

SEAFORD HIGH SCHOOL

1575 Seamans Neck Road
Seaford, New York 11783
Phone: 516-592-4300
516-592-4302 (Main Office)
516-592-4370 (Special Education Office)
516-592-4321 (Athletic Director)
516-592-4349 (Guidance Office)

School Code Number: 335162
Testing Use and College Applications

STUDENT HANDBOOK

This planner belongs to:

Name _____

Address _____

City _____ Zip _____

Phone _____

First Semester Schedule

<u>Period</u>	<u>Course</u>	<u>Room</u>
1	_____	_____
2	_____	_____
3	_____	_____
4	_____	_____
5	_____	_____
6	_____	_____
7	_____	_____
8	_____	_____
9	_____	_____
<u>Extra Help</u>	_____	_____

Second Semester Schedule

<u>Period</u>	<u>Course</u>	<u>Room</u>
1	_____	_____
2	_____	_____
3	_____	_____
4	_____	_____
5	_____	_____
6	_____	_____
7	_____	_____
8	_____	_____
9	_____	_____
<u>Extra Help</u>	_____	_____

SEAFORD PHILOSOPHY

Seaford's concern for you goes beyond your academic achievement. We are equally concerned with your development as a citizen and a member of our community. We must all try to create an atmosphere at Seaford based on mutual respect for each other and our school. Consequently, we must insist on the following principles:

1. Show each other respect as people and members of a shared community: Seaford.
2. Show respect to those supervising you: teachers, counselors, custodians, school aides, cafeteria workers and any other member of the Seaford staff.
3. Show respect for Seaford itself and the rules we have set.

TEN RULES FOR SUCCESS IN HIGH SCHOOL

Here are 10 rules, which, if followed, will assure your success in the High School:

1. Attend school regularly. Only stay home when you are really ill. There is a direct relationship between consistent attendance and high grades.
2. Attend every class to achieve academic excellence
3. Complete all homework and other assignments. Submit them on due dates.
4. Keep a separate notebook for each subject. Review your class notes each night.
5. Schedule time every evening for written homework, reading assignments, and long-term research assignments.
6. Seek extra-help from your teacher when you do not understand a topic taught in class.
7. Participate in athletics, clubs and after-school activities.
8. Be loyal to your school, its teams, clubs, etc.
9. Respect the rights of others.
10. Spend time reading for enjoyment and enrichment. Visit our library often.

DAILY BELL SCHEDULE (as amended 8/2019)

7:25 - 8:07 Period 1
8:10 - 8:55 Period 2/Announcements
8:58 - 9:40 Period 3
9:43 - 10:25 Period 4
10:28 - 11:10 Period 5
11:13 - 11:55 Period 6
11:58 - 12:40 Period 7
12:43 - 1:25 Period 8
1:28 - 2:10 Period 9

ONE HOUR DELAYED OPENING BELL SCHEDULE

8:25 - 9:01 Period 1
9:04 - 9:40 Period 2/Announcements
9:43 - 10:19 Period 3
10:22 - 10:58 Period 4
11:01 - 11:37 Period 5
11:40 - 12:16 Period 6
12:19 - 12:55 Period 7
12:58 - 1:34 Period 8
1:37 - 2:10 Period 9

TWO HOUR DELAYED OPENING BELL SCHEDULE

9:25 - 9:54 Period 1
9:57 - 10:26 Period 2/Announcements
10:29 - 10:58 Period 3
11:01 - 11:30 Period 4
11:33 - 12:02 Period 5
12:05 - 12:34 Period 6
12:37 - 1:06 Period 7
1:09 - 1:38 Period 8
1:41 - 2:10 Period 9

BUS SCHEDULE

	Time of Departure	# of Buses leaving SHS
Early Dismissal Bus	12:40 p.m.	1
Early Dismissal Bus	1:25 p.m.	1
Normal Dismissal Buses	2:15 p.m.	8
Activity Buses	2:50 p.m.	2
Activity Buses	4:15 p.m.	2
Late Buses	5:30 p.m.	2
Late Buses	6:30 p.m.	2

ACADEMIC INFORMATION

Good study habits are absolutely essential to successful learning. We would like to suggest several study habits that might help you to improve your classroom performance.

- Make a habit of copying assignments accurately and completely in your notebook.
- Have a definite time to study each night and a goal for finishing. Keep on schedule.
- Find a well-lighted place in which to study. Choose a time of the day, which is most apt to be quiet. Ask your parents to encourage younger brothers and sisters to cooperate.
- Do not waste time. Put away all electronic devices. Have pens, paper, pencil, etc. ready. No distractions.
- Do not let long-range assignments go until the night before they are due.
- Get sufficient rest.
- Keep a dictionary handy. Use it often.
- Create your own notes rather than copy others. Review, reorganize and summarize notes routinely.
- Follow directions carefully.
- Be responsible for making up work quickly after absence.
- Review and criticize your own work.
- Always bring necessary materials and books home and to class.
- Develop a good mental attitude. Take interest and pride in all of your work.
- Be the best you can be.
- Use good judgment. Give priority to assignments you need first.
- Anticipate a test. Review material you have difficulty with in class. See a teacher for extra help if you have difficulty understanding any points.

CREDIT POLICY

The Seaford Board of Education has set the following minimum units of credit each student must be enrolled in for the year:

Grade 9	7 Units	Excluding Physical Education
Grade 10	7 Units	Excluding Physical Education
Grade 11	6.5 Units	Excluding Physical Education
Grade 12	6 Units	Excluding Physical Education

HIGH SCHOOL DIPLOMA REQUIREMENTS

• MINIMUM REQUIREMENTS •

Regents Diploma Required Courses		Advanced Designation Regents Diploma Required Courses	
English	4 units	English	4 units
Social Studies	4 units	Social Studies	4 units
Math	3 units	Math	3 units
Science	3 units	Science	3 units
*LOTE (Foreign Language)	1 unit	*LOTE (Foreign Language)	3 units
Art/Music		Art/Music	
Health	1 unit	Health	1 unit
Physical Education	½ unit	Physical Education	½ unit
Electives	2 units	Electives	2 units
	3.5 units		1.5 units
Total	22 units	Total	22 units

Required Regents Exams (Passing score of 65 and above <u>or</u> 55-64 for Students With Disabilities)	Required Regents Exams (Passing score of 65 and above)
English Regents Algebra Regents Global Studies Regents US History Regents 1 Science Regents -OR- <u>4+1 Pathway Assessment Option</u> Students pass four required Regents examinations and a comparably rigorous fifth assessment to graduate. The fifth assessment may be another Regents examination in English, math, science or social studies, or a “pathway assessment” in a language other than English (LOTE), career and technical education (CTE) or the arts. ***	English Regents Algebra <u>and</u> Geometry <u>and</u> Algebra 2/Trig. Global Studies Regents US History Regents 2 Science Regents **LOTE (Foreign Language)

*A student identified as having a disability which adversely affects the ability to learn a foreign language, may be excused from this requirement if such student’s individual education program indicates that such a requirement is not appropriate to the student’s educational needs. The student will be expected to substitute one credit in elective courses for the Language Other Than English (LOTE) requirement.

**Students acquiring five units of credit in one of the following may be exempt from the three-unit Language Other Than English requirement: Art, Music, Business or Career and Technical Education.

*** As of June 2015, the New York State Board of Regents established the above Pathway options.

**** Students with disabilities who possess an Individual Education Plan (IEP) can also receive a Career Development and Occupational Studies (CDOS) commencement credential.

ACADEMIC PROGRAMS

- **Advanced Courses:** Art, Business/Computers, English, Foreign Language, Math, Science, World History (9), **Science Research II & III**
- **Advanced Placement:** Art, Biology, Calculus AB, Calculus BC, **Capstone Seminar, Capstone Research**, Chemistry, Computer Science, English Language, English Literature, Environmental Science, French, **Human Geography**, Music Theory, Physics, Spanish, Statistics, US History, World History, Psychology
- **College Level Courses:** In affiliation with Syracuse University - Public Policy 101, Economics 203. In affiliation with LIU Post - College Accounting, College Marketing.
- **Comprehensive Foreign Language Program:** French-5 years, Spanish-5 years, American Sign Language (ASL) - 1 year
- **E.S.L. Program**
- **Programs for students with special needs:** Special Education, 504, Career Development Program (CDP)
- **Programs to Support Instruction:** Library Media Center, Academic Support Classes, Math Labs

*Yellow shading indicates course in 1st or 2nd year.

