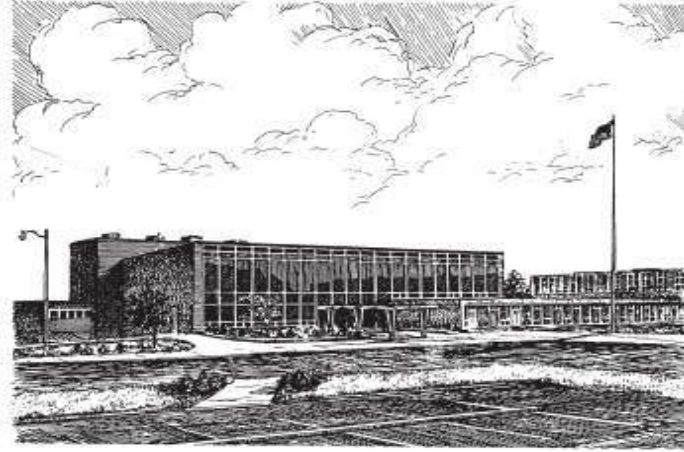


ABINGTON ABINGTON SCHOOLS



Excellence Is Our Standard
2009-2010
SENIOR HIGH SCHOOL STUDENT HANDBOOK

This agenda belongs to:

NAME _____

ADDRESS _____

CITY/TOWN _____ ZIP CODE _____

PHONE _____

STUDENT NO. _____



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Jeffrey S. Fecher, Principal
Rodd K. McCuen, Associate Principal
Debra A. Heaven, Assistant Principal
Ernest Johnson, Assistant Principal

Alma Mater

Rise up and stand as one
For dear old Abington;
Do not fail but heed the fight
For the Maroon and White.
We will ever cherish thee,
Victory or defeat it be.
Staunch and true, our loyalty
To dear old Abington.
Many days and years may come
To dear old Abington.
Storms may rise and winds may blow;
But our thoughts to thee will go.
Let not memories faded be
As we go, o'er land and sea.
Alma Mater, all hail to thee,
Hail to dear old Abington.

Written by David Haupt, 1915

**To All Abington
Senior High School Students:**

This handbook is written to guide you through your senior high school experience by providing suggestions, reviewing important rules and explaining procedures. Schools, like all communities, must have rules, regulations and standards for successful operation, safety, and civility. With student achievement as our purpose, it is essential that you adhere to the rules and regulations governing Abington Senior High School to make this mission a success.

You need to familiarize yourself with this handbook for your personal success at this school. After reading this handbook, you may still have questions about various aspects of Abington Senior High School. Please address these questions or concerns with one of the staff members listed in this book.

Please understand that this book may be used as a guide to behavioral expectations; however, please note that there will be occasions wherein behavior expectations will not be directly addressed in this book.

Remember –

Ghosts are:

RESPECTFUL to self, others, and property

RESPONSIBLE learners and citizens

ACTIVE participants in school and community

Have a successful and enjoyable school year at Abington Senior High School!

Dr. Fecher, Principal

STAFF MEMBERS 2009-2010

ADMINISTRATION

Dr. Jeffrey S. Fecher Principal
Mr. Rodd K. McCuen Associate Principal
Ms. Debra Heaven Assistant Principal
Mr. Ernest Johnson Assistant Principal
Mr. Cosimo Fiorino Athletic Director
Mr. Joseph Tagliaferro Coord.of Student Support Services

Faculty

English:

Mr. James LodewickEnglish Chair
Mr. Paul Auh
Ms. Kristen Caiazzo
Ms. Christina Corlies
Mr. Bradley Geiger
Mr. Brian Griffin
Mr. Jonathan Hunt
Ms. Mindy Katz
Ms. Nancy Kelly
Mr. Joshua Levandoski
Ms. Julie Martinez
Mr. Bryan Quigley
Mr. Daniel Rendine
Ms. Julia Rix
Ms. Jill Sandler Ligi
Mr. Albert Saylor
Mr. Shawn Simmons
Mr. Brian Turner

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Mr. Blase Fiorino
Ms. Bonnie Furchner
Ms. Heather Hauessler
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Ms. Kristy Heyser
Mr. Robert Holmes
Mr. John Kusner
Ms. Barbara O'Neill
Ms. Connie Remar
Ms. Michelle Ritterman
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Mr. John Tinney
Ms. Marion Utain
Ms. Anne Marie Ventura
Mr. Brian Wenders
Ms. Melanie Yockus
Mr. Michael Zanetti

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Ms. Gloria Brown
Mr. Ryan Cragle
Dr. Marianne Deakyne
Mr. Charles Jacobs
Ms. Jordana Lacy
Ms. Jessica Levin
Mr. Louis Pompili
Ms. Judith Pyle
Mr. Brian Spencer
Ms. Dola Spering
Mr. Anthony Viscariello
Mr. Gary Wiley
Mr. Ryan Williams
Mr. Harold Wright

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Mr. Robert Banks
Mr. Kristopher Brown

Mr. Kevin Conlin
Ms. Jaime Farrington
Ms. Katherine Freeland
Mr. James Garry
Mr. John Gillespie
Ms. Michelle LaPlante
Ms. Melissa Lindinger
Mr. Jon Morrisette
Mr. Christopher O'Donnell
Mr. William Penderghest
Mr. Gregg Rosenfeld
Mr. DeWitte Shipley
Mr. Timothy Sorber

World Languages:

Ms. Sheila ShapiroSupervisor of World Lang
Ms. Erin Alderfer
Ms. Natalina Bucci
Ms. Maria Coppolino
Ms. Ester Eichler
Mr. Fernando Garcia-Esteban
Ms. Kristen Greiner
Ms. Sharon Grosch
Ms. Karla Holt
Ms. Rachel Infante
Mr. Thomas Kummer
Ms. Ann Menichelli
Ms. Katie Ann Spotts
Ms. Fredda Weinfeld

Art:

Ms. Nicole Caracciolo
Mr. David Ferro
Mr. Stephen Lupo
Mr. Richard Metz

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Mr. Dave DaubenspeckBusiness Chair
Mr. Charles Grasty
Ms. Lori Hansen
Ms. Lisa Zieske

CFF:

Mr. Bradley Schneider..... Coach

ESOL:

Mr. Jeffrey Stlemmer

Family/Consumer:

Ms. Anita Anello

Guidance:

Mr. Joseph TagliaferroCoordinator
Mr. Andrew Belasco
Ms. Pamela Duncan
Ms. Tina Ferebee
Ms. Kelly Miller
Ms. Rhonda Paules
Mr. Eric Vorchheimer
Ms. Nicole Williams

Health/Physical Education:

Mr. Douglas Moister Health/P.E. Chair
Mr. William Schmidt Trainer
Ms. Barbara Clausen
Ms. Amanda Deering

Mr. Jeffrey Franko
Mr. Randy Garber
Mr. David Torresani
Ms. Helen White

Health Services:
Ms. Susan Duda
Ms. Patricia O'Hara

Librarians:
Ms. Dawn McGee
Ms. BettyJane Neary

Music:
Mr. Joseph DeTato
Mr. Timothy Godsall-Myers
Ms. Nancy Voigt

Psychologist:
Mr. Gary Frazier

Reading:
Ms. Sherry Cooper
Ms. Debra Jack
Ms. Lauren O'Connor

Resource Officer:
Det. Sydney Scarborough

Special Education:
Ms. Sheila AllenSupervisor of Sp Ed
Ms. Nicole Callahan
Ms. Kimberly Campbell
Mr. Brian Crognale
Ms. Bethany Dorneman
Ms. Heather Flynn
Ms. Samantha Gendreau
Ms. Caroline Gimbel
Mr. Jeffrey Gutgesell
Ms. Gretchen Hansen
Mr. John Hoffman
Ms. Amy Moffett
Mr. Steven Prendergast
Ms. Roseanne Propato
Mr. Richard Wrigley

Speech/Language Therapist:
Ms. Janine Rizzo

Technology:
Mr. Harris Brown

Mission Statement
Abington Senior High School, a diverse and culturally rich community, educates and supports all students in a safe learning environment that fosters self-worth, the achievement of individual and collective goals and the attainment of standards of excellence in order to prepare productive, contributing members of society.

"The following information is a condensed summary of Abington School District Board Policies and Superintendent Administrative Procedures as well as the Pennsylvania School Code and other applicable laws and regulations.

For further details, please refer to the Board Policy Manual."

DAILY SCHEDULE

Morning Arrival

All students are to enter the building through Cafeteria A and B. Students that drive or are arriving by School District provided transportation should enter directly through Cafeteria A and B. Students being dropped off by alternate means should enter through Cafeteria A or B.

At 7:25 a.m. the bell rings signaling a time when students may proceed to their lockers or go to period one class.

If you wish to use the library, you may sign a special sheet with the teacher or hall aide in the corridor by Cafeteria A. You should then proceed immediately to the library.

If you have an early appointment with a teacher or counselor, you must have a pass from the teacher or counselor.

Bell Schedule

7:25	Students to lockers
7:35	Late warning bell
7:40	Begin period 1
8:30	End period 1
8:34	Begin period 2
9:29	End period 2
9:33	Begin period 3
10:23	End period 3
10:27	Begin period 4 — Lunch
11:10	End period 4
11:14	Begin period 5 — Lunch
11:57	End of period 5
12:01	Begin period 6 — Lunch
12:44	End of period 6
12:48	Begin period 7
1:38-1:41	Announcements
1:41	End period 7
1:45	Begin period 8
2:35	End period 8

There is a variance in the length of periods and the time allocated for passing between periods. The exact times are noted below:

Period 1 - 50 minutes Period 5 - 43 minutes
Period 2 - 55 minutes Period 6 - 43 minutes
Period 3 - 50 minutes Period 7 - 53 minutes
Period 4 - 43 minutes Period 8 - 50 minutes

When assemblies are held a modified bell schedule will be followed. The schedule may omit specific periods (1, 2, 3, 7, and 8) on a rotating basis.

Lunch

There are three lunch periods: fourth, fifth, and sixth periods. You will be assigned to a specific lunch period and cafeteria. Each of the two cafeterias has two main serving lines, one for hot and one for cold platters. Both lines serve milk, sandwiches, and desserts for students who bring their lunches from home.

You are encouraged to relax and enjoy your lunch while conducting yourself with good manners.

After you have eaten your lunch, clear the tables of your dishes, trays, and trash, depositing each in designated areas and trash receptacles.

You are to remain in one cafeteria during the lunch period unless:

- A pass is obtained to go elsewhere prior to reporting for lunch.
- You desire to go to the library, report there first and sign in before going to your assigned cafeteria for lunch.
- You use the cafeteria patios in fair weather (use of the parking lot is not permitted owing to the tendency of such use to disturb classes in session).
- You are not permitted to take food from the cafeteria. Lavatories are available to you at the first floor "T" during lunch periods. Aides and assigned teachers supervise the cafeteria areas.

B Study Hall

A "B" study hall may be assigned by your assistant principal for minor rule infractions. Some examples may include cutting class, truancy, lateness to class and misbehavior that is detrimental to the welfare of the school.

"B" Study Hall Schedule:

10:27-10:47	Period 4	Room 117
11:14-11:34	Period 5	Room 117
12:01-12:21	Period 6	Room 117

AMP TV

Announcements are "broadcast" to you each morning. This program is staffed by members of the Media Production Program.

The contents of the program include appropriate musical themes, announcements for the day, sports results, and activity "commercials." All announcements to be made should be written on the proper form available in the mailroom and should be placed in the "Public Address" mailbox in the mailroom by 4:30 of the day before they are to be made. All announcements must bear the faculty advisor's signature and will be read only once. If they are to be repeated, a new copy must be submitted. Outside activities must be approved by Mr. McCuen.

Eastern Center for Arts and Technology Schedule

	A.M. STUDENTS
7:25	Abington High School to Eastern
7:45-10:30	Eastern classes
10:30-10:40	Eastern to High School
10:40-10:50	Report to Attendance Office (A108)
10:50-11:10	Lunch
11:14-	Begin period 5 and regular schedule
	P.M. STUDENTS
7:40-8:30	Period 1
11:14-11:45	Lunch — period 5
11:45-12:00	High School to Eastern
12:00-2:45	Eastern
2:45-3:00	Eastern to Junior High School

Two hour delay, no A.M. Eastern classes. Report to the Attendance Office upon arrival. P.M. Eastern in session.

This schedule will result in approximately equal instruction time for all periods in the course of the school year as periods 4, 5 and 6 will not be omitted for assemblies, pep rallies, early dismissals, or late arrivals. Accommodation is made in period 7 for the afternoon announcements when necessary.

ACADEMICS

Academic Requirements

A major subject requires out-of-school preparation and provides point credit at the rate of class periods per week X 2. A minor subject requires less out-of-school preparation and provides credit at the rate of class periods per week X 1, with the exception of some music courses.

You are required to schedule a minimum of fifty (sophomores fifty-five) points (exclusive of aquatics, health, and physical education) during the academic year. This minimum in grades eleven and twelve must include at least four major subjects which earn ten or more points per year. In grades nine and ten, every student is required as part of his/her total program to include the following ten-point subjects: English, World Civilizations, Mathematics and Science.

In making course selections, you should study carefully **Let's Look Ahead**, the curriculum planning guide. **Let's Look Ahead** does not set a limit on the number of courses that may be taken in any particular year. This involves a decision that can best be made on an individual basis. You, however, should not overload your schedule: the quality of work is equally as important as the quantity of subjects taken. After decisions on course selections have been made (with parental approval), you will be expected to complete and follow your schedule for the entire school year.

