

Grayson High School

2025-2026

Student/Parent Handbook



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SCHOOL COLORS

Green, Gold, and Navy

TEAM NICKNAME

Rams

MASCOT

Rambo

LOGO



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GWINNETT COUNTY PUBLIC SCHOOLS

VISION

Gwinnett County Public Schools will become a system of world-class schools where students acquire the knowledge and skills to be successful in college and careers.

MISSION

The mission of Gwinnett County Public Schools is to pursue excellence in academic knowledge, skills, and behavior for each student, resulting in measured improvement against local, national, and world-class standards.

STRATEGIC GOALS

Goal 1: Ensure a world-class education for all students by focusing on teaching and learning the Academic Knowledge and Skills (AKS) curriculum.

Goal 2: Ensure a safe, secure, and orderly environment for all.

Goal 3: Optimize student achievement through responsible stewardship of its financial resources and the proactive pursuit of all resources necessary to meet current and future demands.

Goal 4: Recruit, employ, develop, and retain a workforce that achieves the mission and goals of the organization.

Goal 5: Support instructional and operational needs with technological systems and processes that support effective performance and desired results.

Goal 6: Provide and manage the system's facilities and operations in an exemplary manner as determined by programmatic needs and best management practices.

Goal 7: Apply continuous quality improvement strategies and principles as the way the organization does business.

GCPS BOARD OF EDUCATION CORE BELIEFS AND COMMITMENTS

Believing, as we do, that public education is an integral part of the seamless fabric of the American experience, we, the Gwinnett County Board of Education, derive our core beliefs and commitments for public education in Gwinnett County from the foundational principles of the United States of America, specifically those espoused in the Declaration of Independence. “We hold these truths to be self-evident, that all men are created equal, that they are endowed by their Creator with certain unalienable Rights, that among these are Life, Liberty, and the pursuit of Happiness,” and “That to secure these rights, Governments are instituted among Men, deriving their just powers from the consent of the governed...”

America’s public schools exist to undergird and advance these principles. They are the one place where all children and youth in our great, diverse country are provided a common, free education. They must educate every child for success in life and for the responsibilities of American citizenship.

Thus, we commit ourselves to a world-class education that meets the needs of individual students, to a sharp focus on the traditions and values at the heart of our constitutional democracy and the rule of law, and to the civic virtues that bind together communities of many cultures, faiths, viewpoints, interests, and histories into a unified nation. *E pluribus unum*. Out of many, one.



Therefore, the Gwinnett County Board of Education will:

- Ensure our core business of teaching and learning is built on a rigorous curriculum, effective instruction, and high-value assessments
- Educate every student to world-class standards and individual potential
- Provide a safe and secure learning environment
- Optimize the school effect to have a positive impact on every child
- Govern the district fairly and openly, seeking the engagement of the many stakeholders we serve.

GWINNETT COUNTY BOARD OF EDUCATION POLICIES AND PROCEDURES

Click [Policies and Procedures](#) to access BOE policies and procedures.





GRAYSON HIGH SCHOOL



MISSION

First Comes Learning

VISION

Grayson High School strives to equip students for future success by providing a secure learning environment where students feel physically and emotionally safe, academically challenged, and empowered to enter the global community with confident preparedness. Striving to stimulate intellectual curiosity, Grayson High School infuses technology and encourages creativity in the learning process. Students will be responsible and motivated to achieve their potential, think critically, and work cooperatively in our diverse society.

GOALS AND OBJECTIVES

Physically & Emotional Safety

Grayson High School will provide a safe, secure, and orderly environment for student achievement and personal development where students flourish as responsible citizens who exhibit respect for all members of our diverse society.

Academics

Grayson High School will increase critical thinking as a component of all academic courses through a process of integrating curriculums both vertically and horizontally.

Preparation for the Future

Grayson High School will promote wellness and personal integrity and develop the basic communication/computation skills required for students to demonstrate high standards of performance and achievement.

Curiosity & Creativity

Grayson High School will nurture curiosity and creativity by enriching thinking skills essential for supporting excellence in both learning and teaching.

Technology

Grayson High School will enhance learning opportunities through the use of technology and promote technological literacy so all students can use and understand technology with confidence.

Motivation & Responsibility

Grayson High School will encourage active community and parental involvement in school-based decision making to inspire life-long learning and develop successful community members.

Diversity

Grayson High School will increase awareness and appreciation of cultural and ethnic differences.



GENERAL STUDENT INFORMATION

HOURS

Grayson High School hours are 7:10 a.m. – 2:10 p.m. Students are expected to be in their classroom 7:10 a.m.

ACTIVITIES AND CLUBS GENERAL GUIDELINES

Club sponsors should follow these general guidelines:

1. The club should have written guidelines for membership, purposes, and procedures.
2. A club's budget is generated by dues and fund raisers approved by the Athletic/Activities Director.
3. The sponsor should attend all meetings and functions on campus.
4. All meetings and activities should be scheduled through the community school director.
5. All meetings will be held after school unless otherwise approved by the Administration.

ADVISEMENT GUIDELINES

- On most school days, students will have the opportunity to study, complete homework or complete SEL teacher guided lessons in Advisement.
- No sleeping, eating, or socializing.
- Failure to exhibit appropriate behavior and follow class guidelines will result in a discipline referral.
- The Advisement teacher is the students' advisor and will facilitate advisement lessons throughout the year and review students' grades and progress.
- Teachers must take attendance for each Advisement class.

AFTER SCHOOL PROCEDURES

Procedures for students to follow if staying after school for a club or tutoring:

- After the 2:10 PM dismissal bell, students must report directly to the coach, sponsor, or teacher's location. Each student should be in the designated location by 2:20 PM.
- Any student on campus after 2:20 PM NOT with a coach, sponsor, or teacher must exit the building and leave campus. Any student loitering after school hours may be subject to disciplinary consequences.

ANNOUNCEMENTS

There are several ways students will receive information and announcements regarding club and school activities: Ram TV, scrolling announcements, e-news, and bulletin boards found throughout the school. Per GHS/GCPS guidelines, only school-sponsored groups are allowed to make announcements within the school.

Ram TV is the weekly news show that airs each Friday during advisement and is a short program designed to inform students of upcoming events, sports and testing information, and club announcements. Grayson Tech students produce it.

CAFETERIA SERVICES

Grayson High School offers an excellent lunch and breakfast programs to its students and staff. Lunch lines are operated on a self-serve basis allowing students a choice of items as well as portions to be served. Students may elect to serve larger portions of items but will be appropriately charged for these extra portions. **Students are not allowed to leave campus for lunch and all food should remain in the cafeteria. Students are not allowed to bring in food**



from outside vendors. Food deliveries are not allowed (Uber Eats, Door Dash, etc.). Students leaving campus during this time will receive an AWOL disciplinary referral for 1 day of ISS.

- Meal Prices: Student Breakfast – \$1.75, Student Lunch – \$2.75 for the 2025-2026 school year.
- Reduced Price Lunch: \$0.40 at all levels.
- Parents will need to fill out a free and reduced application each year.
- <http://www.gwinnett.schoolslunchapp.com/>

DELIVERIES AND COMMUNICATION DURING SCHOOL

The school will not interrupt instructional time for any items dropped off for students. We can **NOT** accept deliveries such as outside food, balloons, flowers, etc. Students (including those returning from Maxwell, Grayson Tech, and other career internships) may not bring in food from outside vendors (including Door Dash, Uber Eats, and other restaurants). Due to increased security, we are requesting parents/guardians not drop off items such as lunches, bookbags, water bottles, clothing, etc. Students will not be called out of class to retrieve items.

HALL PASSES

The first and last ten minutes of class will be a restricted period where hall passes are issued at the teacher's discretion. Students will not be permitted out of class without a hall pass.

Any student out of class is required to have a pass with him or her indicating where they are going. A pass only entitles the student to walk the most direct path to and from the intended destination, including but not limited to the restroom nearest the classroom. Students not following the guidelines above may be considered AWOL.

LOCKERS

Students in grades 9-12 may rent a locker for a year for \$5.00.

