

WASHINGTON HIGH SCHOOL STUDENT HANDBOOK 2026-2027



WHS MOTTO: ONE TEAM. ONE GOAL. ONE PACK.

400 SLATESTONE ROAD
WASHINGTON, NC 27889
252-946-0858

[HTTPS:BEAUFORT.K12.NC.US/SCHOOLS/WASHINGTON-HIGH-SCHOOL](https://beaufort.k12.nc.us/schools/washington-high-school)

Washington High School
Regular Day Bell Schedule

Time	Period
Entry Bell	8:10
First Period	8:20 - 9:54
Second Period	9:59 - 11:33
Third Period	11:38 - 1:41
<i>1st Lunch</i>	<i>11:38 - 12:06</i>
<i>2nd Lunch</i>	<i>12:09 - 12:37</i>
<i>3rd Lunch</i>	<i>12:41 - 1:09</i>
<i>4th Lunch</i>	<i>1:13 - 1:41</i>
Fourth Period	1:46 - 3:20

Student Resource and Contact Guide

Topic / Question	Contact Person / Location
Absences	Classroom Teachers
Athletics	Will Tyson, Athletic Director
Attendance	Kim Moore, Data Manager
Bus Transportation	Katie Bergevin, Assistant Principal
Checking In/Out	Robin Johnson, Receptionist
Clubs	Will Tyson, Dean of Students
Infinite Campus	Kim Moore, Data Manager
Lost and Found	Robin Johnson, Receptionist
Lunch Program	Joanne Kirvan, Director of Nutrition

Medical Issues	Denise Kozer, Student Services
Medications	Denise Kozer, Student Services
Mental Health Support	Alyssa Hardee & Danielle Witchet, School Counselors
Parking	Robin Johnson, Receptionist
Technology	Mary Lilley, Instructional Technology Specialist
Post-Secondary Plans	Alyssa Hardee & Danielle Witchet, School Counselors
Schedules	Alyssa Hardee & Danielle Witchet, School Counselors
Scholarship Questions	Courtney Boyd, Student Services
Student Activities	Will Tyson, Dean of Students
Tardies	Kim Moore, Data Manager
Technology Issues	Mary Lilley, Instructional Technology Specialist
Testing	Yolanda McCullor, Assistant Principal
Theft	Officer Kelley, SRO
Transcripts	Alyssa Hardee & Danielle Witchet, School Counselors
WHS Yearbook	Mary Lilley, Instructional Technology Specialist

Student Services

Student Services helps students gain the most from their high school experiences. Parents and students who have any specific needs are invited to make appointments with the individuals listed below:

Mrs. Alyssa Hardee: Students M-Z

Ms. Danielle Witchet: Students A - L

Mr. Ken Adams: Career Development Counselor

Mrs. Denise Kozer: School Nurse

Medication

School personnel cannot provide students with any medication. Students who must take prescription or over the counter medications must have the appropriate completed form on file (located in BCS Student Code of Conduct manual and the WHS website). Approved medication must be turned in to the school nurse. See the school nurse for more information regarding medications.

Bullying

The Beaufort County Board of Education acknowledges the dignity and worth of all students and employees. We strive to create a safe, orderly, caring and inviting school environment that facilitates student learning and achievement. Harassment, bullying or any form of unlawful discrimination will not be tolerated at Washington High School. Students may report bullying to any faculty member or anonymously by visiting the Washington High School website.

ACADEMICS

All public high school students must meet minimum state graduation requirements to earn a diploma and graduate. These graduation requirements are considered the Future-Ready Course of Study (FRC) requirements and prepare students for post-secondary success.

All students must earn at least 22 credits in the Future-Ready Course of Study to graduate from high school. The Future-Ready Course graduation requirements ensure that a student is prepared for life and whatever pathway they choose after they graduate, workplace, colleges/university or the military.

The Occupational Course of Study is available for those students with disabilities who are specifically identified for the program and has adapted course requirements and the same credit requirements as FRC.

Although the state requires a designated number of courses and credits for students to graduate high school, Beaufort County Schools recommends a 28 credit course of study for graduation. Families and students are strongly encouraged to check with their school counselor to determine the best plan towards graduation.