Grading System

Student grades are based on the following system:

- A..... 90-100%
- B..... 80-89%
- C..... 70-79%
- D-Passing Grade..... 65-69%
- E-Failing – eligible for Summer School .. 40-64%
- F-Failing – ineligible for Summer School....0-39%

The final grade will be calculated as follows:

- Marking period I.....20%
- Marking period II.....20%
- Midterm Exam.....10%
- Marking Period III.....20%
- Marking Period IV.....20%
- Final Exam.....10%

Seeing the teacher to arrange making up the work is your responsibility.

Students achieving a grade less than 40% are not permitted to attend summer school.

Honor Roll

Students who achieve a 3.5 grade point average, based on a 4.6 scale, will be named to the Honor Roll. All courses are included in determining Honor Roll status, with the exception of physical education, health and aquatics. Students who achieve a 3.5 grade point average will be named to the regular Honor Roll and students who achieve a 4.0 will be named to the Distinguished Honor Roll.

Report Cards

Report cards are prepared and printed by computer with one copy mailed to your home. If you believe there is a mistake in the spelling of your name, address, or in your grade, bring this to the attention of your counselor immediately. If you move, you must provide proof of residency to the registrar of the high school before a change of address can be made to your records. The report card schedule for the 2009-2010 school year is as follows:

Report Period	Period Begins	Period Ends	Report Cards Issued
1	September 9	November 13	November 25
2	November 16	February 1	February 11
3	February 2	April 14	April 26
4	April 15	June 18	June 30

Interim Progress Reports

Interim Progress Reports will be mailed to your home approximately 5 weeks after the beginning of each marking period. Information regarding academic progress can be viewed daily by the use of ProgressBook.

Scholastic Warning Notice

If a teacher feels that your work is not satisfactory, a notice may be sent home to your parents to alert them to the fact that you are not progressing well. Unsatisfactory work may mean that you are not working up to your ability, you are not completing assignments, or you are failing to achieve a passing grade for any reason. Failure notices are sent home at any time that the teacher feels it is necessary; however, they are usually sent before the end of a grading period to allow you to improve your work and prevent failure. These notices are to be returned to school with your parent's signature within three days. If a failure notice has not been returned within this time period, the matter will be followed up by the Assistant Principal.

Tutoring

At some time during your high school years, you may require special help in understanding the subject matter in a particular course. You are encouraged to seek assistance from your teacher. Classmates in the National Honor Society also provide a peer tutoring service to all students.

Abington does not encourage the use of commercial tutors, unless all other avenues of assistance have been tried. The school does not endorse any tutors, recommend fees, or make guarantees that such tutoring will produce a passing grade. Employment of any faculty member of your building as a tutor is not permitted.

Mathematics and Science tutorial assistance is available during the school day. Guidance staff may assign students to a tutorial session during a study hall period. Students that are assigned must attend the tutorial session.

Summer School

Remedial courses are offered in summer school. It is important for you to understand that five-week make-up courses do not duplicate course offerings during the school year. It is impossible to provide in twenty-five days the same learning experience provided over a 184-day period. Therefore, emphasis will be directed toward the basic skills and concepts in each course. Because of the lack of comparability between summer school make up courses and those taught during the school year, a "C" is the highest grade attainable in a summer school make-up course. You may repeat courses in summer school in order to raise your grade. In all cases both grades will be reported on the permanent record, report card and on transcripts to institutions of higher learning.

You are encouraged to pursue summer school study, within the district whenever possible. With the approval of the principal, a total of twenty points may be counted towards graduation for work taken outside the district. No graduation credits are permitted for summer school courses taken before the completion of grade nine. A complete list of summer school offerings will be distributed each year in the spring.

Students achieving less than 40% in courses taken during the school year are not permitted to attend summer school. Students entering summer school to raise a D to a C will have their GPA computed based on the C grade earned during summer school.

Students entering summer school to raise a grade of E will have their GPA computed based on a grade of D.

Commencement Participation

In order to be included in commencement activities students must complete all required courses with a passing grade. This includes a state, mandated graduation project.

Course requirements and point eligibility for graduation are clearly designated in *Let's Look Ahead*.

All must participate in the mandatory graduation rehearsal in order to take part in the commencement exercise.

Commencement Expectations

The commencement ceremony is a time honored tradition. It is expected that graduating seniors will abide by all school rules and regulations in order to provide the school community with the opportunity to appropriately recognize the achievement of each and every graduating senior.

Conduct that is disruptive or disrespectful may result in consequences that may include suspension, expulsion and the holding of the diploma.

Valedictorian and Salutatorian

In order to be eligible to become the Valedictorian or Salutatorian, it is expected that a student would have been enrolled in the high school for at least two full academic years. However, the final decision will be made by building administrative team.

Scholarships and Awards

From your entrance in Abington High School as a freshman to your graduation, you will be formulating your plans for a career. For some of you this will directly follow your graduation, for others it will come after completion of advanced training courses, and for still others it will come after one or more college degrees. No matter what your future plans may include, if you qualify, you may apply for any one of the following examinations or scholarships. You should never forsake your plans for advanced or college training because of financial problems until you have investigated these possibilities:

Cooperative Work-Study
Service Academies
Programs (at many colleges)
ROTC Scholarships

Other scholarships granted by organizations other than colleges may be available as follows:

Abington Alumni Association	Christopher James Memorial
Abington Band Parents Association	Tony Lanzillotti Memorial
Abington Civic Club	Michele (Mimi) Lebeau Memorial
Abington High School Scholarship	Joseph F. Marsden Scholarship
Abington Parent Groups—Parent Council,	James F. McCaffrey Scholarship
Abington Advisory Council,	Jeanne McClure Memorial
Scholarship Fund	G. Donnon McGinley Scholarship
Abington Schools Centennial Scholarship	Patrick Reilly McManus Memorial
Abington Secretaries Association	Minority Cultural Affair Club
Abington Township Police Assoc.	National Honor Society (Abington Chapter)
Abington Township-Rockledge Borough	National Jr. Honor Society (Abington Chapter)
Republican Organization Scholarship	National Merit
AETNA U.S. Healthcare, Inc.	T. Carroll O'Brien Memorial
Brandon Baquero Memorial	Charles F. Pawling Memorial
Richard Scott Beck Memorial	Philmont Kiwanis Club
Corrine A. Brinton Scholarship	Joseph Polya Memorial
Morton Brooks Humanitarian Memorial	Charles C. Roberts Memorial
Helen M. Clark Memorial	Samuel Rodgers Memorial
James K. Davies Memorial	Senior Work Day
Andrew Eisele Memorial	William Shrewsbury Memorial
Patricia Elliott Scholarship	Robert Stout Memorial
Vern Fegley Memorial	Student Council Coca-Cola
John R. Freed Memorial	Student Council Color Day
Nelson Gable Memorial	Martin Sussman Organization
Harold Grebe Scholarship	Times-Chronicle Newspapers Scholarship
E. B. Gernert (Student Council)	Joanne Mateer Weaver-Stroh Scholarship
Glenside Community Women's Club	S. Shirley Weiss Scholarship
Joseph E. Gribosh Aviation	Donald Willoughby Memorial
Science Scholarship	World Affairs Club Scholarship
Emma Haldeman Memorial	Elayne Zimmerman Memorial
Gertrude Herzog Memorial	

COURSE SELECTION

All eleventh and twelfth grade students must schedule a minimum of 50 points each semester during the school year. Sophomores must schedule 55 points per semester; the minimum course load must include at least four subjects that earn 10 or more points each.

The course selection process for an ensuing academic year covers a period from February to the end of June. Requests to change original course selections will not be honored after the process is completed in June.

After the course selection process is completed, students are required to follow their new schedules for an entire school year.

Students are encouraged to make their course selections carefully in the spring as changes in the fall will be approved only as a result of a scheduling error.

Students must list a minimum of three alternatives as elective choices with their guidance counselor during the spring scheduling session. A request to change your first or second semester schedule in September must be submitted to your guidance counselor. Your guidance counselor will advise you of the feasibility of your request. Your guidance counselor may record your request and present the information to the Senior High School Scheduling Committee. The Scheduling Committee consists of the guidance counselors and Building Administrators. All requests submitted by the guidance counselors will be reviewed and all Scheduling Committee decisions are final.

In the case of approved changes, a notation is recorded on the permanent record as either "WP" (withdraw passing) or "WF" (withdraw failing).

New students who enroll after the opening day of school will be scheduled in the subject areas if available, that correspond to the schedule followed in the sending school.

A student may be enrolled in an elective subject on an audit basis, under certain conditions, but subject to the limitations of available class space. Although a student receives no point credit under audit status, the subject can be included in meeting the minimum 50 (sophomores 55) point course load requirement. Students enrolled on an audit basis would include:

- A student repeating a subject already passed with a grade of "D" or higher.
- A student who desires to pursue continued study in a selected elective subject, but without an entry on the permanent record for course/GPA credit. A student enrolled in a subject on an audit basis is required to attend all class sessions, complete all assignments and take the necessary examinations. Processing of these special requests would require that:

- Initial approval of the department chair must be obtained before the request is considered in an administrative/guidance staff meeting.
- A maximum of one (1) subject can be scheduled on an audit basis.
- An approved audit status is irrevocable and remains in effect for the length of the course.
- An entry (unsatisfactory) would be made on the permanent record at the end of the school year for those audit students who fail to meet classroom obligations.
- In every case where a student is enrolled in a course on an audit basis, the teacher will be so informed by the department chair.
- Once enrolled in an elective subject, the student may not revert to an audit status.

Withdrawal from Course Policy

Prior to the close of the first marking period, students may obtain guidance and their assistant principal's approval to withdraw from a course without academic consequence (the course will not appear on the high school transcript). Following the close of the first marking period, Students who are granted permission to withdraw from a course will receive a withdraw passing (WP) or withdraw failing (WF) notation on the report card and transcript. Students who withdraw from a course with a passing grade will not receive credit, full or partial, for the course. Students who withdraw from a full-year course will not be eligible to take that course in summer school. This policy applies to all students from grades 9 to 12.

GUIDANCE SERVICES

To avoid confusion and to permit counselors to be of greatest service to you, definite procedures have been drawn up to enable you to avail yourself of guidance services. These procedures are to be strictly adhered to by the guidance staff and by you unless an emergency situation presents itself.

Any student desiring a conference with his/her counselor should stop at the guidance office before school or after school in order to make a definite appointment at a mutually agreeable time. No student is permitted to miss any regular subject matter class or assembly except in case of an emergency.

The counselor will issue a pass to the student. The student should proceed directly to the main guidance office or to A112; do not loiter on the way. Upon arrival the pass is then to be presented to the guidance secretary who will check and return it. If for some reason the counselor cannot keep the appointment, the guidance secretary will send the student back to study hall after rescheduling the conference.

Students who make appointments are expected to keep them. If for some unexpected cause an appointment cannot be kept, the counselor should be notified as soon as possible. Only through the observance of such courtesy can the counselor be of greatest help to all students.

College Admissions Seminars

Parents and students are invited to Abington School District's seminar program for college admissions. Abington Senior High School guidance counselors will be presenting on important college admission topics. For Senior High School parents and students: All meetings are at 7:00 p.m. in the Senior High School Auditorium with the exception of the College and Career Fair which is at 7:00 p.m. in the Senior High gymnasium and the Senior High Cafeteria B.

Date	Topic
October 20, 2009	What are colleges looking for?
November 17, 2009	Testing: An overview of the SAT, PSAT and ACT
December 15, 2009	How to evaluate a college
January 19, 2010	Financial Aid Process: Guest speaker: Ms. Bonnie Behm, Director of Financial Assistance Villanova University
February 16, 2010	Completing the admission
April 8, 2010	College and Career Night: 7:30 p.m. at Senior High School gymnasium

College Visits

The selection of a college or other institution of higher learning is one of the most important decisions you will ever make. It is a decision which will require careful study and analysis. A well planned visit to an

educational institution is a significant part of this study and analysis. A "Visitation Guide" was written in order to encourage such visitations without endangering the progress of your high school work.

Contact the college admission office well in advance to schedule an appointment. Try to arrange the visit so that, if possible, you will not miss any classes. If you must be excused from school, you are required to follow these procedures:

A written parental permission note must be presented to the assistant principal's office at least two days in advance of the anticipated trip. The note must include mention of the exact day(s) that you will be absent and include the fact that an appointment has been scheduled.

The assistant principal's secretary will give you a Teacher Consent Form-Excused Absence which must be signed by your guidance counselor and all teachers of classes you will miss. Thus, the teacher is informed in advance that you will be absent on specifically stated day(s). The form also enables the teacher to give you any assignments prior to the trip. The teachers may refuse permission if missing class could seriously jeopardize your scholastic grade or progress.

You must then return the signed Teacher Consent Form—Excused Absence, to the assistant principal's secretary before leaving school prior to the day of visitation. If everything is in order, the assistant principal will then sign the parental permission note. The form is then forwarded to the Attendance Office and is your excuse note for the day.

College visitations, although legal absences, do count against qualifying for a perfect attendance award. College visitations are limited to juniors and seniors only.

Adherence to the above procedure will assure you of making up the missed work without penalty.