Lockers are used for storage of books and equipment. It is the student's responsibility to see that the locker is kept always locked. **The school is not responsible for lost or stolen items from the lockers.** Any problems should be reported immediately to a custodian. Some lockers can be repaired very easily while others require a locker repair service to be contacted. Security is sacrificed anytime students share their combinations with other students. Only one locker may be purchased per student. All lockers are school property and always remain under the security of the school. **Periodic inspection of lockers may be conducted by school authorities for any reason at any time without notice, without student consent, and without a search warrant. Students who take P.E. classes are strongly encouraged to supply their own locks.**

LOST AND FOUND

Items found in and around the building will be brought to the basement and kept there for a limited period. Items can be claimed during lunch. Found articles should not be taken off the campus. Cell phones and other valuable items will be turned in at the front desk. **Grayson High School is not responsible for cell phones, headphones, shoes, or other items.**

MEDIA RELEASE FORM

By signing the Response Form in the Student/Parent Handbook, parent's consent to GCPS recording or taking images of their student at GCPS facilities for possible use in a range of communications, including submission to news outlets and use in GCPS social media and other communication channels.



As the parent of a student, parents may elect to withhold their consent for GCPS's use of photographs, audio recordings, and/or video recordings of the student. To withhold consent, the parent/guardian or the eligible student must notify the principal in writing within 10 days of receipt of this handbook. Written notice must: (1) include the name of the student; (2) include a statement that the parent/guardian or eligible student is opting out of the release of photographs, audio recordings, and/or video recordings depicting the student; and (3) be signed and dated by the parent, guardian, or eligible student. Written notice will be effective for the current school year only.

MEDICATIONS

Administration of prescription and over-the-counter medicine (even for a short period of time) is discouraged. Parents should check with their physician regarding the need for medications to be administered during school hours.

Medications that are given for three times daily or less can be given before school, after school, and at bedtime. If you have any questions about this procedure, please call the school clinic at 770-554-7817. **Students are not allowed to be in possession of any medication on Grayson High School campus at any time.** All medication is dispensed in this office and is kept in a locked cabinet. **All medications, both prescription and over the counter, must be in the original bottle and accompanied by an Administration of Medication Form and brought to the school clinic by a parent or legal guardian listed on the clinic card.** Failure to take medications to the clinic could result in serious disciplinary action ranging from a four-day suspension to disciplinary panel. Medications must be picked up by the last day of school, or the school will dispose of them. Clinic hours are 6:50 AM - 2:50 PM.

PARENT PORTAL INFORMATION

Parents can monitor student grades, attendance, and discipline history through the GCPS Parent Portal. Please call or visit [Grayson HS Homepage](#) for more information on how to gain access to the Parent Portal.

PROGRESS REPORTS

Student Progress Reports will be emailed every week by the teacher.

REPORT CARDS

Report cards will be mailed at the end of the 2nd semester.

STUDENT ACCIDENT INSURANCE

If you wish to purchase student accident insurance for the school year, please visit the [GCPS Risk Management](#) home page. Then, see the section, *Student Accident Insurance*.

STUDENT EDUCATIONAL RECORDS

“Under the Family and Educational Rights and Privacy Act of 1974, parents have several rights. These include the right to inspect and review educational records of their child, the right to challenge the content of those records, the right to control the release of the educational records of their child, the right to complain to the Family Educational Rights and Privacy Office about the school's failure to comply with the law, and the right to be informed of these rights just listed. To obtain a copy of Gwinnett County's policies on its compliance with the law, or to request the opportunity to inspect and review their child's records, parents should contact their child's school.”

Gwinnett County Public Schools provides the student and his or her parent with important rights pertaining to student records through policy "JR." These rights include the following:

- The right to receive this information in a format understandable to the student and parent.
- The right to inspect and review student records by parents (and in the case of students over the age of eighteen, by students) within 45 days of the request and the right to have the records explained.
- The right to copies of student records.



- The right to challenge the content of student records and the procedures for doing so, including the availability of formal proceedings to resolve these disputes.
- The right to request that material be removed from student records and the procedures for doing so.
- The requirement of parental or student consent and methods of consent before the disclosure of student records except in certain specific circumstances.
- The rights of separated or divorced parents and legal guardians pertaining to student records.
- The schedule of destruction of particular student records the content, location and particulars concerning permanent records, official records, and supplemental records.
- The student or parent may contact the local school for more information about the above list of rights.
- “Copies of a student's educational record may be transferred to officials of other schools or school systems in which the student seeks to enroll. Unless parents express, at the time of enrollment in the Gwinnett County Public Schools, a need for additional notice of the transfer of student records, the records transfer to the enrolling school or school system will occur without further notice.”
- “School officials must require the parent or guardian to provide proof of residency in the district and attendance zone at the time a student is initially enrolled in a school.”

STUDENT PORTAL INFORMATION

Gwinnett County Public Schools’ Student Portal is called MY eCLASS. It is an online environment that supports the teaching and learning that occurs in classrooms throughout Gwinnett County. Students are required to log in as the portal content is specific to the student. There are four primary sections in the Student Portal:

- **Grades** for each of the student’s classes.
- The **eTextbooks** that correspond to the individual student’s class schedule. (Not all textbooks are available on the portal at this time.)
- Additional **digital resources** such as links to websites that support what students are learning.
- An **online research library** that includes general reference materials, eBooks, and databases full of learning resources for students.

TITLE IX COMPLAINTS AND SEXUAL HARASSMENT

Grayson High School treats reports concerning sexual harassment or a violation of Title IX in a serious manner. Students may file reports to the Local School Title IX Director, Christy Stephenson, or Tamar Housen.

TRANSPORTATION AND BUS NOTES

Gwinnett County School System provides bus transportation to every student enrolled in school, provided the student lives within the county and attends the appropriate school within his/her school attendance zone. **For information regarding routing or other bus concerns, please contact the Transportation Office at 770-338-4800.**

All bus notes requesting permission to ride a bus other than the student's normal bus must be brought to the Front Desk **before school** so that a parent may be reached, and the note verified (no faxes or emails accepted). Students may pick up their bus notes DURING LUNCH at the Front Desk. **This note is required before students can board a bus that is not their own.**

Students are to abide by all transportation rules and guidelines. If a student is in violation the following consequences will be given for bus referrals:

- 1st Bus Disciplinary Referral – 1–3-day suspension from the bus and/or school suspension including in-school and out-of-school suspension.



- 2nd Bus Disciplinary Referral – 4–9-day suspension from the bus and/or school suspension including in-school and out-of-school suspension.
- 3rd Bus Disciplinary Referral – 10-day suspension from the bus and/or school suspension including in-school and out-of-school suspension.
- 4th Bus Disciplinary Referral – Bus suspension for the remainder of the school year and/or school suspension including in-school or out-of-school suspension in addition to a possible disciplinary panel.

VALEDICTORIAN AND SALUTATORIAN

The Valedictorian and Salutatorian will be determined after the completion of fall semester in December. The college preparatory senior with the highest cumulative numeric average will be recognized as the Valedictorian. The college preparatory senior with the second highest cumulative grade numeric average will be recognized as Salutatorian. Both students shall be enrolled at Grayson High School from the first day of school in August and must take a minimum of three classes at this school (if jointly enrolled) first semester of their senior year to be eligible for these honors.

VISITORS

All persons who are not students or faculty members of Grayson High School must have the expressed permission of the administration to be on campus or in the school buildings. The entrance for visitors is restricted to the front entry. Access to the building is a two-step process. Visitors will ring the bell outside the front entry. After school personnel determine the need for entry, the visitor will be granted access through the first set of doors. Once inside the vestibule, the visitor must present a US government-issued ID. Once the visitor is cleared, they will then be granted entry through the second set of doors. The visitor will then proceed to the lobby desk and be issued a detailed visitor badge that is to be visible while on campus. Due to increased security, we are requesting parents/guardians not drop off items such as lunches, bookbags, water bottles, clothing, etc. Items, including food from outside vendors, will not be delivered to students nor will students be called out of class to retrieve items.

VOLUNTARY STUDENT CONTRIBUTIONS

Voluntary monetary contributions help support various programs and activities at Grayson High School. They are not required of any student, and individuals will not be adversely impacted if they do not contribute. Contributions may be made through MyPaymentsPlus.

WEBSITE

The school's website is: <https://www.gcpsk12.org/GraysonHS>.



CURRICULUM AND INSTRUCTION

ACADEMIC LETTER REQUIREMENT

To receive an academic letter, a student must have a 90 or higher cumulative average (which includes all classes listed on the transcript). Cumulative averages are not rounded. Current 9th grade students are not eligible for an academic letter until an entire school year is completed. The student will receive a letter of recognition for his/her first year and will receive a bar for each subsequent year of recognition. Students transferring from schools outside of Gwinnett County will be recognized for equivalent academic work earned at another school and will be eligible for a Grayson letter.

