WALTON COUNTY PUBLIC SCHOOLS

WALNUT GROVE HIGH SCHOOL
Student Handbook
2026-2027

WALTON COUNTY PUBLIC SCHOOLS
200 Double Springs Church Road
Monroe, Georgia 30656
(770) 266-4520, Fax (770) 266-4415
www.walton.k12.ga.us

Mr. Chip Underwood
Superintendent

WALNUT GROVE HIGH SCHOOL
4863 Guthrie Cemetery Road
Loganville, GA 30052
www.walnutgrovehigh.org

Principal
Dr. Amanda Brantley

Assistant Principals
Reginald Cockerm
Maria De La Rosa
Wes Robertson
Emily Smith

REVISED 07/15/26

GENERAL INFORMATION AND PROCEDURES

ADAP Cards 4
Cafeteria 4
Debts/Holds 4
Deliveries to School 4
Media Center 5
Medications 5
Parent, Teacher, Student Organization (PTSO) 5
Personal Items 5
Property Searches 5
Restroom Expectations 5
School Telephone 5
Students Left on Campus 5
Student Parking 6
Vending Machines 7
Visitors 7
Work Permits 7

ATTENDANCE

Checking In-Out of School 7-8
Tardy Policy 8-9
Absences 9
DDS (Department of Driver Services) Certificate of Attendance Form

ACADEMICS

Advisement 10
Chromebooks and Textbooks 10
Curriculum 10
EOCs/EXAMS 10
Exam Exemption Policy (2026-27) 11
Graduation 11-12
Diploma/Graduation Policy 12
Honor Code 13
Report Cards 13
Intersession 13
Schedule Changes 13

ATHLETICS AND EXTRACURRICULAR ACTIVITIES 14

DISCIPLINE

PBIS Matrix 15
After-School Detention 15

In-School Suspension Program (ISS) 15
Out-of-School Suspension (OSS) 16
Prohibited Items 16-17
Reward Program 17
Cell Phones and personal electronic devices 17-18
Clear Bag Policy 19

DRESS CODE 19-20

PROM/HOMECOMING 20

GENERAL INFORMATION AND PROCEDURES

ADAP Cards

Georgia teens under the age of 18 are required by law to show proof that they have completed ADAP, Alcohol and Drug Awareness Program, to obtain their Class D driver's license. Students will complete this during their Health and Physical Fitness course, generally taken in the 9th grade.

Any student needing to replace a lost or stolen ADAP Card will be charged a $5.00 processing fee. Please contact your PE teacher or the front office Receptionist for replacements.

Cafeteria

The Walton County School District Nutrition Program strives to provide nutritious, affordable, and appealing meals to all of our customers. Meals are prepared in a food-safe environment and served in a manner that encourages students to participate in the School Nutrition Program.

School Nutrition employees follow menus and prepare meals according to standardized recipes to ensure that students receive meals that meet current USDA menu planning guidelines (found in the Health Hunger Free Kids Act of 2010).

Meal prices are as follows:

Breakfast
Student paid: $2.00
Student reduced price: $0.30
Adult: $4.50

Lunch
MS-HS student paid: $3.00
Student reduced price: $0.40
Adult: $4.50

Debts/Holds

Students are financially responsible for damaged or lost Chromebooks, textbooks, Media Center books and school-issued uniforms as well as cafeteria charges, media center charges, fundraising products, club dues etc. Such debts should be paid immediately. New chromebooks, textbooks or any other materials/devices may not be issued until lost or damaged items are paid for or arrangements made for payment. Seniors who fail to clear all fines will not be allowed to participate in the graduation ceremonies. The list of due fees is available in the front office.

Deliveries to School

Students attending Walton County Public Schools **are not allowed** to receive deliveries at school from outside vendors or their locations. This includes, but is not limited to flowers, gifts from any shops, food, birthday cakes, or articles of clothing (unless it is to correct dress code issues). All deliveries will be returned to the vendor. If you need to drop off an item for your student you may leave it on the designated shelf in the front office. Items need to be labeled with the student's name. It is the responsibility of the person dropping off items to let the student know it is in the front office ready to pick up. Students may retrieve items in between classes or they may send a SmartPass request to the front office. Walnut Grove High School is NOT responsible for items left on the shelf.

Media Center

The primary responsibility of the Media Center is to implement, enrich, and support the educational program of the school. The media center provides a wide range of materials that represent varied levels of difficulty, cover a diverse range of subjects, appeal to all students, and present varying viewpoints. The media center provides comprehensive support, Chromebook support, instruction, and materials to all students and staff. Students using the media center are expected to work quietly on school-related assignments. The media center staff has the authority to recommend to an administrator that students who do not conduct themselves properly in the media center will be denied visitation privileges.

Medications

Students may not carry medications at school unless they have documented permission by the nurse or administrators. If a student must have medications, the parent or guardian must deliver it to the nurse in the front office. Students found carrying medication, prescription or non-prescription, will receive a disciplinary referral.