Promotion Requirements

Grade Level Promotion	Credit Requirements
Grade 9 to 10	6 units
Grade 10 to 11	13 units
Grade 11 to 12	20 units

Graduation Requirements	28 units including : 4 units of English 4 units of Math 3 units of Science 4 units of Social Studies 1 Health & P.E. 12 Electives 1 Computer Literacy (incoming freshmen only)
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Admissions Requirements for UNC School System

All schools within the UNC system require you to have the following courses for admission.

English	English I, II, III, IV
Mathematics	NC Math I, II, & III, One Advanced Math
Social Studies	Civics/Econ, American History World History, Economics & Personal Finance
Science	Earth Science, Biology I, Physical Science (Chemistry or Physics)
Language	Foreign Language I, II (of the same language)

It is recommended that all college-bound students develop their four-year plan to complete a math course and a foreign language course in their 12th grade year to be prepared for the college placement tests. For further information concerning the requirements for a particular college or university, see your counselor.

Grading System

Washington High School uses a 10-point grading scale. Numerical grades will be issued instead of letter grades.

Numerical Range	Letter Grade	Quality Points (Standard-Level Courses)
90–100	A	4.0
80–89	B	3.0

70–79	C	2.0
60–69	D	1.0
Below 60	F	0.0

Early Graduation

Students may decide to graduate early after the fall semester of their senior year if they have successfully completed all the requirements of the state of North Carolina, the Beaufort County School Board, and Washington High School. **Seniors who graduate after the fall semester may participate in prom and commencement exercises in the spring but will not be eligible to participate in most school events during the spring semester. These events include high school athletics and graduation honors such as valedictorian/salutatorian.**

Exams

Students are required to take end of term exams. **All students must take NC End-of-Course exams, CTE End-of-Course exams, and Teacher Made Exams.**

Exam grades will count 20% of the final grade unless otherwise noted in BOE policy.

Final Exam Exemption Policy

All courses that receive credit require an examination. Students will not be exempt from courses that have a state mandated exam. Students in grades 9-12 may be exempt from final course exams if they have no more than five unexcused absences and complete the course with an average of 90 or above. Any student who qualifies for an exam exemption may still take the final exam if they choose to do so.

Progress Reports and Report Cards

To keep families informed of student academic progress, teachers will provide progress reports at the midpoint of each nine-week grading period.

Parents/guardians are encouraged to review the report, discuss it with their student, and return it to the teacher with a signature when requested.

Parents/guardians will be notified by the classroom teacher whenever a student's grade falls below a 70 during a grading period. Early communication allows families and school staff to work together to address concerns, provide support, and help students improve their academic performance before the end of the grading period.

Report cards are issued at the conclusion of each nine-week grading period.

Parents/guardians are encouraged to review their student's academic performance and maintain regular communication with teachers regarding progress and

achievement.

Parent-teacher conferences are highly encouraged and may be scheduled at any time to discuss student growth, address concerns, and develop strategies for continued success.

If you do not receive a progress report or report card, or if you need additional assistance regarding your student's academic progress, please contact **Will Tyson, Dean of Students**.

College Admissions Tests

College admission tests are part of the admissions procedure at most colleges. These tests are administered at selected sites nationally. Students must pay and register by mail or online several weeks prior to the test date. It is recommended that college bound students take the SAT and/or the ACT in the spring of their junior year. Information and registration materials for both tests are available in the guidance office and online at www.collegeboard.com or www.act.org. Please consult with a counselor if you plan on taking the SAT/ACT for dates and complete information. ***As part of the NC READY program, all juniors will take the ACT during the spring semester at no cost to the student.***

Distance Learning and BCCC Courses

Students cannot receive high school credit for a course taken through NCVPS or BCCC unless it is approved through Washington High School Student Services. If a student wishes to enroll in a course at BCCC that is not taught at WHS, the student must complete an application that can be picked up in Student Services. Students enrolled in online or face to face college classes taught on WHS campus must stay in their assigned location as indicated by their schedule. If students are in a location not specified on their schedule, they will be subject to disciplinary action.

Abbreviated Schedules/BCCC Classes/Work Release

Only seniors may have abbreviated schedules during the second semester only. Students with abbreviated schedules are **required** to leave campus immediately after their last scheduled class. If not, the student will be subject to disciplinary action. Students who leave campus early for BCCC classes or Work Release may not return to campus until the end of the school day and students have been dismissed.

Attendance Policies

Students should attend school every day, arrive on time, and remain in school for the entire instructional day. Parents and guardians are responsible for ensuring student attendance.