EXAM EXEMPTION POLICY

Exam exemptions are for **second semester seniors only**. Seniors may not exempt County Assessments, EOCs, or Performance Finals. Seniors who have an overall cumulative average of 90 or greater at the end of Fall Semester (honor graduates) will be exempt from taking objective examinations for the second semester. Seniors who have an "A" average in a specific course may exempt from taking a second semester exam on a course-by-course basis. Seniors must meet the attendance and discipline requirements to exempt. District Finals and Performance Finals must be taken by all students. End of Course Tests cannot be exempted. If a student is eligible to exempt an exam, he/she may choose to take the exam. If the student chooses to take the exam, it will count the same as it does for all other students in the class.

GIFTED EDUCATION PROGRAMS (GIFTED AND TALENTED EDUCATION)

The Gwinnett County Public Schools gifted education program serves students in grades K - 12 by providing academic challenges for those who are intellectually advanced. The gifted program is called FOCUS at the elementary level, PROBE at the middle grades, and Gifted Program at the high school level. Any teacher who has knowledge of a student's intellectual abilities may refer a student to the local school's gifted referral committee.

Gifted classes offer accelerated learning and enriched academic curriculum experiences that focus on and extend Gwinnett County Public Schools' Academic Knowledge and Skills. **Students are identified and placed in gifted education based on criteria established by the Georgia General Assembly and the Georgia State Board of Education.** Students who transfer from gifted education programs within the state of Georgia have reciprocity into the Gwinnett program providing the original placement was correctly completed. Students who transfer from out-of-state must meet Georgia requirements. Parents should notify the school when registering their child that he/she was identified as a gifted education student in their previous school. Please contact Nicole Emrick regarding questions/concerns.

HONOR GRADUATES

Senior students who have achieved an overall cumulative grade point average of 90 or above (grade is not rounded up) at the completion of fall semester in December will be recognized as Honor Graduates. Students who believe their averages have risen to this level after spring semester must contact the curriculum office with proof of their new average to be recognized.

MAKE-UP POLICIES

Any assignment due/completed/assigned when a student is absent from class or school. All pre-assigned work (assessments/projects) for a class will be due on the day a student returns to that class after an absence or according to arrangements made with that teacher. Students will be given five (5) days to make up work or follow other arrangements granted by the teacher.



Late Work Policy

Students who receive an NTI for an assignment will have the following options to demonstrate mastery:

1. Complete the original assignment before the End of the UNIT or the original due date of the initial assignment – Hard Deadline
2. After the Unit if DID NOT complete assignment:
 - The teacher will use an agreed upon common or unit assessment which covers the appropriate AKS to replace the NTI and to replace lower scores for students who completed the assignment on time but demonstrated a higher level of mastery on the assessment.

Departments will utilize District Assessment scores to replace common or unit assessment scores throughout the entire grading period if they reflect a higher level of mastery. In courses where no District Assessment exists, the final exam will be utilized to replace lower assessment scores throughout the grading period.

Final Exam Make-up Policy

Students absent for Final Exams will have 10 days (starting the first day of school for the next semester) to complete the exam. After 10 days, the grade will be recorded as a zero.

End of Course Make-up Policy (ALG I, BIOLOGY, 11th LA, US HISTORY)

Students absent for End of Course Assessment(s) will have an opportunity to test within the first month of the next semester. Students absent for their scheduled EOC make-up session will receive a zero.

REGISTRATION

Each February, students will register for courses for the following year. Classroom teachers are responsible for advising their students concerning course requirements and recommending placement in the appropriate course. Department heads and administrators will provide teachers with the information needed to register students. Counselors are available to help students with individual course needs. During March through May, students and their parents are given an opportunity to check their course selections and request changes, if necessary.

SCHEDULE CHANGES

Students are expected to remain in the yearlong courses selected during registration the previous spring. If there is an error in placement or a legitimate reason for a schedule change, students should fill out a schedule correction request form available at the Grayson HS website. Click [Course Registration](#). Courses may be dropped and added for legitimate reasons during the first ten (10) days of each semester.

ADVERTISEMENTS/POSTERS

Advertisements of non-school sponsored activities or functions are to be approved by Mr. DeBerry or the principal. Posters advertising school sponsored activities may be put up only after approval from the club or activity sponsor or administration and may only be placed on cork strips. No decorations are allowed on lockers. Damage done to the facility caused by placement of these posters will be the responsibility of the person/organization putting them up.



HONOR CODE

ACADEMIC HONESTY AND HONOR CODE

The Grayson High School's tradition of excellence requires an academic environment that rejects cheating or any other form of dishonesty. In addition, the academic integrity of all students is paramount in the pillars of citizenship and respect that describe a Grayson student. An essential part of education is developing a sense of honor, responsibility, and ethical principles that extend to all facets of life. Our students can earn respect for themselves and their academic work through academic integrity and ethical conduct.

Teacher's Responsibilities

Teachers should maintain a classroom environment where integrity is nurtured. They should:

1. Recognize that cheating can be a problem.
2. Include the definition of cheating, plagiarism, and sloppy scholarship on their syllabus as well as the consequences for such.
3. Communicate to students the school policy on cheating, plagiarism, and sloppy scholarship.
4. Utilize the following "best practices" to minimize the opportunities for students to cheat:
 - a. Administer more than one version of a test or quiz.
 - b. Physically be present, mobile, and watching during a test or quiz.
 - c. Avoid giving tests or quizzes when they are absent unless the test is essay or discussion.
 - d. Number tests for accountability and to reduce the chances of the tests being stolen.
 - e. Have students use cover sheets during quizzes and tests.
 - f. Store tests in a secure place.
 - g. Arrange student seating to minimize student eyesight access to other students' answers.
 - h. Specify if student assignments are to be done cooperatively or individually.
 - i. Have students close book bags and, if possible, place away from testing area.
 - j. Ensure no electronic devices are accessible during testing. Cell phones and other electronic devices should be turned off and placed inside bookbags.
5. Make sure before the student leaves class that any hard evidence of cheating is collected. Cheat sheets, duplicate answers on dissimilar tests and quizzes, computer copies of plagiarism, or a signed admission of what transpired during the cheating incident should reinforce the teacher's position.
6. Consistently follow the steps for consequences for students who violate the Honor Code.

CHEATING

Cheating includes any attempt to defraud, deceive, or mislead a teacher in arriving at an honest evaluation of student achievement. Cheating includes, but is not limited to, the following:

1. Looking at another student's answers or work or sharing answers on an independent assignment or assessment unless expressly permitted by the teacher.
2. Attempting to communicate information in any way during an independent assignment or assessment unless expressly permitted by the teacher.
3. Having cheat sheets or information written on the body or other personal objects.
4. Using programmed calculators or other electronic devices unless expressly permitted by the teacher.
5. Looking at quiz, test, or exam materials prior to their administration.
6. Sharing or receiving information regarding an assignment or assessment.
7. Failing to give credit when the ideas, words, or works of others are used. (See the information in your agenda book regarding Plagiarism.)



8. Submitting work that is not created by the student. This includes, but is not limited, to file sharing (submitting the same work with different header, copying files to and from electronic devices and web tools, and/or receiving or purchasing solutions or works from others).
9. Taking or transmitting photographs of secure assignments or assessments.
10. ANY electronic device (including, but not limited to, cell phones and smart watches) visible during ANY assessment can be considered cheating. At no time during an assessment should an unauthorized electronic device be visible or accessible.

Cheating is inexcusable conduct and will be dealt with strictly. A zero will be given for the assignment. The teacher will contact the parent(s), and a record of the incident will be placed in the student's disciplinary file. On the second and future offenses, students will result in consequences in addition to a zero. Students may lose other privileges, positions, or opportunities as determined by the administration.

Plagiarism: Plagiarism is the act of stealing, using, and/or representing another person's ideas or words as your own writing or ideas.

Examples of plagiarism include but are not limited to:

- Copying phrases, sentences or paragraphs without quotations marks and giving proper source information.
 - Paraphrasing or summarizing ideas without giving proper source information
 - Selling or giving work to another student to submit it as his or her own (contract cheating)
 - Asking someone or paying someone to create a work you intend to call your own (contract cheating)
 - Downloading or copying information from the internet and submitting it entirely or partially as your own
 - Submitting another student's work as your own
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CONSEQUENCES FOR PLAGIARISM (ACCORDING TO THE GRAYSON HONOR CODE)

- Zero for the assignment
- Teacher contacts the parents(s)
- A record of the incident is placed in student's disciplinary file
- Multiple offense may result in consequences in addition to a zero

For more information about plagiarism and how to avoid it, please visit Plagiarism.org.



