

North Thurston High School  
2019 - 2020

# **Student Handbook**



RAM PRIDE SCHOOL WIDE!

# NTHS BEHAVIOR EXPECTATIONS

	Classroom	Cafeteria	Hallway	Restroom	Library	Office
<b>R</b> Respect Ourselves and Others	<ul style="list-style-type: none"> <li>- Comply with all classroom electronic device usage rules</li> <li>- Appropriate language</li> <li>- Use appropriate voice level</li> </ul>	<ul style="list-style-type: none"> <li>- Use appropriate voice level</li> <li>- Be considerate of others</li> <li>- Wait in line patiently</li> <li>- Be friendly and considerate to others</li> </ul>	<ul style="list-style-type: none"> <li>- Be friendly and considerate</li> <li>- Use normal speaking voice</li> <li>- Keep hands to yourself</li> </ul>	<ul style="list-style-type: none"> <li>- Respect other's privacy</li> <li>- Be considerate to others</li> </ul>	<ul style="list-style-type: none"> <li>- Please remember to check out all materials</li> <li>- Respect the needs and space of others</li> </ul>	<ul style="list-style-type: none"> <li>- Check in at reception or attendance</li> <li>- Be polite and considerate of others</li> <li>- Patiently wait your turn</li> </ul>
<b>A</b> Act Responsibly	<ul style="list-style-type: none"> <li>- Have materials out and ready</li> <li>- Remain in your seats, waiting for instructions - Homework ready and finished</li> <li>- Follow teachers classroom expectations</li> </ul>	<ul style="list-style-type: none"> <li>- Clean your table</li> <li>- Good table manners</li> <li>- Have your money or number ready</li> <li>- Report major spills to a custodian</li> </ul>	<ul style="list-style-type: none"> <li>- Have a valid hall pass</li> <li>- No inappropriate PDA</li> <li>- Close lockers gently</li> </ul>	<ul style="list-style-type: none"> <li>- Tell office if there is a problem</li> <li>- Keep restroom walls free of graffiti</li> <li>- Keep restrooms clean</li> <li>- Report major messes to a custodian</li> </ul>	<ul style="list-style-type: none"> <li>- Stay on task</li> <li>- Use all materials and resources according to LRC and Acceptable Use Policy guidelines</li> <li>- No food or drink</li> </ul>	<ul style="list-style-type: none"> <li>- Use a quiet voice</li> <li>- Put away electronics and food</li> <li>- Follow staff directions</li> </ul>
<b>M</b> Model Safety	<ul style="list-style-type: none"> <li>- One person in doorway at a time</li> <li>- Ask Permission to use teacher's materials</li> <li>- Place backpacks under chair/desk</li> <li>- Hands and feet to self</li> </ul>	<ul style="list-style-type: none"> <li>- Do not throw food</li> <li>- Use hand sanitizer; wash hands</li> </ul>	<ul style="list-style-type: none"> <li>- Walk</li> <li>- Walk on right</li> <li>- Don't stop on the stairs</li> </ul>	<ul style="list-style-type: none"> <li>- Wash your hands</li> <li>- Clean up after yourself</li> </ul>	<ul style="list-style-type: none"> <li>- Be mindful of cords and straighten up furniture and equipment when you leave</li> </ul>	<ul style="list-style-type: none"> <li>- Do not use the office as a "walkthrough"</li> <li>- Keep hands and feet to yourself</li> </ul>
<b>S</b> Strive for Excellence	<ul style="list-style-type: none"> <li>- Actively participate in class</li> </ul>	<ul style="list-style-type: none"> <li>- Be friendly and patient</li> <li>- Say "please" and "thank you"</li> <li>- Help others</li> </ul>	<ul style="list-style-type: none"> <li>- Be considerate of others</li> <li>- Smile</li> <li>- Be to class on time</li> </ul>	<ul style="list-style-type: none"> <li>- Return to class promptly</li> </ul>	<ul style="list-style-type: none"> <li>- Ask for help when needed</li> </ul>	<ul style="list-style-type: none"> <li>- Be friendly and patient</li> <li>- Present your best manners</li> </ul>