Parent, Teacher, Student Organization (PTSO)

PTSO is a very active organization in our school. The PTSO provides additional services to our faculty and staff during the school year. Membership dues enables you to become more actively involved in your child's school. All funds go towards the PTSO Scholarship Program. Students who are members of PTSO all 4 years of high school are eligible to receive one or more of the PTSO Scholarships awarded every year.

Personal Items

The school is ***NOT*** responsible for any lost, stolen, or damaged personal items. This includes any items left in an unlocked locker within the school or in the locker rooms. Students are advised to keep their belongings with them at all times. Students taking classes in the gym will be expected to keep their belongings in a locker in the locker room. (See section "prohibited items" in the following pages.)

Property Searches

Students, as well as their school lockers, book bags, personal belongings, electronic devices, and their vehicles are subject to being searched by school authorities at any time.

Restroom Expectations

Using the same restroom stall with another student is **not** permitted and is a violation of the student code of conduct. All students must use separate stalls to ensure the privacy, safety, and order of the restroom facilities.

School Telephone

Students may use the office phone in an emergency. Students requesting to use the phone in order to leave early due to an illness **must first** be evaluated by the school nurse.

Students on Campus After Dismissal

The school is **NOT** responsible for students left on campus before 6:50 a.m. and after 3:00 p.m. unless they are participating in a teacher supervised extracurricular school sponsored activity. All students waiting for a ride need to wait outside of the building in the student pick up area. Students remaining on campus after 3pm who are not under the direct supervision of a Teacher, Coach, Club Sponsor, or

other WGHS Staff, will be subject to disciplinary actions. Repeated offenses may result in trespassing charges being filed. (See WCSD Student Code of Conduct section 2.22 and 2.26).

Students who are attending Walnut Grove High School on a Permissive Transfer are required to provide their own transportation to and from school. Permissive Transfers may be revoked at any time if the parent or student cannot provide a consistent and timely mode of transportation.

Student Parking

Driving and parking a car is a PRIVILEGE! Students who have a valid driver's license and proof of insurance **must purchase** a parking permit if they wish to park on campus. Students may only park in their designated space in the student parking area. Students parking in unassigned spots or without a permit will receive disciplinary consequences. Spaces designated as staff are for staff use only. Students may not park in these spaces under any circumstances and may be subject to disciplinary action if they do so. In addition, the spaces marked "VISITOR" are not for student use. After parking their vehicles, students are to leave the vehicles and come into the building. Students are not to go to their vehicles during the school day without prior approval.

Reckless driving will not be tolerated. Students who abuse their parking privileges will be subject to disciplinary action and may include:

- Warning stickers are applied to the windshields of improperly parked cars.
- Disciplinary actions and/or fines for repeated infractions (1.10).
- Police Charges
- Revocation of parking privileges for any period, ranging from (five) 5 days to the rest of the year.
- Towing of illegally parked vehicles.

Students can lose parking privileges if:

- do not pay their debts or fines in a timely manner.
- have more than 10 unexcused tardies and/or absences from school, his or her parking privileges may be revoked without refund of payment.
- fail to meet the academic standard of passing three out of four may have their permits revoked for the next semester.
- leave campus in their vehicles without permission

After parking their vehicles, students are to leave the vehicles and come into the building. Students are **not** to go to their vehicles during the school day unless approved by an administrator.

Students who continue to park on school property after their permit has been revoked will have their vehicles towed at the owner's expense. Vehicles found improperly parked or without a valid parking permit will also be towed at the owner's expense. Parking violations may result in parking privileges being revoked for the remainder of the year.

Parking permits are available for purchase on mypaymentsplus.com. Students who wish to purchase parking permits must fill out an online application form with a parental signature and submit payment. Seniors will be given first priority in purchasing permits. Underclassmen permits will be sold on a first-come, first-served basis. **ONE-DAY parking passes are available at the front office** for $1.00 per day. Please see Attendance Clerk, Ashton.Pressley@walton.k12.ga.us for all parking permit information needs.

"DRIVING AND PARKING A CAR ON SCHOOL GROUNDS IS A PRIVILEGE"
Any student whose parking privileges are revoked for any reason will not be entitled to receive a refund of parking fees.

Vending Machines

Students may use the school's vending machines to purchase snacks before school, during class change, and after school. Walnut Grove High School is not responsible for reimbursing money lost in the vending machine or for machines working improperly.

Visitors/Volunteers

Students are not allowed to bring visitors to school without prior administrative permission and must provide a 24-hour notice. Parents are always welcome. To visit a teacher, administrator, or counselor, or to visit your child's classroom, please call to schedule an appointment through the Principal's Secretary, katrina.gibson@walton.k12.ga.us
Note **all visitors to the campus must first check in at the main office.** Persons found on campus without office permission will be considered in violation and will be asked to leave or face criminal ramifications.