REGENTS AND ADVANCED PLACEMENT

The *Regents* program is designed for all students.

The *Advanced* program is designed for the student who has strong scores on achievement tests, has demonstrated above average performance in the subject the previous year, and is willing to challenge themselves.

Advanced Placement - A.P. are elective courses designed to prepare students for the College Board Advanced Placement Exam in a specific subject. The Exams are administered nationally each May and successful achievement on them can earn college credits for high school students. More than 1,000 colleges, including the most prestigious universities, award such credit.

INTERIM PROGRESS REPORTS

Please note that, because the Parent Portal is available and updated with grades and other pertinent information throughout the school term, Interim Progress Reports are no longer used.

REPORT CARDS

Report cards are issued and made available on the Parent Portal four times a year at the end of each marking period. In addition to course grades, the report card is designed to give some indication of the reasons for your academic performance in each course and will include information regarding Effort, Conduct and Absences.

GPA INFORMATION

Academic standing and grade point averages are determined based upon the weighted average of all subjects passed in grades 9, 10, and 11, as well as courses receiving high school credit in grade 8. Physical Education is not included. The following factors are used to determine a student's weighted average:

- **Advanced, A.P. and College Level courses** - final grade multiplied by 1.10
- **Regents courses** in English, Foreign Language, Social Studies, Mathematics, and Science - final grade multiplied by 1.00
- **Modified and all other courses** - final grade multiplied by 1.00

Students in Seaford High School are not ranked. Each year, the valedictorian and salutatorian are acknowledged based upon the criteria that are outlined above.

SCHOOL FINAL/STATE REGENTS EXAMS

Final exams in full-year courses that are given in June are weighted as 15% of the course grade. Finals in half-year courses are weighted as 20% of the course grade. Mid-term exams count for 5% of the course grade. Students, who miss final or mid-term exams without proper documentation, will receive a zero (0) for the exam grade.

All finals are 1 hour 40 minutes long. All New York State Regents examinations may last up to 3 hours and/or 6 hours depending on the Regents exam.

EXTRA-HELP

Please take advantage of any and all opportunities to work with your teachers in extra-help settings. Working 1:1 or in small groups can lead to powerful learning experiences. When you are falling behind or otherwise need assistance, you need to make it your responsibility to meet with your teachers for extra-help.

*All teachers offer at least three (3) extra-help sessions each week; two (2) for 30 minutes and one (1) for 20 minutes. Sessions may be scheduled in the morning before school as well as following the end of period 9, with at least two sessions being in the afternoon.

(Revised 8/2019)

HOMEWORK

Homework provides essential practice in needed skills, fosters good work habits, affords opportunities for self-direction on the part of the student, extends and enriches school experiences for the pupil, acquaints the pupil with out-of-school learning resources, and promotes growth in self-responsibility on the part of the pupil.

The attitude of the parents toward the homework responsibilities of their children is most important. The parent who takes an active interest in the child's progress at school and at home and who has taught the child the value of education in our society will do more than anyone else in shaping the attitude of the student.

The parent is a partner with the student and a partner with the teacher in helping the student profit from well-planned homework assignments. If parents and teachers cooperate fully in the execution of homework policy, the results will be rewarding for all concerned.

It is recommended that students in grades 9 through 12 need to complete 60 – 90 minutes to meet daily homework assignments. Due to the nature of high school assignments, students will often have more homework on weekends and at the end of the quarter than they will at other times.

Students who have missed work for a legitimate reason (illness, religious observance, etc.) should make up missed assignments within a reasonable time as determined by the teacher.

OUTSIDE VOCATIONAL EDUCATIONAL PLACEMENTS

In order to offer a wide choice of skill training with advanced and up-to-date technical equipment, Seaford participates in BOCES or Levittown 2-year occupational programs. Students should consult with their Guidance Counselor to discuss programs, determine eligibility and review district policy regarding attendance.

HOME INSTRUCTION

If a student is going to have a prolonged absence from school due to illness (30 days or more), his/her parents should call the school nurse (592-4360) and present a doctor's note. The Principal and the Superintendent of Schools may then approve home tutoring for the student. The Director of Home Instruction can be contacted at 592-4358.

PEER TUTORING

Students having difficulty in a class can arrange for tutoring through the National Honor Society, subject teachers, or a variety of school subject clubs. Arrangements for location, time and fees can then be made directly with the assigned tutor. E-mail the National Honor Society Advisor to make arrangements.

ACADEMIC ELIGIBILITY

Any student who fails TWO or more subjects in a quarter is INELIGIBLE to participate in ANY extracurricular or sport activity for the following quarter. Incompletes and denials of credit for attendance (DCA) are considered failures for this provision.

Students may request ACADEMIC PROBATION by submitting a written request, co-signed by a parent, to the Probation Committee, located in the Main Office. Application must be made after the end of the marking period in which you failed two or more courses. If accepted, the student must submit a weekly probation report.

If a student fails two or more courses for the fourth quarter in the Spring semester, then the student cannot participate in any extracurricular activity unless he or she has gone to Summer School and passed the courses; OR received satisfactory comments from his or her teacher in all Fall semester subjects. The student is eligible for weekly reports beginning the third week of the fall semester. The student will be permitted to participate in practice during August and September.

This would continue to the first Interim Report when the student must have no failures indicated on the Progress Report. Otherwise, the student goes on academic probation for all courses until the first quarter Report Card. If the student achieves a pass grade of 65 or higher in every course, then the student is academically eligible to participate in an extracurricular activity.

PARENT CONFERENCES

There is a Parent-Teacher Night and Afternoon in the fall to review student academic performance. Parents will have the opportunity to meet and to speak with the teachers and counselors. In addition, parents may schedule a meeting with any teacher by calling the Main Office at 592-4300 and leaving a message for that teacher.

STUDENT ACKNOWLEDGEMENT PROGRAMS

VALEDICTORIAN/ SALUTATORIAN

Each year, Seaford High School selects the two seniors with the highest weighted grade point averages as Valedictorian and Salutatorian. More information about grade point average and these awards is contained below.

TOP 25

Although Seaford High School does not rank its students, each year the “Top 25” seniors are chosen based upon an internal determination of weighted grade point averages. This long-standing Seaford High School tradition serves to acknowledge the hard work over four years that is required by a senior to earn this wonderful distinction.

HIGH HONOR ROLL/ HONOR ROLL - Announced Quarterly

(Based on Quarter Grades Only - No Final or Exam Grades Included)

High Honor Roll Requirements: Weighted average of 91.5 or higher with No Failures/No Incompletes

Honor Roll Requirements: Weighted average of 88 or higher with No Failures/No Incompletes
(Revised 8/13/15)

NATIONAL HONOR SOCIETY

The Seaford chapter of the National Honor Society is part of a nationwide organization, which seeks to promote and recognize academic achievement. Students are selected by a Teacher Advisory Committee. The committee uses a student’s academic performance (accumulated weighted average of 91.5 or higher), school and/or community service, good character and leadership as guidelines in selecting members. *Revised 8/13/15*

DEPARTMENT AND ACADEMIC AWARDS

Each year, students who earn the highest grade in an academic course receive an award at our spring morning academic awards ceremony. Students are also acknowledged at that ceremony for overall performance in a particular department’s coursework.

SENIOR AWARDS

Through the work of the Seaford High School Scholarship and Senior Awards Committees, senior students are presented with scholarship awards to acknowledge great and worthy accomplishments in academics, community service, citizenship, the arts, athletics and music.

THE SHS 9/11 MEMORIAL COMMITTEE SERVICE ACKNOWLEDGMENT PROGRAM

With the support of the Seaford High School 9/11 Memorial Committee and the guidance of the Shared Decision-Making Committee, SHS now has a program that recognizes student service upon a senior’s graduation. To qualify for this prestigious honor, students need to perform 50 hours of school, community or public service during their high school careers. To qualify, service time must be offered to recognized activities/organizations inside or outside of school. Students should begin cataloging service information on the Service Acknowledgment Form from the time they start high school.