	Technology Use	Parking Lot	Locker Room	Formal Assembly	Pep Assembly	Sporting Event
<b>R</b> espect Ourselves and Others	<ul style="list-style-type: none"> <li>- Listen and follow directions</li> <li>- No food or drinks in labs</li> <li>- Be respectful and careful with school property</li> </ul>	<ul style="list-style-type: none"> <li>- Be respectful with your music and noise level</li> <li>- Faculty parking spaces are for faculty only</li> </ul>	<ul style="list-style-type: none"> <li>- Respect others belongings</li> <li>- Use appropriate language</li> <li>- Use normal speaking voice</li> <li>- Respect school property</li> </ul>	<ul style="list-style-type: none"> <li>- Applaud and show support when appropriate</li> </ul>	<ul style="list-style-type: none"> <li>- Dress in school colors</li> <li>- Be a RAM Fanatic</li> <li>- Support all classes and participants</li> <li>- Follow dress code</li> </ul>	<ul style="list-style-type: none"> <li>- Dress in school colors</li> <li>- Applaud and show support</li> <li>- Follow school dress code</li> </ul>
<b>A</b> ct Responsibly	<ul style="list-style-type: none"> <li>- Follow NTPS computer and device rules</li> <li>- Access only appropriate websites</li> <li>- Use equipment only as instructed by teacher/Librarian</li> <li>- Only print with permission</li> </ul>	<ul style="list-style-type: none"> <li>- Have and display parking permit</li> <li>- Park only in permitted areas</li> <li>- Throw trash in cans</li> </ul>	<ul style="list-style-type: none"> <li>- Secure your belongings and lock your locker</li> <li>- Dress quickly</li> </ul>	<ul style="list-style-type: none"> <li>- Turn off or silence all electronic devices</li> <li>- Be on time</li> <li>- Follow guidelines/rules of the activity</li> </ul>	<ul style="list-style-type: none"> <li>- Use appropriate voice level (Loud when cheering, quiet when others are being recognized)</li> <li>- Turn off or silence all electronics</li> <li>- Keep hands and belongings to yourself</li> </ul>	<ul style="list-style-type: none"> <li>- Maintain clean facilities</li> <li>- Have ASB card or money ready</li> </ul>
<b>M</b> odel Safety	<ul style="list-style-type: none"> <li>- Push in chairs</li> <li>- Report any incident</li> <li>- Follow all technology access and use expectations</li> <li>- Keep portable devices safe and secure</li> </ul>	<ul style="list-style-type: none"> <li>- Drive safely, slowly, and cautiously</li> <li>- Keep fire zones clear</li> <li>- Watch for pedestrians</li> </ul>	<ul style="list-style-type: none"> <li>- Be safe</li> <li>- No horseplay</li> </ul>	<ul style="list-style-type: none"> <li>- Keep hands and belongings to yourself</li> <li>- Move in an appropriate and timely manner</li> </ul>	<ul style="list-style-type: none"> <li>- Move in an appropriate and timely manner</li> <li>- Sit in appropriate class sections</li> <li>- Follow guidelines/rules of the activity</li> </ul>	<ul style="list-style-type: none"> <li>- As you leave the game, stay off the court/field</li> <li>- Keep aisles and walkways clear</li> </ul>
<b>S</b> trive for Excellence	<ul style="list-style-type: none"> <li>- Know and keep login confidential</li> <li>- Report problems or misuse</li> </ul>	<ul style="list-style-type: none"> <li>- All school policies also apply when in your vehicle</li> </ul>	<ul style="list-style-type: none"> <li>- Respect the privacy of other students</li> </ul>	<ul style="list-style-type: none"> <li>- Be respectful of presenter or speaker</li> </ul>	<ul style="list-style-type: none"> <li>- Show your school spirit!</li> </ul>	<ul style="list-style-type: none"> <li>- Be a RAM Fanatic!</li> <li>- Display good sportsmanship towards the opposing team/fans</li> </ul>