GRAYSON TECHNICAL EDUCATION PROGRAM

While at Grayson Technical, Grayson High School policies, procedures, and rules apply, regardless of the home school.

ABSENCES, CHECK-INS, AND CHECK-OUTS

If for any reason you attend your home school classes but will be **ABSENT** from your Grayson Technical Education Program classes, you should do ONE of the following:

1. Checkout at your home school before leaving your home school that day. You should follow your home school procedures for checking out. Bring the checkout slip from your home school or a note from your parent/guardian to the Grayson Technical Education front office on the day that you return to class.
2. Checkout from the Grayson Technical Education Program front office. Students must have a signed note from a parent/guardian to checkout (contact number must be provided so that the note can be verified). The note should be turned in to the Grayson Technical Education front office at the beginning of class. All notes must be verified before a student is allowed to checkout. No checkouts are allowed over the phone. To checkout due to an emergency/illness, the student should request a pass to the clinic from his/her teacher. The parent/guardian will be contacted for permission.
3. Have your parent/guardian call the Grayson Technical Education Program front office (770-554-7082) that day to let us know of your absence. A note still must be provided from your parent/guardian to the Grayson Technical Education front office on the day that you return to class.

If for any reason you do not attend your home school classes but will be attending your Grayson Technical Education Program classes, you should **check-in** at the front office of the Grayson Technical Education Program. When checking in, please bring a note signed by parent/guardian stating the reason for the late arrival. The attendance office will classify the tardy as excused or unexcused and issue a pass. There are consequences for unexcused tardies.

If you are absent from both your home school and the Grayson Technical Education Program, you should bring a note from your parent/guardian indicating the reason for your absence. It is recommended to bring a note to both your home school and the front office of the Grayson Technical Education Program on the day that you return to class.



COUNSELING OFFICE

The Grayson High School Counseling Department provides a comprehensive program that focuses on student development in three areas: academic, career, and life skills. Counselors are assigned to students based on the student's last name.

GENERAL INFORMATION

- Office Hours:
 - Monday – Thursday – 6:50 A.M. to 2:50 P.M.
 - Friday – 6:50 A.M. to 2:10 P.M.
- Telephone Number: (678) 344-2603
- Grayson Counseling has its own section on the school website; find the Counseling tab at the top of the homepage or click [GHS Counseling](#).

COUNSELOR ASSIGNMENTS

Students and parents make appointments through the Counseling Office as needed. The student must take the counselor appointment pass to the classroom teacher for his/her signature before coming to the appointment.

9TH GRADERS

- A – KDr. Tranise Morgan
- L – ZMrs. Yunilda Valdez

10TH - 11TH GRADERS

- A – FMrs. Matea Tarver
- G – MMr. Christopher Little
- N – ZDr. Derial Windom

12TH GRADERS

- A – IMrs. Reenesha Wright
- J – RMrs. Taquesa Davis
- S – ZMrs. Elisa Disroe

COUNSELING SUPPORT STAFF

- College/Career CounselorTBD
- RegistrarMs. Jasmen Austin
- Records ClerkMrs. Shannon Sheffield

Counselor appointments are considered as instructional time and do not count as a class absence. If a student requests to leave a class to see a counselor, the teacher should always send a hall pass with the student if the student does not already have an appointment pass issued by the counseling office. Please be sensitive when asking their reasons for seeing a counselor due to student/counselor confidentiality reasons.



CREDITS REQUIRED FOR GRADUATION AND PROMOTION

<u>Areas of Study Required</u>	<u>Units</u>
English/Language Arts..... Must include 9 th grade, Language Arts, and 11 th grade, American Literature (11 th grade)	4
Mathematics Must include Integrated Algebra I, Geometry, Algebra II	4
Science..... Must include Biology, Chemistry, Physics, and required Science Elective	4
Social Studies Must include World History, U.S. History, Economics, and Political Systems	3
Modern/Classical Language, and/or Fine Arts and/or Technical Education..... Any combination of Fine Arts, Career & Technical Education, or Modern/Classical Language**	3
Health/P.E..... Must include Lifetime Fitness and Health	1
Additional Electives.....	4
TOTAL UNITS	23

**Two (2) units of Modern/Classical Language are required for university admission in the state of Georgia

PROMOTION (To move to the next grade level)	
Grade	Units Required
9 th to 10 th	5
10 th to 11 th	11
11 th to 12 th	17
Graduation	23*
* Students must meet graduation rules and standardized assessment requirements as determined by state and district policies.	

ENROLLMENT OF NEW STUDENTS

When new students enroll, a counselor meets with the student to review the courses taken at the previous school and/or in previous years. Next, the Curriculum Office generates a schedule for the student. Teachers will be notified by the Registrar if a new student is being added to the class.

Every effort is made to place new students in the appropriate classes. However, difficulties do arise particularly for students who are transferring to us from another state. There may also be incidents where we do not offer the exact class(es) in which a student was enrolled at the prior school. If you have questions about the student's schedule, please email the assigned counselor and the Curriculum Office.

WITHDRAWING STUDENTS

All withdrawals should originate in the Counseling Office.



HOME AND PRIVATE SCHOOL COURSE VALIDATION

In accordance with Southern Association of Schools Standards, please be aware that Gwinnett County Public Schools will validate competency, by course before awarding Gwinnett County Public School credit for work completed at a home school or private school that is not accredited by the Southern Association of Colleges and Schools or its equivalent. (Examples: Middle States Association, North Central Association, New England Association, etc.) Students entering a Gwinnett County Public High School from a non-accredited public or private school, or a home school program will be required to validate competency by examination. If you attend or plan to attend a non-SACS accredited school or a home school, and subsequently request credit for the experience from a Gwinnett County Public School, please check with local school personnel for details involving awarding of Gwinnett County Public School credit.

Seniors who are taking a non-GCPS course need to submit a transcript with the final grade for the course at least two weeks before the graduation date and plan to take the EOC/GA Milestones if one is required for that course. The last series of EOC/GA Milestones are given in early May, so students should plan accordingly.

NON-GWINNETT COUNTY CLASSES AND END OF COURSE TESTS

In the state of Georgia, some academic classes require an EOC/GA Milestone. If your child is taking one of these academic classes outside of the Gwinnett County Public Schools, he/she must take an EOC/GA Milestones before he/she can receive credit for his/her non-GCPS class. The EOC/GA Milestones is given for the following classes: Algebra I, Biology, American Literature, and US History. Students taking one of the above classes in a non-Gwinnett County Public School must contact their counselor to schedule the EOC/GA Milestones. This assessment will count 20% of the course grade.

HOMELESS CHILDREN AND YOUTH

The Stewart B. McKinney/Vento Education for Homeless Children and Youth Act ensures the educational rights and protections for children and youth experiencing homelessness. It provides legal protections for children and youth in homeless situations to enroll in, attend, and succeed in school and preschool programs. In accordance with this law, Gwinnett County Public Schools affords homeless children and youth equal access to the same free, appropriate public education, including public preschool education such as Head Start, Even Start, State Pre-K, and Title I Preschool Programs as provided to other students. Homeless children and youth will have access to education and other services that he/she needs to have an opportunity to meet the same challenging state student academic achievement standards to which all students are held. Please contact individual schools for further information.

HOSPITAL/HOMEBOUND

A student who has a medically diagnosed physical condition restricting him/her to his/her home or hospital for a minimum of ten consecutive school days may be eligible for Hospital/Homebound instruction. Minimum service will provide instruction in the core subjects of mathematics and language arts. However, instruction in other areas may be provided based on the availability of funding to support instructional personnel.

The Homebound program is not structured to replicate a student's entire course schedule. In the past, local schools have developed effective plans to accommodate students who have short-term absences by allowing students to make up work or by providing modified assignments. It may be necessary for the local school Student Support Team to develop a plan to address course work, which is not available through Hospital/Homebound Service.

An evaluation of the student's eligibility is based on the student's medical diagnosis by a physician and by the duration of consecutive absences. Students who will be absent for at least ten consecutive school days, as certified by a physician, are eligible for homebound services. In the case of projected absences (e.g., after surgery), the request for services can be made prior to the occurrence of the absence. A request for homebound services is to be accompanied by an administrator's signature and parental approval.



ATTENDANCE

Grayson High School will encourage and promote good attendance. Regular attendance in school helps develop good habits that will carry over later in life. Also, it has been shown that good attendance correlates strongly with higher grades in school. School attendance is the responsibility of both parents and students.