Armed Forces Recruiter Access

The Pennsylvania Department of Education interprets Public Law 107-110, No Child Left Behind Act of 2001, Section 9528 (Armed Forces Recruiter Access To Students and Student Recruiting Information), and Pennsylvania law Act 10,1991, 51 P.S. § 20221-20225 in the following manner:

Access to Student Recruiting Information:

All local educational agencies (LEAs) must provide to military recruiters or institutions of higher education, upon request, access to secondary school students (i.e., juniors and seniors) and directory information on those students. The state military affairs law requires the release of directory information consisting of a list of secondary male and female students by name, home address and telephone number. Both the No Child Left Behind Act of 2001 and the National Defense Authorization Act for Fiscal Year 2002 reflect these requirements. The list will be compiled by the first day of the academic year in which the senior students will graduate.

Same Access to Students:

Each local educational agency receiving assistance under the No Child Left Behind Act of 2001 shall provide military recruiters the same access to secondary school students as is provided generally to post secondary educational institutions or to prospective employers of those students. Student's directory information will be used specifically for armed services recruiting purposes and for informing young people of scholarship opportunities.

Consent of Parent or Student:

If a parent or student would like the student's name, address and telephone listing excluded, please submit a written request the office of the Principal as soon as possible so that this request may be accomplished.

Abington Student Assistance Program

Students should feel comfortable talking to staff members about situations that they believe are dangerous to an individual or a group. Being a responsible member of the school community includes informing adults when you are concerned about a situation that may be a threat to the health, safety or welfare of any member of the school community.

Abington School District recognizes that alcohol and drug abuse as well as the stress of living in a chemically dependent family environment represent a serious and prevalent threat to its youth. The school setting is an appropriate environment for providing help. Abington School District recognizes its responsibility to provide intervention programs for the promotion of an increased awareness of problems and resources related to alcohol and drug abuse.

A program has been initiated to assist at-risk students in coping with personal problems related to alcohol and substance abuse. The "Abington Student Assistance Program" (ASAP) is now in place, and it meets the requirements of Public Law 99-570 "Pennsylvania Guidelines for the Drug-Free School and Communities Act of 1986."

A staff team has been carefully selected and professionally trained to serve as a support group to aid students. Referrals to the team may be made by a student, self, a parent or a staff member. If there is a need to refer a case or to intervene, the parents may be contacted by a member of the staff team. In addition, all high school faculty members have received in-services training both in assisting at-risk students and in identifying students with problems of alcohol and substance abuse.

A part of the function of the ASAP at the high school is to involve a state certified provider of therapeutic and counseling services to assist students in need of professional help. A trained mental health professional is in the high school and is available to parents, student, and staff.

LIBRARY SERVICES

An area where you can find a lot of help during your three years of high school is the Norman W. Schmid Library Media Center. The library media center is open Monday through Friday from 7:00 a.m. until 4:00 p.m. Students who wish to use the library media center during study hall may get a library pass from a teacher or from the library media center before school. Students may also come to the library media center before and after school and during lunch periods.

Certain procedures are in effect to facilitate access to library media center materials. These rules help to assure that the materials you need are in the library media center when you need them. Briefly, these regulations are:

- Computerized circulation of library materials will involve use of your own patron bar code, to be kept on file at the library media center.
- All books, except reference books, magazines, and books on special reserve, may be borrowed for a two-week period. Late books borrowed on a two-week basis are subject to a fine of ten (10) cents a day.
- Reference books may be borrowed on an overnight basis at the end of the seventh period. You must return them the following morning before the first class period begins. Fines for late overnight materials are twenty-five (25) cents a day.
- Back issues of magazines circulate for one week. Fines for late magazines are ten (10) cents a day.
- When any item is two weeks overdue you may be referred to the assistant principal for disciplinary action.
- When a book is lost, you should report the loss to the library media specialist who will inform you of the cost of the book. If you find the book after you've paid for it, or if the book is returned to the library media center, your money will be refunded, less the fine.

The library media specialists are there to assist you when you need them. They can help with book selection for reports and leisure reading, with research for term papers, with finding facts and other information. They can also help with information searching on the computer network.

The library media center is equipped with extensive net-worked computers, Access PA interlibrary loan, a photo-copy machine, and printers. Student have access to the Cyber Lounge featuring laptops, digital camcorders, digital cameras, color printers and scanners and a variety of media production programs. In addition, desktop computers and laptops are available for student access to reference databases, internet searching and myriad computer applications. All of the above can be utilized by our students, with a student I.D., throughout the day as well as before and after school. Since the library media center is a place for reference work and study, please remember to cooperate by studying quietly and by being considerate of other students and of school property. Also remember to consume all food and beverages before entering the library media center.

ASSEMBLIES

You will soon discover that assemblies are an integral part of your school life and occur on an established schedule. Special assemblies may be called at any time. All-school assemblies and pep rallies are held in the gymnasium. Other assemblies for classes or certain designated groups are held in the auditorium.

CAFETERIA CONDUCT

Students are expected to:

- Be responsible for the cleanliness and order of the table that they have selected.
- Select a permanent seat and table for the year.
Wait to be dismissed by the cafeteria aides.

- Keep their area free of litter at all times.
- Students who do not abide by basic expectations for an orderly and clean cafeteria environment will be assigned disciplinary consequences by the assistant principal.

DISCIPLINARY CONSEQUENCES

A teacher may detain you after school for misconduct, to make up incomplete work, or for additional instruction. This is usually arranged a day ahead in order to enable you to provide for your transportation home. Administrative detentions may also be assigned.

A "B" study hall may be assigned for infractions of general school rules. Such things are cutting class; truancy; misbehavior in the corridors, cafeterias, or assemblies; tardiness to class; eating outside the cafeteria, and other such general rule infractions which may in the judgment of an administrator be detrimental to your welfare, the welfare of other students, or the welfare of the school in general are the basis for these assignments.

Additional hours will be assigned if you do not arrive at "B" study hall on time or if you "cut" "B" study hall. If you are persistently tardy or fail to report, you will be suspended from school.

School service may also be assigned by your assistant principal for minor infractions of school rules. Failure to comply with assigned school service hours may result in suspension from school.

"B" Lunch/Study Hall Locations:

Period 4 = Room 117

Period 5 = Room 117

Period 6 = Room 117

Teacher Referrals:

A Discipline Referral form will be issued for offenses which are hindering student success in classroom activities, such as:

- Chronic lateness to class
- Insubordination
- Refusal to comply with positive intervention strategies
- Disruption
- Any other behavior deemed to be problematic

If you have a medical appointment on a day on which you are assigned a consequence, you must first clear with the assistant principal or his secretary and you must present written evidence on the doctor's letterhead of having kept the appointment. The same rule applies in the case of a teacher consequence for make-up work or misconduct.

Diplomas, report cards, and other school records are not issued until all obligations are cleared.

You are usually assigned a consequence for the next day to enable you to arrange transportation.

STUDENT ACTIVITIES

Student Council

The Student Council represents you officially in all school matters. You should select members of Student Council carefully so that you are represented by good, strong leadership. Regulations concerning membership, elections, activities, responsibilities, and scope of its authority are clearly described in the Abington High School Student Council Constitution.

You, as an Abington student, whether you are an elected officer, a cabinet representative, or merely an interested student, may attend all meetings and participate in all activities.

Your Student Council's strength lies in its knowledge of student needs and its ability to lead students in the direction of a better school community. It can represent you and be an effective force in the life of the school only if you support, cooperate, and remain informed of its activities.

Student Council officers for the school year 2009-2010 are listed below. Contact them if you have suggestions which would improve student life or if you wish to work on special committees or projects during the year. They are looking for students who are willing to work to make the school better serve the students.

Student Council Officers

President – Giuliano Presta
Vice President - Kate Markham
Secretary - Lydia Braxter
Treasurer - Courtney Enderle

Student Council representation is based upon your social studies assignment. Class Council representation is also selected through social studies class.

Class Officers

Class of 2010

President - Richard Carr
Vice President - Malorie Letcavage
Treasurer - Andrea Clabbers
Corresponding Secretary - Shaun Henry
Recording Secretary - Jeffrey Magida

Class of 2011

President – David Park
Vice President – Kaitlyn Donnelly
Secretary – Katherine Kushin
Treasurer – Logan Rothman

Class of 2012

President - T.B.A.
Vice President - T.B.A.
Secretary - T.B.A.
Treasurer - T.B.A.

During your high school career, you will probably participate in many activities with your fellow classmates under the leadership of your class officers. Through years of experience, the following regulations have evolved which govern the election of these officers.

- The class officers are president, vice president, secretary, and treasurer.
- The voting is done by secret ballot or by voting machine.
- Any candidate may campaign for the office for which he or she is a candidate. The active campaign week will begin at 8:00 a.m. on Monday of the week following Student Council elections; balloting will end prior to 4:00 p.m. on Friday. This may be rescheduled if a primary election is needed.
- Any student wishing to run for office will file an application form with the Class Sponsor. Three days during the week prior to the active campaign week will be designated as the time for filing the candidate application forms.
- Primary elections will be held for any office in which there are more than three candidates who have filed application forms for a given office. The three candidates receiving the most votes will then be placed on the final ballot.
- A write-in vote will be accepted provided that the name indicated is not that of a person who was previously declared ineligible for office. All write-in candidates' election campaigning will be entirely controlled by the Class Sponsor.
- Candidates will not campaign on the basis of a "slate" with other candidates. The purpose is to elect the voters' choice for each office.
- Posting of campaign material shall conform to the regulations for the use of bulletin boards and any regulations set up by an election committee of the class.
- Portable campaign material such as badges, cards, and tags that can be worn on clothing or person may be used during Campaign Week at all times (no placards or banners).
- All campaign publicity such as posters, tags, and cards shall be handmade and shall represent expense only in the basic cost of the materials used.
- Speeches supporting the candidates may only be made by the candidate or members of his campaign committee at a class meeting called during assembly period in Campaign Week.
Polling places and times for voting will be announced during Campaign Week.

The entire election process, i.e., the preparation of ballots and balloting itself, and tallying the vote, will be supervised and conducted by an Election Board headed by the class officers.

The tally of ballots will be certified to the class advisors by the Election Board and complete election returns will be posted as soon as possible after the election.

Each class will have a Cabinet composed of one representative, from each social studies class. These cabinet members shall be elected the last week in September following the election of Student Council representatives. Members of the Student Council are not eligible for election to the Class Cabinet.

Fundraising

Policy of the Board of School Directors specifies that students may not sell or solicit door-to-door for funds to support clubs or organizations operating within the school. Club fundraising activities must be cleared through the Student Council and approved by the assistant principal.

ALL FUNDRAISING PROJECTS MUST BE CONDUCTED TO SUPPORT CLUBS OR ORGANIZATIONS OPERATING WITHIN THE SCHOOL. SALES FOR "PRIVATE" OR NON-SCHOOL RELATED ACTIVITIES ARE PROHIBITED.

NATIONAL HONOR SOCIETY

The Abington Honor Society is a chapter of the National Honor Society and it fully adheres to the rules of the parent organization. Admission requirements are fourfold: scholarship, leadership, character and services. The following guidelines are designed to clarify each requirement.

Scholarship-The student who possesses scholarship:

- **Has a minimum of 3.4 cumulative grade point average.**

Leadership The student who exercises leadership:

- Is resourceful in proposing new problems, applying principles, and making suggestions.
- Demonstrates leadership in promoting school activities.
- Exercises influence on peers in upholding school ideals.
- Contributes ideas that improve the civic life of the school.
- Is able to delegate responsibilities.
- Exemplifies positive attitudes.
- Inspires positive behavior in others.
- Demonstrates academic initiative.
- Successfully holds school offices or positions of responsibility, conducts business efficiently and effectively, and is reliable and dependable without prodding.
- Demonstrates leadership in the classroom, at work, and in school activities.
- Is thoroughly dependable in any responsibility accepted.

Service The student who serves:

- Is willing to uphold scholarship and maintain a loyal school attitude.
- Participates in some outside activity; Girl Scouts; Boy Scouts; church groups; volunteer services for the aged, poor or disadvantaged; family duties.
- Volunteer's dependable and well-organized assistance, is gladly available, and is willing to sacrifice to offer assistance.
- Works well with others and is willing to take on difficult or inconspicuous responsibilities.
- Cheerfully and enthusiastically renders any requested service to the school.
- Is willing to represent the class or school in interclass and inter-scholastic competition.
- Does committee and staff work uncomplainingly.
- Shows courtesy by assisting visitors, teachers and students.

Character The student of character:

- Takes criticism willingly and accepts recommendations graciously.
- Constantly exemplifies desirable qualities of personality (cheerfulness, friendliness, poise, stability.)
- Upholds principles of morality and ethics.
- Cooperates by complying with school regulations concerning property, programs, office, halls, etc.
- Demonstrates the highest standards of honesty and reliability.
- Shows courtesy, concern, and respect for others.
- Observes instructions and rules, punctuality, and faithfulness both inside and outside of the classroom.
- Have powers of concentration and sustained attention as shown by perseverance and applications to studies.
- Manifests truthfulness in acknowledging obedience to rules, avoiding cheating in written work, and showing unwillingness to profit by the mistakes of others.
- Actively helps to rid the school of bad influences or environment.

The following procedures are used when considered for admissions to the Abington Chapter of the National Honor Society.

1. Each fall all juniors and seniors who have a cumulative average of "B" or 3.4 at the end of the previous school year are notified by letter that they may wish to be considered for membership in the National Honor Society. Interested students are asked to return a card indicating the activities in which they are involved. A student who fails to meet the scholarship requirement by the eleventh grade could qualify by the beginning of the first semester in his/her senior year provided his cumulative average beginning with the ninth grade is 3.4.

