

ATLANTIC TECHNICAL COLLEGE AND TECHNICAL HIGH SCHOOL



HIGH SCHOOL STUDENT HANDBOOK 2026-2027

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Vision

The vision of Atlantic Technical College and Technical High School is to change the lives of people from all backgrounds through innovative education.

Mission

The mission of Atlantic Technical College and Technical High School is to promote excellence in academic, career, and technical studies in order to prepare students to enter and remain competitive in a global workforce.

The FAB 4 (We call it FAB because it's FABULOUS!)

Atlantic Technical College and Technical High School provides each student with the opportunity to achieve the following:

1. College-ready high school diploma—merit and scholar designations
2. Technical program certificate offering dual enrollment quality points
3. Industry certification and/or license
4. Articulated college credit

Atlantic Technical High School Expectations

(as per Broward County Public Schools Magnet Policy 5004.1)

While Magnet students have already met county-mandated standards to attend our program, they must continue to adhere to specific guidelines to remain at Atlantic Technical College and Technical High School as outlined in Magnet Policy 5004.

ACADEMICS

- Students are expected to maintain a cumulative unweighted 2.5 GPA
- If a student's cumulative unweighted GPA drops below 2.5 the following interventions occur:
 - o Parent conference
 - o Opportunity to attend the Academic Enrichment Program after school for tutoring
 - o Parent, student, guidance, and administration sign Academic Probation Agreement
- If a student achieves an unweighted 2.5 GPA at the next report card, the student is removed from the contract but is monitored for continued success. The student may be placed on Academic Probation again at the next report card if GPA drops below 2.5.
- If a student fails to achieve an unweighted 2.5 GPA after two semesters, the student will be ineligible to continue in the magnet school and will be assigned to his/her home high school.

ATTENDANCE

- If a student repeatedly violates the district's Code of Student Conduct guidelines related to attendance and excessive tardiness, the student may be assigned to his/her home high school.

DISCIPLINE

- If a student repeatedly violates the district's Code of Student Conduct guidelines and/or ATC Discipline Matrix related to behavior, dress code, wearing of the school ID, and school procedures, the student may be assigned to his/her home high school.

Partnership Promise for Teachers/Parents/Students

We at Atlantic Technical College and Technical High School promise to do everything possible to educate your child. Our efforts will succeed if students do their best, and parents work with the school to enable us to fulfill our Partnership Promise.

A successful STUDENT must promise to:

- attend school regularly and on time, whether online or in person, be attentive and involved in class, refrain from interfering with the education of others, and follow school rules and regulations, including the Uniform Shirt Policy, the Honor Code, and district cell phone policy.
- complete assignments diligently and consistently.
- seek assistance when unsure of class material.
- regularly record upcoming assignments, tests, or projects; keep track of grades and progress in class.
- obtain, complete, and submit make-up work and any notes or classwork upon returning from an absence.

An involved PARENT promises to:

- provide an atmosphere in the home that supports education and sets high expectations.
- encourage good attendance, punctuality, and excuse absences in a timely fashion.
- monitor student progress regularly.
- contact teachers and/or counselor if grades fall below expectations.
- be aware of county dates regarding report cards, interim reports, testing and early release days. Please note: Atlantic Technical College and Technical High School does not participate in district Professional Development days.
- support county and school rules and regulations as outlined in the BCPS Code of Student Conduct and the ATC Student Handbook.

Summary of Broward County School Board Attendance Policy 5.5

For academic success, students need to be in school! Excessive absences (excused or unexcused) are considered a **pattern of non-attendance** which triggers various school and district interventions.

Non-attendance is established by an accumulation of:

- tardiness
- early sign-outs
- excused or unexcused absences (for all or part of the day)

If a student is absent more than five days in a term (45 school days) interventions automatically occur. See the online 2026-2027 Code of Student Conduct for more details.

Interventions:

If the school determines that a student's absences are excessive, and a "pattern of non-attendance" has been established, the family will:

- receive an attendance letter.
- be referred to the school's Response-to-Intervention Team.
- be referred to the school social worker.

Consequences for Excessive Non-Attendance:

- academic failure
- Attendance Contract
- removal from magnet program/assigned to home high school
- suspension of driver's license
- possible loss of state and federal assistance grants
- the district automatically reports students in this category to the state

Please Note:

- Students cannot be signed out after 1:20 PM (30 minutes before dismissal).
- Students are dismissed at 1:50 PM. Please schedule all appointments after school hours.
- Family vacations that cause students to miss valuable class time are strongly discouraged.