ATTENDANCE POLICY

Georgia State Board of Education Rule 160-5-1-10 defines the following absences as excused:

- State Attendance Rule 160-5-1-10 states that students will be excused from school under the following circumstances, as a minimum.
Personal illness or attendance in school endangering a student's health or the health of others.
- A serious illness or death in a student's immediate family necessitating absence from school.
- A court order or an order by a governmental agency, including pre-induction physical examinations for service in the armed forces, mandating absence from school.
- Observation of religious holidays, necessitating absence from school.
- Conditions rendering attendance impossible or hazardous to student health or safety.
- A period not to exceed one day is allowed, at the discretion of the local unit of administration, for registering to vote or voting in a public election.
- Visiting with a parent or legal guardian prior to or during leave from deployment to a combat zone or combat support posting as a member of the armed forces of the United States or the National Guard (maximum of five school days per year).
- A student whose parent or legal guardian is currently serving or previously served on active duty in the armed forces of the United States, in the Reserves of the armed forces of the United States on extended active duty, or in the National Guard on extended active duty may be granted excused absences, up to a maximum of five school days per school year, not to exceed two school years, for the day or days missed from school to attend military affairs sponsored events, provided the student provides documentation prior to absence.

STUDENTS COUNTED PRESENT

- Students who are in a foster home or otherwise in the foster care system under the Division of Family and Children Services of the Department of Human Services will be counted present for any day, portion of a day, or days missed from school when attending court proceedings related to that student's foster care.

*Any absences not listed above will be unexcused. Car trouble is **NOT** an excused absence or tardy.

ATTENDANCE PROCEDURE

1. After 7:10 AM, all students are to check-in at the breezeway (entry between GHS and Grayson Tech).
2. On the day a student returns to school, he/she is to bring a note signed by his/her parent or guardian explaining the absence from school. The note should include the date, reason, parent signature, and phone number for verification. **If a student is out more than three consecutive days a doctor's note is required for an absence to be excused.**
3. The note should be brought to the Attendance Office. **Do not give the note to your teachers.**
4. The Attendance Office will classify the absence according to the policy and make all corrections in the computer daily.
5. The Attendance Office will accept ten notes from home; after that, a student will need a doctor's note.

*If a student forgets his/her excuse, he/she has one day to present it, or it may be considered unexcused.



SCHOOL ACTIVITY ATTENDANCE PROCEDURE

1. Get the appropriate teacher signature on the Activity Form.
2. Contact the teacher for make-up work and turn it in based on the school make-up policy.

*If a student is absent from any class due to a school activity, he/she is responsible for missed work.

EXTRACURRICULAR EVENTS ATTENDANCE POLICY

A student must be present for half the school day (7:10 am -10:30 am or 10:30 am - 2:10 pm) to participate in an extracurricular event after school or that evening. This includes practices, productions, athletic events, etc. To participate in an event that is held on the weekend, a student must be present for half the day on Friday prior to the weekend. This includes prom, dances, games, plays, etc.

COLLEGE VISITS

Students are encouraged to visit colleges in the summer or on weekends. A college visit absence will be marked unexcused until proper documentation is received verifying the visit (i.e., official written invitation from college for a specified visit date, stamped signature on college letterhead with date of visit, and the like). College visits may be excused up to three (3) times per school year.

TRUANCY

Truant - Any child subject to compulsory attendance who during the school calendar year has more than five (5) days of unexcused absences. **Compulsory Attendance** - Official code of Georgia (O.C.G.A.) 20-2-690.1 (a): Every Parent/Guardian or other person residing within this state having control or charge of any child or children between their sixth and sixteenth birthdays shall enroll and send such child or children to a public school, a private school, or a home study program that meets the requirements for a public school, a private school, or home study program; and such child be responsible for enrolling in and attending a public school, a private school, or a home study program that meets the requirements for a public school, a private school, or a home study program.

PREARRANGED ABSENCES

If it is necessary for students to miss school, and they know in advance, they should fill out a pre-arranged absence form. Forms are in the Attendance Office and should be completed at least three days in advance of absence. Return the form to the Attendance Office for administrator approval. The absence will be recorded as excused or unexcused according to state guidelines.

ABSENT WITHOUT OFFICIAL LEAVE (AWOL) FROM SCHOOL OR CLASS

A student may not leave school grounds after his/her arrival on campus without the permission of a duly authorized school official. Students who leave campus without checking out or who are absent without their parent's knowledge will be considered AWOL from school. Students who do not have permission to be out of class are considered AWOL from class. Students absent from class 10 or more minutes are AWOL. AWOL consequences are as follows:

1st AWOLAdministrative Warning via parent square

2nd - 3rd AWOLISS or OSS

4 or more AWOL.....Attendance Contract and OSS/Loss of Parking Privileges (if applicable) & Extracurricular Privileges (ballgames, homecoming, prom, etc.)



TARDIES

Students are considered tardy if they arrive to school or class after the designated late bell has sounded. All students late to school are to report directly to the breezeway in between Grayson High School and Grayson Tech. Students who arrive late to class should report directly to their assigned classroom rather than checking in at a tardy station. Teachers will mark the student tardy in Synergy based on their arrival time. Teachers will classify all tardies excused or unexcused and issue a pass to class.

Unexcused tardies to school and class are combined for disciplinary purposes and consequences are as follows:

1st- 10th tardy.....Warning with communication in Parent Square/Email

11th tardy and beyond.....ISS or OSS

*Parking privileges (if applicable) will be suspended for 2 weeks for 10 tardies, a month suspension at 12 tardies, and revoked at 15 tardies.

EARLY DISMISSAL PROCEDURES

To expedite check outs, parents are encouraged to prearrange early dismissal when possible.

1. Students should present the Attendance Office with a note from their parent/guardian requesting permission to check out. The note should include a **phone number** for verification and is to be done **before first period**.
2. A check out slip will be given to the student indicating the time of day that they need to report to the Attendance Office for check out. All students must come by the Attendance Office before leaving campus.
3. If the parent has **NOT** been contacted for verification, the parent is to come inside to check out the student.
4. If the parent **WAS** contacted for verification, the attendance personnel will sign the student out.

For an emergency/illness and other check outs:

1. The student should obtain a pass from his/her teacher to go to the clinic to call his/her parent/guardian.
2. Only those indicated in the computer will be allowed to check out students.
3. Students must officially sign out from the clinic.
4. No students may be checked out after 1:45 PM.

CERTIFICATE OF ENROLLMENT

A Certificate of Enrollment is required for a student to obtain a driver's permit or license. Students may complete the form on [MyPaymentsPlus](#). The fee to process the Certificate of Enrollment is \$3.00 and it takes two days to process the request.

ALCOHOL AND DRUG AWARENESS PROGRAM (ADAP) VERIFICATION

Students may request their ADAP verification from the Attendance Office before school, after school, and during their assigned lunchtime. There is a two (2) day turn around for this information. The ADAP verification is free.



TECHNOLOGY

COMPUTER NETWORK USER GUIDELINES AND RESPONSIBILITIES

As part of our district's one-to-one initiative, students will receive a Chromebook to use during the school day and to extend their learning at home. For more information about this initiative and parent/student responsibilities, please visit the GCPS website at [Parent and Student Responsibilities](#). All computers accessed by students at Grayson High School are to be used for instructional purposes only. With Internet availability comes the responsibility of the user to access only materials that are considered educational in value in the context of the school setting. Grayson faculty and staff will make every effort to educate and guide proper use of technology including the Internet; however, on a global network, it is impossible to control all materials. Therefore, students will be held accountable for the appropriate utilization of the technology. **Remember: The fact that a student "can" perform a particular action does not imply that he/she "should" take that action.**

The use of any computer network or individual computer is a **privilege, not a right**, which may be temporarily or permanently revoked at any time for abusive conduct. Anything created or stored on the network should be considered property of Gwinnett County Public Schools, with no expectation of privacy. Such conduct would include the placing of unlawful information on a system, the use of abusive or otherwise objectionable language in either public or private documents and acts of sabotage that are likely to result in the loss of work or the network itself. Disciplinary action will be taken in all cases of network abuse.

In a networked environment (or on stand-alone computers) it is unlawful and/or unethical to

- Alter any component of the computer, including (but not limited to) hardware, software, and/or network setting (e.g., downloading files).
- Use the computer to harm, bully, or harass other people.
- Interfere with other people's computer work.
- Use a computer to steal.
- Gain unauthorized access to other people's files or programs.
- Copy software for which you have not paid.
- Damage or down the network, including (but not limited to) the introduction of a virus which results in lost work or a damaged system.
- Damage, destroy, or alter the operating system or applications (including upgrades or enhancements).
- Steal or damage computers and network equipment (cables, connectors, keyboards, mice, CPU etc.)
- Gain unauthorized access to on-line resources by using someone else's password.
- Use the computer for other than instructional use (e.g., personal e-mail, social media, games, or chat rooms).