2. By computer, the activities cards are sorted and lists are developed and sent to each activity sponsor for evaluation of each student on a 1 to 5 scale.
3. The entire faculty is sent a list of eligible students for the National Honor Society and is asked to evaluate each student on a 1 to 5 scale on both leadership and character.
4. A computer printout compiles all the information together in a profile of each candidate. A faculty committee appointed by the principal makes the final decision on who is to be admitted. Students who are admitted are notified by mail.

The major activity of the National Honor Society is providing tutoring service to all students. Other activities include the fall induction service and reception and awarding of a scholarship at graduation. This is considered one of the highest honors bestowed upon a student. However, if you fall below the standards upon which you were elected to membership, you can be dropped from the chapter upon the recommendation of the National Honor Society Council.

National Honor Society Officers

2009-2010 School Year
 President—Sarah Rubin
 Vice President—Paul Tershakovec
 Secretary—Natalie Fallas
 Treasurer—Laura Parks

CLUBS AND ACTIVITIES

Activities are an integral part of the program of Abington High School, providing an opportunity for involvement in areas of interest outside the classroom. It should be remembered, however, that success is not measured by the number of activities in which you participate, but rather by the quality of your participation in each.

- A wide variety of clubs and related activities is open for your participation. Since sponsors, meeting times, and student interests change from year to year, the number and types of clubs vary somewhat each year. If a group of students wishes to organize a new club, they should:
 - have ten or more interested students.
 - find a faculty sponsor.
 - present a proposal to the Student Council.
 - be approved by a two-thirds vote of the Student Council.

Likewise a faculty member may initiate a club and announce his intention to recruit members.

Several points to keep in mind regarding the organization of clubs are:

- There are to be no secret fraternities or sororities.
- There are to be no restrictions or quotas as to race, sex, creed, or color, national origin or physical handicap.
- There are to be no clubs to promote the doctrines of or the affiliation with a specific religious sect or political party.

DRAMATIC GROUPS

In addition to sports and club activities, many students find it fun and rewarding to participate in dramatic presentations. You may not be able to schedule a class in dramatics in your program; however, there are a number of presentations for which you may compete for parts.

Theatre is one way our community and school population are made aware of the talents and abilities of Abington students.

An all-school musical is presented in the Spring. Drama productions also are presented during the school year.

MUSIC ORGANIZATIONS

There are many opportunities for you at Abington High School if you are interested in music. You should contact the band or orchestra directors if you play an instrument or the vocal director if you are interested in joining a choral group.

Instrumental Groups

The Concert Band is a major subject scheduled for five periods per week.

Marching Band is an extracurricular activity. Tryouts take place during the spring band clinic. The Marching Band season begins with a two-week camp in August. During the school year, practices take place after school.

The Marching Band performs at football games, local and regional competitions and other community events.

Opportunities also exist to participate in the high school Orchestra. Membership is based on instrumental experience, proficiency, and approval of the director.

The high school Jazz Band provides opportunities for interested and qualified students to perform a wide repertoire of jazz music. Weekly rehearsals are held after school.

Vocal Groups

The Mixed Chorus is a large choral group which performs a wide variety of choral literature for the school community. Student membership is based on the approval of the director. This group is considered a major subject and is scheduled five periods per week.

The Select Choir is a small select group of students who perform many concerts during the school year.

Other Groups

Indoor Color Guard and Abington Percussion Theater meet after school and offer no school credit. Membership in these groups is based on tryouts.

SCHOOL SOCIAL ACTIVITIES

Various recognized organizations sponsor student functions during the school year. The following are rules associated with these activities:

- All school social functions are "closed" affairs. To attend, you must be an Abington student.
- Dress shall be appropriate for the occasion. The price of the dance tickets must be cleared with the director of school activities.
- All dances and music must be school appropriate.
- Any infraction of school rules at a school sponsored function such as drinking, smoking, profanity, careless auto driving, vulgarity, and so on, will result in disciplinary action, suspension and expulsion (see page 28).
- To eliminate fire risks, decorations of hay, fodder straw, confetti, or flammable paper may not be used.
- In general, party and dance decorations must be removed the very night of the function after the party or the dance ends. Special permission must be obtained to remove the decorations the next day.
- No substances may be placed on the floor for dancing.
- Screws, nails or other pointed instruments may not be fastened into the woodwork. Scotch tape may not be used.
- There shall be no fraternities or sororities in Abington Senior High School.
- Meetings of any organizations affiliated with the school must be held in the school. Special arrangements may be made, if necessary, for a particular program outside the school if permission is granted by the director of school activities or assistant principal.
- Arrangements for special programs, field trips, etc., should be approved and cleared through the sponsor and the director of activities to avoid conflicts in calendar dates.
- Dances are open to all students. The only exceptions to this are "dated" affairs where one member of the couple must be a member of the sponsoring group (Senior Prom, Junior Prom, Sophomore Hop, etc.)

PUBLICATIONS

Abington High School provides many opportunities for you to participate in the communication arts. Having taken the journalism course is not a required prerequisite; however, the experience would most likely be valuable for certain positions on the staff.

The *Abingtonian* is the official high school newspaper. Approximately eight issues are published per year, including an eight to twelve page Senior Issue which is distributed near graduation time. This special issue features the graduating seniors and a review of the year.

Working on the high school yearbook the *Abington Oracle*, offers a different kind of experience in publications. The yearbook is published each June by a staff headed by seniors; however, underclassmen with sufficient time, talent, and interest, are encouraged to join the yearbook staff.

Students interested in writing news stories may wish to join the News Bureau. Students write and submit news releases to the local and daily area newspapers and radio stations. Photographers, typists, reporters and announcers are needed.

The literary magazine, *The Spectre*, concentrates on the publication of creative writing and art. Contributions from all students are encouraged; and staff members read, edit, and evaluate all types of material—short stories, verse, plays, essays and art.

Publications operate under a Publication Code developed by a Faculty-Student Committee.

STUDENT PICTURES

Early each fall, your picture will be taken during a scheduled time. Prints of varying sizes in color and black and white will be offered to you for a packet price. There is no obligation on your part to buy these. However, students might enjoy exchanging wallet sized prints with their friends, and parents enjoy a pictorial record of your high school years.

In addition, during final examinations in your junior year, you should schedule your senior portrait for the following year. Announcements will be made regarding times and locations. Prints of these also will be offered to you with no obligation if you do not wish them.

GIFTS TO THE SCHOOL

Often the Student Council and Senior Class present a gift by which to be remembered. This gift is carefully selected and is one which will contribute in some way to the education, enjoyment, or esthetic appreciation of students who follow.

Should your class or Student Council decide to give a gift, it will accumulate the money for this gift from the sales of directories, class insignias, special projects, class drama productions, and any profits from class dances or proms.

ATHLETICS

Interscholastic Sports Program

The interscholastic program at Abington Senior High School is a member of the National Conference of the Suburban One League. The program operates under the rules and regulations of the Suburban One League and the Pennsylvania Interscholastic Athletic Association.

Responsibility: The principal, in all matters pertaining to athletics, has full responsibility and control.

Membership: All public high schools in the Commonwealth of Pennsylvania are under the control of the Pennsylvania Interscholastic Athletic Association. Abington High School is part of the PIAA's District One.

Purpose: The purpose of the P.I.A.A. is:

- 1) To promote health of participants.
- 2) To promote education.
- 3) To control competition.

District One: District One is composed of Bucks, Chester, Delaware and Montgomery Counties. Each district is controlled by a district committee elected by the high schools of the district. This committee has full charge of athletics in the district.

Eligibility and Participation: All students wishing to compete in athletics at Abington Senior High School must comply with all PIAA rules governing student eligibility. These rules can be found at www.piaa.org or by contacting the Athletic Director.

All athletes must be amateurs. If a pupil has been absent for 20 days except for illness, injury or quarantine, he/she is not eligible for sixty days after his/her return to school.

No athlete may participate with any outside athletic organization until he/she first receives the approval to do so from the Athletic Director. Pupils of the ninth grade may compete on high school teams as deemed appropriate by the coaching staff and school administration.

All pupils who participate must have parental consent and the approval of a private physician; all athletes must be examined prior to the sport season.

Additional policies regarding student eligibility and participation can be found in the "Student Athlete Handbook" which is distributed to each athlete at the start of the season.

Academic Eligibility and School Credits: Eligibility must be checked each week. In order to be eligible, a pupil must have passed at least four full-credit subjects or the equivalent, during the preceding semester.

Athletic Injuries

Athletics involve physical activities which could create the possibility of severe or permanent injury. Therefore, care in participation in those activities is critical. If you participate in the athletic program, you should be aware of the administrative policy covering injuries to students.

Each student contemplating participation in district/interscholastic athletic programs must undergo an eligibility medical examination by the family physician. Examination forms, secured from the school nurse, must be completed by the physician, signed by the parent and returned to the school health office prior to practice or participation in any sport. Athletic eligibility lists based on the written medical report will be compiled by the school nurse and submitted to the coach or coaches of the sport for which the student has been examined.

With the exception of senior high interscholastic football, the Abington School District will not assume the cost of treatment for injuries suffered in athletic activities.

The Abington School District will purchase insurance against expenses for injuries suffered by students participating in senior high school interscholastic football when such expenses are not covered by family or student insurance policies.

Students who elect to participate in any district sponsored athletic activities are urged to purchase insurance providing coverage for sports programs.

Varsity Letters

You should be especially proud if you qualify to wear the Abington "A" which indicates that you have ably represented your school in competition with other schools and have shown a high achievement in both athletic prowess and sportsmanship.

Each individual sport has its own requirements in regard to participation during a season and you can easily secure this information from your coach.

There are certain other requirements of a more general nature in addition to the specifics within a sport area.

- 1) Attend all practices; report on time; leave only when excused. If circumstances arise whereby a student cannot be present for practice, he/she must personally report to the coach before the practice session.
- 2) Be present at all scheduled contests unless otherwise excused by the coach.
- 3) Represent Abington High School with high standards of conduct at all times.
- 4) Observe all training, rules outlined by the respective coach.
- 5) Strive to win; but win or lose, be a good sport.
- 6) Take pride in the care of all items of uniform, supplies and equipment.

Any team member may receive a varsity letter after three years of competition in that specific sport upon the recommendation of the respective coaches.

Shall special circumstances justify such action; a varsity letter may be awarded to you upon the recommendation of the respective coaches and athletic director.

If you wear the "A" of Abington, you have a responsibility, not only to yourself but the school, to wear it proudly and not to bring reproach upon the school by conduct unbecoming a varsity athlete on or off the field.

During the time that you as a letter-winner are a student of Abington, the varsity letter may be denied or revoked whenever your conduct does not meet the above mentioned standards. When an occasion of this type arises, you should meet with the coach, athletic director, a representative of the administration, and team captain or team representative to resolve whether or not you are worthy to receive or retain the varsity "A".

The Galloping Ghost

*You may have wondered when and how Abington
got its mascot, the "Galloping Ghost."
It all began back in 1931. Glen Snodgrass, at that
time the football coach at Abington, had played football
at the University of Illinois in the 1920's with Red
Grange, the original "Galloping Ghost". Because of
their friendship, Red Grange was invited to speak in
Abington. The School adopted the "Ghost" as its mascot at that time.*

HEALTH AND PHYSICAL EDUCATION

The aim of the physical education program is to provide you with opportunities to develop skills, understandings, and interests so that you can govern and control body movement and become physically educated. Physical education involves physical activities which could create the possibility of severe or permanent injury. Therefore, care in participation in those activities is critical. Because of the physical activity involved in these classes the following procedures and rules are to be followed:

Young Women

The following uniform will be worn during physical education class:

1. Athletic shirt (preferably plain)
2. Gym shorts (no cut offs)
3. Athletic socks and sneakers
4. Warm-ups (sweat suits) are recommended.

For your own personal safety in participation, no jewelry may be worn.

Hair must be secured by a barrette or rubber band. It is recommended that valuables be left at home on physical education days.

Athletic clothing worn in physical education class should not be worn in other classes.

Young Men

The following uniform will be worn during physical education class:

1. Athletic shirt (preferably plain)
2. Gym shorts (no cut offs)
3. Athletic socks and sneakers
4. Warm-ups (sweat suits) are recommended.
5. Athletic clothing worn in physical education class should not be worn in other classes.

Physical Education Excusals

You will be taking physical education each year while you are in high school. There may be times, however, when it may become necessary for you to be excused from participation for a period of time. There are certain procedures with which you should be familiar. All excuses from parents and doctors must be presented in the health suite before school. Do not bring the original excuse to your gym teacher. The nurse will give you an excuse which must be presented to your teacher at the scheduled meeting of your gym class.

Specific regulations will be clarified by your physical education teacher.

The following procedures are also important for you to know:

- All daily excuses from physical education must be brought to the health suite the first thing in the morning.
- Repeated single excuses from physical education will be evaluated, and a medical note utilizing the form below will be required.
- In the case of long term excusals (over four weeks) from physical education, the doctor should indicate the diagnosis and suggest the adapted alternative program for the length of time to be excused, utilizing the form below.
- Placement and responsibility for students temporarily excused from physical education will be decided by the physical education chair and guidance counselor.
- Work vital to the sequence of learning and/or student safety must be made up.
- Students excused from physical education are not expected to participate in interscholastic or intramural activities, marching unit, or cheerleading after school.

Dear Doctor:

Please complete this form for your patient who requires modification of his/her physical education program.