ATHLETIC AWARDS

In cooperation with the Seaford Booster Club, the Athletic Department hosts a year-end awards dinner that acknowledges team and individual accomplishments. Our school takes great pride in its athletes and this event is a great testament to student/community dedication to our teams.

SCHOLARSHIPS/ GRANTS

A large number of local scholarships are awarded each year to graduating seniors, and occasionally juniors and sophomores. Students may obtain information about application for scholarships from the Counseling Center.

GENERAL INFORMATION

ANNOUNCEMENTS

Announcements for the day are made at the end of second period. All announcements should be in the office of the Assistant Principal by 7:20 a.m. Announcements must be signed by a coach or advisor and **must** be written on the proper form. All announcements are posted across from the Main Office.

BUS PASSES

Bus drivers may require students to show their bus pass (which is on the back of their ID) when boarding the bus. Students who lose their ID with their bus pass should report the loss immediately to the Main Office.

DROP OFF PROCEDURES

To reduce traffic conflict and potentially hazardous conditions in our school driveway and parking lots, the front auditorium lobby doors will be open each morning to enable students driven to school to enter the building at this very safe and convenient location. Parents are reminded to drop off and pick up students on the EAST side of Seamans Neck Road, in front of the auditorium doors, where they can safely enter and exit the school building via the passenger side of the car. Moreover, DO NOT use either of the parking lot driveways to drop off or pick up students as they are already congested with school buses, student drivers and staff members who are arriving or leaving school. All parents and students are to follow the directions of the security staff.

EMERGENCY EVACUATION DRILLS

When the school alarm system sounds, students will immediately follow the directions of their teachers and/or the administration. Students will proceed to areas designated by the school administration. The drill is over when each student is back in his/her seat. Students are not to use any electronic devices during the drill. Talking is not permitted.

HALL LOCKERS

Students are responsible for the proper care of these new lockers. If a locker has been vandalized, it is the responsibility of the student to tell the administration immediately, otherwise the responsibility for the vandalism will be that of the student assigned to that locker. A set reimbursement fee has been established to remedy any acts of vandalism. Lockers are and remain the property of the school district.

HEALTH OFFICE - INJURY/ EMERGENCY

1. When an injury occurs in school, report to the Health Office as soon as possible.
2. When returning to school after illness or injury that required medical attention and an exemption from physical education for more than one (1) week, a note from the doctor must be given to the Health Office.
3. A doctor's note must be given to the Health Office for permission to attend school on crutches and/or with a cast.
4. When an injury is sustained during physical education and/or an interscholastic sport, it should be reported to the teacher/coach. If the injury required medical attention, the student must not participate in physical education or sports activities until medical clearance from a doctor is given to the Health Office.
5. Only those students who have a sports physical by the school physician may participate in interscholastic sports. One physical per school year is required, but if the student participates in more than one sport, he/she must have clearance by the school nurse before participating in a second sport.
6. It is the responsibility of all students to report to the Health Office when a pass is given in homeroom for vision and hearing testing.
7. Students must not come to the Health Office between periods without a pass from their next class. Only in case of emergency will this be allowed.
1. Students who are ill and feel as if they should go home must be signed out through the Health Office or they will be charged with cuts for classes missed.

LIBRARY MEDIA CENTER

Library Hours - 7:25 a.m. - 3:15 p.m.

1. Students may work in the library before first period, at the beginning of study hall periods, and after school.
2. Students wishing to work in the library during their study hall periods MUST report directly to the library at the beginning of the period and sign their names legibly on the proper study hall list.
3. Students wishing to work in the library during their lunch period should eat lunch first and secure a pass from their supervisor.
4. Students wishing to work on the Internet in the library must complete a Compliance Form for use of the computer network and access to the Internet.

Seaford Public Library

2234 Jackson Avenue, Seaford.

Telephone number: 221-1334 • FAX number: 826-8133

Library Hours:

Monday, Tuesday, Thursday	10:00 a.m.	-	9:00 p.m.
Wednesday	1:00 p.m.	-	9:00 p.m.
Friday	10:00 a.m.	-	6:00 p.m.
Saturday (September to June)	10:00 a.m.	-	5:00 p.m.
Saturday (July & August)	9:00 a.m.	-	1:00 p.m.

SCHOOL STORE

Renaissance operates a school store daily. A wide variety of school supplies, snacks and beverages are available to students. Store hours are limited to before school and after school.

SECURITY

Seaford High School has both exterior security guards and interior security guards and aides. They supervise student conduct, monitor student activities and enforce school rules. The security guards and aides work with the building administration to maintain a safe and secure school climate. They also work closely with the Nassau County Police Department. Students are expected to abide by and comply with the directives and instructions of the security staff.

In the morning, access points to enter Seaford High School exist in the front, near the auditorium, and in the rear near the gymnasium (Renaissance or School Store Entrance). Both sets of doors are staffed by security personnel. After the start of period 1, all doors are kept locked with the one point of entry at the Renaissance Entrance as overseen by a security officer.

When students enter, they must display ID cards hanging on lanyards which must be worn each day.

Visitors must display and leave ID at the Renaissance Entrance kiosk upon their entry.

(Revised 8/2018)

STUDENT DRIVING

Use of the school parking lot by students is considered a senior class privilege. Only seniors who obtain a parking permit and have it displayed so it can be seen from the front of the vehicle are permitted to park on campus. Improper behavior, driving, or parking, or anything that presents a safety risk will result in loss of this parking privilege and further disciplinary action.

STUDENT SERVICES CENTER

The Student Services Center is available to all students in grades 9-12. Two social workers and one full time psychologist provide counseling, crisis intervention, referrals and support to students. Services are available Monday to Friday from 7:20 a.m. to 3:00 p.m.

VISITORS

All visitors must sign into the building by the Renaissance Store in the rear of the building. All visitors are asked to display valid identification and leave it with the officer on duty. Visitors receive a visitor's pass that must be returned upon exit.

Recent graduates must follow the same procedures as all adult visitors follow before going to any part of the building.

Unauthorized visitors are considered to be trespassers and are subject to Section 240.35, Subdivision 5 of the New York State Penal Law.

GUIDANCE DEPARTMENT INFORMATION

Guidance services include assistance with educational planning, interpretation of test scores, occupational information, career planning, study skills, transcripts, work permits, program changes, graduation requirements, school and/or social concerns, or any question the student may feel he or she would like to discuss with the counselor.

Students are assigned to a guidance counselor whose responsibility is to assist them in making the most of their abilities and opportunities in school. Counselors will schedule conferences with students periodically, but the student may request assistance from his/her counselor during a study hall or lunch period. When academic questions or struggles arise, the Guidance Department is often a good place to start when trying to access information.

COLLEGE BOARD/ ACT TEST INFORMATION - School Code Number: 335162

PSAT/ NMSQT (Preliminary Scholastic Aptitude Test/ National Merit Scholarship Qualifying Test) - This test of your aptitude and achievement in mathematical, critical reading and writing skills is administered to juniors and interested sophomores. It familiarizes you with the content and form of the SAT and is used to determine National Merit Commended Students and Semi-finalists.

SAT - This test of your aptitude and achievement in mathematical, critical reading skills and writing skills and is one of the instruments used by colleges to determine acceptance.

ACT - (American College Test) - This test measures your aptitude and achievement in English, Social Studies, Math, Science and Writing. It is accepted by many colleges in lieu of the SAT.

AP (Advanced Placement) - These tests are taken at the conclusion of advanced placement courses. If you have any questions regarding these tests, contact your guidance counselor.

INSTRUCTIONAL SUPPORT TEAM

The Instructional Support Team is the High School's committee for evaluating students who are not succeeding in our environment and/or who are having interpersonal problems in or out of school that are affecting their academic performance and the school climate.

The purpose of the committee is to provide proper support for these students in order to maximize their chances for academic success. This support would include, but is not limited to, the development of Behavior Modification Plans and/or Behavior Intervention Plans.