We are very fortunate to have computer labs, a media network, and stand-alone computers at Grayson. As users, students are expected to demonstrate the maturity and responsibility necessary when working in any computer-oriented environment. We expect students to understand that when working in a networked environment, every action taken by a user has the potential to affect the work of other users of the network.

ACCEPTABLE USE OF ELECTRONIC MEDIA FOR STUDENTS

The Board recognizes that electronic media, including the internet, provides access to a wide variety of instructional resources to enhance educational opportunities. Use of electronic resources must be in support of, and consistent with the vision, mission and goals established by the Board and for the purpose of AKS instructional support. All users of the district wide area network and/or other electronic informational services must maintain strict compliance with all applicable ethical and legal rules and regulations regarding access. The purpose of these guidelines is to ensure that all



GCPS technology users share the GCPS technology resources in an effective, efficient, ethical, and lawful manner. GCPS technology should be used for legitimate educational reasons only, and not for personal use.

Strict compliance with all applicable ethical and legal rules and regulations must be maintained by all users of the wide area network and/or other electronic informational services including electronic mail (e-mail). Users must respect intellectual property rights and understand that school system data accessible over the network, regardless of the computer or device being used, constitutes property. All electronic, telephonic, and communications transmitted by, received from, or stored in these systems are property of the Gwinnett County Public Schools. Users of such systems should have no expectation of privacy. Student e-mail use for legitimate educational purposes will be subject to monitoring and review, including review of text and attachments that are related to that student or students. At NO TIME should a student consider GCPS e-mail private or confidential in any way.

It is important to note that with a global network it is impossible to control or predict all materials a user may accidentally or purposefully discover on an electronic resource. Gwinnett County Public Schools personnel will make every effort to educate and guide all users in the proper use of electronic media, including the Internet. Because access to the Internet provides connections to other computer systems located all over the world, users (and parents of users) must understand that neither the Gwinnett County Public Schools nor any district staff member controls the content of the information available on these other systems. Some of the information available is controversial and sometimes may be offensive. Gwinnett County Public Schools DOES NOT CONDONE the use of such materials. Therefore, it is imperative that the user be held accountable for the appropriate utilization of this technology.

Login information, usernames, and passwords are confidential. YOU are responsible for keeping logins secure. At no time should someone log in with your username or password, and you should not use someone else's information. Students should never log into a teacher or staff member's computer; this must be done by the teacher or staff member.

ACCESS IS A PRIVILEGE - NOT A RIGHT! Inappropriate use will result in a cancellation of these privileges as well as possible assignment of disciplinary action consistent with the policies and procedures of Gwinnett County Public Schools.

Local schools may establish additional regulatory guidelines for use of electronic resources that include, but are not limited to, guidelines established by this system wide procedure. Building administrators shall establish a process for informing students and staff about the district and local school Acceptable Use Procedures.

The definition of GCPS information and data resources will include any computer, server or network, or access provided or supported by GCPS, including portal-delivered applications and the Internet. Use of computer information and resources includes the use of data/programs stored on GCPS computing systems, data/programs stored and/or delivered through magnetic tape, floppy disk, CD-ROM's, DVD-ROM's computer peripherals, or other storage media, which is owned and maintained by the GCPS. The "user" of the system is the student using GCPS technology. Access is a privilege, not a right, and all students are expected to treat this learning tool with respect. GCPS technology and electronic resources must not be used to:

- Harm other people.
- Interfere with other people's work.
- Use a computer to steal property.
- Gain unauthorized access to other people's files or programs.
- Gain unauthorized access to on-line resources by using someone else's password.
- Make changes to the hardware or software configuration of any machine, including installing or deleting any software.
- Improperly using the network, including introducing software viruses and/or bypassing local school or office security policies.
- Steal or damage data and/or computers and network equipment.



- Access, upload, download, and distribute pornographic, hate-oriented, profane, obscene, or sexually explicit material.

Failure to follow these guidelines can violate the Official Code of Georgia, O.C.G.A., Codes 16-9-90, 16-9-91, 16-9-93, and 16-9-93.1 as well as Title XVII of United States Public Law 106-554, known as the Children's Internet Protection Act. Such use can also lead to disciplinary actions, up to and including loss of access to GCPS technology resources and further disciplinary actions as defined by existing GCPS policies.

By logging into a school computer/device and the school's network, **YOU ARE ACCEPTING RESPONSIBILITY** of what internet sites are viewed and any other inappropriate activities that may occur. Make sure you log off this computer while not using it. Violations of the Policy will be YOUR responsibility. Finally, please note that GCPS technology use is subject to auditing for legitimate purposes as well as live monitoring where appropriate. (**Note to student:** To ensure you are not held liable for another user's activities, log off the network at the end of your session. To terminate your session, go to the Start button, choose Shut Down, choose Close all programs/sign on as a different user, and click Yes.)



COMMUNICATIONS

Grayson communications include the following:

SOCIAL MEDIA

- Facebook: Facebook.com/GraysonHighSchool
- Twitter: @graysonhighrams
- Instagram: @graysonhsofficial

PARENTSQUARE

GCPS has adopted a new form of school-to-home communication called ParentSquare. This unified communications platform is designed to keep parents and guardians informed and encourage greater engagement and connection with parents and students and Gwinnett County Public Schools.

ParentSquare provides a safe way for district administrators, school principals, teachers, staff, and parents to receive and send information, such as:

- Weather-related closings & delays
- School and class information
- Share pictures and files
- See calendar items
- Upcoming class activities

Beginning July 18, 2023, district and school information will now be sent to your computer or phone via email and/or text via ParentSquare. For even more convenience, download the ParentSquare app (available for free for iOS and Android devices).



STUDENT DISCIPLINE

GRAYSON HIGH SCHOOL EXPECTATIONS

1. Students are expected to exhibit the characteristics of a Ram: Respectful, Responsible, On-Time, and Ready to Learn. Therefore, students are expected to conduct themselves as mature young adults while on the GHS campus.
2. Students are expected to comply with reasonable requests of staff, including identifying themselves by name when asked.
3. Students are expected to remain seated in The Commons during lunch and not roam.
4. Students are expected to behave appropriately in the hallways.
5. Students must exit the building by 2:20 in the afternoons unless at a school-sponsored activity and supervised by a teacher or coach.
6. Students should remain in supervised areas once they arrive to and while they are on campus. Students are not to loiter in the restrooms, stairwells, or outside of the building.
7. Students are expected to be in class when the bell rings. Students must have a hall pass to be in the hall when class is in session.
8. Students may not wear anything which may make them unable to be identified.
9. Each restroom stall is intended for the use of a single student. Students found in the same restroom stall may be subject to disciplinary consequences.

GWINNETT COUNTY STUDENT CONDUCT BEHAVIOR CODE

At the beginning of the school year or upon enrolling, all students receive and sign for a copy of the Gwinnett County Public School Student/Parent Discipline Handbook. Students and parents are encouraged to review this text as it contains the 12 Rules of the [Student Conduct Behavior Code](#) and details the rules/consequences in Gwinnett County Public Schools.

SCOPE OF THE STUDENT CONDUCT BEHAVIOR CODE

A student at any school related activity or event, or at any school event held away from school is under the jurisdiction of school authorities and is subject to the rules and regulations as stated in the Student Conduct Behavior Code.

SUSPENSION

Students under short-term suspension (1-9 days), long-term suspension (10 or more days) or expulsion are not allowed on any Gwinnett County school campus or to attend any school function, activity, or event.

WEAPONS AND DRUGS

All weapons, instruments, or controlled substances confiscated by school authorities are to be turned in to Safety and Security.

A student is considered to be in possession of an illegal and/or banned item(s) or substance(s) when such item(s) or substance(s) is found on the person of the student, in his/her possessions, in his/her locker, in a student's vehicle on school property, or in any vehicle a student brought on school property, on property being used by the school, at any school function or activity, or at any school event held away from the school.

STUDENT SEARCHES

School administrators are given the authority to conduct a reasonable search of students, their possessions, their lockers, and their vehicles when on school property, on property being used by the school, at any school function or activity, or



at any school event being held away from the school if it is established there is reasonable suspicion of the student being in violation of an offense in the Student Conduct Behavior Code.