To Report Absences: 754-321-5302

Parents/Guardians may report absences by either calling in

- the day before
- the day of
- *or within two school days* following the absence
- Or report the absence going to this URL
<https://www.browardschools.com/domain/16305>

The complete Attendance Policy may be accessed at: <https://www.browardschools.com/Page/34787>

ID and Uniform Shirt Policy

The School Advisory Council for Atlantic Technical College and Technical High School finds that school uniforms and current student IDs are necessary for the safety and welfare of students and school personnel. Uniforms promote an environment that enhances learning and safety, encourage the expression of individuality through personality and achievement, not appearances, and create a sense of school pride and belonging. All students in the Magnet High School program are required to always wear a school uniform and current ATC ID when on the ATC campus and at school-sponsored events. The uniform requirements are listed below.

- **Uniform polo shirts must be worn each day by all students.** Students are expected to wear a uniform **polo** shirt on the first day of school and every day thereafter. The ATC Logo must always be visible.
- Current school-issued IDs must be worn and **VISIBLE**, either clipped to the student's uniform shirt/jacket or on a lanyard hanging around the neck.
- Each ATC high school student will receive a new ID card each school year.
- Students must not fold, break, or deface their ID cards.
- If the ID card has been defaced, broken, or lost, the student will need to purchase a replacement ID.
- Changing your ID card, assisting another student in altering theirs, or wearing another student's ID card will result in detention.
- Uniform polo shirts may be covered **only** by an ATC jacket and cannot be covered by vests, short-sleeved shirts, or other similar garments. Additional layers must be worn **UNDER** the uniform polo shirt. A uniform polo shirt **MUST** be worn under an ATC jacket.
- ATC uniform polo shirts may not be altered in any way.
- Detention will be issued to students not wearing the appropriate uniform attire/ID. Additional consequences for non-compliance are outlined in the ATC Discipline Matrix.
- Additionally, all other clothing must adhere to the Dress Code within the BCPS Code of Student Conduct.
- Hoodies are being phased out. By June of 2027, hoodies will no longer be allowed. Only Seniors who already have ATC hoodies will be allowed to wear them during the 2026-2027 school year.



ATC jacket over ATC Polo



ATC long sleeve shirt



ATC short-sleeve polo



ATC full zip hoodie over ATC polo (12th grade)



ATC hoodie over ATC polo (12th grade)



ATC full-zip jacket over ATC polo



ATC Polo over long-sleeve shirt



Make-Up Work Policy

Make-up work is allowed when a student is absent. Atlantic Technical College and Technical High School abides by the School Board of Broward County Make-up Work Policy (Policy 6000.1 Student Progression Plan, p. 46) which reads as follows:

1. Make-up work is allowed and shall be accepted for full credit and grade for excused and unexcused absences.
2. All make-up work must be submitted within two days upon return to the missed class, not including the day of return, for each day of absence.
3. When assignments and appropriate instruction are provided prior to the absence, make-up work (including major projects) is due on the day of return to the missed class.
4. Under extenuating circumstances and at the teacher's discretion, additional time may be allowed.



Honor Code

I. Explanation of the Honor Code

An honorable student upholds and promotes the values of good citizenship, respect for self and others, accountability, honesty, and integrity in maintaining high academic and personal standards. Therefore, all students are expected to assume full responsibility for the content of their academic work, assuring that all work, examinations, reports, and projects are the student's own.

II. Explanation of violations of the honor code. *

Students shall be guilty of violating the honor code if they:

1. REPRESENT THE WORK OF OTHERS AS THEIR OWN.

According to Dictionary.com, plagiarism is defined as *"the unauthorized use or close imitation of the language and thoughts of another author and the representation of them as one's own original work."*

- This includes **copying from other students'** homework or any assignment (even if you paraphrase) – in part or in entirety.
- This includes **copying and pasting** information, graphics, audio, and/or video files from websites, books, magazines, or any other media - whether print or digital - without giving appropriate attribution.
 - *Please note: Any research project whether it is a formal essay, presentation, or other format must include proper documentation of original sources. Documentation includes internal reference citations and bibliographies as specified by the instructor. Documentation **MUST** accompany information and ideas obtained from other sources if they are copied **word for word** and/or paraphrased in the student's own words.*
- This includes Artificial Intelligence (AI) generated content.

2. USE, OBTAIN, OR GIVE UNAUTHORIZED ASSISTANCE (IN ANY FORM – INCLUDING, BUT NOT LIMITED TO, THE USE OF ELECTRONIC DEVICES) ON ANY HOMEWORK, QUIZ, TEST, OR OTHER WORK.