WORKING PAPERS

Please be reminded that students under eighteen (18) years of age need "Working Papers" for employment. The secretaries in the High School Guidance Office and/or Nurse's Office handle applications for these papers. *Social Security numbers* are required before these permits may be issued. Working papers will be issued during lunch periods from 10:30 - 1:30 p.m.

STUDENT ATTENDANCE

The Board of Education recognizes that regular school attendance is a major component of academic success. Through implementation of this policy, the Board of Education expects to reduce the current level of absences, tardiness, and early departures (referred to in this policy as "ATEDs"), encourage full attendance by all students, maintain an adequate attendance record keeping system, identify patterns of student ATEDs and develop effective intervention strategies to improve school attendance.

ATTENDANCE POLICY AND PRACTICES

Notice

To be successful in this endeavor, it is imperative that all members of the school community are aware of this policy, its purpose, procedures and the consequences of non-compliance. To ensure that students, parents, teachers and administrators are notified and understand this policy, the following procedures shall be implemented.

- The attendance policy will be included in student handbooks and will be reviewed with students at the start of the school year.
- At the orientation meetings held each year and at the first PTSA meeting of every year, the attendance policy will be disseminated and discussed.
- The attendance policy will be posted on the Seaford UFSD web site.
- School newsletters and publications will include periodic reminders of the components of this policy.
- The district will provide a copy of this policy, including exhibits, to faculty and staff. New members of the staff will receive a copy upon their employment. All faculty and staff will meet at the beginning of each school year to clarify procedures and roles in its implementation.
- Copies of this policy will also be made available to any community member, upon request.

Excused & Unexcused Absences

Excused ATEDs are defined as absences, tardiness, and early departures from class or school due to personal illness, illness or death in the family, doctor's appointment, bus lateness, impassable roads or weather, religious observance, quarantine, required court appearances, attendance at health clinics, approved college visits, approved cooperative work-study programs, rotating in-school music lessons, school sponsored field trips, conferences with school personnel and military obligations.

All other ATEDs are considered unexcused absences.

Staff must account for all ATEDs. It is the parent's responsibility to notify the school office within at least 24 hours of the ATED and to provide a written excuse upon the student's return to school.

All students with excused ATEDs are expected upon their return to consult with their teachers regarding missed work.

Only those students with excused ATEDs will be given the opportunity to make up a test or other missed work and/or turn in a late assignment for inclusion in their final grade. Make up opportunities must be completed by a date specified by the student's teacher for the class in question. Students with unexcused ATEDs will receive a zero on any quiz, test or exam missed and no credit for any assignment missed. **The work may be counted towards a student's grade only, and not towards eligibility for course credit.**

General Procedures/ Data Collection

- The classroom teacher will take attendance during each class period.
- At the conclusion of each class period or school day, all attendance information shall be compiled and provided to the designated staff member(s) responsible for attendance.
- The nature of an ATED shall be coded on a student's attendance card.

- Student ATED data shall be available to and should be reviewed by the designated school personnel in an expeditious manner.
- Where additional information is received that requires corrections to be made to a student's attendance records, such correction will be made immediately. Notice of such a change will be sent to appropriate school personnel subject to applicable confidentiality rules.
- Attendance data will be analyzed periodically by the administration and guidance staff to identify patterns or trends in student absences.
- When consistent with other school practices, teachers and staff shall detain students in the hallways who are absent from a class period without excuse and refer the students to the Building Principal.
- Continuous monitoring will be conducted by the clerical and guidance staff to identify students who are absent, tardy, or leave class or school early.
- The staff will be sensitive to changes in student behavior and/or attendance patterns and make referrals to the appropriate staff.

Disciplinary Consequences

Unexcused ATEDs will result in disciplinary action consistent within this policy and the district's code of conduct. These penalties may include, for example, detention or suspension. Students may also be denied the privilege of participating in or attending extracurricular events in accordance with the district's procedures on academic eligibility and the privileges denied listing.

In addition, teachers and guidance counselors will contact the student's parents. Such staff member(s) shall remind parents of the attendance policy, explain the ramifications of unexcused ATEDs, stress the importance of class attendance and discuss/implement appropriate intervention strategies to correct the situation.

Attendance/ Grading Policy

The Board of Education recognizes an important relationship between class attendance and student performance. Students are expected to attend all scheduled classes. Consistent with the importance of classroom participation, ATEDs will affect a student's class work grade for the marking period. Consequently, each marking period a student's final grade will be based on class work as well as student performance on homework, exams, papers, projects, etc.

Denied Credit for Lack of Attendance (DCA)

At the secondary school level, any student with 9 ATEDs for a half-year course and 18 ATEDs for a full year course shall not receive credit for that course regardless of whether or not the absences are excused or unexcused. However, attendance at a school-sponsored activity does not count as an absence toward the denial of credit provided that the class work is made up to the satisfaction of the teacher. School sponsored activities shall include but are not limited to scheduled music lessons, field trips, home tutoring, ISS (In-School Suspension), and contacts initiated by an appointment with a school employee (i.e. guidance counselor, nurse, administrator, etc.)

A documented medical condition from a physician, which is on file with the district, MAY be used for an appeals process. The district reserves the right to have its doctors contact any/all of the medical providers who issue medical documentation.

Upon reaching the requisite number of days, as indicated, the student will be denied credit for that class.

To ensure parents and students are aware of the implications of this minimum attendance requirement, the teacher, guidance counselor or administrator will advise the student and contact the parent(s) by telephone and mail at appropriate intervals prior to the student reaching 9 or 18 unexcused absences.

DCA Appeals Process

Parents/staff members may file a written appeal of a denial of credit determination within fifteen (15) business days of the denial of credit letters being sent via US mail. An appeals committee, consisting of a guidance counselor, teacher and assistant principal, will review appeals for denial of credit. The committee will render a decision and then inform the parents via mail. The parents may then appeal that decision within five business days of the original letters being sent via US mail. They should send to the building principal a written letter and any

new supporting documentation they can provide. The principal will then render his/her decision and then inform the parents via mail.

Annual Review

The Board of Education shall annually review building-level attendance records and if such records show a decline in student attendance, the Board of Education shall revise this comprehensive attendance policy and make any revisions to the plan it deems necessary to improve student attendance.

Attendance Incentives

- Students who achieve perfect attendance will be recognized at the conclusion of the school year.

Reporting Absences

The student's parent or guardian must call the attendance office (592-4381) after 7:30 a.m. and before 10:00 a.m. to explain the nature of the student's illness. If the school does not receive a call, the attendance clerk and/or Infinite Campus Messenger will call the parents. Students must submit a parental note of explanation of the absence to the main office the first day back to school. For college visitations, a note should be brought in to school the day before the visit.

Procedures For Making Up Missed Work

If the student is absent from school or a class, it is his/her responsibility to make up missed work. The general rule is if you are absent one (1) day, you should make up all schoolwork in one (1) additional day. Students who are going to be out ill for a few days should call the Guidance Office (592-4320) and request that all of their assignments be sent to the Guidance Office. This process usually takes a minimum of 48 hours. A friend or family member can then pick up their assignments in Guidance.

Rotating Band/Chorus Lessons

Students must first check with their classroom teacher before going to a band or chorus rotating lesson. If there is a scheduled exam and/or review period, they may not go to their rotating lesson. Students who miss a class due to rotating lessons MUST make up the work for the day. Rotating lessons MUST be made up the same day at 2:10 p.m. or at an arranged time.

Unexcused Absence From Class

An unexcused absence from class is referred to as "cutting." Students documented with "cuts" will receive a zero for work due that day or tests missed. The student forfeits the right to make-up the work or test that was missed due to the "cut." Excessive cutting will result in a parent conference and/or referral to the Instructional Support Team – IST.

Lateness To Class

A student who misses twenty (20) or more minutes of a class for any reason other than a school-sponsored activity is considered truant for that class. A student who misses less than twenty (20) minutes of a class for any reason other than a school-sponsored activity will be assessed a late for that class, which is the equivalent of one-half an absence for purposes of the DCA policy.