Work Permits

Work permits must be initiated by the student and employer through https://dol.georgia.gov/get-youth-work-permit-online . When the student and employee sections are filled out, the student should email their Minor Security Key and a copy of the student's Social Security card to the Principal's Secretary, katrina.gibson@walton.k12.ga.us. Please give at least 3 days before the permit is needed. Once the completed form is filled out, students may pick up permit in the front office once they show their social security card.

ATTENDANCE

Checking In-Out of School

Checking-In

1. Students must sign in with the front office staff.
2. Tardiness will only be excused with a note from a parent or doctor.
3. If a student signs in after **8:00** for 1st period the tardy will be counted as an unexcused absence unless they have a doctor's note for a doctor's appointment or a parent's note for an illness.

Checking-Out

To check out of school early, a handwritten note signed by the parent or legal guardian must be put in the Attendance Box (located in the front hallway outside the office) **before 7:30am for verification**. Phone calls, Emails or Faxes for student check-outs will not be accepted. For security purposes, the handwritten note must contain the following information:

1. Student's full name, student number, and date of early check-out
2. Exact reason for checking out
3. Phone number at which the parent or guardian can be reached during the morning. **If the guardian or parent cannot be reached by phone, the student will not be permitted to leave**.
4. At the designated check-out time, the student will report to the front office and sign out after providing the receptionist with an approved check-out slip from the attendance clerk.
5. Students leaving school without properly signing out will receive a **disciplinary referral for leaving campus without permission**.
   ** Any student arriving after the start of school must enter through the front doors. Students will not be allowed to return to the parking lot after school begins.**
6. No student will be allowed to check out based on a phone call, email, or faxed note without an administrator's approval.

7. **Once on campus**, students may not leave school grounds without following proper check-out procedures.
8. If a student utilizes the clinic/nurse to check out of school, they may not return and check back into school on the same day without a doctor's note.

IF A STUDENT LEAVES CAMPUS WITHOUT PROPERLY SIGNING OUT, DISCIPLINARY REFERRAL FOR LEAVING CAMPUS WITHOUT PERMISSION WILL BE THE RESULT.

IMPORTANT NOTE TO PARENTS: *Parents must show picture identification when signing students out of school early*. Phone calls, emails and faxes for student check-outs are **NOT accepted**. This is for security purposes in an effort to keep students safe.

Tardy Policy

All students arriving after 7:30am **MUST** sign in with the front office staff and get a check-in slip.

1st period: All students must be in class by 7:30am each day. The Attendance Clerk will assign and communicate 1st period tardy consequences with students and parents/guardians.
2nd, 3rd, 4th and Advisement periods: All students must be in class when the tardy bell stops ringing. All students arriving after the tardy bell stops ringing, without an Excused Tardy Slip, will be counted as tardy. Teachers will assign and communicate consequences with students and parents/guardians for 2nd/3rd/4th/Advisement.

*Tardies will restart each semester.

The following dispositions will be used in dealing with tardiness:

1-3 Unexcused tardies	Warning from teacher
4 Unexcused tardies	Assigned 1 day of silent lunch. If students do not show, they will be assigned additional days of silent lunch.
5 Unexcused tardies	Assigned 2 days of silent lunch. If students do not show, they will be assigned additional days of silent lunch.
6 Unexcused tardies	Wednesday After School Detention (3-4:30). If students do not show, they will receive a referral for failure to serve detention, with additional consequences.
7+ Unexcused tardies	Referral by teachers. Each additional tardy will result in a referral/consequence with possible revoking of parking pass.

Absences

Students must be in classes for one-half day to be counted as present.

Studies show attendance, unexcused OR excused, is a leading indicator of academic performance and absenteeism is a leading sign of dropout. Please see that your child is in school every day possible and remains in school the entire day. Requests for early dismissal should be made only when an emergency exists.

After **any** absence from school, the student **must** provide a written excuse for the absence signed by a parent or guardian. The statement should give the reason and list the date of absence, as well as the name of the student and student number. The student should present the excuse to the Attendance Clerk, Ashton.Pressley@walton.k12.ga.us , upon returning from an absence. **Doctor's Excuses will be accepted at any time. Other excuse notes will only be accepted within 3 school days following return from an absence.** The attendance office may contact parents by phone to verify reasons for absence and to promote communication between the school and the home. All notes are kept on file in the office and are NOT returned to the student.

All excuses will be evaluated by the principal or designee to determine if an absence is excused or unexcused. The principal has the authority to require additional proof of the legitimacy of the excuse. For example, the principal may require a doctor's statement justifying the absence of the student, and may require proof that the child's condition rendered the child incapable of attending school. Absences due to out of school suspension shall be unexcused.

All serious illnesses, surgeries, injuries due to accidents, etc. should be brought to the attention of the school nurse. Any diagnosed illness such as strep throat, mononucleosis, flu, conjunctivitis, etc. requires a note from the doctor allowing the student to return to school. This note should be given to the school nurse when the student returns to school.

