

# **BHS Student Handbook Addendum**

## **2025/2026**

### **Arrival Procedures:**

- Doors open at 7:15am
- Breakfast served at 7:15am
- All students will wait in cafeteria
- Tutorial bell at 7:21am
- 7:41am bell releases all to class
- 7:45am tardy bell

### **Arrival and Dismissal Policy:**

- Unless attending tutorials or an organizational/team meeting, students must remain in the cafeteria until the dismissal bell at 7:41am
- Students are not allowed to loiter in the hallways, parking lot or locker rooms before or after school.

### **Attendance:**

- Attendance can impact Spring final exam exemption.
- Parking suspension due to excessive unexcused absences. (See Parking Lot Guidelines Form for details)

### **Cell Phone/Technology Policy:**

- Students are not allowed to use cell phones/technology/headphone devices between 7:41am and 3:33pm.
- All cell phones must be powered off and remain in the students backpack.
- All confiscated cell phones/technology devices will be turned into the AP office.
- Refusal to surrender cell phone/technology devices will result in immediate disciplinary consequences.
- After the first offense, a parent or guardian will be contacted and must retrieve the device at the specified time by the administrator.

### **Community Service:**

All BHS students are expected to complete 25 hours of community service each school year. Students who graduate with 100 hours or more will receive a community service cord and be recognized at graduation.

### Guidelines:

- All community service hours must be completed on the “Community Service Request Form.” These may be picked up at Mrs. Ricketts office or the AP office. Completed forms must be turned in to Mrs. Ricketts’ office only.
- Community service hours may not be signed off by a parent/guardian. Forms require an adult signature verifying the service completed.
- You MAY NOT be compensated for community service.
- Hours completed outside the Bullard area will need approval from campus administration. Stay local.
- Community service hours may not be completed during regular school hours.
- Students should maintain records of all their community service hours.
- Community Service Requests forms must be turned in within a timely manner. Excessively late requests may be denied.

### Credit Recovery Policy:

#### **Seniors:**

- Fall 2025 course work may be made up with credit recovery.
- Spring 2026 course work will **NOT** be recovered with credit recovery.
- Seniors would have to regain course credit through summer school.
- Seniors not completing course requirements would not be eligible for May 2026 graduation.

#### **Juniors:**

- Eligible for credit recovery and/or summer school.

#### **Freshmen and Sophomores:**

- Not eligible for credit recovery.
- Must attend summer school or reseat in class.

### D-Hall

- Detention is held after school on Tuesday and Thursday from 3:35-4:35 or an hour after your arrival.
- Students must show up on assigned days. If there is a conflict, contact your assistant principal and reschedule.

- Students who are “no shows” will receive a day of ISS.

### **Dropping/Removal from Advanced Courses (Honors/AP):**

Students enrolled in an advanced academic course (Honors/AP) must maintain a passing grade at the first 6 week grading period in order to remain in the course. All students in a Honors/AP course with a course grade below 70 at the first 6 week grading period will be automatically dropped to a less rigorous course. Students will not be allowed to drop an advanced academic course after successfully completing the first 6 week grading period. Students will be allowed to drop an advanced academic course at semester.

A student may request to drop an AP or honors class up until the first progress report.

Appeals to this policy may be made to the Academic Dean/counselors. Campus administration has the authority to make concessions to this policy due to extenuating circumstances.

### **Dual Credit Policy:**

BHS campus administration may deny a student access to enrollment in a dual credit course based on previous academic failure. Campus administration may deny admission to dual credit courses based on previous academic failure or a history of dropping dual credit courses.

### **Early Graduation:**

BHS students are eligible to graduate early if:

- You apply for early graduation before the end of your sophomore year. Applications for early graduation are available from your counselor.
- The graduation committee approves your application.
- You earn all necessary credits needed for graduating on the Distinguished Level of Achievement Plan. (28 credits)
- You pass the English I, English II, Algebra I, and Biology EOC exams.

If graduating early, you will not graduate with your class cohort. Upon your completion of course work, you will graduate with the current senior class.

Course work will be completed within a traditional classroom setting and be supplemented with on-line courses.

Class Rank Information: Early graduates will be considered juniors and ranked with the junior class at the end of the first semester. At the beginning of the second semester, early graduates will be considered seniors and will be ranked within the senior class for final ranking. Early graduates will not be eligible for valedictorian/salutatorian status.