Lateness To School

Students arriving late to school should bring a note indicating the reason and signed by a parent/guardian. Late notes should be brought to the main office upon students' arrival. The main office will then issues a pass for the student to attend class. All students who want to participate in extracurricular activities and sports must be in school by the end of period 4 – 10:25 a.m.

Early Dismissal

Students are not permitted to leave the building early unless they have "open-end" or have a note from their parent requesting an early dismissal. Students should not schedule dental or doctor appointments during the school day. However, if an appointment is absolutely necessary, the student should:

- Provide the Attendance Clerk with a written parental request for an early dismissal signed by the parent before first period.

- Have his/her parent call the Attendance Office at 592-4381 before 8:30 a.m. on the day of the early dismissal occurs.
- Receive an early dismissal slip from the Attendance Clerk upon compliance with the above.

OUT-FOR-LUNCH PRIVILEGE

Only SENIORS are permitted to leave the building for lunch periods 5, 6, 7 or 8. If a parent/guardian requests that their child be denied senior out-for-lunch privileges, then a form must be completed and returned to the Main Office. The student is to leave the school using only the main hall doors by the RENAISSANCE School Store within the first five (5) minutes of the period and to return using the same doors not sooner than five (5) minutes before the end of the period. The students are expected to leave without causing any disturbances and must observe all parking lot regulations. This privilege will be revoked if abused.

Note: Upon a senior's first DCA, he/she may be denied the senior parking privilege for the rest of the year. If and when a senior has accrued two or more DCA's, he/she may be denied the Open Campus Privilege for the rest of the year.

OPEN-END PRIVILEGE

Students can receive permission to leave school following their last scheduled instructional class of the day. The student is expected to leave the school grounds immediately without causing any breach of school discipline. This privilege will be revoked if abused. If a parent/guardian requests that their child be denied open-end privileges, then a form must be completed and returned to the Main Office.

CODE OF CONDUCT

Rights And Responsibilities

Student Rights

The district is committed to safeguarding the rights given to all students under state and federal law. Within applicable board of education policy, all district students have the right to:

1. Participate in all district activities on an equal basis regardless of their actual or perceived race, weight, color, national origin, ethnic group, religion, religious practice, gender, sex, sexual orientation or disability.
2. Present their version to school personnel in connection with an event that might require a disciplinary consequence.
3. Access school policies, regulations and rules and receive an explanation of those rules from school personnel.

Student Responsibilities

As outlined by board of education policy, all district students have the responsibility to:

1. Promote a safe, supportive and orderly school environment that is conducive to learning. **This includes display of student identification (ID) cards on lanyards throughout the school day.** (as of 1/2018)
2. Respect others, respect the property of others and respect school property.
3. Maintain behavior free from all forms of harassment, bullying and/or discrimination.
4. Be familiar with and abide by all district policies, rules and regulations dealing with student conduct.
5. Attend school every day unless they are legally excused and be in class, on time and prepared to learn.
6. Work to the best of their ability in all academic and extracurricular pursuits.
7. React to direction given by teachers, administrators and other school personnel in a respectful, positive manner.
8. Work to develop mechanisms to control anger.
9. Ask questions when they do not understand.
10. Seek help in solving problems that might lead to discipline.
11. Dress appropriately for school and school functions.
12. Accept responsibility for their actions.
13. Conduct themselves as representatives of the district when participating in or attending school-sponsored events/functions.
14. When a problem or situation arises that requires the attention of an adult, it will be reported to an adult.

Prohibited Student Conduct

The Board of Education expects all students to conduct themselves in an appropriate and civil manner, with proper regard for the rights and welfare of other students, district personnel and other members of the school community, and for the care of school facilities and equipment. It is expected that all students conduct themselves in a manner that supports Code of Conduct and, specifically, the intent of the Dignity for All Students Act, creating a safe and supportive school environment free of discrimination, bullying/cyberbullying and harassment. Conduct that creates a hostile environment at school and school-sponsored events is strictly prohibited. This conduct can include but is not limited to conduct, threats, intimidation or abuse that constitutes harassment and/or bullying. All violations of school rules apply to student behavior in school, on school property, on school buses and at school-sponsored functions, and student behavior off school property where such acts create or would foreseeably create a risk of substantial disruption within the school environment or where it is foreseeable the acts might reach school property. As outlined by board of education policy, students may be subject to disciplinary action, up to and including suspension from school, when they:

- A. Engage in conduct that is disorderly. Examples include, but are not limited to:
 - 1. Engaging in any willful act, which disrupts the normal operation of the school community.
 - 2. Using language or gestures that are profane, lewd, vulgar or abusive.
 - 3. Making unreasonable noise.
 - 4. Computer/electronic communications and personal device misuse, including but not limited to, any unauthorized use of cell phones, iPods, iPads or other portable devices, computers, software, or internet/intranet account; accessing inappropriate websites; or any other violation of the district's acceptable use policy.
 - 5. Trespassing. Students are not permitted in any school building, other than the one they regularly attend, without permission from the administrator in charge of the building.
 - 6. Obstructing vehicular or pedestrian traffic.
- B. Engage in conduct that is insubordinate. Examples include, but are not limited to:
 - 1. Failing to comply with the reasonable directions of teachers, school administrators or other school employees in charge of students or otherwise demonstrating disrespect.
 - 2. Lateness for, missing or leaving school without permission.
 - 3. Cutting detention.
- C. Engage in conduct that is disruptive. Examples include, but are not limited to:
 - 1. Failing to comply with the reasonable directions of teachers, school administrators or other school personnel in charge of students.
 - 2. Creating a loud disturbance.
 - 3. Using vulgar or abusive language, cursing or swearing.
 - 4. Falsely reporting a bomb threat.
 - 5. Conduct disruptive of the educational process or that substantially interferes with the teacher's authority over the classroom.
- D. Engage in conduct that is violent. Examples include, but are not limited to:
 - 2. Committing an act of violence (such as hitting, kicking, punching, and scratching) upon a teacher, administrator or other school employee or attempting or threatening to do so.
 - 3. Committing an act of violence (such as hitting, kicking, punching, and scratching) upon another student or any other person lawfully on school property or attempting or threatening to do so.
 - 4. Possessing a weapon.
 - 5. Displaying what appears to be a weapon.
 - 6. Threatening to use any weapon.
 - 7. Intentionally damaging or destroying the personal property of a student, teacher, administrator, or other district employee.
 - 8. Intentionally damaging or destroying school district property, including graffiti or arson.
- E. Engage in any conduct that endangers the safety, morals, health or welfare of others. Examples include, but are not limited to:

1. Subjecting other students, school personnel or any person lawfully on school property or attending a school function to danger by recklessly engaging in conduct, which creates a substantial risk of physical injury.
2. Lying to school personnel.
3. Stealing or attempting to steal the property of other students, school personnel or any other person lawfully on school property or attending a school function or stealing or attempting to steal anything that is school property.
4. Defamation, which includes making false or unprivileged statements or representations about an individual or identifiable group of individuals that harm the reputation of the person or the identifiable group by demeaning them.
5. Discrimination, which means discrimination against any student by a student or students and/or employee or employees on school property or at a school function including but not limited to, discrimination based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex.
6. Harassment which means the creation of a hostile environment by conduct or by threats, intimidation or abuse, including cyberbullying, that (a) has or would have the effect of unreasonably and substantially interfering with a student's educational performance, opportunities or benefits, or mental, emotional or physical well-being; or (b) reasonably causes or would reasonably be expected to cause a student to fear for his or her physical safety; or (c) reasonably causes or would reasonably be expected to cause physical injury or emotional harm to a student; or (d) occurs off school property and creates or would foreseeably create a risk of substantial disruption within the school environment, where it is foreseeable that the conduct, threats, intimidation or abuse might reach school property. For purposes of this definition, the term "threats, intimidation or abuse" shall include verbal and non-verbal actions. Acts of bullying and harassment that are prohibited include, but are not limited to, those acts based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex.
7. Bullying which means the creation of a hostile environment by conduct or by threats, intimidation or abuse, including cyberbullying, that (a) has or would have the effect of unreasonably and substantially interfering with a student's educational performance, opportunities or benefits, or mental, emotional or physical well-being; or (b) reasonably causes or would reasonably be expected to cause a student to fear for his or her physical safety; or (c) reasonably causes or would reasonably be expected to cause physical injury or emotional harm to a student; or (d) occurs off school property and creates or would foreseeably create a risk of substantial disruption within the school environment, where it is foreseeable that the conduct, threats, intimidation or abuse might reach school property. For purposes of this definition, the term "threats, intimidation or abuse" shall include verbal and non-verbal actions. Acts of bullying and harassment that are prohibited include, but are not limited to, those acts based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex.
8. Cyberbullying which means harassment or bullying as defined above, where such harassment and bullying occurs through any form of electronic communication.
9. Intimidation and/or threatening, which includes engaging in actions or statements that put an individual in fear of bodily harm.
10. Hazing, which includes an induction, initiation or membership process involving harassment which produces public humiliation, physical or emotional discomfort, bodily injury or public ridicule or creates a situation where public humiliation, physical or emotional discomfort, bodily injury or public ridicule is likely to occur.
11. Selling, using, distributing or possessing obscene material.
12. Using vulgar or abusive language, cursing or swearing.
13. Smoking a cigarette, cigar, pipe or using chewing or smokeless tobacco.
14. Possessing, consuming, selling, distributing or exchanging alcoholic beverages or illegal substances, or being under the influence of either. "Illegal substances" include, but are not limited to, inhalants, marijuana, synthetic cannabinoids, cocaine, LSD, PCP, amphetamines, heroin, steroids, look-alike drugs and any substances commonly referred to as "designer drugs."
15. Inappropriately using or sharing prescription and over-the-counter drugs.
16. Gambling.
17. Violation of an individual's civil rights.
18. Indecent exposure, that is, exposure to sight of the private parts of the body in a lewd or indecent manner.

19. Initiating a report warning of fire or other catastrophe without valid cause, misuse of 911, or discharging a fire extinguisher.
 20. Selling, using or possessing fireworks or other dangerous items.
- F. Engage in misconduct while on a school bus. Students are required to conduct themselves on the bus in a manner consistent with established standards for classroom behavior. Excessive noise, pushing, shoving and fighting or other conduct in violation of the Code of Conduct will not be tolerated.
- G. Engage in any form of academic misconduct. Examples include, but are not limited to:
1. Plagiarism.
 2. Cheating.
 3. Copying.
 4. Altering records.
 5. Assisting another student in any of the above actions.
- H. Engaging in off-campus misconduct that creates or would foreseeably create a risk of substantial disruption within the school environment, where it is foreseeable that the misconduct might reach school property; or endangers the health, safety, or morals of students or staff within the school. Examples include, but are not limited to:
1. Cyberbullying
 2. Threatening, hazing or harassing students or school personnel over the phone or through other electronic media.
 3. Using message boards to convey threats, derogatory comments or post pornographic pictures of students or school personnel.

Disciplinary Consequences

Disciplinary consequences, when necessary, will be firm, fair and consistent so as to be most effective in changing student behavior. Students who are found to have violated the Code of Conduct may be subject to the following consequences:

- Oral warning
- Written warning
- Written notification to parents
- Detention
- Suspension from transportation
- Suspension from athletic participation
- Suspension from social or extracurricular activities
- Suspension of other privileges
- Removal from classroom by teacher
- In-School suspension
- At home suspension – short term
- At home suspension – long term
- Permanent suspension from school
-

Disciplinary and Remedial Consequences for Bullying, Harassment and/or Discrimination

Seaford High School is committed to the prevention of bullying, harassment and/or discrimination and supports the development of measured, balanced and age-appropriate responses to the bullying, harassment and/or discrimination of students by students on school property, including school functions, with remedies and procedures which focus on prevention, intervention, education and discipline. Remedies will be measured, balanced, progressive and age-appropriate and will take into consideration the nature and severity of the offending student's behavior, the developmental age of the student, the previous disciplinary record of the student and other extenuating circumstances, and the impact the offending student's behaviors had on the individual who was physically injured or emotionally harmed. Responses will be reasonably calculated to end the harassment, bullying and/or discrimination, prevent recurrence, and eliminate the hostile environment. Successful intervention **may** involve remediation.

Reporting Incidents of Bullying, Harassment and/or Discrimination

Students who have been bullied, harassed and/or discriminated against, parents whose children have been bullied, harassed and/or discriminated against, or other students who observe bullying, harassing and/or discriminating behavior are encouraged and expected to make a verbal and/or written complaint to any school personnel in accordance with the training and guidelines provided, as well as any applicable district policies. (Refer to BOE Policy 0115, Dignity for All Students Act, BOE Policy 0100, Equal Opportunity; and BOE Policy 0110, Sexual Harassment.)

Reports of bullying, harassment and discrimination will be promptly investigated in accordance with District policies and procedures.

Retaliation by any school employee or student against any individual who, in good faith, reports or assists in the investigation of harassment, bullying and or discrimination is prohibited under law.

The Dignity Act Coordinator for Seaford High School is Ms. Jennifer Bisulca, Assistant Principal, located at 1575 Seamans Neck Road, Seaford, NY 11783 – 516-592-4383.

Drug and Alcohol Abuse

The Board of Education is committed to the prevention of alcohol and illegal substance use/abuse. The term illegal substances shall include, but not limited to, inhalants, marijuana, synthetic cannabinoids, cocaine, LSD, PCP, amphetamines, heroin and steroids. This policy describes the philosophy of the District and the program elements the District will use to promote healthy life styles for its students and to inhibit the use/abuse of alcohol and other substances.

No student may possess, sell or distribute or use, or be under the influence of alcohol and/or illegal substances on school grounds or at school-sponsored events. Furthermore, no student may possess, sell, distribute or use drug paraphernalia on school grounds or at school-sponsored events.

Additionally, the following persons shall be prohibited from entering school grounds or school-sponsored events: any person exhibiting behavior, conduct or personal or physical characteristics indicative of having used or consumed alcohol and/or other illegal substances or any person whom school personnel have reasonable grounds to suspect has used alcohol and/or other substances.

Any staff member observing students possessing and/or using alcohol and/or illegal substances on school grounds or during school-sponsored events shall report the incident immediately to the Building Principal or other appropriate staff members who shall then take immediate action. Any alcohol or illegal substances found shall be confiscated immediately, followed by notification of the parent(s)/guardian(s) of the student(s) involved and the appropriate disciplinary action taken, up to and including suspension and referral for prosecution. In its effort to maintain an alcohol and illegal substance-free environment, the District shall cooperate to the fullest extent possible with local, state and/or federal law enforcement agencies.

Alcohol Consumption By Students In Connection With School Sponsored Events

The Board of Education has determined that the use of alcohol by students in connection with school events represents a particularly serious threat to the health and welfare of students. The consumption of alcohol by students prior to or during all school-sponsored events or on school property is strictly prohibited. Any student who appears to be under the influence of alcohol shall be subject to the provisions of the written policy. Nothing herein contained shall preclude school administrators from disciplining a student pursuant to the Education Law and the Code of Student Behavior in addition to the provisions hereof, or referring any person attending school events to police agencies who is disruptive or disorderly.

In order to promote a safe, supportive, healthy and productive environment in connection with school events, the District implements the following testing policy with respect to students suspected of consumption of alcohol.

- a. Any school personnel who have a reasonable suspicion that a particular student has consumed alcohol prior to a school event may recommend to the administrator in charge the use of Breathalyzer testing to determine such consumption. Reasonable suspicion shall be based on objective criteria including, but not limited to,

admissions, reliable statements of others, alcohol on the breath, impairment of motor control and other outward signs of alcohol use or intoxication.