It is the student's responsibility to arrange with teachers to make up all work missed during an absence. Immediately upon the return to school, it is the student's responsibility to arrange a time convenient for the teacher to receive any assignments.

Students who encounter long-term illness may be eligible for the **Hospital Homebound** program and should complete an application when they anticipate being absent for 10 or more consecutive days. A physician's statement that the student is too ill to attend school for 10 or more days will be required to determine eligibility for the program.

As permitted under state law and State Board of Education policies, pupils may be excused for the following reasons:

a) personal illness and when attendance in school would endanger their health or the health of others;
b) serious illness or death in their immediate family which necessitates absence from school;
c) mandated order of governmental agencies, including pre-induction physical examinations for service in the armed forces, or by court order;
d) celebration of religious holidays;
e) conditions which render attendance impossible or hazardous to their health or safety; and
f) voter registration or voting, for a period not to exceed one day.
g) prior permission of the principal and consent of the parent or legal guardian. (It is the responsibility of the student to secure and make up all work for this type of absence, not the teacher.)

For perfect attendance purposes, students serving as pages of the Georgia General Assembly shall be counted present on the days missed for this purpose. In addition, students who are present for at least one-half of the instructional day shall be counted present.

- **Students with excessive tardies and/or early checkouts may be referred to the school social worker for educational neglect.**
- **Students who accumulate more than 10 absences in one school year may have their driving privileges revoked without a refund of the parking fee.**

DDS (Department of Driver Services) Certificate of Attendance Form

ACADEMICS

Advisement

The Advisement Program is a program that is used to enhance the high school experience. Each student will be assigned a faculty adviser who, along with the guidance counselors and classroom teachers, will monitor academic achievement and assist the student in making decisions about courses of study, post-secondary considerations, and career choices. Advisement will meet weekly to engage in grade-specific activities that are designed to make high school meaningful outside of the academic realm.

Chromebooks and School Issued Materials

Students are expected to care for their Chromebooks, textbooks, and other school property in a manner that will prolong their usefulness. Loss, unusual wear, or destruction of school property will result in the student being charged a replacement fee and/or a discipline referral.

It is each student's responsibility to return materials and textbooks to issuing teachers. Students who fail to clear outstanding fines because of a failure to return all materials assigned to them will receive a hold on their student account and not receive any grade reports or transcripts. In addition, students failing to return all materials may not be able to participate in extracurricular programs. *Students who fail to clear all fines will not be allowed to participate in the graduation ceremonies.*

Curriculum

WCSD offers a varied curriculum that is continually refined and updated to meet the needs of our students. Following the tenets of the Learning-Focused Schools initiative, students will be asked to work towards mastery of a defined set of essential objectives in all of their coursework. Learning will be expected to go beyond simple recall.

Grading System: (90-100 = A) (80-89 = B) (70-79 =C) (Below 70 = F)
Credits Needed for Grade Classification

To Be Promoted To:	Units Needed:	Units Needed to Graduate
Grade 10	6	28 Units (Max. possible = 32)
Grade 11	13	
Grade 12	20	

EOCs/EXAMS

All students enrolled in **Literature and Comp II, Algebra I, U.S. History, and Biology** are required to take the EOC for that subject in order to earn credit for the course. The student's EOC **score will count 15% of the final grade** for the course and will serve as the final exam for the class. These tests are administered at the end of each semester.

Final exams cannot count for more than 15% of the final grade for a course. Final exams will not be given early.

Exam Exemption Policy (2026-27)

Exam Exemptions will be based on cohort, class grade, absences, and tardies. Please refer to the table below for the 26-27 exemption policy.

Cohort	Course	Class Grade	Absences (excused/unexcused)
Seniors (12th) Juniors (11th)	ALL	90+	5 or less
		85+	3 or less
Sophomores (10th) Freshman (9th)	Electives	90+	5 or less
		85+	3 or less

The Exam Exemption Procedures do not apply to EOCs, GAVS, and Dual Enrollment courses. Additional measures may be added to these procedures to target specific school-level needs.

Graduation

Seniors will not be allowed to participate in the Commencement Ceremony if they have not met all graduation requirements. See Diploma and Graduation Policy for additional information.

Credits needed to graduate	28
English	**4 Credits:** 9th Literature 1 10th Literature 2 11th Literature 3 12th Literature 4
Math	**4 Credits:** Algebra Concepts and Connections Geometry Concepts and Connections Advanced Algebra Concepts and Connections Approved 4th math course
Physical Fitness and Health	**1 Credit:** ½ credit of Physical Education ½ credit of Health
Science	**4 Credits:** Biology Chemistry or Environmental Science Physics Approved 4th science course
Social Studies	**4 Credits:** World History US History Government Economics
Fine Arts/Foreign Language/CTAE (Career/Technical/Agriculture)	**4 Credits from any of the following areas:** Fine Arts Foreign Language*

	CTAE *2 of the same foreign language if going to a 2-year or 4-year college in Georgia
Other Electives	**7+ Credits:** Additional classes from Fine Arts, Foreign Language, and CTAE Physical Education courses Academic Electives Christian Learning Center (CLC)/Release Time

The above-listed requirements are for WCSD and WGHS.