- This includes **allowing other students to copy your homework or any assignment** (even if they paraphrase) – in part or in entirety.
- This includes **sharing information about a quiz or test** with other students.

3. MODIFY, WITHOUT INSTRUCTOR APPROVAL, AN EXAMINATION, PAPER, RECORD, OR REPORT.

****If a student is unclear about whether a particular situation may constitute an honor code violation, the student should meet with the instructor to discuss the situation.***

III. Consequences for Honor Code Violations

The consequences for violating the school honor code may include, but are not limited to, the following:

1. Assignment of a grade of zero to the test, quiz, or other assessment.
2. Determination of disciplinary consequences by administrator and/or instructor. These may include detention, referral, suspension, removal of school privileges, etc.
3. Loss of eligibility for membership in the National Honor Society.
4. Dismissal from the National Honor Society.

The school Proactive Discipline Plan and the district Discipline Matrix describe the specific consequences for each violation.

IV. Honor Code – All students will be required to sign the following statement at the beginning of each school year.

As a student at Atlantic Technical College and Technical High School, I will uphold the school Honor Code.

- I will refrain from all forms of academic dishonesty.
- I will refuse to allow other students to copy my work, and I will not ask to copy the work of others.
- I will credit all sources – digital and print.
- I will not misrepresent the work or ideas of others as my own.
- I will not share information about a test, quiz, or other assessment with other students.
- I will not use any unauthorized assistance on tests, quizzes, essays, or other assessments.
- I will strive to model the qualities of good citizenship at all times.

ATC Discipline Matrix

Infraction	Occurrence(s)	Outcome(s)
Out of Uniform (See p. 8 of the ATC High School Student Handbook for uniform details.)	1	• Parent/guardian contact • Written warning
	2-3	• Parent/guardian contact • Detention
	4	• Parent/guardian contact • Broward County Public School referral • In-School suspension
	>4	• Parent/guardian contact • In-School suspension • Broward County Public School referral • Behavior contract

Infraction	Occurrence(s)	Outcome(s)
No ID Badge, Badge not appropriately worn (See p. 8 of the ATC High School Student Handbook for uniform details.)	1	• One-day Temporary ID issued (if needed) • Verbal warning
	2	• Parent/Guardian contact • One-day Temporary ID issued (if needed) • Written warning
	3-5	• Parent/Guardian contact • One-day Temporary ID issued (if needed) • Detention for each occurrence
	>5	• Parent/guardian contact • Student must purchase a replacement badge after 5th temporary ID – will become an obligation if student does not have the means to pay on day of occurrence • Broward County Public Schools referral for disobedience/insubordination • In-School Suspension • Behavior Contract

Infraction	Occurrence(s)	Outcome(s)
Cell phones and all wireless communication devices including smart watches, earbuds, headphones, etc. Are to be off or in airplane mode and in a bookbag or purse during the entire school day (7:00 – 1:50) with the exception of lunch. Cell phones and smart watches will be collected by test proctors during ALL standardized testing. Failure to comply will result in referral and removal by Security.	1	• Parent/guardian contact • Written warning
	2	• Parent/guardian contact • After school detention • Item confiscated and turned into the HS office to be returned at the end of the school day
	3	• Parent/guardian contact • Item confiscated and turned into the HS office to be returned at the end of the school day • Broward County Public Schools referral • In-school suspension (1-3 days) • Behavior contract
	4	• Parent/guardian contact • Item confiscated and turned into the HS office to be returned at the end of the school day • Broward County Public Schools referral • Out-of-school suspension (3-5 days) • Behavior Contract violation
	5	• Defiance of Authority Referral • Phone must be picked up by a parent/guardian
Violation of Classroom Rules	1	• Verbal reprimand and/or student conference
	2	• Parent/guardian contact • After school detention
	.>2	• Parent/guardian contact • Broward County Public Schools referral for disobedience/insubordination • In-School Suspension • Recommendation for Behavior Contract if continued violations