Attendance Records

Attendance is recorded each class period for students in grades 9–12.

Late Arrivals and Early Check-Outs

Students arriving at school after **8:20 a.m.** must report to the **Main Office** upon arrival, sign in using the designated system, and obtain an admission slip before reporting to class. Late or leaving early should provide a written note from a parent or guardian. Prior to leaving campus, students must report to the Main Office and sign out using the designated system.

To ensure a timely check-out process, notes should include:

- Date of the note
- Reason for the check-out
- Exact time the student will be leaving
- Parent/guardian signature
- Parent/guardian phone number

Washington High School must have a valid parent/guardian contact number on file to verify check-out requests. Daily records of student check-ins and check-outs are maintained by the school.

To ensure the safety of students and maintain a smooth and orderly dismissal process, students will not be permitted to check out after 2:50 p.m. Parents/guardians are encouraged to make appointments and arrange early dismissals before this time whenever possible. Tardies and early departures may be excused for the same reasons as absences. **Students must be in attendance for 75 minutes of the class period on a regular school day to be counted present.**

Excused Absences

Absences may be excused for:

- Personal illness or injury
- Quarantine or isolation required by health officials
- Death in the immediate family
- Medical or dental appointments
- Court appearances
- Religious observances
- Approved educational opportunities
- Pregnancy or parenting-related needs
- Military family visitation
- Other reasons approved by the principal or district policy

Students must submit a parent/guardian note the day they return to school. Failure to provide a note within three days of an absence will result in an unexcused absence. **Absentee notes should include the current date, specific reason for the absence, date of absence, parent or guardian signature, and parent or guardian phone number.** No more than five absences per semester will be excused without a doctor's note. Additional documentation may be required for extended absences.

School-Related Activities

Students will not be counted absent when participating in approved school activities, including:

- Field trips
- School-sponsored events
- Athletic events requiring early dismissal
- Approved Career and Technical Education activities
- In-School Suspension (ISS)

Makeup Work

Students are responsible for completing all missed assignments due to excused absences, approved school activities, and short-term suspensions. Teachers will establish deadlines for makeup work.

Unexcused Absences

Unexcused absences may result in disciplinary consequences in accordance with Beaufort County Schools policies. The school will contact parents and implement interventions when students accumulate excessive unexcused absences. Continued attendance concerns may result in additional support services, attendance meetings, and legal action as required by North Carolina law.

Chronic Absenteeism

Frequent absences, whether excused or unexcused, can negatively impact academic achievement. Students and families are encouraged to prioritize regular attendance and communicate with the school when attendance concerns occur.

Special Circumstances

Attendance procedures may be adjusted for students with documented chronic health conditions, students experiencing homelessness, and students participating in extracurricular activities as permitted by district policy.

Important Attendance Reminder

An excused absence is still recorded as an absence. While the absence is considered excused and will not result in attendance consequences, it remains part of the student's attendance record.

Credit For Work When Students Are Absent

For any **excused or unexcused** absences, all assigned work, including announced tests, must be made up in order to receive credit. This make-up work must be completed within **five (5)** school days after the absence unless the period of absence exceeds five (5) days, in which case, the period of time for making up the work will be extended appropriately, but not to exceed the number of consecutive days the student was absent unless approved by principal. (ex. 11 consecutive school days absent = 11 consecutive school days to complete make up work)

Students are not to be counted absent from school/class if the absence is school related (e.g., field trips, ISS, scheduled athletic events when the student is a participant).

Any student who is suspended for up to ten days will be given the opportunity to take any exams and complete any make-up work for credit.

Makeup Policy for Attendance

Students who miss more than 10 days in a class will be given the opportunity to make up the time they have missed. Make-up days will be announced during each semester and students are required to make up time during these days unless other arrangements are made with the principal. If time is not made up for absences by the dates indicated each semester, then the student may fail the class due to excessive absences.

Students Placed on Suspension

Any student that has been suspended out of school (OSS) is not allowed to participate in any school activity or be on any Beaufort County school grounds during the course of the suspension. If the suspension includes a Friday and a Monday, the student is not allowed to participate in any activity that occurs during the weekend.

Tardy to Class/Procedures for Tardies

Students that are tardy lose valuable instructional time and disrupt the classroom environment. It is expected that all students will be on time for each class period every day. Promptness is an essential school and work-related behavior that must be learned and practiced for it to become a habit.