Name of Student

Condition requiring Modification of Physical Education Program

Date of Treatment Began

Activities in Which Student Cannot Participate

Activities in Which Student Can Participate

Date Student Can Return to Regular Program

Additional Comments:

Physician's Signature

Students should return this form to the school health suite promptly. No retroactive medical excuse notes will be accepted.

HEALTH SERVICES**Physical Examinations**

Examinations are required by law upon original entry into school and in the sixth and eleventh grades. Parents are requested to have these examinations completed by family physicians. Reports of these examinations are due at the opening of school in September. A test for tuberculosis is required on original

entry and in other grades upon the direction of the Pennsylvania Department of Health. A special examination may be required at any time. Parents unable to have examinations completed or secure medical care should contact the school nurse for assistance. Temporary or permanent health problems should be reported to the school. The school will report to the parents in writing or through a home visit by the school nurse any deviations from normal health that are discovered or suspected in school.

Immunizations

Pennsylvania Department of Health regulations require that all students attending school must be fully immunized. The only exceptions to these regulations are those students for whom immunization is not medically advisable or those for whom immunization is contrary to religious or moral convictions. Students who are not fully immunized will be prevented from entering school.

Health Conferences

All students are seen each year in a conference. Height, weight, vision and hearing testing, and a review of the immunization record are part of the conference. Reports of unsatisfactory findings are sent home to parents by note with the student, through the mail, or through a home visit. Parents are requested to return reports promptly to the school after advice of the family physician has been obtained.

First Aid and Emergency Cards

No care will be given in school beyond first aid in accidents and illness under written orders of the school physician.

Emergency cards with written authorization for further care and names of physicians and other persons to be called in an emergency are on file in each school. Emergency cards are due at the opening of school in September. Parents are requested to arrange necessary transportation when a student needs to go home, to the family doctor, or to the hospital. The school will immediately summon a physician (the family physician if possible) or an ambulance in cases of serious emergency.

No student may leave the school for health reasons without prior authorization of the principal or health services.

Medication Policy

All medications must be brought to school by a responsible adult, not by the student. Medication may be administered by school personnel only when the medication is in a prescription bottle and correctly labeled by the pharmacist. The label must include the student's name, name of medication, dosage, directions, physician's name, and a current date. These medications should be given to the school nurse. A copy of the prescription and a note from the parent requesting that the medication be administered are required. Students in possession of unauthorized substances including prescription medication could result in disciplinary consequences which may include suspension.

Rules for the Health Room

Students must obtain a pass from the teacher in order to visit the health room during school hours.

No student will be admitted without a pass except for emergencies. Between classes go to your next class to report before going to the health room, except in cases of emergency.

School Insurance

This is a contract between the student and the insurance company. Parents are responsible for filing all necessary claims. Coverage is extended to all injuries in school including athletics except high school football in grades ten through twelve. All injuries must be reported immediately to the nurse, office, or to a member of the faculty in order for the student to be eligible for an insurance form. Parents are encouraged to secure school insurance.

Medical Excuses Required

All students restricted from school activities, including physical education and aquatics, must present a note from the family physician describing the condition and advising the kind and length of restriction. Permanent excuses must be renewed at the opening of school each year. For further information on medical excuses see the nurse.

Medical notes may be required for three-day absences and for students with repeated absences. Parents are urged to notify the school about students who may be absent for more than two days.

Controlling Communicable Diseases

The list below indicates the time period which students should remain home from school when having contracted any of the following communicable diseases:

Chickenpox — Six days from appearance of rash.

Impetigo — Until judged by the school nurse or child's physician.

Pediculosis (Lice) — Until judged by the school nurse or child's physician.

Acute Conjunctivitis (Pink Eye) — Twenty-four hours from start of appropriate therapy.
Respiratory Streptococcal Infections (Including Scarlet Fever and Tonsillitis) - Not less than seven days from the onset or 24 hours from the start of appropriate therapy.
Ringworm (all types) — Until judged noninfective by the school nurse or child's physician.
Scabies — Until judged noninfective by the school nurse or child's physician.

Students returning to school after recovery from any of the above diseases should present a note from the attending physician. Students excluded because of suspicion of disease requiring isolation may be readmitted if a physician certifies that they were not suffering from the disease.

TRANSPORTATION

Buses

Bus transportation is provided for all Abington students who live outside a one and one-half mile radius of the school.

For added convenience late buses are scheduled at 4:15 p.m. and 5:15 p.m. for all students who remain after school in order to participate in sports or other activities. (See posted—Late Bus Schedule). You may not ride these buses unless you have a bona fide pass to present to the driver. Students who are on an athletic team or who take part in an extra-curricular activity which meets for a significant length of time will be issued a season bus pass which is filled out in ink by the coach or activity sponsor. Students who report after school to a teacher for the purpose of academic assistance, making up a test, or using the library facilities on a one-day basis will be issued a one-day pass which will be taken up by the bus driver upon entry.

Bus trips are designed to carry the maximum number of students, keeping in mind the best possible transportation schedule for all students in the school. You must ride the bus to which you are assigned with the exception of those students who stay in the afternoon and ride the sports or activity buses home. Should some emergency or special arrangements at home necessitate your riding a different bus, written permission must be obtained from the assistant principal.

It is expected that reasonable behavior will be observed during the time you are riding school buses. Infractions which jeopardize the safety of the bus and of the other students cannot be permitted. It is the duty of the bus driver to report to the teacher on bus duty any instances of student misbehavior on the buses. From this point the information will be turned over to the assistant principal for further action.

The following behaviors are considered infractions of basic bus rules and will have consequences as noted below:

1. Fighting
2. Committing vandalism or willful destruction to buses
3. Carrying weapons
4. Using drugs or alcohol
5. Smoking
6. Using profanity or giving verbal abuse
7. Standing, pushing, putting arms, heads and legs out of windows
8. Eating, spitting
9. Shooting water pistols
10. Throwing objects, snowballs
11. Making excessive noise
12. Bringing pets on the bus
13. Riding unassigned bus
14. Failing to produce I.D. card
15. Running after or hanging on bus
16. Interfering with safe and orderly operation of bus or jeopardizing health and safety of passengers
17. Committing other infractions of Board policy and Pennsylvania Department of Transportation regulations

Consequences

Violating bus rules 1-5* will usually result in immediate suspension from school. Violating any of the other rules will result in appropriate disciplinary action which may include, after due consideration, suspension from the bus and/or school.

Automobiles and Parking

The operation and parking of your automobile is under the supervision of the assistant principal.

If you intend to drive a car to school either regularly or occasionally, you must have a student parking permit clearly displayed on the bottom inside corner on the passenger's side of the windshield. Failure to obtain a

sticker and properly register the vehicle will result in disciplinary action and/or a citation/towing from the Abington Police Department.

Car registration dates and locations will be announced at the beginning of the year. A registration and driving regulation packet will be distributed when cars are registered.

To secure this permit, you must present a current insurance policy which indicates that you, as the driver, have liability insurance and property damage insurance. If you are an uninsured driver, you will not be permitted to park on school grounds.

Your registration always requires a \$50.00 per school year fee, your valid driver's license, your proof of insurance, and all signed registration forms.

Should you drive a different car to school due to emergency reasons or purchase a different car, this must be reported to the assistant principal's office immediately before school.

If you should purchase a different car, please remove the old sticker from your car and bring it to the assistant principal. All Pennsylvania Motor Vehicle Code rules and regulations will apply to the operation of vehicles on school grounds.

VEHICLE REGULATION FOR ALL STUDENTS

1. All Pennsylvania Motor Vehicle Code rules and regulations will apply to the operation of vehicles on school grounds. Violations to the PMVC or ASD driving regulations will result in loss of driving privileges without refund, and/or a citation/towing from the Abington Police Department, and/or discipline consequences including suspension.
2. Student registration for 2009-2010 is \$50.00 per student vehicle per year.
3. The maximum speed limit 15 miles per hour on all school property unless lower limits are posted or conditions require lower speeds.
4. Reckless or careless driving on school property, riding on fenders, bumpers, hoods, or in any manner that endangers the safety of any individual or property is prohibited.
5. No driving is permitted in the one-way bus lane or on any of the painted areas.
6. The Pennsylvania Vehicle Code is operative at all times. Your vehicle is subject to all school rules, regulations, registration requirements, and policies while on school property.
7. Old stickers must be removed, and the current permit must be properly displayed on all cars.
 - a. Permit must be displayed on the bottom inside corner on the passenger's side of the windshield.
 - b. Failure to display will result in discipline consequences including suspension and/or citation/towing.
 - c. Permit not valid if altered or damaged.
 - d. Keep all valuables locked and out of sight.
 - e. Permit valid only for vehicle registered.
8. Horns and "high tech" stereo equipment used as disruptive noisemakers are strictly prohibited.
9. Parking is permitted in the student parking lot spaces only. Parking anywhere other than the student lot will result in a loss of driving privileges, discipline consequences including suspension, and/or a citation by the Abington Police Department without refund.
10. All automobiles must be parked and locked upon arrival, and occupants must leave the auto.
11. All automobiles must be parked between the appropriate lines in the numbered parking space. All other parking is illegal.
12. Students will not be assigned a specific space, but only a privilege to park anywhere in the student lot.
13. Automobile visitation by students during the school day is prohibited unless administrative permission is granted.
14. P.M. exiting is one way SOUTH.
15. Driving to the Eastern Center is permitted provided special permission has been obtained from the assistant principal and your vehicle is registered here.

VIOLATION OF ANY OF THESE REGULATIONS WILL RESULT IN DISCIPLINARY ACTION, which may include suspension and/or loss of driving privileges, and/or citation from the Abington Police Department.

Student Parking

Parking privileges at Abington Senior High will only be available to Junior and Senior students under the following conditions:

1. Eligibility for parking privileges will be based on a student's previous year's attendance and lateness record. Any student suspended for lateness in the previous semester will not be eligible to purchase a parking sticker until the next semester.
2. A student may demonstrate through the first semester of the current school year that acceptable attendance and lateness practices can be maintained. At the conclusion of the first semester, that student may apply for a parking privilege. The attendance record will be reviewed by the administration, and a decision will be made regarding the student's application.

3. Students who are issued a parking privilege must maintain throughout the school year an acceptable record of absence and lateness. Parking privileges may be revoked at any time for excessive lateness or absence. Students will forfeit the parking fee if the privilege is revoked.
4. Attendance includes arrival to school on time and daily attendance.
5. Parking privileges apply to all students including Eastern students.

Cars

All students must park in the student parking lot on the south side of the building between the swimming pool and Baerwood Park.
NO STUDENTS MAY PARK IN THE FACULTY PARKING LOT. Be sure your car is locked when you leave it to enter school.

Parental Transportation

If your parents drive you to school either regularly or occasionally, it is your responsibility to have them drop you off in the student parking lot. This established drop off zone will protect you and your car and will avoid congestion during periods just before and after school.

Bicycles

You may ride your bicycle to school if you wish; however, you should keep it locked during the day and use the bicycle racks provided. Racks are located by the gymnasium.

You should know and follow the following rules as published by the Abington Township Police Department. PEDALCYCLE is the new name, under the law, for what is presently called a bicycle.

1. All pedalcyclists must obey all traffic laws. These are the same laws that govern the operator of an automobile under the Pennsylvania Motor Vehicle Code.
2. Always drive your pedalcycle on the right side of the roadway. It is always best to drive single file and close to the curb.
3. You must stop at all stop signs.
4. You must obey all traffic signals (red and green lights) and obey all their directions (turn arrows and pedestrian walk lights).
5. You must use hand signals when turning or stopping.
6. You may not carry any passenger on your pedalcycle.
7. Your pedalcycle must be equipped with the following:
8. Reflectors: white on the front, red on the rear, and amber on the side.
9. Light: after sunset or before sunrise there must be a light mounted on the front of the pedalcycle that will shine for a distance of 500 ft.
10. Condition: good working order with brakes that will stop within 15 feet.
11. You may drive on the sidewalk in a residential area, but the right of way is given to the pedestrian.
12. You may not drive on the sidewalk in a business section. It is best to walk your pedalcycle where there are stores and many pedestrians.
13. Any person violating the above rules or regulations of the Pennsylvania Motor Vehicle Code shall upon conviction before a magistrate be sentenced to pay a fine of \$10.00 plus cost of prosecution for each violation.
14. Any parents or guardian of the juvenile shall bear the responsibility of the child under the Pennsylvania Motor Vehicle Code.

Mopeds/Motorcycles

Since some of you may drive a "moped" (a motor-propelled vehicle with a saddle for the rider to sit upon, possessing two or three wheels) or a motorcycle, you should be aware of the following regulations:

1. Drivers operating a moped or a motorcycle must have a motorcycle driver's license and a valid registration and tag.
2. The moped is required to have the same necessary safety equipment as a motorcycle.
3. Mopeds and motorcycles are subject to requirements of safety and financial responsibility laws, the same as other types of motor vehicles.
4. Liability insurance is compulsory on every motorcycle or moped in Pennsylvania.
5. Note: The only change in the present law (as of July 1, 1977) pertains to protective headgear. Persons operating a moped will no longer be required to wear protective headgear.

STUDENT EXPECTATIONS

Care of Books

In Abington your school district provides your textbooks at no cost to you if you care for them. Naturally, however, if you lose or damage a book, you will be expected to pay for it. Your books for the school year are estimated to cost more than \$200.00.