## STUDENT BEHAVIOR INTERVENTION

	<b>Minor</b> (Teacher Managed)	<b>Major</b> (Office Managed)
Inappropriate Language	<ul style="list-style-type: none"> <li>- Whining</li> <li>- Negative Talk</li> <li>- Calling Names</li> <li>- Foul Words</li> <li>- Name Calling</li> </ul>	<ul style="list-style-type: none"> <li>- Continued explicit use of curse words</li> <li>- Inappropriate suggestive or harassing drawings, references or acts</li> <li>- Harassment/Intimidation/Bullying</li> <li>- Aggressive Language/Threats</li> </ul>
Physical Contact	<ul style="list-style-type: none"> <li>- Tripping</li> <li>- Pushing</li> <li>- Rough Housing/Horse Play</li> <li>- PDA</li> </ul>	<ul style="list-style-type: none"> <li>- Fighting</li> <li>- Harmful pushing</li> <li>- Excessive PDA</li> <li>- Threat of assault</li> </ul>
Non-Compliance	<ul style="list-style-type: none"> <li>- Not working/ Unfinished work</li> <li>- Huffing, sighing, stomping</li> <li>- Arguing</li> <li>- Cheating/lying/plagiarism</li> <li>- Cell phone use</li> <li>- Off task behaviors</li> </ul>	<ul style="list-style-type: none"> <li>- Blatant non-compliance</li> <li>- Repetitive minor behaviors</li> <li>- Accessing "Off Limits" areas of the internet/computer</li> </ul>
Disruption	<ul style="list-style-type: none"> <li>- Noise with Materials</li> <li>- Talking/Yelling/Screaming</li> <li>- Throwing Objects</li> <li>- Not listening</li> <li>- Not sitting in seat</li> </ul>	<ul style="list-style-type: none"> <li>- Violence/Force/Intimidation/Fear</li> <li>- Excessive noise</li> <li>- Passive resistance</li> <li>- Unsafe practices</li> <li>- Disruption to the learning process</li> </ul>
Dress Code	<ul style="list-style-type: none"> <li>- Exposed midriff</li> <li>- Shorts/skirts too short</li> <li>- Showing undergarments</li> <li>- Sagging pants</li> </ul>	<ul style="list-style-type: none"> <li>- Inappropriate References</li> <li>- Gang affiliation</li> <li>- Refusing to change</li> <li>- Repeated offenses</li> </ul>
Property Misuse	<ul style="list-style-type: none"> <li>- Minor vandalism (drawing on desk)</li> <li>- Hoarding small classroom items</li> <li>- Stealing/hiding minor items</li> <li>- Violating District Acceptable Use Policy</li> </ul>	<ul style="list-style-type: none"> <li>- Major vandalism</li> <li>- Inappropriate drawings or words on school property</li> <li>- Repeated violations of District Acceptable Use Policy</li> </ul>

**STEPS FOR INTERVENTION:**

1. Teacher works to resolve minor student behaviors in the classroom
2. Teacher calls home to work with the family of student
3. Teachers may refer a student to administration in situations that require an immediate response or disciplinary action

## SCHOOL SAFETY AND TIPS FOR CREATING A SAFE SCHOOL

The safety of students and staff at NTHS is extremely important for everyone. In order to keep NTHS the safe campus it is, all threats made against people and property will be taken seriously. Any person who harasses or bullies, threatens to harm another person, or threatens to damage the campus may be removed from school until administrators determine that the danger to students and staff no longer exists. Students who make threats against other students or staff are subject to emergency expulsion from school and prosecution.

Everyone at NTHS is responsible for working to create a safe school for everyone else. No one should feel afraid at school. Everyone has the right to receive an education in a school that is free of violence, harassment, and bullying. Safety is everybody's business. Here are some tips for students to help make NTHS a safe and caring school:

- Students are not allowed to bring weapons to school. They are not allowed to make threats to harm other people, students or adults. They are not allowed to fight or assault others. They are not allowed to bully or harass other people. If you are aware of any of these behaviors, report them.
- If you see, hear, or experience something that worries you, tell a responsible adult. Tell a teacher, administrator, or counselor. Tell your parents, a coach, a pastor, a youth leader, a neighbor, the police or Student Crimestoppers (360-407-0222). Just be sure to tell an adult.
- Let the adults talk to the students involved. School officials will investigate and take appropriate action. To keep everyone safe and ensure a complete and fair investigation, it is not uncommon for a student of concern to be placed on emergency expulsion.
- Reporting others when it is an issue of safety is not tattling or snitching; it is keeping everyone safe.
- Reporting a friend is very difficult. But it is something real friends do, because reporting could save that friend from even greater trouble or danger. Talking to an adult about your concerns regarding a friend is a caring, helping gesture.

