at the bus stop is prohibited.
- Students will not extend hands, arms, head or any body parts out of the window.
- Students will not tamper with equipment or vandalize the bus. Parents/students will be charged for repair to damage of the interior/exterior of the school bus.
- Keep the bus clean. No eating or drinking on the bus.
- Cell phones may not be used for phone calls, texting or taking pictures at any time on the bus.

They are approved only to be used with headphones to listen to music.

- Students may only ride the bus which serves their home address and may only board or get off the bus at their assigned stop.
- Backpack size is limited to one the student can pick up and hold in their lap.
- Large band instruments are not allowed on the school bus. (*Refer to The ACS Student-Parent Handbook.)

Student Drivers

Freshman are not allowed to drive to Arlington High School. The speed limit on the Arlington High School campus is 5 mph. Students who decide to exceed the speed limit or drive recklessly will be disciplined and can lose driving privileges for an extended period of time.

Cafeteria Rules

The outdoor eating area is intended for **Seniors only**. All other students are required to eat in the cafeteria. Unopened drink cans, water bottles, or box drinks are the only drink containers permitted on campus (glass bottles are not permitted) and are to be used only during lunch in the cafeteria or after school during extra-curricular activities. No guests are allowed in the cafeteria, nor can deliveries be made to students in the cafeteria. Students are expected to conduct themselves properly in the cafeteria and clean up their area when lunch is over. Inappropriate behavior while in the cafeteria may result in disciplinary action.

Student User Agreement

We are pleased to offer students of Arlington Community Schools access to district electronic resources. Our goal in providing this service is to promote educational excellence in our system by facilitating resource sharing, innovation, and communication. Electronic resources provide students with access to vast amounts of information and numerous opportunities for communication. Every student in grades K-12 will be issued an iPad as an instructional tool, providing the student the ability to access academic content anywhere at anytime.

Our intent is to make internet access available to students to help further educational goals and objectives. However, parents/guardians should be warned that even with district content filtering in place, if students disregard the guidelines of the school and/or system, they may find ways to access materials via the Internet which may contain items that are illegal, defamatory, inaccurate, or potentially offensive to some people. We believe that the benefits to students from access to the Internet, in the form of information resources and opportunities for collaboration, exceed any disadvantages.

During school, teachers will guide students toward appropriate materials. Outside of instruction and with independent access, students/parents/guardians bear the same responsibility for such guidance as they exercise with information sources such as television, telephones, cellphones, movies, social media, and other potentially offensive media. Schools will ensure that procedures for access and standards of conduct regarding Internet use are communicated to students through appropriate instruction on Internet Safety. It is presumed that students given access will comply

with District standards. The District cannot be held responsible for items including but not limited to materials, images, video, ideas and concepts that a student may gain by his or her inappropriate use of the internet.

The use of ACS District technology resources is a privilege, not a right. The privilege of using the technology resources provided by the ACS School District is not transferable or extendable by students to people or groups outside the district and terminates when a student is no longer enrolled in an ACS school. This information is provided to make all users aware of the responsibilities associated with efficient, ethical, and lawful use of technology resources. Violations may result in disciplinary action up to and including suspension/expulsion for students or legal action.

See the ACS Student/Parent Handbook for additional information.

Student Fees

Student Activity Pass

A student activity pass with a fee of \$60 will be available to all students but required of all students participating in any sport, club, extracurricular activity, etc. The fee will help with the cost of coaching supplements. The benefits of this yearly charge will include entrance into all home ball games, fine arts productions, and various other student activities. Your student activity card will be your key to student life after 2:00 P.M.

Classes and Clubs

There are various classes and organizations that charge optional fees in order to maintain the quality of the programs. Course fees cover the cost of supplies, workbooks, practice tests, national exams, and uniforms. These fees are outlined in detail on the AHS website. For more information regarding these fees, go to the AHS website and click on the link entitled Student Information and then choose AHS Fees.

Senior Lot Parking Permit

Premium parking is located in the SW parking lot in front of the athletic complex. This is available to seniors only. All other seniors, first come basis \$60.00.