GRAYSON STUDENT CODE OF ETHICS

- I will be honest in my actions, statements, and maintain academic integrity.
- I will respect myself, the school staff, and fellow students.
- I will respect the beliefs of others.
- I will display good conduct and sportsmanship at school, on the bus and at all school activities.
- I will respect the property of others.
- I will work to the best of my ability.
- I will use criticism in a helpful manner.
- I will promote school cleanliness and the upkeep of school property.
- I will make substitute teachers and visitors feel welcome.
- I will support school activities.

DRUG FREE SCHOOLS STATEMENT

The Gwinnett County Board of Education is concerned about the well-being of its students and employees. The Board of Education recognizes that establishing a drug-free environment encourages student and employee productivity and promotes the accomplishment of the school system's mission and goals. In accordance, the Board of Education declares the following:

- The use of illicit drugs and the unlawful possession and use of alcohol is wrong and harmful.
- Standards of conduct prohibit the unlawful possession, use, manufacture, distribution, or dispensation of illicit drugs and alcohol by students and employees on school premises, in route to and from school, or as part of any school sponsored activity.
- Disciplinary actions as described by the Student Conduct Behavior Policy (Policy JDC) will be imposed on students who violate the standards.
- of conduct. Employees should refer to Gwinnett County Public Schools' policies and procedures for pertinent disciplinary sanctions.
- Information about drug and alcohol counseling, rehabilitation, and re-entry programs is available through school counselors, administrators, and from the Staff Benefits/Risk Management office.

If you have knowledge that someone is carrying a weapon, drugs, or alcohol on school property, please call 770-822-6513. This is a CONFIDENTIAL HOTLINE. You do not have to give your name.

DISCIPLINE RIGHTS AND RESPONSIBILITIES

The discipline code was developed with the involvement of representative students, teachers, and parents. It is based on the idea that you as a student have certain rights and responsibilities. You have the right to pursue an education in an orderly environment free of distractions and disruptions by other students. You also have the responsibility to conduct yourself in such a way that other students can also learn in an orderly atmosphere. You have the right to know exactly what is expected of you. You have the responsibility to live up to these expectations.

STUDENT GRIEVANCE PROCEDURE

If you believe that you are being mistreated by school employees on the basis of your race, color, religion, gender (sex), national origin, or handicap, you have a complaint and a remedy. Please tell any school employee in whom you have confidence, most particularly the principal, a guidance counselor, or trusted teacher that you have a complaint about the



manner in which you are being treated and why. You may also contact the school system's Title IX Coordinator for assistance by writing or calling: Department of Internal Resolution (Instructional Support Center) 437 Old Peachtree Rd. NW; Suwanee, GA 30024-2978 (678) 301-6050/fax (678) 301-6089

DEFINITIONS OF DISCIPLINARY ACTIONS

The following disciplinary actions may be given for student misconduct:

Teacher Detention

Per the teacher's discretion, a student may receive consequences for minor classroom infractions. Teacher detentions are generally 30 or 60 minutes.

Administrative Detention

Administrative detention is assigned by an administrator for various offenses. Failure to serve Administrative Detention will result in additional discipline consequences.

In-School Suspension (ISS)

Removal of the student from regular classes and assignment to classroom set up for this program; exclusion from all school-sponsored activities; social isolation and course work required. If a student is absent from school during this period, in-school suspensions will be completed upon return to school.

Out of School Suspension (OSS)

Removal of the student from the school campus and exclusion from all school-sponsored activities during suspension by administration or the Board of Education.

Disciplinary Tribunal

A tribunal may be arranged by an administrator. It is required for some serious offenses. A panel of educators will hear evidence presented by an administrator and listen to remarks by the student and parents. After the final remarks are made, the panel will decide guilt or innocence and determine the consequences. If a student is found guilty, the Disciplinary Panel may order long-term suspension or expulsion. For more information, see the [Guide to Disciplinary Tribunals](#).

Expulsion

Removal of a student from the school system for an extended period of time or permanently by the Board of Education.

ADMINISTRATOR INTERVENTIONS

If a student causes repeated, minor classroom disruptions, or if a student engages in more serious rule infractions, the teacher will refer the student to the appropriate grade-level administrator. The administration has a wider range of consequences to use with students. See the [GCPS Student Conduct Behavior Code—Middle and High School](#) for the administrative consequences of inappropriate student behavior.

LOCAL SCHOOL DISCIPLINE CODE

In addition to the previously stated Student Conduct Behavior Code of Gwinnett County Board of Education, the policies of Grayson High School are as follows:



Cell Phones/Electronic Devices

Students may only use cell phones and other electronic devices per the following:

1. As educational tools as directed by teacher.
2. During lunch except during presentations.
3. Before/After school

Earbuds ARE NOT ALLOWED or VISIBLE in the classroom unless directly related to instruction. Failure to comply may result in disciplinary consequences.

In accordance with GCPS policy, local school principals can set guidelines for the use of cell phones and/or electronic items on school grounds. Grayson High School's first priority is to have an interruption-free and distraction-free learning environment for all students, teachers, and staff. A student found in violation of the below guidelines shall be subject to disciplinary action. Students are not permitted to text message during instructional time other than if the teacher has given permission for instructional purposes. Please contact your child's grade level administrator if there is an emergency. No students will be called out of class to call a parent unless the administrator deems it an emergency.

Parents, we ask that you carefully consider whether your child needs to have any of these items at school. Should your child bring any of these items to school, please be aware that there is some risk that they may be stolen from or lost/misplaced by your child. **The school will not be responsible for replacing a lost or stolen item.**

Forgery

Students shall not forge a signature on any school-related document.

Cafeteria Behavior

Students are expected to behave in a courteous manner in the cafeteria. Breaking in line, throwing food or objects, leaving trays or trash, or making loud noises is not acceptable. It is the responsibility of the student to clean up the area that they use during lunch. Trash cans will be provided for this purpose. If a student shuns his/her responsibility, then he/she will be assigned consequences. Stealing food or drink from the cafeteria is unacceptable and may result in the student receiving disciplinary consequences.

Dress Code

Students at Grayson High School are expected to dress in a manner that is supportive of a positive learning environment that is free of distractions and disruptions. Students will be expected to observe modes of dress and personal grooming that support the "First Comes Learning" atmosphere at GHS. Any form of dress which is considered contrary to good hygiene, or which is distracting or disruptive to the educational process will not be permitted. Parents are asked to assist the school by regularly monitoring their student's dress.

The following are specific dress code areas addressed: (This list is not all-inclusive.)

1. Pants and shorts must be worn at the waist at all times and not be so large that the pants sag. No "muscle" shirts (sleeveless) and/or undershirts cut like muscle shirts or exposed sports bras are unacceptable. Shirts must be worn at all times while on school grounds. This includes student athletes.
2. In accordance with GCPS Board policy regarding weapons, gangs, and drugs, clothing shall be free of inflammatory, suggestive, or other inappropriate writing, advertisement, or artwork. This includes but is not limited to offensive words and designs, violence (blood, death, and weapons), sex, hate groups, tobacco products, drugs, or alcohol.
3. Clothing which is associated with gang activity is not acceptable. Students are not allowed to display clothing or symbols that have been identified by the Gwinnett County Police Gang Task Force as being commonly identified with criminal gangs. Garments, bandanas, jewelry, body art and tattoos that communicate criminal gang allegiance are not to be displayed or worn at school, and no item may be worn in a manner that communicates criminal gang affiliation.



4. Shorts, skirts, and dresses may NOT be any **shorter than four inches from the TOP of the knee**. No skirts, shorts, or pants with revealing splits or holes. No running shorts should be worn during regular school hours. Any clothing that is immodest or too short is not permitted. No “sagging.”
5. Leggings and bodysuits (long and short, e.g., SKims-like spandex sets) may be worn with a shirt or dress that **completely covers** the student’s front and back.
6. All types of head coverings are **prohibited** in the building during school hours. Visors, hats, bandanas, head coverings, sunglasses and other items are not to be worn or brought to school by students. *Exceptions for religious or medical reasons to be granted by the principal.
7. The following articles of clothing are **NOT** to be worn at GHS: bare midriff clothing, halter tops, strapless tops, backless tops, spaghetti straps, tank tops or clothing which exposes undergarments; see through clothing, low-cut shirts, pajamas, pajama pants, or sleepwear of any kind are not allowed to be worn to school.
8. Shoes must be worn on campus at all times. Bedroom slippers/shoes are not allowed.
9. We encourage students not wear flip-flops or slides for safety reasons.
10. **Blankets and/or pillows are not to be brought to school.**

Dress Code will be monitored and reported by First Period teachers to the discipline clerk.