If you have questions or concerns, see your counselor, an administrator, or talk to a teacher. We all share the responsibility to keep: NTHS a safe and great school.

## ATTENDANCE

Daily attendance at school is necessary to ensure student learning and achievement. Each unexcused absence will be followed by a letter or phone call to parent/guardian informing them of the consequences of additional unexcused absences. Students who are not regularly attending class will be subject to a Community Truancy Board meeting in an effort to eliminate or reduce the student's absences.

## TARDY POLICY

A tardy is when a student arrives to class after the late bell has rung and instruction has begun. Students are required to adhere to each teacher's tardy policy. Excessive tardies will result in disciplinary action which could include parent contact and/or a lunch detention. When a student arrives more than 10 minutes late to class, it is then considered an unexcused absence.

## ACADEMIC INTEGRITY PHILOSOPHY

The learning community for North Thurston High School believes that the basis of all learning starts with a firm conviction in the value of integrity. Dishonest behavior, which includes academic dishonesty, is a detriment to all educational goals and is not acceptable.

## DEFINITIONS FOR CHEATING AND PLAGIARISM

Cheating is defined as using dishonest methods, such as unauthorized copying of other peoples work, to gain an advantage for you or others by doing so.

Plagiarism is the act of appropriating the ideas, language or work of another, and passing them off as one's own product. It includes a range of actions from failure to use proper citation to wholesale cheating. A student who plagiarizes may do so unintentionally or with malicious deliberation, but it is plagiarism nevertheless.

## **CHEATING AND/OR PLAGIARISM**

The consequences for cheating or plagiarizing someone else's words, works and/or ideas will range from receiving no credit for the assignment to receiving disciplinary sanctions.

## **STUDENT BEHAVIOR AT SCHOOL RELATED ACTIVITIES**

All school rules, expectations and consequences remain in existence at school sponsored or school related activities. Students are expected to abide by the school rules, or the rules of another school when activities occur off campus. Students who choose to behave improperly can be required to leave the activity, and can be suspended from future activities. Students who are on suspension or expulsion from school are not allowed to attend school sponsored or related activities.

## **STUDENT ID CARDS**

All students at North Thurston High School are issued a student identification (ID) card. This card has your picture, name, student number and a place for an ASB endorsement. Your ID card will also display your ability to use school computers, attend school dances, attend school activities, etc. You must carry this ID card with you at all times while at school. Student ID cards are issued during registration and LINK days prior to school. There will be an opportunity to obtain a student identification card after school begins.

## **HALL PASSES**

Students are required to have a Valid Hall Pass when going from one location to another during class time. Students without a valid pass will be escorted back to their class. Subsequent violations may result in disciplinary sanctions and the student may be prohibited from leaving class.

## **LEAVING SCHOOL GROUNDS**

North Thurston High School maintains an open campus for both lunch periods. Our campus is closed at all times except during lunch. Additionally the privilege of leaving campus may be revoked by the school for disciplinary infractions.

## **VISITORS**

We **DO NOT** allow students from other schools or non-students to visit NTHS. Please refer any questions or concerns to administration or school security. We also do not allow small children or non service pets to accompany NTHS students to school.

## **MACE, PEPPER SPRAY**

The use of mace canisters--or propellant devices of similar materials--is forbidden on school grounds. In keeping with existing district policy offenders could be subject to long-term suspension and/or expulsion.

## **PHONES/ELECTRONIC DEVICES**

North Thurston High School and NTHS is not responsible for theft or vandalism of cell phones or other electronic devices brought to school. Students may not use phones or any electronic device during class time without permission. When phones and electronic devices are used inappropriately, students are subject to disciplinary sanctions, including confiscation of the phone and/or device.

## **SKATEBOARDS, LONG BOARDS, ROLLER BLADES AND BICYCLES**

Skateboard, longboard and roller blade use is not allowed on campus. Students who use this form of transportation to school must ride on designated roads, sidewalks, or paths and walk them through pedestrian areas. Students who ride in an unsafe manner may lose their privileges to bring these items to school. The school is not responsible for theft or vandalism of personal items brought to school.