Student Parking Permit

Students must purchase a parking permit and park in the designated student parking lots only. Failure to do so will result in disciplinary action and may also include the loss of driving privileges on campus. The cost for parking permits is \$50.00 and is available for purchase during school registration.

Textbooks

It is the student's responsibility to keep up with the textbooks issued by Arlington High School. The student name must be written on the inside, front cover of each textbook by the issuing teacher. Textbooks will be returned to the teachers on an announced at the end of the school

year or at the end of the semester, if enrolled in a semester course. Students not following the proper procedures will be responsible for the cost of any missing and/or damaged textbooks. Students are required to keep any textbooks issued covered at all times.

School Counseling Department

The School Counseling Department at Arlington High School serves the students, faculty, parents, and the community. Realizing that each student has individual needs and abilities, our efforts are designed to prepare a competent, responsible, self-reliant individual who can reach maximum potential. The school-counseling program seeks to assist all students to mature in self-understanding, responsibility, decision-making, and the development of values.

Counselors meet with all grade level students for assistance with course scheduling, grade information, graduation requirements, career planning, intervention, tutoring, study skills, summer programs, and test preparation. All counselors are also available to discuss any academic or personal concerns.

Our school counselors have an open-door policy; however, if the counselor is unavailable, the student should complete a counseling form, and he or she will be contacted as soon as possible. In the case of an emergency, students will be seen immediately.

Parents are encouraged to contact teachers or school counselors to obtain information on academic progress. Parent conferences are encouraged and can be scheduled by contacting the student's grade level counselor. One school-wide Parent Conference night is scheduled each semester (see calendar for dates). If a parent would like to schedule a meeting with a teacher on one of those designated dates, that may be done by contacting the school counseling office or the individual teacher.

Graduation Requirements

Math: 4 credits

Including Algebra I, Algebra II, Geometry and fourth high-level math course. Students must be enrolled in a math course each year.

Science: 3 credits

Including Biology, Chemistry or Physics, and a third lab course.

English: 4 credits

Students must be enrolled in an English Course each year.

Social Studies: 3 credits

Includes one credit in U.S. History & Geography (Standard, Honors, or AP), one credit in World History & Geography (Standard, Honors, or AP), AP European History or AP Human Geography, ½ credit from U.S. Government, and Civics (Standard or AP), and ½ credit Economics (Standard or AP).

Wellness: 1 credits

Physical Education: 0.5 credits

Personal Finance: 0.5 credits

Foreign Language: 2 credits

Two credits must be obtained in the same language in consecutive grade levels.

Fine Arts: 1 credit

Focus Area: 3 credits

Electives focused on a particular concentration beyond the CORE requirements in one of the following areas: Math and Science, Career and Technical Education (CTE), Fine Arts, Humanities, or Advanced Placement (AP).

- The physical education requirement may be met by substituting an equivalent time of physical activity in other areas including but not limited to marching band, JROTC, cheerleading, interscholastic athletics, and school sponsored intramural athletics. See your school counselor for information and the correct form.
- Students enrolled in grades 9-12 who have taken the equivalent of a high school level course in middle school may earn high school credit.

Area of Focus

Each student must have 3 electives in a single area:

Area of Focus	Courses Included
Advanced Placement (AP)	A total of 3 credits will satisfy the requirements for this focus area – above the required graduation requirements.
Career and Technical Education (CTE)	Students must earn 3 or 4 credits in one of the CTE programs of study.
Fine Arts	If a student chooses Fine Arts as a focus area, he or she must earn 3 credits in addition to the 1 credit that is required for every graduate.
Humanities	To have a Humanities focus, a student must earn 3 credits in addition to the 4 English credits, 3 Social Studies credits, and 2 Foreign Language credits required for graduation.
Math and Science	The Science and Math focus area requires a student to enroll in 3 credits beyond the 4 required math and 3 required science credits.