Listed below are other options available to WCSD/WGHS students to explore for earning high school credits. Consult your high school counselor for more information.

Advanced Placement

The purpose of the AP Program is to offer rigorous, college-level classes in a variety of subjects that provide high school students an opportunity to gain the skills and experience college recognizes. Students have the possibility of receiving college credit depending on his/her exam score.

Students seeking enrollment in Advanced Placement at Walnut Grove are recommended by teachers for AP courses during the course request process; however, all students will be required to fill out any and all applications and complete the AP Contract for each course..

Click here to learn more about AP program.

Dual Enrollment

Georgia's Dual Enrollment Program (DE) provides high school students in grades 10 through 12 the opportunity to earn high school AND college credit at a participating eligible postsecondary institution in Georgia. The Dual Enrollment funding cap is 30 semester hours. Students may elect to self-pay for additional courses beyond the 30 hour cap. 9th graders are not eligible for Dual Enrollment.

Click here to learn more about DE

Diploma/Graduation Policy

See matrix on page 14. Only those students who have met all graduation requirements qualify to receive a diploma and will be allowed to participate in the Graduation Ceremony. Students participating in any credit recovery options must complete all coursework one week prior to graduation. Students who do not meet graduation requirements may participate in the following school year's ceremonies.

In order to participate in the commencement ceremony, each graduate MUST participate in all graduation rehearsals. ***NO EXCEPTIONS*** *will be made. The principal will decide to dismiss seniors at the end of the rehearsal.*

Honor Code

WCSD recognizes honesty and integrity as being necessary to the academic function of the school. The following regulations are in place in the interest of protecting the fairness and validity of our schools, grades, and degrees, and to help students in developing standards and attitudes that are appropriate to our society.

1. No student should give or receive help on an essay, lab report, test, or other assignment included in any class offered by the school without permission from the teacher and/or administrator.
2. No student should take or share any materials pertaining to the day-to-day conducting of a class, including, but not limited to, tests, lab equipment, roll books and teacher's edition textbooks without permission from the teacher and/or administrator.
3. No student shall take, sell, give, or lend any material that contains the questions or answers to any quizzes or tests in any class offered by the high school without the permission of the teacher and/or administrator.
4. **Plagiarism is prohibited.** Essays, term papers, tests, and other similar requirements must be the work of the student submitting them. When direct quotations are used, they must be correctly acknowledged using the defined citation style of the class.
5. Failure of any student to abide by the principles outlined in this Honor Code will be subject to disciplinary action and/or academic penalty as prescribed by the teacher.

Report Cards

Grades are available through Infinite Campus, WCSD's program for disseminating grades. The semester grade is recorded on the student's permanent record, which is kept in the office and used to compute the student's grade point average and to determine eligibility status under Georgia High School Association guidelines. Students who have not returned or damaged materials (Chromebooks, textbooks, uniforms, Media Center books, etc.) or have other outstanding debts to the school will not have their report cards released until all debts are cleared.

Intersession

At the end of each semester, students who receive a final grade of ***65 – 69 in core classes*** (English, Math, Science, and Social Studies) will be provided an opportunity to attend intersession to improve their grade to a 70%.

Schedule Changes

Last school year, students submitted forms to request courses for the 2026-27 school year. With the scheduling process complete, changes to a schedule will only be made for one or more of the following:

- You have already received credit for a class shown on your schedule (including summer session).
- You are not scheduled for 4 classes this semester.
- A class on your schedule requires a prerequisite, and you have not passed the prerequisite.
- You have all elective classes OR all core (LA, SS, SC, MA) area classes in the same semester. Foreign Language is an elective.
- You are an official senior and must have a course to graduate, not on your schedule.
- A change in study that reflects an increase in academic rigor is recommended.

If you need to change a course based on one of the above-listed reasons, please email your counselor with your request. Be sure to include the course you need to change, the reason why, and what course you need to add.

ATHLETICS AND EXTRACURRICULAR ACTIVITIES

Interscholastic activities are a very important part of any high school program. Research shows that students who participate in extracurricular activities have higher grades and a more positive attitude towards school. Additionally, participation helps create greater school spirit, increases self-esteem, provides students with social opportunities, helps them learn essential life skills, and it looks great on college applications and resumes! Students participating in interscholastic activities must meet the requirements of the Georgia High School Association (GHSA).

Insurance Policy
Each student must be covered by either the school-approved insurance policy or a family policy. Proof must be provided that the student is covered by insurance. The proof must be provided for each sport.

Physical
All students/athletes must have a current physical on file. Physicals are valid for the entire school year if taken after April 1 of the preceding year. Physicals must be on a Georgia High School Association (GHSA) approved form and performed by a medical doctor.