When any teacher issues a book to you, be sure that there is a sticker and a book number inside the front or back cover. If there is none, ask for one. Then write your name, in ink, immediately along with any other information requested by your teacher. This will assist you if you lose or misplace the book. (See the section concerned with Lost and Found).

To protect books assigned to you, handle them carefully and protect them with book covers. You may buy covers in the Book Store, or you may use wrapping paper or plastic found at home. Do not write in your books or underline with colored felt-tipped markers. If you want to use this study method you must buy your own copy of the book and return the school's copy.

Student Dress

Student Dress is essentially the responsibility of the student and his/her parents. The school reserves the right; however, to require any student wearing clothes that are disruptive because of the attention they attract or are in any way immodest to change to more appropriate school dress.

Under State law shoes must be worn at all times since the school is a public building.

In general, students are expected:

- To wear appropriate clothing conducive to learning and study. (Students who wear clothing considered to be disruptive—bare midriffs, muscle shirts, clothing with obscene language or pictures, or other attire depicting the use of drugs or alcohol—will be asked by school personnel to change their clothing).
- To leave all chains at home for the safety of all.
- To place all outerwear, including coats, jackets, hats, and bandannas, in lockers upon arrival to school. (These items are not to be worn in school, and students who disregard this rule may have their garments confiscated by school personnel.)
- Items that contain sharp or jagged edges (such as rings, bracelets, collars, etc.) should be left at home.
- Head coverings, hats and headphones are to be removed upon entry to the building. Failure to do so may lead to disciplinary action/confiscation.

School Property

Abington is proud of the excellent school buildings and facilities provided for your education by your parents and other tax payers of the community. But, these buildings and equipment need your considerate care in order to remain attractive and functional for you, your classmates, and the students who follow you through Abington School system.

You are expected to treat well all school property, pick up any paper or waste material you see in classrooms, corridors, lavatories, or dining areas (even if you were not responsible for it being there), and report immediately to a teacher or custodian any marring or destruction of property which you may observe any place in the building.

Student Identification

Student identification cards will be issued to all students. All students are required to wear ID badges. Failure to do so will result in disciplinary actions.

Student Obligations

Students should complete each school year free of all obligations. This includes returning athletic uniforms and equipment, returning all books and educational materials to the respective teacher or library and completing all final exams. Failure to do so may result in the withholding of report cards or transcripts, as well as schedules and information related to the upcoming school year.

SAFETY

Fire Drills

Periodic fire drills are a necessary part of the school safety routine. The object of these drills is to clear the building as quickly as possible with no disorder.

When the fire alarm is sounded, all classroom windows and doors are to be closed. You are to go swiftly and quietly to the exit designated for each room. Once outside the building move to the station assigned to the room in which your class was meeting.

Fire drills are extremely important because they help you become accustomed to what to do in case of fire. For this reason, running, shoving, pushing or any other kind of thoughtless behavior cannot be tolerated. During a fire drill there is to be absolutely no talking either going from or returning to the classroom. Also there is no time to stop for drinks of water.

Emergency Drills

These drills are practiced during the school year to familiarize you with the procedure taken in the case of an actual emergency. Each room is assigned a location to which to report during these drills. You should avoid being near doors and windows because of flying glass.

ATTENDANCE

Abington students are expected to maintain a good attendance record in order to gain the most from their courses. However, it is sometimes necessary for you to be absent for a period of time. The rules listed in this book are limited to space which is available. We are governed by laws of the State of Pennsylvania pertaining to the School Code of Pennsylvania, and even though all of the laws are not listed in this book, you are still accountable for them.

The following definitions may assist you in understanding school attendance regulations:

Absence—Absence is the nonattendance of a pupil on those days and half days when school is in session.

***PARENTS ARE TO NOTIFY THE SCHOOL OF YOUR ABSENCE BY PHONE THE DAY OF THE OCCURRENCE.**

Attendance Office Telephone # (215) 517-2885

Excuse cards are to be submitted upon your return to school.

Tardiness—Tardiness is pupil absence at the time any morning or afternoon session begins, provided the pupil is in attendance before the close of that session.

Excused Absence—Excused absence includes the absence of a pupil for any other of the following reasons: illness, quarantine, death in the immediate family, impassable roads, excused upon a farm or domestic service emergency permit, exceptionally urgent reasons such as affect the child and ordinarily do not include work at home.

Unexcused Absence—Unexcused absence is the absence of a pupil for one of the following reasons: absence through parental neglect, illegal employment, or truancy.

Unlawful Absence—Unexcused absence is unlawful absence for all pupils of compulsory school age. Unlawful absence is always an unexcused absence. Attendance at the Eastern Center for Arts and Technology carries with it the obligation to attend your home school. Attending Eastern and not attending the sending school will result in an unexcused absence and the established penalties with no exception.

If you are in attendance at the Eastern Center and become ill, you must report to the health suite. The nurse in charge will communicate with the attendance secretary at the home school.

Absence excuses are required at both Eastern and the home school.

Excused Absence

In the case of an absence of one or two days, an excuse card, (distributed at the opening of school or secured when needed at a later date) must be signed by a parent and presented upon your return to school. This form contains the date and specific reasons for absence. The word "illness" is not a legal excuse according to the school laws of Pennsylvania. A one day grace period is allowed before consequence is assigned.

If you are absent from school, sometime during the school day the attendance clerk will telephone your home. This is just a verification to make sure you are at home with legitimate reason.

IN THE CASE OF AN ABSENCE OF THREE OR MORE DAYS, YOU MUST RETURN THE SAME EXCUSE CARD WITH YOUR PARENT'S SIGNATURE ACCOMPANIED BY A NOTE FROM THE DOCTOR. YOU WILL TAKE THESE TO THE SCHOOL NURSE WHO WILL APPROVE THE ABSENCE BY SIGNATURE. IN THE CASE OF REPEATED BUT INCONSECUTIVE ABSENCES DUE TO ILLNESS, YOU MAY ALSO BE REQUIRED TO SUBMIT A NOTE FROM THE DOCTOR. EXCUSE CARDS SHOULD BE SUBMITTED TO THE ATTENDANCE OFFICE.

In the case of an excused absence, you are granted the privilege of making up any work or tests missed. However, the responsibility of making arrangements with teachers for this make-up work is solely yours.

If you anticipate an absence for a legal purpose, you should have approval prior to the date of the absence in order to be able to make up any work missed.

There are certain religious holidays observed by students of various faiths. These are considered excused absences provided you bring an excuse card from your parent.

Perfect Attendance

Any student that has not been late, dismissed early, excused from the health suite, and has had no absences for the school year is eligible for the perfect attendance award given in the senior year. The student's record must be clear; no exceptions will be made.

Athletics / Activities

If you are absent from school, you are not permitted to participate in sports, music activities, or other after-school functions taking place on the day of absence.

Unexcused Absence

The state attendance procedures indicate that the mere fact that a parent has sent a written explanation to the teacher does not necessarily mean that the absence is excused. Such reasons for absence as "visiting," "away from home," "had to go to the store," or "overslept" are to be considered as a result of parental neglect. They should **never** be recorded as excused.

Absence due to **family trips** will always be recorded as unexcused. When a family notifies the school in advance that a student will be absent because of a trip or vacation, it is incumbent upon the principal to notify the family that such absence is in violation of the compulsory attendance laws as a result of action taken by a parent. An accumulation of unexcused absences as a result of multiple family trips in one school year could result in a hearing before the District Justice and a possible fine. Students will not be given detention or any other form of punishment in the case of a family trip since compliance with the attendance laws is the responsibility of the parent or guardian. Assignments will be provided if parents/guardians make such a request.

When a student of compulsory age has three days or the equivalent of unexcused absence, an Official Notice of Child's Illegal Absence letter is sent via certified mail and return receipt requested by the Attendance Officer explaining that their child has exhausted the number of days of unlawful absences that the Public Code permits. The school will coordinate a school/family conference to discuss the cause of the child's truancy and develop a mutually agreed upon Truancy Elimination Plan (TEP) to resolve truant behavior. At the end of the conference, all parties should sign the TEP.

The next unexcused absence will result in the immediate notification of a **SECOND OFFENSE**, to the attendance officer who will refer the case to the magisterial district judge. The local justice will then proceed to take appropriate legal action against the parents/guardians and/or the student for violation of the public School Code regarding compulsory school attendance. Failure to comply with the provisions of the Public School Code regarding compulsory attendance is a summary offense.

In cases that are classified as "truancy", it is appropriate that the school administrator assign some form of consequence. The exact nature of this consequence may vary, depending upon age, grade level, and other considerations. Decisions regarding the classification of questionable absences are to be made by the principal.

Penalties for Violation of Compulsory Attendance Requirements

The Pennsylvania School Code of 1949 defines truancy and the guidelines to be followed. Please refer cases of truancy to the attendance officer who will initiate this procedure.

- A. A parent who fails to comply with provisions of the Public School Code regarding compulsory attendance could be ordered to pay a fine not exceeding \$300.00 and to pay court costs, or to be sentenced to complete a parenting education program offered and operated by a local school district, medical institution or other community resources.
- B. If a parent does not pay the fine and costs or complete the parenting program, a parent could be sentenced to the county jail for a period not exceeding five days.
- C. In lieu of or in addition to any other sentence, the district justice may order the parent, guardian or person in parental relation to perform community service in the school district in which the offending child resides for a period not to exceed six months.
- D. If a parent, guardian or person in parental relation is not convicted of a summary offense because he or she took every reasonable step to ensure attendance of a child at school, any child who has attained the age of 13 years who fails to comply with the compulsory attendance provision of this act and is habitually truant shall, upon conviction, be sentenced to pay a fine not exceeding \$300.00 for each offense or shall be assigned to an adjudication alternative program. For any child who has attained the age of 13 years who fails to pay the fine or to comply with the adjudication alternative program, the district justice may allege the child to be dependent under 42 PA Consolidated Statutes §6303(a)(1)
- E. A child who is convicted of violating Section 1333, Pennsylvania School Code of 1949, shall be required to have his/her driving privilege suspended for a period of 90 days by the Department of Transportation. Upon a second or subsequent conviction, the Department must suspend the child's vehicle operating privilege for six months.

Tardiness

An important habit which must be learned is the habit of being punctual and keeping appointments'. Ample time is allowed for you to pass between classes. You should be aware of the following regulations which 'over instances of lateness:

To school in the morning:

- If you are tardy to school you must report to cafeteria A to sign in and receive a pass to class. Tardiness will carry a referral to your assistant principal and the issuance of a "B" study hall that is to be served on that same day.
- If you are tardy to school and arrive after 9:00 a.m., you must report to the assistant principal for your grade. **TARDINESS IS NOT EXCUSABLE WITHOUT A DOCTOR'S NOTE** and must be presented to your assistant principal for review. Tardiness will result in a referral to your assistant principal.

- If you are tardy due to the late arrival of a school bus, you are excused. You should report to cafeteria A or after 9:00 to your assistant principal.
- On snowy or icy days you should make arrangements to allow extra time for travel as only bused students are excused if their bus is late.
- Tardiness can lead to suspension.

To class during the day:

- Adequate passing time is allowed for you to pass between classes provided you move along in a businesslike way and do not loiter in the halls or block stairways. If a problem develops regarding lateness to class, an attempt should be made first with the teachers concerned to resolve the problem.
- If a teacher detains you, as an individual in the class, and you feel that you will not be able to get to your next class on time, request a Student Pass to your next teacher.
- A teacher will issue a "B" study hall for repeated lateness to class that must be served on the day of issuance.
- You will be considered late to class if you are not inside the classroom before the bell rings.

You are not permitted to leave the school premises during school hours under any circumstances without permission from the principal or assistant principal.

Early Dismissal

There may be times when it becomes necessary for you to request an early dismissal from school; however, such instances should be rare. Doctor and dental appointments should be arranged after school hours when at all possible. When it is necessary to leave school, you must present a written request, signed by your parent, to the assistant principal before school starts on the day on which you wish to be excused.

If you wish an early dismissal for a medical appointment, your request should include the physician's name, address, phone number and time of appointment.

If you become ill during the school day, ask for a student pass from the teacher under whose supervision you are at the time. Then you should go to the health suite to see the nurse. After an examination by the nurse, she will decide whether or not you are to be excused to go home and will make proper arrangements, which include contacting your parents.

Two early dismissal days are incorporated in the schedule for the 2009-2010 school year. These dates are Thursday, October 8, 2009 and Thursday, May 27, 2010. Dismissal is scheduled for 12:35 p.m.

No requests for early dismissal will be considered on these dates. Please plan your schedule accordingly to avoid any conflict. No Prom day Early Excusals will be permitted.

Snow Days

Should inclement weather or any other emergency require cancellation of school, this information will be broadcast over local Philadelphia radio stations. The number 301 designates the Abington School District. Under no circumstances should you call the police or school personnel. The police switchboard must be kept open to receive emergency calls. On occasion school will open two hours late. When this occurs, the code 301—two hours late will be announced by the local radio stations. Students are to report to school or to their bus stops two hours later than their usual scheduled time.

Field Trips and Other Group Absences

There will be times when classes, clubs, teams, or other groups will be taking field trips, excursions, and visitations to other schools, or representing Abington in competition. Such trips will be arranged by the teacher, sponsor, coach or faculty representative in charge with the approval of the principal. Transportation will be by a school bus or commercial transportation, and you will travel with the group unless there are special arrangements made in advance due to some specific reason. Under no circumstances are you to drive your own car unless permission is granted by the principal.