Tardies are cumulative per class periods during the semester and are calculated using PowerSchool attendance records. Tardies will “start over” each nine weeks.

Tardy to School: The student should report to the main office to sign in after 8:20 a.m. This tardy will be handled according to WHS policy.

Tardy to Class: Students must be in the classroom when the final bell finishes ringing or they will be tardy. A student must have prior permission (and a hall pass) to be out of class after the tardy bell rings. Students who are tardy should report to class and the teacher will record the tardy in PowerSchool.

Tardy #	Tardy Disciplinary Action (minimum consequence)
1	Report to class; teacher records in Educator Handbook and warns student

2-3	Report to ISS to sign in; teacher records in Educators Handbook and contacts parents.
4+	Report to ISS to sign in; teacher records in Educators Handbook as a discipline referral written.

Skippping Class/School

All students must remain on campus throughout the school day. Once on campus, students may not leave campus for any reason without administrative approval. Leaving campus without checking out is considered skipping.

If a student does not attend a class (or portion of a class) without written authorization and permission to be out of the area, the student is subject to disciplinary action. Skipping Class/School is considered a violation of the WHS Policy.

Quick Reference Guide: Tardies, Skipping, and Absences

Situation	Attendance Status
Student is in class before the tardy bell finishes ringing.	On Time
Student arrives after the bell but within 5 minutes of the start of class.	Tardy (school tardy procedures apply)
Student arrives 15 or more minutes after the start of class without an approved excuse.	Absent (may result in a skipping referral)
Student is out of the assigned area for more than 5 minutes after the bell without permission.	Skippping (subject to disciplinary action and a skipping referral)

Academic Dishonesty

Academic integrity is an essential part of the educational process at Washington High School. Students are expected to complete all assignments, assessments, and academic work honestly and independently unless otherwise directed by the teacher.

Cheating is defined as giving, receiving, or using unauthorized assistance or gaining an unfair advantage on any academic assignment, project, quiz, test, or other form of schoolwork. This includes the use of electronic devices, artificial intelligence tools,

websites, applications, or other resources in a manner not permitted by the teacher.

Plagiarism is defined as using another person's words, ideas, work, or intellectual property and presenting it as one's own without proper acknowledgment or citation.

Consequences for Academic Dishonesty

First Offense	Zero on the assignment; documented in Educators Handbook as a minor referral; parent/guardian notification by the teacher.
Second and Subsequent Offenses	Zero on the assignment; documented in Educators Handbook as a major referral; parent/guardian notification by the teacher.

Students are encouraged to ask questions and seek assistance from their teachers if they are unsure whether a particular action may constitute cheating or plagiarism.

Misrepresenting Information to School Employees

No student should misrepresent information to school employees. If students do give false information, then they will be subject to disciplinary action according to the BCS Code of Conduct.

Aggressive Behavior/Compliance/Insubordination

The school will not tolerate any fights, threats, intimidation or profanity directed at staff members. Weapons of any nature are banned from school. Use or transmission of any drug while on school property will not be tolerated. Violations of these rules will result in a one to ten day(s) of OSS and a possible recommendation for long-term suspension or alternate school placement as well as appropriate police intervention.

Cafeteria Policy

There are four lunch periods during all regular school days. Lunch periods are determined by 3rd period classes.

Parents who wish to deliver lunch to their student must do so at the student's appropriate lunch time. The office staff is not permitted to hold any food items for pick up, and students may not be called from class to pick up any food items. Students are not allowed to use food delivery services such as Door Dash. Seniors with early release may not bring lunch back on campus for other students.

Students are only allowed to eat lunch in the cafeteria. No food or drink from the cafeteria is allowed in the hallways or the classrooms. All students are expected to act in an appropriate manner and use appropriate language in the cafeteria at all times. All students are responsible for their own personal trash and are expected to clean up all areas of use. Failure to do so will result in disciplinary action.

All parking lot areas, vehicles, classroom wings, courtyards, gym areas, the field house, ball fields, and all perimeter/surrounding campus areas are off limits during lunch periods.

Out of Area/Out of Place

Students are expected to report directly to their specific and intended destinations promptly. If a student has a note to go to a specific area, they are to report directly to that area and no others. During lunches they are to report directly to the cafeteria. Students that loiter in the hallways or campus areas will be considered skipping/out of area and disciplinary action will be taken accordingly.