Eligibility
Students must be declared eligible and their names submitted to GHSA for each particular sport ~~before~~ beginning pre-season practice or tryouts. Students must meet all State and Local requirements for participation.

Participation
A student athlete may not quit one sport and be eligible to play another sport during the same season unless there is mutual consent between the coaches of the two sports, and/or approved by the Athletic Director and/or the Principal.

In-School Suspension
Students are not allowed to participate in any athletic activity (other than practice) while serving In-School Suspension. For example, if a student is serving In-School Suspension on Monday and Tuesday, they cannot compete until Tuesday after school, when the ISS penalty has been satisfied. The student may practice while in ISS.

Out-of-School Suspension/Alternative School
No student may participate in any athletic activity while under the terms of OSS or attending an alternative school. If a student is suspended from school on Monday and Tuesday, that student cannot participate in any way until Wednesday. During their OSS, students may **not** attend **ANY** event on any Walton County Schools campus.

DISCIPLINE

PBIS Matrix

	24/7	Classrooms	Technology	Hallway	Cafeteria	Restroom
TIMELY	-Be prepared in your seat when the bell rings -Listen and follow directions	-Be on time -Be prepared -Listen and follow directions	-Use Chromebook as directed and make sure it is charged each day	-Stay to the right & keep it moving	-Wait your turn in line and keep it moving -Have ID ready	-Hush-Rush-Flush -Return to class quickly
RESPECTFUL	-Be mindful of feelings, wishes, traditions and rights of others -Follow the student code of conduct	-Use School appropriate language -Respect others and property -Listen to others	-Use school appropriate language -Stay only on permitted websites -Take care of your Chromebook	-Use school appropriate Language -Be considerate of others space -Use proper volume levels	-Use school appropriate language -Pay for what you get	-Use school appropriate language -Keep your hands/feet to your self -Respect others' privacy and space
INVOLVED	-Join a club, team or committee -Promote school spirit by attending and supporting your school activities	-Be an active participant in class - Communicate with Teacher and check Infinite Campus for grades regularly	-Stay off device (Chromebook & Phone, etc.) during instruction, videos including Warrior News and The Warrior Way -Check your email regularly	-Encourage others to get to class on time	-Throw away ALL trash and help keep your area clean	-Report unsatisfactory conditions
BRAVE	-Report suspicious individuals or harmful activities	-Volunteer to share ideas and participate	-Report suspicious individuals or harmful activities	-Stand up and report bullying	-Sit with someone new -Stand up and report bullying	-Report suspicious individuals or harmful activities
EXCELLENT	-Strive to excel	-Strive to do your best and complete all assignments	-Use technology properly to excel in the classroom -Keep passwords safe	-Stay to the right -Keep moving -Get to class on time and be in your seat when the bell rings	-Respect the nut-free tables	-Wash your hands

After-School Detention

After-school detention is a study hall assigned by a teacher or administrator for Level I offenses. The program is offered on Wednesdays after school from 3-4:30. Students arriving after this time will not be admitted. Non-attendance at after-school detention will result in an Administrative Referral for failure to serve detention. Disciplinary Action can include ISS, OSS, or other measures determined appropriate by the administrator.

In-School Suspension Program (ISS)

The In-School Suspension Program (ISS) is a discipline approach that utilizes the removal of a student from the regular school setting to a supervised setting away from the mainstream of regular school routines. ISS is assigned for up to ten days for misconduct or for disruption to the learning environment. ***Students and parents must understand that ISS is an alternative to OSS and that repeated referrals to ISS are an indication that a student's inappropriate behaviors are not being corrected. Misbehavior in ISS may result in OSS.***

Students are counted present for the time they attend ISS, and they receive assignments from each of their teachers that, as closely as possible, reflect what other students are doing in regular classes. Assignments are counted for credit. The ISS teacher will also have materials for remediation or enrichment that can be used when low achievement is contributing to students' behavioral or adjustment problems. In the event that certain assignments or tests are not suitable to be given in ISS, the student will be afforded opportunities to complete these under the supervision of the classroom teacher. Students must properly complete all assignments provided by the teachers and, if applicable, additional assignments given by the ISS teacher, and serve all assigned days before they may return to regular classes. If assignments are not completed, another day of ISS MAY be assigned.

Any time missed from ISS due to absence, checking out, arriving late, etc., must be made up before a student is released back to regular classes.

Further guidelines:

- Students' phones will be held by the ISS teacher during the day while students are in ISS.
- Chromebook use is allowed but is limited to class assignments, not gaming, social media, etc. Any students not adhering to this policy may have their Chromebooks confiscated.
- All students are expected to be working on an assignment while in ISS. Sleeping is not allowed.
- Inappropriate behavior while in ISS will be dealt with by the teacher, ranging from warnings to notification of an administrator. Any student who chooses not to follow the requests of the teacher will be assigned OSS and asked to complete their ISS after the OSS is served.