GPA Calculation

Grade	Value	Standard	Honors	AP/Dual Enrollment/Local Dual Credit/ Statewide Dual Credit/National Industry Certification
A	90-100	4.0	4.5	5.0
B	80-89	3.0	3.5	4.0
C	70-79	2.0	2.5	3.0
D	60-69	1.0	1.5	2.0
F	Below 60	0.0	0.0	0.0

Three additional points are added for honors courses and five additional points are added to the grade for AP classes.

Enrollment in Advanced and College Level Courses

Students will remain enrolled in an advanced course unless the parent/guardian submits a written request for removal within thirty (30) days from the first day of school.

Students may also be removed from advanced courses if the student's teacher determines that the student should be removed based on performance after thirty (30) days of instruction and the Principal approves the request to remove the student.

Grades earned in college level courses may be used to determine grade point average, provided the grading scale used by the college corresponds with the grade level of the school system.

Final Exams

Three days are devoted to final exams at the end of each semester.

Report Cards and Reporting of Grades

Report cards are issued at the end of each nine weeks during homeroom. The final report card will be mailed to the home of the student. Grade Point Averages are calculated based on semester averages. Parents are encouraged to check their children's grades on-line through Power school. This information may be accessed through the AHS web site.

Homework Request Procedure

For short-term absences, it is time-efficient in most cases for students and/or parents to access assignments on Canvas or contact teachers directly for make-up work. For long-term absences of three or more consecutive days, arrangements may be made to collect homework by contacting the Guidance Office (before 10:00 AM). If requested prior to 10:00 AM, the homework will be available in the Guidance Office after 12:30 PM the following workday. Students are expected to complete the assignments prior to returning to school.

Students who receive an excused absence will be provided the opportunity to make-up missed work. Students will be allowed one day (1) for each day they are absent.

Students with an unexcused absence due to reasons other than suspension, will be provided the opportunity to make-up missed work for up to five (5) unexcused absences. Students will be allowed one (1) day for each day they are absent.

Make-up work must be requested no later than two (2) days after the student returns to school. Students will be allowed one day (1) for each day they are absent.

Students receiving their first out of school suspension in a school year may be permitted to complete and receive credit on make-up work for their assignments by performing pre-approved community service. Please refer to the ACS Attendance Policy 6.200 for additional information.

HONORS, ADVANCED PLACEMENT, DUAL ENROLLMENT, AND NATIONAL INDUSTRY CERTIFICATION COURSES

All students should have access to rigorous and relevant early postsecondary (EPSO) opportunities. For some courses, students must be recommended by a teacher, complete an application, and be approved prior to placement. Summer work may be required.

Honors Courses

Math: Algebra I, Algebra II, Geometry, Pre-Calculus, Calculus

Science: Biology, Chemistry, Anatomy & Physiology, Physics, Organic Chemistry

English: English I, II, III and IV, Etymology, Humanities

Foreign Languages: French I – IV, Latin I – IV, and Spanish I – IV

Social Studies: World History & Geography, U.S. History & Geography

Fine Arts: Art I – IV, Concert Choir, Chorale, Speech/Forensics, Intro to Theatre, Acting, Advanced Acting, Production Workshop, Media

Advanced Placement Courses

Math: Calculus AB, Calculus BC, Statistics

Science: Biology, Chemistry, Environmental Science, and Physics

English: English 11 Language & Composition, English 12 Literature & Composition, and AP Seminar, and AP Research

Foreign Language: Spanish, French

Social Studies: European History, U.S. Gov. & Politics, Human Geography, Macro Economics, Psychology, U.S. History, and World History

Fine Arts: Studio Art-Drawing and Music Theory

CTE: Computer Science

Dual Enrollment Courses

Career Skill Building for Workforce Success, College Algebra, English 12, Entrepreneurship, Human Anatomy and Physiology, Biology, U.S. History, Mechatronics, Welding, Family and Global Perspectives, Criminal Justice, Oral Communication.