The Perimeter locations of WHS are posted with “NO TRESPASSING” signs. Students who disregard these signs and venture into those locations will be subject to disciplinary action as well as charges from law enforcement.

Personal Communication Devices

(Cell Phones, Earbuds, Smartwatches, and Other Electronic Devices)

Washington High School is committed to maintaining a focused, safe, and distraction-free learning environment. Students may possess personal communication devices, including cell phones, earbuds, headphones, smartwatches, and similar electronic devices; however, their use is restricted during the instructional day.

All cell phones and personal communication devices must be secured in the classroom lockbox or other teacher-designated storage area during instructional time unless specifically authorized by a teacher for an educational purpose. Students may not use cell phones, earbuds, headphones, or similar devices during class changes. For safety reasons, headphones and earbuds may be worn around the neck but may not be worn in or over the ears while traveling through the hallways.

Unauthorized use of electronic devices may result in disciplinary consequences, including confiscation of the device and parent notification, in accordance with school and district policy.

Students and parents should refer to the Washington High School Personal Communication Device Policy for complete expectations, procedures, and disciplinary consequences.

Devices Causing Noise or Disruption

(Board Policy 4315)

To maintain a safe and productive learning environment, students may not use or display devices that create noise, distractions, or disruptions during the instructional day unless prior approval has been granted by the principal or authorized school personnel.

Examples of prohibited devices include, but are not limited to:

- Portable speakers or radios
- Personal media devices
- Portable gaming devices
- Walkie-talkies
- Laser devices
- Whistles, bells, or other noise-making devices
- Any electronic device that disrupts the learning environment

Disruptive devices will be confiscated and may be picked up by a parent/guardian at the end of the school day. Failure to comply with a teacher's or administrator's directive regarding the device may be considered insubordination and may result in additional disciplinary consequences.

Disruption Policy

Everyone has the right to be treated with dignity and respect. No student will be permitted to disrupt the learning process. Students who do not follow teacher classroom rules will be referred to administration and disciplined according to BCS Policy.

DRESS CODE AND APPEARANCE

Washington High School is committed to providing a safe, respectful, and academically focused learning environment. Students are expected to dress in a manner that reflects pride in themselves, their school, and their community. Student attire should support learning and not disrupt the educational process.

All students must comply with Beaufort County Schools Policy 4316 – Student Dress Code. In addition, the following expectations apply to all students while on campus, at school-sponsored events, and while representing Washington High School.

General Expectations

Student clothing and appearance must not:

- Disrupt or interfere with the educational environment.
- Endanger the health or safety of the student or others.
- Display profanity, vulgarity, obscenity, or offensive language or images.
- Advertise or promote alcohol, tobacco, vaping products, illegal drugs, weapons, or other products prohibited for minors.
- Promote violence, intimidation, gang activity, or illegal behavior.

Clothing Requirements

The following attire is prohibited:

- Clothing that exposes undergarments.
- Sagging pants worn below the waistline.
- Bare midriff or crop tops that expose the stomach or lower back.
- Strapless tops or dresses.
- Spaghetti-strap tops.
- Revealing tank tops with excessively large arm openings.
- Clothing that exposes cleavage.
- See-through or transparent clothing without appropriate coverage underneath.
- Excessively short, tight, or revealing garments.
- Pajamas, bedroom slippers, blankets, or other sleepwear.
- Clothing containing inappropriate, lewd, indecent, vulgar, offensive, or disruptive messages, symbols, or illustrations.

Head Coverings

Head coverings, including hats, hoods, bandanas, durags, and sunglasses, are not permitted inside school buildings during the instructional day unless approved for religious, medical, or school-sponsored purposes.

Headphones and Earbuds

To promote safety, communication, and awareness throughout the school day, students are not permitted to wear headphones, earbuds, AirPods, or similar audio devices in or over their ears while traveling through hallways, stairwells, common areas, parking lots, or other campus walkways.

Headphones and earbuds may be stored in a student's pocket, bag, or worn around the neck but may not be worn in or over the ears while moving between classes. The use of headphones and earbuds during instructional time is subject to the Washington High School Cell Phone and Personal Device Policy and individual teacher expectations.

Safety Considerations

Students may not wear or possess items that could reasonably be considered a safety hazard, including:

- Chains, spikes, or similar accessories that could be used as a weapon.
- Symbols, styles, or attire associated with gangs, intimidation, or violence.
- Any item determined by school administration to present a safety concern.