Infraction	Occurrence(s)	Outcome(s)
Tardiness per Term	1	• Parent/guardian contact • Verbal warning
	2-4	• Parent/guardian contact • Verbal warning
	5 -9	• Parent/guardian contact • Broward County Public Schools referral • After school detention each occurrence • Attendance Contract
	>9	• Parent/guardian contact • Broward County Public Schools referral for disobedience/insubordination • Loss of extra-curricular activities • Attendance Contract violation (possible removal of magnet status and return to boundary school)
Cutting Class	1	• Parent/guardian contact • Two after school detentions • Loss of extra-curricular activities
	2	• Parent/guardian contact • Broward County Public Schools referral • Three after-school detentions • Attendance/Behavior Contract
	>2	• Parent/guardian contact • Broward County Public Schools referral for disobedience/insubordination • In-School Suspension • Violation of Attendance/Behavior Contract (possible removal of magnet status and return to boundary school)
Out of Assigned Area Students are not permitted to leave the classroom during the first 10 minutes and the last 10 minutes of the class period. Students scanned out of class with the ATC identification must proceed to the permitted area. Other areas visited will result in a consequence. Students must be in High School authorized areas only. Prior to 7:00 and during lunch, students are only permitted in the cafeteria and Learning Commons areas.	1	• Parent/guardian contact • Written warning
	2	• Parent/guardian contact • After school detention
	3+	• Parent/guardian contact • Broward County Public Schools referral • In-School Suspension • Behavior contract/Behavior Contract Violation (possible removal of magnet status and return to boundary school)
	1-2	• Parent/guardian contact • Additional after school detention

Infraction	Occurrence(s)	Outcome(s)
Unserved Detentions	3	• Parent/guardian contact • Broward County Public Schools referral • Internal suspension
	4	• Parent/guardian contact • Broward County Public Schools referral • Out of School suspension • Behavior contract
	>4	• Parent/guardian contact • Broward County Public Schools referral • Out of School suspension • Behavior contract (possible removal of magnet status and return to boundary school)

Infraction	Occurrence(s)	Outcome(s)
Leaving Campus without permission ▪ A referral for Leaving Campus without Permission during ANY GRADE will result in Administrative Review with a strong possibility of ineligibility to attend Grad Bash. Multiple infringements may result in the loss of Prom and other extra-curricular privileges as well. All students MUST have parental permission to leave early, and MUST sign-out in Portable 14.	1	• Parent/guardian contact • Broward County Public Schools referral • Multiple Detentions • Loss of extra-curricular activities (see left) • Behavior Contract
	2+	• Parent/guardian contact • Broward County Public Schools referral • In-School Suspension • Loss of extra-curricular activities (see left) • Behavior Contract Violation (possible removal of magnet status and return to boundary school)
Honor Code Violation AS PER ATC HONOR CODE PLAGIARISM: ○ Copying homework or other assignments ○ Copying and pasting information from electronic media ○ Using someone else's ideas as your own (this includes AI) PLAGIARISM IS CONSIDERED TO BE CHEATING NHS: School, county and national NHS policies will be followed regarding eligibility and/or dismissal from the NHS	1	• Parent/guardian contact • After school detention • Zero for assignment
	2-3	• Parent/guardian contact • Zero for assignment • Broward County Public Schools referral for cheating/minor • In-School suspension • Behavior Contract - 2nd • Behavior Contract violation – 3rd (possible removal of magnet status and return to boundary school)
	4+	• Parent/guardian contact • Zero for assignment • Broward County Public Schools referral for cheating/minor • Out of School suspension • Behavior Contract violation (possible removal of magnet status and return to boundary school)

Refer to the Broward County Code of Student Conduct for list and definitions of other unacceptable behaviors and consequences.

**Student Eligibility Requirements
for Extracurricular Activities, Field Trips, Executive Internships, and National Honor Society**