- b. The District shall maintain an appropriately calibrated Breathalyzer testing device and shall provide for training of appropriate employees in its use.
- c. A student present at a school event who is believed to have consumed alcohol prior to or during the event will be discretely excluded from the school event and escorted by the school official to a secure location. A trained school official shall administer the test. The student will be granted an opportunity to be heard concerning justification for the positive test result. After due consideration of the student's rationale, the school official shall make an immediate determination whether to exclude the student from the event. If alcohol use has been determined, the student's parents or person in parental relation shall be immediately notified. Students identified as having consumed alcohol shall be detained under observation until a parent or person of suitable age and discretion is available to transport the student. The student's behavior shall be referred to the school Principal and/or Superintendent of Schools for further action pursuant to Section 3214 of the Education Law. Test results may be considered in making a determination whether to proceed further. If the student is insubordinate or disorderly or his/her conduct otherwise violates the provisions of the code of Student Behavior, school administration may also proceed thereunder.
- d. In the event that a student refused the administration of a Breathalyzer test, he/she will be presumed to have consumed alcohol. The matter will then be processed in the same manner as if a positive Breathalyzer test result had been obtained, and the student may be excluded from school-related activities and other school events.

As noted above, the possession, transportation, and distribution of alcoholic beverages during or in connection with school events are strictly prohibited. Any student determined to have possessed, transported or distributed alcoholic beverages or to be under the influence of alcohol at such activities shall be subject to immediate suspension and further discipline as provided in Section 3214 of the Education Law of the State of New York and Code of Student Behavior.

In addition to any other penalties provided by law or by the Code of Student Behavior, the building principal may, for a violation of this policy, prohibit the student from attending or participating in the prom and/or the graduation ceremony, although the student would still be entitled to receive his/her diploma if the student is otherwise entitled to it.

Revised: August 2013

***Final consequences for behavioral infractions are determined by building administration and/or central office.**

Out-of-School Suspension

Out of school suspensions occur when the Code of Conduct deems a student's behavior to be so disruptive to our environment that the student is not welcome in school for a period of time. **It should be noted that any OSS punishment could also result in a Superintendent's Hearing, police intervention, meeting with Principal and/or expulsion from school.**

In-School Suspension

In-school suspension will take place in a classroom located in Seaford High School. The rules for the room are very specific. The students are NOT permitted to leave the room during the class changes. The students are expected to observe the rules, and violations will lead to parental conferences, re-suspensions, at-home suspensions and ultimately, a Superintendent's hearing which could result in being dropped from school.

Referral Center

The Referral Center provides a safe place for students who have been removed from class or who have been sent to the main office by a staff member. The Referral Center aide will usually contact parents of students who are referred to this location.

School Detention

School detention takes place each day at the following times:

- Morning detention starts at 6:40 a.m. and ends at 7:20 a.m.

- After school detention starts at 2:40 and ends at 3:40 p.m.

School detentions are assigned through the Main Office and the student must begin serving them immediately. Failure to attend a detention will result in suspension.

Teacher Detention

Students may be assigned detention by a teacher. Teacher detentions are to be served with the teacher at an agreed upon time. Failure to attend a teacher detention can result in school detention and/or in-school suspension.

Privileges Denied

Each Monday, a "Privileges Denied" list is published. Students who owe five or more days of detention are on this list for a week. Students on this list will **NOT** be allowed to:

1. Attend special school events
2. Attend or participate in any after school sports or activities
3. Have a hall pass issued except in the case of an emergency
4. Participate in any other extracurricular event

Discipline of Students With Disabilities

The board of education recognizes that it may be necessary to suspend, remove or otherwise discipline students with disabilities to address disruptive or problem behavior. In these cases, it is committed to ensuring that the procedures followed for suspending, removing or otherwise disciplining students with disabilities are consistent with the procedural safeguards required by applicable laws and regulations. This code of conduct affords students with disabilities subject to disciplinary action no greater or lesser rights than those expressly afforded by applicable federal and state laws and regulations.

Use of Electronic Devices – I.E. Cell Phones And Beepers

Students are not permitted to be in possession of cell phones or other electronic devices during the school day. Violation of this provision will lead to these items being confiscated. Confiscated devices will be released to parents/guardians at the end of the school day. Repeated violation of this rule will lead to further and more serious disciplinary action.

Dress Code

All students are expected to give proper attention to personal cleanliness and dress appropriately for school and school functions. Students and their parents have the primary responsibility for acceptable student dress and appearance. Teachers and all other building personnel should exemplify and reinforce acceptable student dress and help students develop an understanding of appropriate appearance in the school setting. Generally, students are not permitted to wear distracting clothing, and the manner of dress should be appropriate and in good taste. The final decision of whether an article of clothing violates this code is left to the discretion of the building administrator or his/her designee.

Under no circumstances are students permitted to wear the following: obscene tee shirts, jackets, buttons, symbols, thin strap tank tops, swimwear, bare midriffs, spiked bracelets, chains, items that are vulgar, obscene, libelous or denigrate others on account of race, color, creed, national origin, gender, sexual orientation or disability.

Hats are permitted in hallways but not in areas of instruction/classrooms unless permitted by the teacher. Hats may be worn at special events but must be removed upon the request of a school official.

If a student does arrive to school dressed inappropriately, the following will occur:

- The student will be warned and required to change or cover inappropriate attire
- The parent will be contacted to bring another piece of clothing to the High School
- Failure to comply will result in ISS

Sexual Harassment

Sexual harassment is unwanted and unwelcome behavior of a sexual nature, which interferes with a student's right to learn, study, work, achieve, or participate in school activities in a comfortable and supportive atmosphere. Under federal and state laws and policies, sexual harassment is illegal and is prohibited in school settings. All such incidents reported shall be investigated. If it is found that sexual harassment has taken place, disciplinary action could include suspension, referral to the Board of Education, or referral to legal authorities.

Sexual harassment can take many forms. It may be ...

- Physical:
- Standing in someone's way, or standing too close
 - Bumping into someone or brushing against the person on purpose
 - Patting, hugging or kissing
 - Grabbing, touching or pinching
- Verbal
- Threats or insults
 - Sexual jokes, suggestions, remarks, stories or rumors
 - Notes, letters or graffiti
 - Pressure to go out on a date
 - Whistles or rude noises
- Non-Verbal
- Staring at someone's body
 - Sexual pictures or drawings
 - Mimicking or pantomiming in an insulting way
 - Gestures or looks – winking, locking lips or suggestive body movement.

STUDENT LIFE

EXTRACURRICULAR ACTIVITIES

Students are invited to join one or more of the following clubs/activities:

Art Honor Society	Model Congress
Best Buddies +	Murals Club
Books & Bagels	National Honor Society +
Color Guard	Pep Band
Computer Club	Radio Club
Digital Film Club	Robotics
Drama Club	Students Against Destructive Decisions (SADD)
Freshman Buddies	Service Acknowledgment Program
Gay Straight Alliance Club	Student Council
Green Team	Tri-M Music Honor Society
Jazz Band *	Viking Cove School Store
Key Club ^	World Culture Club
Lighting Crew	Yearbook
Marching Band *	
Mathletes	
Mock Trial	

* **Audition Required**

+ **Application Process Involved**

^ **Key Club requires the paying of dues to the National and State Key Club Organization.**

In September of every school year, there is an Extracurricular Fair. Please inform your child to attend this fair. Listed below are the titles and a brief description of the clubs that are presently available for Seaford High School students. Students are invited to join one or more of these clubs/activities:

Art Honor Society – In 1978, the NAEA began the NAHS program specifically for high school students in grades 10-12, for the purpose of inspiring and recognizing those students who have shown an outstanding ability in art. The NAHS strives to aid members in working toward the attainment of their highest potential in art areas and to bring art education to the attention of the school and community.

Best Buddies – Best Buddies is a nationally recognized organization dedicated to enhancing the lives of people with disabilities by providing opportunities for one-to-one friendships and integrated employment. The Best Buddies Club will foster new friendships and will help all students feel more capable and confident thus facilitating their growth as young adults. The Best Buddies Club began at SHS during the 2007/2008 school year.

Books & Bagels – Books and Bagels is Seaford High's book club. It meets once every week or two, typically in the mornings, where students and advisor lead discussion about books of choice. Breakfast is usually served to warm up the conversation.

Color Guard - To be a member of the front's squad, an audition is required in June of the previous year. Only band members may audition for these three squads, which are led by two captains. The fronts perform during the marching season (fall for football and early spring for the St. Patrick's Day Parade in NYC) along with the marching band. Audition Required.