Administrative Discretion

School administrators reserve the right to determine whether a student's attire or appearance is appropriate for the school environment. Situations not specifically addressed in this dress

code will be evaluated on a case-by-case basis consistent with Beaufort County Schools policy.

Dress Code Violations

Students who are not in compliance with the dress code will be given a reasonable opportunity to correct the violation. This may include changing clothes, adjusting attire, contacting a parent or guardian, or using clothing provided by the school when available.

Students who refuse to comply with dress code expectations after being given the opportunity to correct the issue may be subject to disciplinary consequences consistent with the Beaufort County Schools Code of Student Conduct.

Washington High School encourages students to dress in a manner that reflects respect for themselves, others, and the educational environment. When in doubt, students should choose attire that is appropriate for a professional learning environment.

Drug / Alcohol Testing for Students BCS Policy 4280

When a school administrator has reasonable grounds to believe that a student is using, possesses, or is under the influence of alcohol or a controlled substance while at school or participating in a school-sponsored activity, the administrator may offer the student and the student's parent/guardian the opportunity to participate in an alcohol or drug screening at Board expense.

If the test results are negative, the student will be considered cleared of the allegation related to alcohol or drug use. If the test results are positive, the student will be subject to disciplinary action in accordance with Beaufort County Schools policies and the Washington High School Code of Conduct.

Students and parents should refer to BCS Policy 4280 for additional information regarding alcohol, drug use, and disciplinary consequences.

Fees, Fines, and Financial Obligations

Students are responsible for all school property issued to them and for any fines or fees incurred during their enrollment at Washington High School. This includes, but is not limited to, Chromebooks, textbooks, library materials, athletic equipment, uniforms, and other school-issued items.

Students may be required to pay for school property that is lost, damaged, or not returned.

All outstanding fines and fees must be paid before official school documents, records, or transcripts are released.

In addition, students with unpaid fines or fees may not be eligible to:

- Purchase a parking permit

- Participate in extracurricular activities
- Participate in athletic events
- Attend school-sponsored events, including dances, prom, and other student activities

Students and families are encouraged to resolve financial obligations promptly to avoid restrictions on school privileges and activities.

Gym/Weight Room/Locker Rooms/Field House

Access to the gymnasium, weight room, field house, and locker room areas is limited to students who are:

- Currently enrolled in a Physical Education class and attending during their scheduled class period; or
- Participating in an approved athletic activity under the supervision of a coach or school staff member; or
- Granted permission by a Physical Education teacher, coach, or school administrator.

Students are not permitted in these areas during the school day unless they are authorized to be there.

Students should enter and exit the gymnasium through the **main lobby doors only**. Use of side or rear gym exits for entry or exit is prohibited unless directed by school personnel.

After school hours, only students participating in approved athletic programs, practices, or events may remain in the gymnasium, weight room, field house, or locker room areas.

Locker Use and Personal Property

Gym/Physical Education lockers are available for students enrolled in Health/Physical Education courses. Students are required to provide their own personal lock when using a locker.

Students should not leave personal belongings unattended in the gymnasium, locker rooms, or surrounding areas. The gymnasium is a common location for theft, and students are responsible for securing their personal property at all times. Washington High School is not responsible for lost, stolen, or unattended items.

Restricted Areas

All areas located behind the gymnasium and on or around the athletic fields are off limits to students enrolled in Physical Education classes unless they are under the

direct supervision of a faculty member, coach, or other authorized school employee.

Physical Education Dress Code

Students enrolled in Physical Education classes are required to change into appropriate Physical Education attire ("dress out") each day. Proper attire promotes safety, participation, and an effective learning environment. All students must comply with the Beaufort County Schools Dress Code as well as the expectations outlined below.

Pants and Shorts

- Athletic shorts, workout pants, wind pants, and sweatpants are permitted.
- Shorts must provide appropriate coverage and may not be excessively short.
- Oversized, undersized, excessively tight, or revealing garments are not permitted.

Shoes

- Athletic shoes are required for participation in Physical Education activities.
- Flip-flops, Crocs, sandals, boots, slides, and other non-athletic footwear are not permitted during class activities.

Shirts

- Shirts must have sleeves.
- Tank tops, camisoles, sports bras worn as outerwear, and similar garments are not permitted.
- Shirts must be of an appropriate length and provide adequate coverage of the torso.
- Oversized, undersized, excessively tight, or revealing garments are not permitted.