Statewide Dual Credit

Pre-Calculus-College Algebra

National Industry Certification Courses

Welding: NIMS, AWS SENSE ELWL, AWS SENSE ALWL

Mechatronics: NIMS

Office Management: MOS

Emergency Services: Emergency Medical Responder

STEM: CSWA

Coding: COMP TIA IT Fundamentals, Microsoft Technology Associate Developer Certificate

*For complete descriptions refer to the AHS Program of Study.

Course Descriptions

Standard Level Courses are designed to prepare students for entrance into a college and for academic success in the college classroom. Standard courses are open to all students and follow the content standards, learning expectations, and performance indicators approved by the State Board of Education and Arlington Community Schools.

Honors Level Courses are designed for students who are capable of and interested in progressing through course material with more depth and rigor than the standard course. Honors courses substantially exceed the content standards, learning expectations, and performance indicators of the standard courses. Honors' course work aims at a greater proficiency in skills, wider range in reading and greater depth in understanding. Students are expected to perform at a faster pace, show greater levels of independence, and demonstrate greater skill in writing. To enroll in an Honors course, students should be recommended by a prerequisite teacher, complete an application, and be approved prior to placement. For Honors courses, teachers will add three (3) points to the final average of each grading period and each semester exam grade. The two nine-week grades and the semester exam grade will be used to calculate the semester average. Points are not added to the semester average.

Advanced Placement (AP) Courses are taught at a college level with curriculum determined by The College Board. AP courses include extensive reading. Students in AP courses may earn college credit if they perform well on the national AP tests. To enroll in an AP course, students should be recommended by a prerequisite teacher, complete an application, and be approved prior to placement. For AP courses, teachers will add five (5) points to the final average of each grading period and each semester exam grade. The two nine-week grades and the semester exam grade will be used to calculate the semester average. Points are not added to the semester average.

Dual Enrollment Courses allow students to participate in college level courses conducted during the school day on the AHS campus. Dual Enrollment courses use University of Memphis curricula and Tennessee state standards. Admission requirements and enrollment must be met in order to earn college credit. For Dual Enrollment courses, teachers will add

three (3) points to the final average of each grading period and each semester exam grade. The two nine-week grades and the semester exam grade will be used to calculate the semester average. Points are not added to the semester average. For more information, please visit the University of Memphis' Dual Enrollment page: http://www.memphis.edu/dualenrollment/hs_based/index.php

Statewide Dual Credit Courses are academically challenging high school courses, created by Tennessee secondary and postsecondary educators, which incorporate college-level learning objectives and have an aligned challenge exam. Students who meet the cut score on the culminating challenge exam earn credit that can be applied to any public postsecondary institution in the state. For Statewide Dual Credit courses, teachers will add three (3) points to the final average of each grading period and each semester exam grade. The two nine-week grades and the semester exam grade will be used to calculate the semester average. Points are not added to the semester average.

AHS Honor Code

Honor is one of a person's greatest attributes. An honor system is based on the premise that a person upholds the highest standards in all that he or she does. Honor and integrity are related to a school's key characteristics. Without honor, students cannot achieve their maximum potential.

Under the honor code of Arlington High School, it is expected that all students will demonstrate honesty and integrity in their conduct. Cheating, plagiarism, lying, and forgery, will not be tolerated under any circumstances. Any student who violates the honor code must be held accountable for compromising the honor and trust of our community.

Code of Honor Violation Consequences

1st Offense: The student will receive a zero for the assignment and the teacher will notify the grade level administrator, grade level counselor and parent. The first offense will keep the student out of any appointed or elected leadership roles for that year only.

2nd Offense: The student will receive a zero for the assignment and a conduct grade of N. The teacher will schedule a conference with the parent, student, grade level counselor, and the grade level administrator. (Conduct grade removes students from school based appointed or elected leadership roles.)

3rd Offense: The student will receive a zero for the assignment and a conduct grade of U. The teacher will schedule a conference with the parent, student, grade level counselor, and the grade level administrator. Students who have reached this level will not be allowed to wear Honor Cords/Stoles at graduation.