Since you will be representing Abington, it is expected that you will dress appropriately for the occasion and will conduct yourself in a manner above criticism. Appropriate dress will be determined by the sponsor. Written parental permission is required prior to the trip except for teams or other groups who are designated as such and whose names are listed and in the hands of teachers before the season or series of trips.

In the case of field trips or special excursions by classes or groups during the school day, you are to have a special form signed by all teachers whose classes you will miss. Only those students who are in good academic standing are permitted to attend field trips. Teacher permission forms must be secured well in advance of the field trip date. Students with one or more failure and/or an absence record that exceeds ten days of absence will not be given permission to attend field trips during the school day. This form will then be filed until after the trip. It is your responsibility to arrange for makeup of any work missed.

The Abington Board of School Directors has adopted a policy prohibiting any commercial tour to use the name or claim sponsorship by the school district. That policy also prohibits any staff member from

publicizing a commercial travel tour during the school day or soliciting students for participation in such activities. Students and parents should understand this position.

Although a teacher employed by the school district may work for a commercial tour agency, that relationship does not mean that the school district bears any relationship or responsibility to any advertised commercial activities. The school district has no liability for such tours, and prohibits teachers from acting as our agents in such commercial activities.

Withdrawal from School

If your family moves from Abington or for some other reason you wish to withdraw from Abington High School, you should take the following steps:

Bring a note from your parents to your guidance counselor stating when you are leaving and giving the name and address of your new home or school within the area to which you are transferring.

Secure from your counselor a withdrawal form to be signed by your teachers indicating that you have accounted for all books, locks, or other obligations.

Return the signed withdrawal form to the office of the assistant principal responsible for attendance and discipline. All obligations must be met before a transcript will be forwarded to another school or before employment papers, references, or any other types of papers will be issued.

Change of Address

If your family moves within the Abington School District, you should take the following steps:

Bring a letter from your parents giving your new address along with a copy of the lease, deed, mortgage or tax receipt.

Give these documents to the Registrar in the main guidance office.

Notify your guidance counselor of your change of address.

STUDENT CONCERNS

Staff members are available and willing to listen to students who have legitimate concerns about such matters as curriculum, grading, and the general operation of the school. Perhaps the suggestions below will help guide you to the people who can best respond to your concerns in the following areas:

Grades and Course Selection: Your guidance counselor will assist you with questions. More information on guidance services may be found in the other sections of this handbook.

School programs and curriculum: Concerns in this area should be discussed with the principal or someone he designates.

School rules and regulations: Concerns regarding the enforcement of rules and regulations should be raised first with the teacher or aide directly involved. It is advisable to speak to that person in private after allowing some time for everyone involved to view the incident or problem with more objectivity. If you are still not satisfied with the resolution of the problem, the matter should be referred to an assistant principal.

Board Policies reaffirm the Board's commitment to the absence of discrimination on the basis of race, religion, color, national origin, sex, age, veteran status, and/or physical or mental handicap or disability in instructional programs, extracurricular activities and employment. An individual who believes himself or herself to be the victim of discrimination should bring the matter to the attention of the building principal. If the matter is not satisfactorily resolved, it may be referred to the Superintendent. Individuals who feel assistance is needed with the processing of such a grievance may contact District Compliance Coordinator, Abington School District, 970 Highland Avenue, Abington, PA 19001, 215-884-4700.

Student Cheating

Dishonesty, in tests or daily work, and plagiarism concerning plays, short stories, poems, and all extracurricular writing are serious offenses. The following building policy regarding student cheating has been adopted.

1. Any student apprehended for cheating will receive a zero for the test, quiz, midyear or final exam, term paper, book report, etc.
2. The teacher will call the parents of the student within three days to inform them of the incident.
3. The counselor of the student will be notified by the teacher as well as the faculty sponsor of the Honor Society.

DISCIPLINE

There are certain state and local ordinances which have direct application to high school students. The following laws concerned with minors under the age of 21 have been excerpted below for the benefit of you and your parents:

Suspensions and Expulsions

Rules and regulations, and the disciplinary actions needed to enforce them, are necessary to ensure that students may have the greatest educational opportunities possible. Any student who persists in interfering in the rights of others and ignores repeated warnings will be disciplined according to policies and procedures of the Abington School District and the school laws of Pennsylvania. School law recognizes that conduct and behavior of pupils attending the school includes the time required in going to and from their homes. See Appendix for Abington School District Policy regarding suspension and expulsion of students.

Drinking

The Penal Code of the Commonwealth of Pennsylvania, Act No. 465, signed into law on August 14, 1963, Section 675.1 makes it unlawful for a person less than 21 years of age to attempt to purchase, consume, possess, or transport any alcohol, liquor or malt brewed beverages within the Commonwealth.

Any person violating the provisions of this section shall, upon conviction in a summary proceeding, be sentenced to pay a fine. Students should expect a minimum of a forty-five day exclusion from school for any offense of this nature.

Anyone over 21 who obtains liquor for you is automatically liable to arrest and criminal prosecution.

Smoking

The Pennsylvania Criminal law, M -Section 647 states:

SALE OF TOBACCO TO MINORS. Whoever sells tobacco in any form, to any minor under the age of sixteen (16) years, or by purchase, gift or other means, furnishes tobacco, in any form, to a minor under the age of sixteen (16) years, is guilty of a misdemeanor, and upon conviction, shall be sentenced to pay a fine not exceeding one hundred dollars (\$100), or to undergo imprisonment not exceeding thirty (30) days, or both.

M-5 Section 648. FURNISHING CIGARETTES OR CIGARETTE PAPERS TO MINORS. Whoever furnishes to any minor, by gift, sale, or otherwise, any cigarettes or cigarette paper, is guilty of a misdemeanor, and upon being convicted thereof in a summary proceeding, shall be sentenced for the first offense to pay a fine not exceeding twenty-five (\$25) and, in default of the payment thereof, shall be imprisoned for a period not exceeding thirty (30) days; and for the second offense shall be fined not exceeding one hundred (\$100); and for the third or subsequent offense shall be guilty of a misdemeanor, and upon conviction thereof, shall be sentenced to pay a fine not exceeding five hundred (\$500), or to undergo an imprisonment not exceeding one (1) year, or both.

S—Section 649. FAILURE OF MINOR TO DIVULGE INFORMATION. Whoever, being a minor, and being in possession of a cigarette or of cigarette paper, and being by any police officer, constable, juvenile court officer, truant officer, or teacher in any school, asked where and from whom such cigarette or cigarette paper was obtained, refuses to furnish such information, shall, upon conviction thereof a summary proceeding, being of the age of sixteen (16) years or upward, be sentenced to pay a fine not exceeding five dollars (\$5) or to undergo an imprisonment in the jail of the proper county not exceeding five (5) days, or both; or being under the age of sixteen (16) years, shall be certified by the magistrate to the juvenile court, for such action as the said court shall deem proper.

Tobacco

Section: Students Regarding: Tobacco Use

Pennsylvania law prohibits possession or use of tobacco by a student in school buildings and on school buses and on school property owned by, leased by or under the control of the Abington School District. Violation of this provision is a summary offense. For the purpose of this policy, "tobacco" means all types of tobacco including lighted or unlighted cigars, cigarettes or a pipe, chewing tobacco, snuff, or other lighted smoking products or smokeless tobacco in any form.

The penalties for student possession or use of tobacco in school buildings, on school buses and on school property are:

First Offense: Five detentions, notification of Local Law Enforcement and a fine plus court cost.

Second Offense: In-School Suspension, notification of Local Law Enforcement and a fine plus court cost.

Third Offense: Out of School Suspension, notification of Local Law Enforcement and a fine plus court cost.

Drug Abuse

Drug abuse and traffic in drugs are violations of state and federal laws. Students should expect a minimum of a forty-five day exclusion from school for any offense of this nature. The following Board Policy Statement makes clear the procedures used in the Abington School District in regard to "Students and the Use of Drugs."

BOARD POLICY REGARDING: Drug Use by Students

Prohibited Conduct

Detected evidence of use of, distribution of, or possession of (1) illegal substances or any other substance that alters behavior or judgment; or (2) simulated medication, also known as "look-alike drugs" by a student or students within any of the buildings owned by the District, on school grounds, in school vehicles and/or while participating in school-sponsored activities on or off District premises shall cause the student or students to be placed on immediate suspension and delivered into the custody of their parents/guardians. Aiding or abetting any of the above shall be treated in the same manner. The proper law enforcement authorities will be notified of such action. Expulsion proceedings may be initiated as warranted.

"Simulated medication" or "look-alike drugs" are defined as substances from ordinary daily use that may be used to feign or mimic the appearance, actual use, or effects of substances that alter behavior or judgment.

This policy does not apply to the appropriate use of medication prescribed for a student by a licensed healthcare provider according to that student's medically diagnosed needs.

The use of anabolic steroids by any student, except for a valid medical purpose as prescribed by a licensed healthcare provider, constitutes prohibited conduct as defined above. Body building, muscle enhancement, increasing muscle bulk or strength, or the enhancement of athletic ability are not valid medical purposes. The Superintendent shall promulgate regulations imposing penalties for use of steroids in accordance with 35 P.S. §807.3. Human Growth Hormone (HGH) is not included as an anabolic steroid under this policy.

Response of School District Personnel

It shall be the duty of all personnel, upon observance of the possession of illegal drugs, alcohol, or any other mind-altering substance or simulated medication or behavior associated with or evidence of substance abuse on the part of a student or students while on District property, or engaged in school-related activities to immediately report such observed behavior to the appropriate medical or supervisory personnel.

Superintendent's Administrative Procedure: Prevention

The principal, together with school staff and parents, shall develop a plan designed to prevent future substance abuse by a student violating this policy.

FYI

What happens if a student is suspended for a serious disciplinary matter, such as fighting or other acts of violence, possession of alcohol, controlled substances or inhalants, possession of a weapon, etc.

If a student is suspended for a serious disciplinary matter at Abington Senior High School, the assistant principal will refer the matter to the office of the principal. At a suspension conference, the principal will conduct an informal hearing. The student will be given all of the due process rights that are listed in detail in the suspension letter that the assistant principal will issue. If the principal determines in the informal hearing that the student has been involved in a serious disciplinary matter, the student will then be placed on a ten-day suspension. If the principal determines that the severity of the incident merits additional consideration, the matter will be referred to the Superintendent of Schools. If the principal forwards a recommendation for expulsion from the high school for a period of longer than ten days and the Superintendent concurs, the Superintendent of Schools will refer the matter to the Board of School Directors. Although a student has the right to a Board hearing if the Superintendent recommends expulsion, the student and his/her parent/guardian may waive this hearing. Students found to be involved in alcohol and drug related suspensions should expect to be expelled for forty-five days or longer. Students found to be in possession of a weapon may expect to be expelled for a period of one year. The exact length of expulsion for serious disciplinary matters will be determined on a case-by-case basis. Students involved in serious disciplinary incidents at ASHS will also be referred to the Abington Township Police Department, with the possibility that substantial fines/consequences will be imposed.

Technology

STUDENT AND STAFF ACCESS TO NETWORKED INFORMATION PROCEDURES: INTERNET/INTRANET

Board Policy and Superintendent's Administrative Procedure delineates the student and staff standards for the use of the district computer network system. This administrative bulletin outlines the following:

Definitions, Abington School District Responsible Use Policy, Procedures for Responsible Use, Student Internet/Intranet Permission Form, Staff Internet/Intranet Permission Form.

I. DEFINITION

- A. The term "network" refers to a collection of interconnected, individually controlled computers, together with the hardware and software used to connect them. A network allows users to share data and peripheral devices such as printers and storage media, to exchange electronic mail, etc.
- B. The Internet is a network of networks. It is a global system with minimal regulation through which individuals, school, universities, governments, businesses, organizations, etc., share information, opinions, and products with the public.
- C. The World Wide Web (WWW) is a graphically based Internet service used for browsing Internet resources.
- D. "Intranet" refers to an in-house offering of information using the same tools as the Internet but residing behind software that protects the privacy and security of portions of the local network.
- E. E-mail, or electronic mail, is a network service that enables users to send and receive messages via computer.
- F. A home page or a web page is an electronic page developed to present locally produced information on the World Wide Web.

II. ABINGTON SCHOOL DISTRICT RESPONSIBLE USE POLICY

The purpose of the network is:

- To advance student research.
- To provide an avenue for communication with others.
- To provide high quality self-discovery activities.
- To prepare students for success in the world of work and life.

All Abington School District rules for appropriate student behavior and communication apply to use of the district computer network system as they would to the classroom, school hallways, buildings, property, bus stops, etc.

Abington School District personnel will review and evaluate electronic and telecommunication resources to ensure their compliance with board policy and state guidelines governing the selection of instructional materials. The school district is committed to the filtering of Internet resources through the purchase and application of standard filtering software; however, staff, students, and parents will be advised that no filtering software is completely secure. Staff will direct students to age appropriate materials. Prior to gaining classroom or individual access to the district computer network system, students and staff will be educated regarding its use as well as their responsibilities as users.

Students will be directed to materials that have been reviewed and evaluated prior to use; however, use of the Internet/Intranet will allow students to move beyond evaluated materials. Therefore, students and staff will have received instruction, guidelines, and lists of resources appropriate to the learning objectives. A student will be able to access the district system independently only when he/she has met the basic, minimum skills established by the district and when he/she, his/her parents/guardians, and his/her teacher have signed the Responsible Use Policy forms (Attachment I). A staff member will have access when he/she along with his/her supervisor signs the staff form (Attachment II). Individual access is not transferable and may not be shared. Access entails responsibility; it is a privilege, not a right.