General Expectations

- Undergarments must remain fully covered at all times.
- Students are expected to maintain a neat, clean, and appropriate appearance that supports a safe and productive learning environment.
- Students who fail to dress appropriately for Physical Education may be subject to classroom and school consequences and may not be permitted to participate in certain activities.

Students with questions regarding appropriate attire should consult their Physical Education teacher or an administrator.

In-School Suspension (ISS) Procedures

Students assigned to In-School Suspension (ISS) for a full day must report to the designated ISS location by **8:20 a.m.** Once a student has reported to ISS, they are

expected to remain in the assigned location for the duration of the school day unless permission to leave is granted by the ISS Coordinator or a school administrator.

Students are required to serve the entire ISS assignment as scheduled. Leaving ISS before the assigned time, checking out early, or failing to complete the full day will result in the assignment being considered incomplete. Students who do not complete their ISS assignment will be required to serve an additional day as determined by school administration.

Upon arrival to ISS, students must place all personal electronic devices in the designated lockbox for the duration of the school day. Students may not access or use these devices while assigned to ISS unless specifically authorized by an administrator.

While assigned to ISS, students are expected to follow all school rules, remain on task, complete assigned work, and comply with directions from the ISS Coordinator and school staff. Failure to report to ISS, disruptive behavior, unauthorized use of electronic devices, or failure to follow ISS expectations may result in additional disciplinary consequences as determined by school administration.

Students assigned to ISS for a full day may not participate in extracurricular or school-sponsored activities on the day the ISS assignment is served. This includes, but is not limited to, athletic contests, band performances, field trips, dances, and other school-sponsored events. Students may attend athletic practices or rehearsals if permitted by the coach, director, or administrator; however, they may not participate in athletic competitions or other performance-based events on the day they serve ISS.

Student Lockers

While the use of hallway lockers is no longer a common practice, Washington High School will continue to make lockers available to students who wish to use them. Students may request a locker through the Main Office, and lockers will be assigned for the academic year based on availability.

Lockers and locks are the property of Washington High School and remain under the control of the school at all times. School administrators may open, inspect, or search lockers whenever deemed necessary. Students are not entitled to prior notification of a locker inspection, nor is student consent required before an inspection is conducted.

Students are expected to maintain their assigned locker in good condition. Fees may be assessed for damaged lockers, lost locks, or locks that are intentionally damaged or misused. Students should not share lockers or locker combinations with other students and are encouraged to secure their personal belongings at all times.

Lost and Found

Lost and found items are kept in the office. The school is not liable for a student's personal items. We strongly recommend that students refrain from bringing valuables to school.

Student Parking and Vehicle Use

Driving and parking on campus are privileges, not rights. Students who choose to drive to Washington High School are expected to operate their vehicles safely, responsibly, and in accordance with all school rules and applicable laws.

Washington High School provides designated parking areas for student vehicles; however, the school is not responsible for theft, damage, vandalism, or loss involving vehicles or personal property while on campus. The school is also not responsible for resolving disputes arising from vehicle-related incidents.

Students who participate in approved off-campus programs, such as Beaufort County Community College (BCCC), internships, or other authorized off-campus courses, will be issued appropriate documentation allowing them to leave campus during the school day.

Parking Expectations

Students who drive to school are expected to:

- Drive safely and obey all traffic laws and school regulations while on campus.
- Drive on the right side of all roadways and refrain from passing other vehicles on campus.
- Park only in designated student parking areas.
- Park only in the assigned numbered parking space associated with their permit.
- Avoid blocking traffic lanes, entrances, exits, or other vehicles.
- Leave the parking lot promptly after arriving on campus and not loiter in vehicles or parking areas.
- Remain off the parking lot during the school day unless permission has been granted by an administrator.
- Keep vehicles locked and secure at all times.
- Use vehicles responsibly and never use a vehicle to skip school, leave campus without authorization, or engage in reckless or unsafe behavior.

Student parking is located in the lot behind the school near the auditorium.

Parking Permits

All students who drive to school must purchase and display a valid Washington High School parking permit. Students must have all outstanding school fines and fees paid before a parking permit may be issued.

Parking permits must be displayed as directed by the school and vehicles must be parked in the assigned numbered space at all times. Only registered vehicles may be parked in student parking areas. Vehicle registration information, including license plate numbers, is required as part of the permit process.