Dress Code Violation Consequences

1st – 2nd OffenceWarning

*3rd or MoreAdministrative Consequence

Loitering

Students are not allowed to loiter on school grounds at any time. Students who drive to school are not to loiter in their vehicles and/or parking lot. Students are expected to leave campus immediately after dismissal. Students who are engaged in a school activity must leave campus within 15 minutes after the end of the activity. Large groups may be broken up at administrative and/or staff discretion to avoid potential problems. Teachers who are not conducting a class will be asked to do a hall sweep of their immediate area to ensure that students are not loitering in the hallways. Students who are consistently found on campus after hours will face discipline consequences. All students must leave CAMPUS by 2:20 pm unless accompanied by a sponsor, coach, teacher, or administrator.

Public Display of Affection

No student shall engage in inappropriate physical displays of affection at school or at a school activity. This includes, but is not limited to, kissing, embracing, caressing, and similar behavior. See GCPS Rule 9 for detailed clarification.



MEDIA CENTER

HOURS

6:50 – 2:50 Monday through Thursday

6:30 – 2:10 Friday

The media center is open before and after school for quiet study and access to computers for assignments.

CIRCULATION POLICIES

Students must use their student ID number to check out a book and may check out three books at a time for three weeks. Books can be renewed if not needed by someone else.

Reference books and videos may be checked out overnight only at the end of the day and must be returned before first period the following day. Magazines may be checked out overnight.

RULES

No food or drinks are allowed in the media center.

Students may be required to pay for lost or damaged books. If a student has an overdue book from the media center, the student will not be able to check out additional books, purchase parking permits, or purchase tickets to homecoming. The media center is a quiet place to study so please be considerate of others.

Media center computers are for research and assignments only. Chat rooms, personal email, and playing games are not allowed.

RESOURCES

The media center **computers** provide numerous databases for research on the Media Homepage. These databases are available to students at home through the Internet. Pick up a copy of the user names and passwords from the media center. Passwords change every three months. Go to graysonhighschool.org and select **Departments/Media Center** to access MLA resources, copyright information, the GHS plagiarism policy, and research pathfinders.

PRINTING

Printing from computers costs 10¢ for black and white pages and 25¢ for color pages.

A copy machine is available for student use. Black and white copies cost 10¢.



EXTRACURRICULAR ACTIVITIES/ATHLETICS

ATHLETIC INFORMATION

Grayson High School follows standards and rules established by both the Gwinnett County School System and the Georgia High School Association. Any student wishing to represent Grayson High School must meet eligibility requirements as defined by these organizations and GHS.

The following regulations apply to all GHS students in grades 9-12 who participate in extracurricular activities. For the purpose of this policy, the term “extracurricular activity” shall apply to any school-sponsored program for which some or all the activities are outside the regular scheduled class day. Examples are all individual and team sports, cheerleading, literary meets, band, chorus, clubs, and academic bowls.

1. To participate in athletics a student **must pass five out of six courses** the preceding semester. Summer school is considered as an extension of spring semester. A student is ineligible on the first day of the next semester if he or she has not passed five subjects the preceding semester except for the beginning of the fall semester when eligibility shall be declared at the time the student has passed five or six courses including any courses taken during summer school. Additional courses may not be taken during the semester to gain eligibility. Courses completed after the beginning of a new semester may not be used to gain eligibility for that semester. A student will have the first 10 calendar days of the new semester to complete work and change an incomplete grade or failing grade to a passing grade. Ineligible students cannot try out for a team or program even though the team or program will not be in operation until the next school year.
2. A student must be present in school at least half of the school day, three (3) periods to be eligible to participate in a sport for that day, including being present at least three (3) periods on Friday preceding a Saturday event.
3. Students suspended in ISS may not participate in any school activity, including practice, until the last assigned day is complete. Students suspended Out of School or OSS, may not participate in any school activity, including practice, on the days of suspension.
4. To be eligible, all student-athletes must have accumulated Carnegie Units that count toward graduation as follows: **2nd year-5 Carnegie units; 3rd year-11 Carnegie units; 4th year-17 Carnegie units and earn a minimum of 2.5 credits the previous semester and currently enrolled in at least 2.5 Carnegie units.**
5. All student athletes must have a yearly, up to date completed physical using the **Approved GHSA** form on file **BEFORE** they can practice or tryout for a team. Physical forms from your primary doctor cannot be accepted.
6. Student athletes must show proof of insurance **BEFORE** they can practice or tryout for a team.
7. All eligibility requirements established by the GHSA (Georgia High School Association) must be met and maintained.
8. To earn an award, a student athlete must remain on the squad (in the sport he/she is participating) until the entire schedule has been completed and/or until the coach has released them.
9. All student athletes must always obey training rules, especially the general rules of the non-use
10. of alcohol, tobacco, and unauthorized drugs, as well as the local, state, and federal laws.
11. All student athletes must return all equipment issued or pay for the replacement of any item not returned.
12. All out of season practices are prohibited by the GHSA and Gwinnett County Public Schools. Starting dates for all extra-curricular activities have been established by the GHSA and shall be followed.
13. Every student who wants to participate in extra-curricular activities will be expected to sign and comply with the GCPS Athletic Code of Conduct.
14. A student athlete who quits a sport cannot participate in another sport until that sport has completed its season.



GEORGIA HIGH SCHOOL SANCTIONED ATHLETIC ACTIVITIES

Grayson High School offers students the opportunity to participate on various athletic teams. Team membership is subject to tryouts and Georgia High School Association (GHS) regulations. Each participant must have a physical exam once a year and show evidence of insurance coverage.

Fall Sports

Cross Country	Varsity, JV
Flag Football	Varsity, JV
Football	Varsity, JV, and 9 th Grade
Football Cheerleading.....	Varsity, JV, and 9 th Grade
Softball	Varsity, JV
Volleyball	Varsity, JV, and 9 th Grade

Winter Sports

Basketball.....	Varsity, JV, and 9 th Grade
Basketball Cheerleading	Varsity, JV, and 9 th grade
Swim & Dive.....	Varsity
Wrestling.....	Varsity, JV

Spring Sports

Baseball	Varsity, JV, and 9 th Grade
Golf	Varsity, JV
Lacrosse	Varsity, JV
Soccer	Varsity, JV
Tennis	Varsity, JV
Track	Varsity, JV

SPORTSMANSHIP/FAN BEHAVIOR

Grayson High School, Gwinnett County, and the Georgia High School Association are committed to the highest ideals of sportsmanship, as well as to establishing a healthy environment for competition. Negative statements or actions towards competitors, coaches, officials, or fans in attendance at our events will not be tolerated. This includes taunting, trash-talking, baiting, or berating players, officials or coaches, or actions, which cause ridicule or embarrassment to others. Warnings will not be issued, and offenders will be ejected. Violators can be suspended from attending all GHS extra-curricular activities. All school disciplinary codes are also in effect in our continuing effort to establish a school community of respect, courtesy, and citizenship.

The following items are NOT allowed at any GHS sponsored ballgame:

1. Outside food, drinks, and/or open containers.
2. Pets.
3. Throwing objects, such as footballs, baseballs, etc.
4. Air horns and/or artificial noisemakers
5. Signs (basketball games only). All inappropriate and/or negative sign(s) at other activities will be removed.



CLUBS AND ORGANIZATIONS

To make the most of your high school experience, GET INVOLVED! Many of Grayson's activities require that a student be academically eligible according to the Georgia High School Association and Gwinnett County Public Schools. Some activities may require auditions for the student to participate. School Sponsored and Student Initiated Activities at Grayson High School are available on the GHS website.

ADVERTISEMENTS/POSTERS

Advertisements of non-school sponsored activities or functions are to be approved by Mr. DeBerry or the principal. Posters advertising school sponsored activities may be put up only after approval from the club or activity sponsor or administration and may only be placed on cork strips. No decorations are allowed on lockers. Damage done to the facility caused by placement of these posters will be the responsibility of the person/organization putting them up.

COMMUNITY SERVICE INFORMATION

Students at Grayson High School are encouraged to participate in community service. Community Service logs are located at the front lobby reception desk. Assistant Principal Marcus Jackson is the contact for Community Service.

40 hours = Certificate at Awards night

40 hours = Certificate at Awards night and patch for letter jacket

40 hours each year (9th-12th grade) = Cord for graduation

HOMECOMING AND PROM REPRESENTATIVE REQUIREMENTS

To be eligible to represent Grayson High School for homecoming court or prom royalty students:

- Should not have served OSS in the current school year.
- Must maintain a 2.0 GPA or higher and be on track for graduation (based on 9th grade entry).