Out-of-School Suspension (OSS)

Out-of-School Suspension (OSS) is a disciplinary approach that utilizes the removal of a student from all classes and activities of the school. Students under OSS are not to be on campus for any reason unless they are accompanied by a parent/guardian and report to the office. Students under OSS who come on campus without permission from the administration will be referred to local law enforcement officials as trespassers. *Students under OSS are not allowed to attend any WCSD extracurricular activities*.

Prohibited Items

A. The following items are expressly forbidden at all times and will be confiscated immediately, with possible legal action taken against the person(s) found to be in possession:

Firearms of any kind (including ammunition)	Knives, box cutters, or other sharp objects
Fireworks or explosives	Water pistols or balloons
Tobacco products or paraphernalia - including e-devices	Lighters, matches, and smoking paraphernalia
Obscene items, books, magazines, pictures, etc.	Drugs, alcohol, or other controlled substances, including prescriptions and over-the-counter medicines
Laser pointers, pepper spray, mace	Gang-related objects, symbols, drawings, clothing, etc.
Animals/pets	Airsoft guns or toy guns

B. Any prohibited items found on a person, their belongings, or in their vehicle are the responsibility of the student in possession of the belongings and/or vehicle.
C. Students are to notify school staff immediately if prohibited items are found in the school or on the school grounds. Students are advised not to handle these items.
D. Any prohibited item that is confiscated from a student may be returned to the parent at their request unless the item is turned over to local law enforcement in accordance with state and local mandates.
E. Students are not allowed to sell any items, food or non-food, at school during the school day without prior approval of an administrator.
F. School administration has the legal authority to conduct a search of students, their lockers, their possessions, and their automobiles when on school grounds. The administration is required to have

only a "reasonable suspicion" to conduct such searches. Students failing to comply with school officials in conducting such searches will be turned over to law enforcement authorities.

G. Any adult employee of the Walton County Public School system, including custodians, cafeteria workers, bus drivers, paraprofessionals, school secretaries, substitute teachers, as well as regular teachers and administrators, **have the right to give reasonable instructions to students and expect these instructions to be carried out**. Failure to follow reasonable instructions will result in serious disciplinary action.
H. In a continuing effort to maintain drug-free schools, school officials will work cooperatively with local police in soliciting and allowing drug dogs to search vehicles and/or lockers.

Reward Program

Walnut Grove High School has a reward incentive for students who have first-hand knowledge of students possessing drugs, tobacco, or weapons; this includes drug paraphernalia. The reward is $100 for tobacco/Vape, drugs, and weapons **IF** these items are found to be on the accused student(s). Students should report any offenses to their grade-level assistant principal or the school resource officer via email. Students' names will remain confidential.

Cell Phones and Personal Electronic Devices

New Policy: Districtwide Cell Phone Expectation

Cell Phones and Distracted Instruction - The following are the new cell phone procedures for all WCSD high schools.

Cell Phone Procedures During Instructional Time

- Students are required to submit their cell phones into phone caddies prior to class beginning each day, prior to the tardy bell.
- Student cell phones will remain in the caddies until the teacher allows for removal just prior to the dismissal bell ringing.
- Students are expected to submit their phones every class. The only exception is the rare occasion that the teacher plans to use the phones for ***instructional purposes***.
- During PE classes, student cell phones must be left in the locked locker rooms and secured in book bags

Cell Phone Usage During Non-Instructional Time:

- Students are permitted to use their cell phones before and after school, during class change, and during lunches.
- Cell phones cannot be used as recording devices for audio or video recordings
- Students are forbidden from video recording student fights and other Code of Conduct infractions

Cell Phone Policy Compliance and Misuse Infractions:

- Student refusal to submit their phone during each class is not permitted.
- Students caught in violation of the cell phone procedure in class will receive an office disciplinary referral.
- Cell phones being used inappropriately (e.g. cheating, recording misconduct) will result in an office disciplinary referral.

Contacting Your High School Student

- Students will be allowed to use their phones for communication purposes between classes, during lunch, and before and after school.
- In case of an emergency, any parent can call the front office for immediate communication with their child.

"If possession of an electronic communication device by a student in school is permitted, the local board policy shall not permit the use by a student of any personal electronic communication device during classroom instructional time." (O.C.G.A. 20-2-1183 (2009). Students may possess and use electronic communication devices in accordance with the following rules and procedures:

A. Earbuds **should not be powered on or visible during instructional time**.
B. Students ***may not use*** Cell Phones/Electronic Communication Devices and other Electronic Devices during instructional time and other times that may interfere with the educational mission of the school or if they pose a safety hazard. (To include but not limited to Test Sessions, Advisement, assemblies, fire or inclement weather drills, etc.) Exception: The device is used as an instructional tool as approved by the teacher.
C. The use or display of an electronic device during restricted periods will result in progressive disciplinary action by teachers/administrators.
D. No text messaging or e-mailing is allowed during instructional time unless used as an instructional tool, as approved by the teacher. ***Parents/Guardians are to refrain from calling/emailing/texting their child during instructional time. Students are subject to disciplinary action in the event they are texting a parent or anyone else via cell phone during instructional time.*** In the event of an emergency, the parent/guardian may contact the student via the school's phone system, 678-507-3900.
E. The use of any electronic device to cheat or otherwise falsify student work or official records will result in an Administrative Referral and may result in a penalty of ISS, OSS, or expulsion from WCSD.
F. The inappropriate use of any electronic device in connection with the Internet will result in an Administrative Referral and may result in a penalty of ISS, OSS, or expulsion from WCSD.
G. This Policy includes, but is not limited to, cell phones, iPods, any gaming device, Chromebooks, iPads, cameras, smart glasses, etc.

The principal has the right to modify or revoke the terms and conditions for the possession and use of Cell Phones/Electronic Communication Devices and other Electronic Devices at any time.

New Policy: Districtwide Clear Bag Expectation

All students are required to have a clear bookbag that meets the district's clear bag guidelines. Walnut Grove High School will not be providing free clear bookbags this school year. Families are responsible for purchasing a clear bookbag before the start of school. Students may use any clear bookbag that meets the district's requirement.

We will have some leniency the first few weeks of school to allow all students an opportunity to secure a clear bag.

DRESS CODE

Walton County Board of Education Policy JCDB states that students are to dress in a manner that is reasonable and not distracting to other students and teachers. Any dress of an extreme nature will not be tolerated.

Students must comply as they go about their normal school routines and may not adjust their clothing in an attempt to correct clothing already deemed unacceptable.

The following guidelines are the regulations that support WCSD Policy JCDB:

1. Shirts and shoes must be worn at all times.
2. Fingertip Rule:
   · All dress, shorts, and skirt lengths will be no shorter than the end of the longest finger tip when standing with hands at sides.
   · No holes, slits, rips, or tears in clothing shall expose skin above the end of the longest fingertip when standing with hands at sides.
3. Skirts, pants, shorts, shirts, and blouses:
   • Must be worn in a way that covers undergarments.
   • No exposed undergarments are allowed.
   • No part of the midriff shall be visible.
   • No tank tops shall be worn.
   • No sheer or "see-through" clothing shall be worn without a shirt worn underneath.

4. **No head coverings allowed except for religious purposes.** For example: No hats, hoods, bonnets, shower caps, durags, visors, bandanas, or full-face masks may be worn unless approved by Administration. Jacket hoods should never be worn, even on Spirit days.
5. No personal items, including but not limited to: book bag/backpack, notebook, purse, locker, or vehicle, shall contain or display the following:
   - Suggestive or explicit language, graphics, symbols, or slogans.
   - Profane language, graphics, symbols, or slogans.
   - Any references (language, graphics, symbols, or slogans) to drugs, alcohol, tobacco, weapons, or gangs.
   - Any language, graphics, symbols, or slogans that are not in keeping with the values of the community, or that the administration deems will cause school disruption.
6. All students taking Physical Education classes must abide by the dress code as outlined above.
7. No flags or blankets should be worn at school unless approved by Administration.
8. Skirts, pants, shorts, gym shorts, shirts, and blouses:

Skirts, pants, and shorts must be fastened and worn fitting at the waistline.	No sheer or "see-through" clothing shall be worn.
No A-shirt/undershirt tank tops allowed.	No exposed undergarments are allowed.
Sleeveless shirts/blouses must have a shoulder width of fabric or at least three fingers. No tanks/spaghetti straps.	No part of the midriff or torso shall be visible.

Violations of the WGHS Dress Code will result in the following:

· **First Offense:** Warning documented on Infinite Campus and parents contacted
· **Second and Subsequent Offenses:** The offense is documented, and the student is asked to correct the dress code issue in a timely manner. A parent/guardian will be contacted to assist in resolving the issue and bring a change of clothes. The student will receive an administrative referral and may be assigned ISS, OSS, or any other punishment that may be required to avoid repeated violations of the Dress Code Policy.
· **On all levels of Dress Code Offenses**:

- If the student is unable to correct the Dress Code violation in a timely manner, he or she may be placed in ISS for the remainder of the day or until such time as the issue is resolved.
- Upon correcting the Dress Code violation, the student may be permitted to return to his/her scheduled classes.

The principal has the right to modify or amend the WGHS dress code at any time during the school year if deemed necessary.

Prom/Homecoming

Walnut Grove High School administrators aim to prioritize the safety of everyone in attendance. Consequently, all visitors are required to adhere to the following guidelines before the event:

- Currently enrolled students within the Walton County School District will undergo a review by their respective school administration for approval.
- All guests who are **not** currently enrolled in the Walton County School District must complete an event guest application and consent to a background check.
- Administrators at Walnut Grove reserve the authority to approve or deny access to any Walnut Grove-sponsored event for potential guests.