Parking permits and parking fees are established annually by the school. Students should consult current parking information for permit costs and purchasing

procedures.

Consequences

Failure to comply with parking regulations may result in disciplinary action, suspension or revocation of parking privileges, vehicle towing at the owner's expense, or other consequences as deemed appropriate by school administration.

Students and parents should refer to the Beaufort County Schools Parking Agreement and Washington High School parking procedures for complete information regarding parking privileges, requirements, and consequences.

Posters

All posters, pictures, and announcements that are to be placed anywhere on the school premises must have the approval of the administration before they are displayed.

Prom

The Prom is a special event for juniors and seniors. Students must be in a junior or senior homeroom in order to be eligible to purchase tickets to attend the prom. Guests of WHS students must be properly registered with the Prom Committee, be no more than 21 years of age, and have permission to attend this event. **Students that owe school fines/fees or are serving OSS (or have had multiple and/or severe disciplinary offenses) during the time of the prom are not allowed to attend.**

School Bus Safety and Regulations

All students riding buses must follow BCS and WHS rules and may be required to sign a bus contract in order to ride the bus. Any misbehavior while on the bus is serious because it can distract the attention of the driver and present a serious danger to the safety of all students. Misconduct includes, but is not limited to, profanity, vandalism, fighting, refusal to obey the driver, failure to remain seated, throwing objects, and getting off at an unauthorized stop. Failure to abide by these rules will result in loss of riding privileges, or other disciplinary actions as set forth by Beaufort County School policy.

Tobacco Free Policy

According to BCS policy 2510 and NC Statute 115C-407, all schools in North Carolina will be 100% Tobacco Free. No student, staff member or school visitor will be permitted to use any tobacco product on any school grounds or property. This includes athletic fields, parking lots, buildings, grounds, and facilities. Electronic cigarettes (vapes, jules, etc.) are prohibited as set forth by Rule 28, Policy 4320. Students who use or possess tobacco products or e-cigarettes (vapes, jules, etc.) at any time on campus (this includes on school grounds as well as vehicles parked on school campus) will be subject to disciplinary actions according to BCS Student Code of Conduct.

Textbooks

Textbooks are school property and must be paid for if lost or damaged. Students are responsible for the textbooks issued to them by their teachers. Teachers will charge damages based on the Beaufort County Schools policy. (See Fines and Fees for more details.)

Online Monitoring

Our school district is using an online safety management system called Securly. This online software program monitors inbound and outbound chats, emails, file storage, links, attachments in Google (G Suite) and Office 365 for online safety issues such as bullying, self-harm, and possible violence against others. It also monitors sexual contact, pornography, hate speech, and profanity use among students. The purpose of this online monitoring program is to make online learning safe for all students and staff. If you are using our computer to do inappropriate things, the school administrators will be notified and both the student and parent will be contacted. Law enforcement will also be notified in extreme cases of self harm intentions or any acts of violence or pornography.

Visitors

WHS is a closed campus. Visitors are welcome for official school business but must sign in and receive an official pass from the main office. Students from other schools are not allowed on campus unless authorized by an administrator. Visitors will be screened in the main office.

Emergency Drills and Safety Procedures

Washington High School conducts emergency drills throughout the school year in accordance with state law, district requirements, and school safety protocols. These drills help ensure that students and staff are prepared to respond appropriately during emergencies.

During a fire drill, students are expected to exit the building promptly using the designated evacuation route posted in each classroom. Students must remain with their teacher and class throughout the drill and stay in the assigned location until directed by school personnel to return to the building.

The school also conducts severe weather and tornado drills. Teachers will review and practice the appropriate procedures with students and provide instructions during each drill.

In addition, Washington High School may conduct lockdown, secure campus, or other safety drills as needed to prepare students and staff for potential emergency situations. During these drills, students are expected to follow all directions provided by school personnel immediately and remain calm and orderly throughout the exercise.

Students are expected to comply with all instructions given by teachers,

administrators, and emergency personnel during any drill or emergency situation. Failure to follow established safety procedures may result in disciplinary action.

Extracurricular Activities

Washington High School has many clubs and activities available for students to join. Students are encouraged to become actively involved in school activities. Students should listen for announcements, watch for updates on the “W” televisions, or contact Will Tyson, Dean of Students, to find out about club and activity registration.