ENTERING 9 TH GRADERS	- NO GPA requirement 1st 9 weeks - Cumulative Unweighted GPA of 2.25 beginning 2nd 9 weeks
EXTRACURRICULAR FIELD TRIPS AND ACTIVITIES	- Cumulative Unweighted GPA of 2.25 (student should not be on Academic Probation) - A grade of "F" in any class may lead to administrative review - Must meet the following documented Service-Learning Hour requirements: 10 documented SLHs by the end of 9th grade 20 documented SLHs by the end of 10th grade 40 documented SLHs by the end of 11th grade - Students must have returned all back-to-school documents - No obligations - No unserved detentions - Any referrals during school year may lead to administrative review - Students may not be on Attendance or Behavior Contract - May not be absent from school on the day of the activity. If a student is left at school more than 20 minutes after the scheduled pick-up/activity end time, he/she will be excluded from all additional after school activities for the remainder of the current semester and the following semester.
EXECUTIVE INTERNSHIPS	- Cumulative Unweighted GPA of 3.0 - Students must have returned all back-to-school documents 40 documented Service-Learning Hours - No more than a total of 30 hours (or 5 absences) per two Terms - Any referrals during the school year/prior school year will lead to review
GRAD BASH / PROM	- Cumulative unweighted GPA of 2.25 - Students must have returned all back-to-school documents - No unserved detentions or Internal Suspensions - No obligations such as textbook fines - Any suspensions during Grades 9-12 will lead to administrative review - Any referrals during Senior year will lead to administrative review - Must have 40 documented Service-Learning Hours by February 1st to attend Grad Bash and prom <u>A referral for leaving campus without permission during ANY GRADE will result in administrative review with a strong possibility of ineligibility to attend Grad Bash. Multiple infringements may result in the loss of prom and other extra-curricular privileges as well.</u> - May not be absent from school on the date of the activity
DISCIPLINE & NATIONAL HONOR SOCIETY (NHS) <i>National and county NATIONAL HONOR SOCIETY (NHS) policies will be followed regarding cases of dismissal from NHS.</i>	Students are assumed to be of good character unless there is documentation of disciplinary action taken by the school, community, or state for serious or persistent misconduct on the part of the student. Documentation by the school consists of administrative referral and parent contact. Students whose records contain such documentation may be denied acceptance into NHS or may be dismissed from NHS pending a hearing.

Academic Enrichment Program (AEP)

The Academic Enrichment Program offers students the opportunity to work after school two times per week in a monitored environment. Students can use these sessions to:

- work on homework.
- work on make-up work (including tests and quizzes).
- receive peer tutoring from National Honor Society Members.
- work quietly with other students on group projects.

Some textbooks are available for checkout, but students should bring their laptops to access any online texts or assignments during these sessions. AEP is held Tuesday and Thursday from 2:00 PM to 3:30 PM. The Learning Commons will be open every Monday and Wednesday after school from 2:00 PM to 6:00 PM. Students staying for AEP or the Learning Commons should either take the activity bus home (checking in advance to make sure it is available) or arrange to be picked up promptly at the end of each session. The activity bus leaves campus at 3:30 PM.

Safety and Security

With student safety and campus security at the very top of the school's list of priorities, a new district-wide system of plain language has been established in order that staff and students quickly and correctly respond to a threat or perceived threat. Below is a listing of the most important codes with which students should be familiar.

Hold and Secure: Formerly Yellow, a threat is in the general area but not on campus. During a Hold and Secure, the campus is placed on lockdown, and there is no movement out of the classroom.

Lockdown: Formerly Red, an active threat on campus. During a Lockdown, students are placed in the pre-determined safest area of the classroom.

All Clear: Formerly Green, staff will be informed of a code word to release students to resume normal operations.

General Security Tips and Apps

1. **See Something, Say Something:** All students are urged remain vigilant and to report any suspicious activities to the appropriate teacher, administrator, security, or law enforcement personnel. Our collective vigilance is one the best means of assuring safety for all students and staff. In addition, two apps are available for reporting suspicious activity.



2. **SaferWatch App:** <https://www.saferwatchapp.com/broward/>

The SaferWatch App gives you the power to record or report non-emergency incidents as they happen in the hallways, classrooms or courtyards of your school. Students, parents, teachers and anyone in Broward County now have the ability to communicate with law enforcement seamlessly on a secure network.

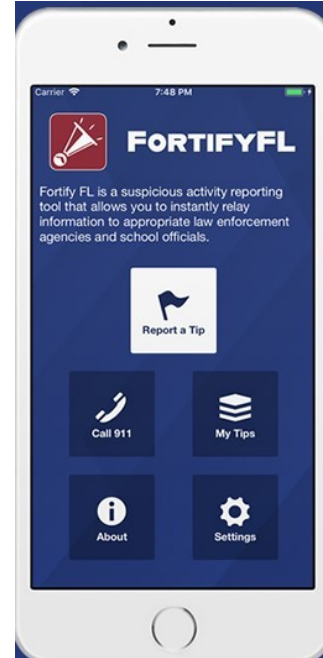
- a. Download SaferWatch from the App Store or Google Play and select any school within Broward County.
- b. Record or report an incident or anonymous tip by using the SaferWatch App.
- c. BSO personnel will receive the information and take the appropriate action



3. FortifyFL App: <https://getfortifyfl.com/>

FortifyFL is a suspicious activity reporting tool that allows you to instantly relay information to appropriate law enforcement agencies and school officials. FortifyFL automatically routes your report to the appropriate law enforcement agencies and school officials:

- a. The tip report goes to your local school officials when submitted.
- b. Your local police department or sheriff office receive copies of your tips automatically.
- c. State-level officials also have access to your tips to make sure proper steps are taken.



tip

Learning Commons Resources

Online Resources @ Your Fingertips

- ▶ Outlook
- ▶ Destiny Library Catalog
- ▶ Online Research Databases
 - ▶ Britannica School Online
 - ▶ GALE Cengage Learning
 - ▶ ProQuest: SIRS Researcher
 - ▶ And much, much more!
- ▶ Broward County Library (WOW)



Broward County

Public Schools Single

Sign-On <https://sso.browardschools.com/>

Online Resources,
textbooks, and
follow these steps.

click on Help to open
choices:

For
Destiny,
In Canvas,
various

Home or School Access 24/7
through Broward County Public Schools Single Sign-On (SSO)


Help


Teacher Editions


Account


Dashboard


Courses


Calendar


Inbox


Commons


Help


Teacher Editions


Student Textbooks


Library Media Resources


BCPS Technology Tools


Digital Resources (Textbooks & Other Canv...)


Canvas Support Hotline
(877) 324-4307


Chat with Canvas Support
Live Chat with Canvas Support agent!


Search the Canvas Guides
Find answers to common questions


Search the Canvas Community
Connect with other Canvas users & share ideas.

Then click the words Library Media Resources



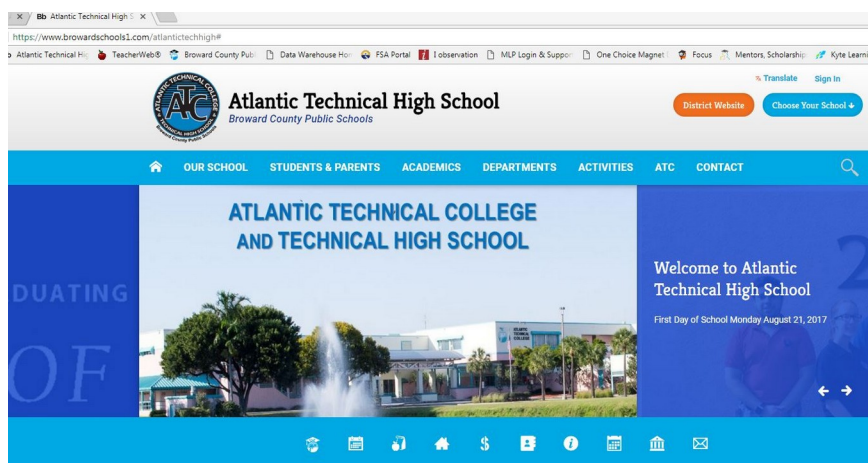
Library Media Resources



Atlantic Technical College and Technical High School

Visit our website:

ATLANTIC TECHNICAL HIGH SCHOOL WEBSITE



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- CAFETERIA INFORMATION
 - FREE REDUCED LUNCH APPLICATION
 - ONLINE HIGH SCHOOL MEAL PAYMENT

- FOCUS STUDENT GRADES
 - USE STUDENT ID AND BIRTHDAY
 - (IN THIS FORMAT: YYYYMMDD)

Activity Bus WiFi

Did Your Teacher Assign ONLINE HOMEWORK?

If You Need
INTERNET
to Finish Your
Homework,



Check out a
Kajeet SmartBus™

Read, Study, Learn,
Collaborate, Research, Succeed.

KAJEET.COM

Info:

WIFI SSID: ATC2221

WIFI PASSWORD: Atlantic1



ATHS Handbook Signature Page

STUDENT LAST NAME, FIRST NAME:

Date _____

Our signatures on this page indicate that we have received, read, and understand the policies and procedures as outlined in the Atlantic Technical College and Technical High School Student Handbook. These policies and procedures include:

- ☐ Technical High School Expectations (as per district Policy 5001.4)
- ☐ District Attendance Policy Summary
- ☐ Uniform Shirt Policy/ID Policy
- ☐ Make-Up Work Policy
- ☐ Honor Code
- ☐ ATC Discipline Matrix
- ☐ Student Eligibility Requirements for extracurricular activities, field trips, and National Honor Society

Student name (please print) _____

Student signature _____

Student email address _____

Parent/Guardian name (please print) _____

Parent/Guardian signature _____

Parent/Guardian Home Phone _____

Parent/Guardian Work Phone _____

Parent/Guardian Cell Phone _____

Parent/Guardian email _____