4th Offense: The student will receive a zero for the assignment and a consequence of In-School Suspension. The grade level administrator will schedule a conference with the parent, student, and grade level counselor before the student returns to classes.

Artificial Intelligence (AI)

ACS Policy 4.405

"Artificial Intelligence" (AI) means a machine-based system that can, for a given set of human-defined objectives, make predictions, recommendations, or decision influencing real or virtual environments and that is capable of using machine and human-based inputs to perceive real and virtual environments, abstract such perceptions into models through analysis in an automated manner, and use model inference to formulate options for information or action.

General Principles for Students:

Students shall not enter personally identifiable information into any artificial intelligence system, without the prior approval of the ACS Technology Department.

Students may only use AI for age appropriate curriculum purposes, if specifically approved by their teacher.

When using AI for purposes set forth in this Policy, students shall crosscheck and verify information obtained through AI.

AI shall not be used as a substitute for a student's own work. "Plagiarism" is defined as the practice of taking someone else's work or ideas and passing them off as one's own. "Plagiarism" shall be considered to be cheating. "Plagiarism" is strictly prohibited.


Use of AI by students, teachers, and staff shall be in conformity with the ACS Technology Use Policy.

Students with Disabilities

Students with disabilities are included in all Arlington Community Schools. Schools are expected to initiate actions that enable students with disabilities to become an accepted part of the student body and are treated with the same respect as regular students. Consequences for offenses directed toward students with disabilities should reflect the severity or repetition of the offense.

Students with disabilities have special protections provided through law against unilateral suspension. While certain levels of behavior are expected of special education students, disabling conditions may impact the student's amnesty. It is imperative that school personnel be aware of which students are classified as disabled under either IDEA or Section 504. A student with a disability shall not be unilaterally removed from school for more than ten days before a Manifestation Determination is convened to determine whether the student's offense was caused by his/her disability.

At the initial IEP team meeting or annual review, plans are established which address behavior management as well as academic and vocational skills. The student's IEP reflects expected behaviors, objectives to modify behavior, and pre-established consequences when appropriate. A written record is kept of all discussions and disciplinary actions taken. Whenever possible, suspension or expulsion is the last action used. It is recommended that lesser consequences such as time out, detention, supervised study, on-site intervention, etc. be used before resorting to



suspensions. It is important that the team includes an instructional component designed to teach the student skills such as anger management, conflict resolution, showing respect to others, and effective communication designed to prevent future misbehavior. When there is no relationship between a child's behavior and his/her disability, the student can be suspended or expelled according to normal school policy; however, educational services are continued to the extent required.

2024 - 2025 Instructional Calendar

AUGUST '24						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

SEPTEMBER '24						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

OCTOBER '24						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

NOVEMBER '24						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

DECEMBER '24						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Important Dates

August 1
August 7
August 8
TBD

September 2

October 11
October 14-18

November 7
November 11
November 25-29

December 18-20
December 20
December 23-31

January 1-3
January 6
January 7
January 20
TBD

February 13
February 17

March 14
March 17-21

April 18

May 20-22
May 22

Enrollment Verification
Student Orientation Day
First Day of School
Open House

Labor Day

End of 1st Quarter
Fall Break

Parent Conferences
Veterans Day
Thanksgiving Break

Semester Exams
End of 2nd Quarter (1/2 Day)
Winter Break

Winter Break
Teacher Workday/**No Students**
Students Return
MLK Jr. Day
Curriculum Night

Parent Conferences
Presidents' Day/**No Students**

End of 3rd Quarter
Spring Break

Good Friday

Semester Exams
Last Day of School (1/2 Day)

JANUARY '25						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY '25						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

MARCH '25						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

APRIL '25						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MAY '25						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

½ Day Dismissal Times:

AES & DES: 11:30 a.m.
AMS: 12:15 p.m.
AHS: 10:30 a.m.

Legend

- No School
- Exams
- Parent Conferences



Download the ACS Mobile App on iOS or Android devices to stay up-to-date on the latest calendar and news events! Subscribe to your school to get specific school-related notifications + district-wide alerts.