Computer Club – The Seaford High School Computer Club is an organization that promotes the positive aspects of using computers. Members help others learn how to use various different computer programs. Club members have discussions about current video games, other software products and hardware. Some members choose to enter computing competitions, both online and in-person. Each year, we go to the Middle School to show the students Computer careers and the option of taking Computer courses in high school.

Digital Film Club – Students learn to analyze, explore and create movies from screenwriting to acting. With attention to artistic and personal development, the Seaford Film Club engages young people in a safe, fun and nurturing environment where they can develop and share their creative voices. Students take part in a variety of film activities, from small short films, to using special effects, to full-length features. Final films will be entered into local film festivals and shown at the end of the year at the Seaford Student Film Festival.

Drama Club – Each March, the members of this club put on a production to the community. This club begins to meet in early winter to prepare for the play and concludes after the last performance. Those interested in performing a role are required to audition for the director and music director of the play. Besides acting, there are lighting crews and stage crews that are involved with the play, as well as a pit orchestra.

Freshman Buddies – The Freshman Buddies Program is designed to pair every incoming freshman with an upper classmen mentor. Juniors and seniors are nominated by faculty members and then undergo an application and interview process to serve as mentors. The purpose of the program is to foster a smooth transition from middle school into high school. The program addresses pertinent topics such as cyber bullying, sexting, study skills and gender empowerment. The mentors and their buddies participate in a variety of teambuilding activities throughout the year.

Gay Straight Alliance - The Gay Straight Alliance is a club open to all students. The purpose of the club is to promote tolerance and safety in our school community. We do this through activities that raise awareness and educate the student body. We are dedicated to creating a welcoming environment for all students, regardless of sexual orientation.

Green Team – The Seaford High School Green Team members are a diverse group of students who contribute to the health of our planet. The members coordinate the collection of plastic bottles, cans and paper throughout the school. The team has earned multiple FutureCorps Awards for their community service for installing native plants around the neighborhood.

Jazz Band - This band is composed of some members of the band program with an audition required. To become a member, you must audition on trumpet, trombone, saxophone, piano, guitar, bass or drums. The band meets for two hours a week to rehearse for performances at the winter concert, District Instrumental Festival in February and the spring concert. Audition Required

Key Club - The Senior High chapter of this international organization meets on a regular basis and is dedicated to school and community service. Activities the club members participate in and organize are the Food Drive, Children's Book Drive, Breast Cancer Walk-a-Thon, and Tackapausha Clean-Up. Key Club requires the paying of dues to the National and State Key Club Organization.

Lighting Crew: The Seaford High School auditorium is used by many school and community groups. The Lighting Crew provides audio and visual support to these varied productions. In particular, the crew coordinates the lighting affects and the sound system. Members of the crew work under the direction of a lighting crew faculty advisor; who provides administrative support and technical assistance.

Marching Band - During the first months of the school year, the marching band rehearses daily for half time performances at home football games. All band members are required to be a part of the marching band, which also includes the front's squads. The band is led by four drum majors. The season ends after the last football game and begins again immediately after the mid-winter recess to rehearse for the St. Patrick's Day parade.

Mathletes – This activity is sponsored by the Math Dept. in conjunction with other Nassau County schools. The Mathletes compete in in-house contests and go to regional competitions with other students. All students are welcomed to compete as a student Mathlete.

Mock Trial – This academic club is devoted to the study of law and trial advocacy. Each year, the team competes in the statewide New York Bar Association High School Mock Trial Tournament. Students who participate in this club will develop knowledge of trial skills and enhance their public speaking capabilities.

Model Congress – This is a club that focuses on the skills of debate. Students set up a simulated government in which they can debate controversial issues. This enables them to learn more about the art of debating. In addition to learning debating skills and procedures, students also receive the chance to share each other's ideas and feelings.

National Honor Society – Only those who have been nominated for membership may submit an application, which will be reviewed by the National Honor Steering Committee. This organization reaches out to the school and community through their involvement in many activities, including peer tutoring. Students must submit an application for admission, which is reviewed by the National Honor Steering Committee.

Pep Band – The Pep Band is comprised of student musicians from the entire Band program. The Band plays at the home Varsity Football games, as well as at Varsity Boy's and Girl's Basketball games. The Pep Band performs contemporary pop and rock music, along with classic pep music.

Radio Club – Student members participate in the creation and broadcasting of radio programming throughout the school day. Members utilize various types of broadcasting equipment and computer technology to develop their own play lists, etc. Members will work toward eventual broadcasting of school events and recorded broadcasts over the Internet.

S.A.D.D. – Students Against Destructive Decisions is the student division of M.A.D.D. (Mothers Against Drinking and Driving). The club attempts to educate students about the dangers of drinking and driving, while providing healthy alternatives. In the past, S.A.D.D. has sponsored Game Nights, Karaoke Nights, informative assemblies (at which the dangers of alcoholic abuse and DWI are addressed).

Service Acknowledgment Program – Working with the 9/11 Memorial and the Shared Decision-Making Committees, SHS now has a formal service acknowledgement program where graduating seniors who perform 50 hours of demonstrated service during their high school career earn recognition on their diplomas. All students are eligible and encouraged to get involved.

Student Council – Each grade is represented in the student council. The 9th and 10th grade students elect 3 members each from their grade while the juniors are allowed 4 representatives and the seniors 5 representatives. The members are elected in the spring and anyone who wishes may run to be a representative. The council is involved in and organizes many community and school activities such as the Blood Drive and Toy Drive.

Tri-M Music Honor Society – The Tri-M Music Honor Society is the international music honor society for high school students. It is designed to recognize students for their academic and musical achievements, reward them for their accomplishments and service activities, and to inspire other students to excel at music and leadership. Tri-M shares and supports the objectives of every dedicated music educator—to increase student and school involvement with music and to make a stronger and more unified school music program. Tri-M offers a complete system of rewards that helps inspire students and recognizes excellence in individuals and chapters. With this system, the society builds self-esteem and provides a channel of personal fulfillment.

Viking Cove School Store – Each year, a number of students become involved with the business and customer service education involved with managing our school store. Under the direction of a faculty advisor, Viking Cove members prepare food, handle customers, exchange money and keep the books of the active store. It is a great experience for anyone, especially those who might enjoy retail business in the future.

World Culture Club – This club meets bi-weekly and is run by its officers, who are elected at the end of the previous year. Each month, the club highlights a specific culture in a presentation put together by its members. Food, clothing, pictures, and other items help the members to understand the culture. In the spring, the club plans a presentation that will be shown to the Seaford Middle School students, a highlight of the club’s year.

Yearbook – This club works closely with its advisors to create *Shoreline*, the school yearbook. Members work to create the senior poll, take pictures that highlight Seaford High’s attributes, write summaries of important events, and work together to tie everything in. Much effort is needed to create this publication and there are a variety of opportunities to lend your talents to.

INTERSCHOLASTIC ATHLETICS

A full interscholastic athletic program is set up for students in grades 9-12. Over 20 sports at different levels are available for boys and girls. Anyone interested in trying out for a specific team should see the coaches in the High School or contact our Director of Physical Education, Health & Athletics at 592-4320.

Fall Season

Cheerleading
Cross Country
Field Hockey
Football
Soccer (Boys’)
Soccer (Girls’)
Volleyball

Winter Season

Basketball (Boys’)
Basketball (Girls’)
Bowling (Boys’)
Bowling (Girls’)
Cheerleading
Winter Track
Wrestling

Spring Season

Baseball
Lacrosse (Boys’)
Lacrosse (Girls’)
Softball
Track (Boys’)
Track (Girls’)

Spectator Behavior at School Athletic Events

When in attendance at a school sponsored athletic event, spectators are expected to:

1. Conform to accepted standards of good sportsmanship and behavior.
2. Respect officials, coaches and players and extend all courtesies to them.
3. Refrain from foot stomping, disrespectful remarks and the use of noisemakers.
4. Remain quiet when players need total concentration, such as a free throw in basketball or a serve in volleyball.
5. Obey the regulations of the building and grounds. Those who do not conform should be brought to the attention of the building authorities.
6. Understand that schools are responsible for the conduct of the respective spectators, whether at home or away.