## **PLAYING AND LISTENING TO MUSIC IN THE HALLS, COMMONS AND PUBLIC AREAS**

Students who choose to listen to music on campus should listen with a device (ear buds etc.) that will limit the music to only the listener with the device except as part of a club or class activity and under

direct supervision of a teacher or advisor. Please refer to your respective teachers for classroom guidelines and acceptable use within their classrooms.

### **DRESS CODE**

In order to facilitate learning for all students, NTPS requires that students dress and appearance follow health and safety standards and not cause disruption to the learning process. Students who do not follow these guidelines will be asked to change their clothing, cover up, or go home if necessary. This includes holiday dress such as Halloween costumes and face paint. (Refer to the Students Rights and Responsibilities Handbook for additional information)

### **STUDENT IDENTIFICATION**

All students must refrain from wearing masks or face paint because of the need to easily identify all students for safety purposes.

### **LOST AND FOUND**

Students who find lost or unclaimed items should take these items to the main office immediately so the rightful owner can be found. Students seeking lost items should inquire at the main office. Students are responsible for the safety and security of their possessions and should never leave items unattended. Likewise if you find an item please take that item to a school staff member nearest you or the main office immediately.

### **LOCKERS**

School Lockers: Students may obtain school lockers through the library. Problems with your lockers should be reported to the LRC or custodian. Students are cautioned not to bring money or valuables to school. The school is not responsible for theft or vandalism of personal items brought to school. Your school locker is the property of North Thurston Public Schools and is subject to search and seizure under the law.

PE Lockers: All students with P.E. lockers need to bring a padlock from home to secure their locker. The padlock should be a high quality padlock or combination lock. Students are responsible for locking and securing all personal belongings before reporting for class. Students are cautioned not to bring money or valuables to school. Do not leave items of value in your P.E. locker. The school is not responsible for theft or vandalism of personal items brought to school. Your school locker is the property of North Thurston Public Schools and is subject to search and seizure under the law.

If we **ALL** follow these guidelines, we will create and maintain a productive, safe environment in which all students feel welcome and have a clear understanding of their role in the educational process here at  
**North Thurston High School!**



# STUDENT PARKING

- - - - - Parking permits are \$10.00 for students - - - - -

Students wishing to acquire a parking permit must work through Karly Enlow and show the following BEFORE a permit will be issued:

1. VALID DRIVER'S LICENSE
2. PROOF OF INSURANCE
3. VALID CAR REGISTRATION

**In order to ensure a safe and orderly parking situation, students are expected to follow the rules listed below. Failure to do so will result in disciplinary action as outlined.**

1. **Attach registered permits in the front window.** If on any given day, you will be driving a vehicle other than the one that is registered, give your vehicle number to the Campus Supervisor. Permanent permits are NOT transferable to another person.
2. **Park only in the student parking lot stalls.** Do not park in staff parking lots, handicapped stalls, visitor stalls, crosswalks, or areas not designated for student parking. Vehicles parked in non-designated stalls or illegally parked may be issued a citation by law enforcement.
3. **Do not sit in cars or loiter in the parking lot during the day.** If you drive off campus for lunch, return to the main campus immediately after returning to school. **Obey all posted signs and directional marking in the parking lot and on roads adjacent to school property.** Students driving vehicles on campus or adjacent to the school property before, during, or after the school day or to school-sponsored activities in a reckless or endangering manner may be subject to either school discipline and/or police citation.
4. **Lock your motor vehicle when leaving it parked and unattended.** Neither North Thurston High School nor NTPS is responsible for any damage, theft, vandalism, etc. that may occur.

## INFRACTIONS

Violation procedures for parking infractions have been established. Cars without permits and/or parked in unauthorized areas may be impounded at the expense of the owner/driver in accordance with the following steps:

- 1<sup>st</sup> offense** – Warning
- 2<sup>nd</sup> offense** – \$10.00 fine and parent contact
- 3<sup>rd</sup> offense** – \$35.00 fine and school discipline
- 4<sup>th</sup> offense** – \$50.00 boot removal fee
- 5<sup>th</sup> offense** – Vehicle towed at owners expense

In the event of emergencies or serious driving/moving violations, the first two steps may be bypassed to ensure school safety.