### **Exemption Policy:**

- Exemptions are only offered during the Spring Semester.
- All students will take Fall Semester Exams.
- 80 or above in class for the year.
- 6 or fewer absences in the class period for the year.
- No ISS, OSS or DAEP assignments.
- AP exemption - Any AP student who takes their AP course exam in the Spring will be exempt from their Spring semester final. (Pass or Fail)
- Golden Ticket - Students may earn up to two golden tickets for the Spring Semester based on second period attendance. There are absolutely no appeals for the Golden Ticket. (0-2 Absences = 2 GT, 3-4 = 1 GT)

### **Extracurricular Event Expectations:**

- Students are not allowed to remain on campus prior to an extra-curricular event.
- Students are encouraged to attend all extra-curricular events.
- While in attendance, students are expected to:
  - Represent Bullard High School in an exemplary fashion.
  - Comply with all event/facility rules/regulations.
  - Abstain from any negative, rude or unsportsmanlike comments or behavior.
  - Dress in appropriate attire.
  - No re-entry into any extracurricular events. Once you decide to leave, you are not coming back in.
- Failure to follow the above guidelines will result in removal from the event and possibly further disciplinary action.

### **Dances/Guest Approval:**

- ONLY current high school students in “good standing” are permitted as guests at BHS dances.
- A Guest Approval Form MUST be completed for any guest invited.
  - Guest Approval Forms may be picked up in the front office.

- Guest Approval Forms are due no later than the day before the dance/event.
- Campus administration has the authority to deny any student entry to a school dance/event.
- Any student caught attempting to bring a “non-approved” guest to a school dance/event is subject to campus discipline.
- Only one guest is allowed per BHS student and guests must be accompanied by the host in order to enter.
- BHS students will be held responsible for the behavior of any guest they invite.

### **Eating/Drinking Policy:**

- Consuming food is discouraged in all classrooms and may be prohibited by the classroom teacher at their discretion.
- All food consumed in classrooms must be limited to small “snack” style foods and not interfere with instruction or the learning environment.
- Students must make an effort to make sure that classroom areas are kept clean and free of crumbs or objects that may attract pests.
- No glass containers of any kind are allowed.
- During lunch, all students will eat in the cafeteria or student center.

### **Grading Policy:**

- A minimum of 2 tests grade will be taken each 6 week grading period.
- A minimum of 8 daily grades will be taken each 6 week grading period.
- Semester exams will be taken for each course in the Fall, unless exemption qualifications are met in the Spring.
- Test grades will make up 40% of a student's 6 week average.
  - Examples of test grades are: unit tests, major projects, 6 week checkpoint assessments, 6 week checkpoint assessment corrections, etc...
- Daily grades will make up 60%.
  - Examples of daily grades are: homework, quizzes, daily assignments, etc...
  - AP/Honors
- Semester exams will make up 20% of a student’s semester average unless the student qualifies for an exemption.

## **ISS Policies:**

- Students assigned to ISS may not participate in any athletic or extracurricular activities outside of the school day; however, the student will be able to attend practice. Students may not attend school functions of any nature while you are completing an ISS assignment.
- A student must complete a “successful day” as outlined in the ISS procedures presented to the student prior to an ISS assignment in order to receive credit towards the placement.
- All students assigned to ISS will report to ISS, periods 1-8. This includes early & late arrivals. Work program students are eligible for dismissal at their normal time.

## **Late Arrival/Early Release Criteria for 2025/2026:**

Current seniors in good standing are eligible for late arrival/early release. Please see your counselor for any schedule change requests.

Seniors may choose one of the following: 1st period or 8th period.

**Note:** Late arrival/early release is a privilege that carries personal responsibility. Any student with excessive absences, academic failure, or discipline is subject to lose any/all late arrival/early release privileges. All students must enter and exit through the main entrance only.

Current juniors are eligible to earn late arrival and/or early release for their senior year, 2026-2027. The following criteria MUST be met in order to be eligible for a late arrival or early release:

- Completion of “Late Arrival/Early Release Request” form,
- Passed ALL EOC exams,
- Personal transportation with parking lot permit required,
- No drop in graduation plan/endorsement.
- Have met qualifications required to be CCMR complete.

## **Late Work Policy:**

- All assignments given must be completed on time. Taking a zero on an assignment is not an option.
- PAP/AP Late Work Policy
  - 1 day late = grade deduction of 30 points.

- If more than one day late, the student will receive a zero.
- On-Level Late Work Policy
  - Students have 5 school days from the original due date to complete any assignment. A grade deduction of 30 points may be applied.
  - If a student accumulates 3 zeros in a class within one six-week grading period, the student will receive an office referral for refusal to comply.

### **Leaving Campus Policy:**

- Students may be checked out via phone call or email from a parent or guardian a maximum of 3 times per semester. Any additional early sign outs must be done in person by the parent or guardian.
- If leaving school for an appointment, you must provide the front office with a school excuse from your doctor/dentist/etc. upon return or within 48 hours.
- Students must enter and exit through the main entrance only.

### **Lunch Policies:**

- No students will be allowed to leave campus for “off-campus” lunch.
- No lunch visitors will be allowed, other than those listed on your emergency card.
- Only parents and those listed on the emergency card will be allowed to drop off food.
- No students are allowed to eat lunch outside the cafeteria and/or student center area, without administrator permission. This includes the teacher's classrooms, your car, athletic areas, etc...
- Students assigned to ISS may bring their own lunch or receive lunch from the cafeteria. No outside lunch deliveries will be allowed while in ISS.
- Parents may not bring lunches to share with students other than their own.
- No food delivery services will be allowed to drop off food. (ex. Grubhub, Doordash)
- Additional cafeteria rules:
  - Please be seated.
  - Clean your own mess.
- The BHS Tardy Policy remains in effect during lunches.
- Throwing food will result in either clean-up duty, or disciplinary action.

### **Make-Up Work Policy:**

- Students are responsible for communicating with teachers to secure and complete all make-up work.

- Students will be allowed the same number of days to complete an assignment, as they were absent (this includes all extracurricular and school related absences).
- Teachers will not provide assignments in advance for unexcused absences.

### **Parking Lot Policy:**

- No loitering before or after school in the parking lot. Violators will be disciplined. Park and enter promptly.
- Students are not allowed to go to the parking lot during the school day.
- Excessive absences will result in parking suspension. Continued absences may result in loss of parking privileges. (See Parking Lot Guidelines Form)

### **Public Display of Affection (PDA)**

- These behaviors are prohibited:
  - No hand holding
  - No frontal hugging (side hug only)
  - No kissing

### **Safety Policy:**

- Students are expected to comply with all safety requirements.
- Students are responsible for keeping BHS safe.
  - Students should report any/all unsafe situations to campus administration.
  - Students are not allowed to open exterior doors for non-school employees.
  - Students who knowingly conceal information involving campus safety are subject to campus disciplinary action.
  - Doors are not to be propped open.
- Any student creating or contributing to an unsafe campus will be subject to disciplinary action.

### **Saturday School:**

- Dates for Saturday School are found in the assistant principal's office.
- Saturday School hours are from 8:30-11:30 a.m.
- Students who are assigned Saturday School must attend.
- Students will provide their own transportation.
- Missing assigned Saturday School will result in ISS placement.

### **Tardy Policy:**

- 1-3 - Warnings
- 4-5 - D-Hall
- 6-7 - ISS
- 8-9 - Saturday School
- 10+ - Administrative Discretion
  - Tardies will reset at semester's end.
  - Tardies are cumulative, not for individual classes.
  - The classroom door threshold is the determining point.

### **Tutorial Policy:**

- Each classroom teacher will have an opportunity for students to attend tutorials.
- Tutorial time is before school (7:21-7:41) and/or after school (3:35-4:00), or during Panther Time.
- It is the student's responsibility to communicate with the teacher concerning needed tutorial time.
- Tutorial time is for academic tutoring ONLY.
- Zeroes must be made up in tutorial time only.

### **Restroom Expectations:**

- Absolutely no loitering in the restroom.
- During class time, students must have a pass.
- Only one student in the bathroom stalls at a time.
- Restrooms may be shut down if vandalism occurs.
- Report unusual behavior to campus administration.

## APPENDIX

### SCHOOL SONGS

#### ***Bullard Alma Mater***

Hail, Alma Mater  
We all love you  
Ever you'll find us loyal and true  
Firm and undaunted always we'll be  
Here's to the school we love  
Dear Old Bullard High!

#### ***Bullard Fight Song***

Panthers fight, fight, fight  
Give'em all of your might  
Panthers, fight for the red, white, and blue  
The Panthers are the best by far  
Daring, courageous and true  
Hey! Hey!  
Panthers go, go, go  
'Til you conquer your foe  
Panthers fight and they never die.  
So now we fight for victory  
At good old Bullard High!