Individuals accessing the Abington School District computer networks are responsible for their behavior and communications over those networks. It is required that users will comply with district standards and will honor the agreements they have signed.

Network storage areas are not private. Network administrators and school staff may review files and communications to maintain system integrity and to ensure that users are utilizing the system responsibly.

Electronic access to information and communication is changing dramatically the way students live and learn. Access to e-mail and the Internet/Intranet will enable students to explore thousands of libraries, databases, and bulletin boards while exchanging messages with Internet users throughout the world. Abington School District recognizes the need to provide its students and staff with opportunities for participation in global communication and the ability to access information through the Internet/Intranet with the primary intent of fostering the educational purposes and mission of the school district. Preparing students for success in school, life, and work in the 21st century is a fundamental purpose underlying the creation of the Abington School District network. During school, teachers of younger students will guide them toward appropriate materials. Outside of school, families bear responsibility for such guidance as they must also exercise discretion with information sources such as television, telephones, movies, radio, and other potentially offensive media.

While the district's intent is to make Internet and telecommunication access available to further educational goals and objectives, students may find ways to access other materials as well. The district believes that the benefits to students from access to the Internet, in the form of information resources and opportunities for collaboration, exceed any disadvantages. Inappropriate use of the system will not be tolerated.

The following actions are abusive, are not permitted, and are a violation of Abington School District standards:

- Using obscene language;
- Procuring or disseminating defamatory, threatening, racially offensive, sexually oriented, or illegal material;
- Harassing, insulting, or attacking others;
- Sharing confidential information;

- Employing the network for commercial purposes or for political or religious proselytizing;
- Damaging computers, computer systems, or computer net works;
- Violating copyright laws;
- Using others' passwords;
- Trespassing in others' folders, work, or files;
- Intentionally wasting limited resources;
- Other actions deemed inappropriate by the principal or supervisor

The following consequences may be imposed for violations of Abington School District's Responsible Use Policy:

1. Violations may result in a suspension of access to the Internet/Intranet.
2. Additional disciplinary action may be determined at the building level by the building principal in line with existing practice regarding inappropriate language or behavior up to and including suspension/exclusion procedures.
3. If warranted, law enforcement agencies may be involved.

III. PROCEDURES FOR RESPONSIBLE USE

Students, staff, and administrators of Abington School District will have the opportunity to access the Internet/Intranet to facilitate the need to become computer literate in an increasingly technological world. This will foster educational and personal growth in a technological world and aid in information gathering and communication skills. It is understood that Abington School District cannot monitor every aspect of use of the Internet/Intranet. The purpose of this Abington School District Responsible Use Policy is to foster the independent use of the School District's network, subject to compliance with procedures and standards for appropriate network behavior and communication. The following guidelines must be adhered to by all users when they access any Abington School District connection:

1. All users of the Abington School District Internet/Intranet are subject to the procedures and standards for appropriate network behavior delineated in Superintendent's Administrative Procedures.
2. Students or staff who violate the Responsible Use Policy are subject to Abington School District disciplinary and/or legal action which may include, but is not limited to, suspension of access to the Internet/Intranet, suspension/exclusion from school, and/or criminal prosecution under state and federal laws.
3. Only those individuals who achieve the basic minimum skills necessary and who comply with these standards shall be authorized to use the Abington School District Internet/ Intranet.
4. Transferring copyrighted materials to or from any Abington School District network without the express consent of the owner of the copyright is a violation of federal law and is prohibited.
5. The use of the network shall be reserved to those individuals who utilize the network for educational purposes. For this policy "educational value" shall mean those areas of network access that have a direct or indirect impact on the student's educational program as defined by Abington School District. The use of the system for defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, and illegal material or other prohibited activities are not permitted. Abington School District will use any and all efforts available to it, such as filtering software and monitoring of use, to prevent such material from entering the school network. Individuals are to report abuse of the policy to the school principal.
6. Regarding e-mail, only those contacts leading to appropriate educational and personal growth on the Internet/Intranet is permitted. Use of e-mail and other network communications applications is for educational activities; therefore, the following are prohibited and each user has the responsibility to report such violations.
 - to share confidential information
 - to harass, defame, or offend
 - to disseminate defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, or illegal material;
 - to engage in political or religious proselytizing or otherwise annoy other users of the network.
7. No personnel or student information, which is protected by the Family Education Rights and Privacy Act (FERPA), will be disseminated through the network. All users of the network must comply with the Electronic Communications Privacy Act (ECPA) and all other applicable government regulations.
8. Users of the network must recognize that the district administration does have the authority to monitor and to intercept e-mail messages of all users. There will be no privacy rights construed for students or staff as it pertains to the network. Users of the network are prohibited from storing extensive e-mail messages in the network and such messages should be stored for a period of no longer than fourteen (14) calendar days.
9. Network users may not allow any other person to use their password or to share their account. It is the user's responsibility to protect e-mail and Internet/Intranet accounts from unauthorized use. It is the user's responsibility to report immediately any suspected unauthorized use of his/her password.
10. Any attempt to circumvent system security, guess passwords, or in any way gain unauthorized access to local or network resources constitutes a violation of responsible use and is forbidden.
11. Users may not move, repair, reconfigure, modify, or attach external devices to the systems.

12. Use of the Internet/Intranet for solicitation or for commercial profit or gain is not allowed from an educational site.
13. Students or staff who violates the Responsible Use Policy Standards of the Abington School District may be denied Internet/Intranet privileges or be subject to other disciplinary measures.

IV. STUDENT INTERNET/INTRANET PERMISSION FORM:

ATTACHMENT I

Attachment I is the Abington School District Responsible Use Policy adherence and consent form to be signed by students prior to use of the Abington School District Internet/Intranet network. This permission form will be completed at the following grade levels (kindergarten, four, seven, and ten), or upon registration in the school district. For the initial year of the policy (school year 1997-1998) all Abington School District students will complete the form during that school year. Attachment I shall be used for students in grades kindergarten to three. Attachment Ia will be used for students in grades four through twelve.

V. STAFF INTERNET/INTRANET PERMISSION FORM:

ATTACHMENT II

Attachment II is the Abington School District Responsible Use Policy adherence and consent form to be signed by staff after completion of training and prior to the use of Abington School District's Internet/Intranet network.

OTHER INFORMATION

Courtesy Code

As a local *Abingtonian*:

- I will be conscious at all times of my obligations and responsibilities as a school citizen.
- I will respect the rights and privileges of my fellow students at all times.
- I will respect the invested authority in our school and community as a democratic obligation of a well-ordered society.
- I will be courteous to my fellow students and members of the faculty.
- I will support my school in its various activities to the best of my ability.
- I will participate in our school life and be as active in its many endeavors as time will permit.
- I will treat our visiting fans and opponents as I would guests in my own home.

As a participant in sports competition:

- I will consider it my duty to play hard but to play fair.
- I will recognize and respect the rights of my opponents under the rules.
- I will discourage booking of officials and opponents in contests in which my school is competing.
- I will not take an unfair advantage of my opponent.
- I will realize that athletic courtesy is not a sign of weakness—on the contrary, it is a definite sign of moral fiber. I will play fair under the rules.
- I will come to the aid of an injured opponent as I would expect him to aid me under similar conditions.
- I will abide by the decisions of the officials, whom I shall recognize as the representatives of the organization of which my school is a member.

Lockers

You will be issued two lockers each year—one in the corridors for your books and coats and one in the gym area. It is your responsibility to use these lockers properly. Both the gym locker and the school locker are school district property and not the private or personal property of the student. Your gym locker is to be used to store your gym clothes, sneakers, socks, etc. Only a school issue lock may be used. If you lose this lock, you must report it immediately to your physical education teacher. The larger vertical lockers in the gym locker area are to be used to secure temporarily your school clothes, books, jewelry, purses, etc., during your physical education period; and your gym clothes are to be returned to your assigned gym locker for storage at the end of the period. A deposit is required for the gym locker. The deposit is refunded at the end of the school year upon the return of the lock.

The other locker, located in a corridor of the building, will be assigned to you on the first day of school. This is the locker in which you will daily store your school supplies and coats. You may be asked to share this locker. You will also be issued an Abington High School master lock for which you will pay a deposit of \$5.00. Only AHS locks may be used on these lockers; you will use the same AHS lock during your years at the high school. You are advised to keep your lock combination confidential and to be sure to securely close the master lock on your locker.

Student lockers, including those in the physical education locker rooms, are property of the Abington School District. School authorities may search a student's locker and seize any illegal or inappropriate materials. Such materials may be used as evidence against the student in disciplinary proceedings.

Abington School District, in conjunction with the Abington Police Department, reserves the right to consider the use of locker searches, dogs trained to detect drugs, and other investigative activities as deemed

appropriate by the Abington Police Department. Our intent is not to entrap students but to deter the use and sale of drugs in the Abington Schools.

Lost and Found

Even you can sometimes misplace or lose a book, jacket, etc. In such a case, you should remember that the lost and found booth is located next to the auditorium in the school store by the main office. It is operated as a service of the Student Council and is open fifteen minutes before and after school. If you lose something, you should inquire at least once each day for a week.

Senior Scholarship Day

In the late spring of your senior year, you will have a day traditionally designated as "Senior Scholarship Day." Those seniors who have secured a job for that day are excused and expected to earn money for a special fund. This money is used to award scholarships to deserving members of the class to be used to help finance their further education or training for a career.

School Store

To save you money and provide convenience in the purchase of school supplies, the Future Business Leaders of American (FBLA) operate a school store. Because the store is operated as a service to the students with a low margin of profit, the items are reasonable in cost and the needs of the students are stocked. The store is open at announced times during the day as well as before and after school.

School Publications, Web Site Newspapers, and Electronic Media

The Abington School District is sincere in its commitment to keep the public informed of the programs, activities, and events that are taking place in our schools. The District typically offers descriptive accounts and photographs in releases intended for publication and distribution via school publications, web sites, newspapers, and electronic media.

School publications such as student handbooks, curriculum guides, yearbooks, school activities programs, etc. may also contain student information and/or pictures related to participation in the activity. If parents do not wish to have their child's name, picture, and/or other information relating to the activity printed in such publications or broadcast in any media report, please advise the principal in writing.

Electronic Devices

You may not be called to the office to answer phones during school hours. In serious emergencies, messages will be delivered to you by your assistant principal's office. You should not ask to use the school phones.

Section: Students REGARDING: Electronic Devices

Restrictions on the Use by Students may possess electronic devices including, but not limited to, cellular telephones, cameras and personal digital assistants with video/camera capabilities within all of the buildings owned by the District, on school grounds, in school vehicles and/or while participating in school-sponsored activities on or off school premises. The administration shall have the right to regulate the use of all electronic devices. In addition to limitations on use imposed by the school administration, possession of electronic devices is subject to the following restrictions:

Electronic devices may not be used to conduct any activities which violate state and/or federal law, Board policy or school rules.

Electronic devices may not be used in any manner which interferes with, or is disruptive to, educational or extracurricular activities or events.

Electronic devices must be turned off and stored when students are in classrooms and other locations where instruction is taking place, restrooms, and locker rooms and in other areas where individuals would have a similar expectation of privacy.

Notwithstanding the rules set forth above, electronic devices may be used at any time to respond to or report an emergency situation.

Violations of this policy may result in disciplinary action, including suspension and/or expulsion.

Working Papers

The Child Labor Law requires that you obtain an employment certification before you begin full-time or part-time work. This is true until you are 18 years of age, or have graduated from high school, whichever comes first. You must be at least 16 years old and have a job in order to secure a general employment certificate for full-time work. You must be at least 14 years old in order to secure a part-time or vacation certificate for

work done after school or during vacation—including summer vacation time. Minors age 12 to 13 years of age may be employed as golf caddies, with restrictions.

The following steps must be followed to obtain working papers:

1. If you live in Abington School District, apply at the Abington Senior High Reception Desk (hours 8:00 a.m. to 4:00 p.m.; summer 8:30 a.m. to 3:30 p.m.)
2. Take the application form to your employer for signature.
3. Get a physical at your personal family physician.
4. Return the completed application form to the Reception Desk in person. (Your employment certificate will then be issued and mailed directly to your employer who must keep it on file while you are employed or until you turn 18 years of age.)
 - (a) Bring your Birth Certificate, Baptismal Certificate or Passport.
 - (b) Bring one of your parents or your guardian.

For full-time or part-time employment you will complete the white application form. Each time you change to another job you must follow steps 1, 2 and 4b above.

At age 14 or 15, you are limited to 3 hours of part-time employment on school days, 18 hours per school week-plus an additional 8 hours on Saturday and/or Sunday. You are prohibited from working before 7 a.m. or after 7 p.m. During summer vacation you may work 8 hours per day, 40 hours per week and work until 10 p.m.

At age 16 or 17 you may work a maximum of 8 hours per day, 28 hours per school week plus an additional 8 hours on Saturday and/or Sunday. You may not work before 6 a.m. or after midnight. During summer vacation you may work a maximum of 8 hours per day, 44 hours per week. There is no night work limitation during the summer.

Visitors

UNAUTHORIZED VISITORS ARE NOT PERMITTED DURING THE SCHOOL DAY. ALL VISITORS, REGARDLESS OF AGE, MUST OBTAIN A VISITORS' PASS FROM THE RECEPTIONIST BEFORE ENTERING THE SCHOOL.

There are certain regulations concerning student visitors. If you wish to bring student visitors, you must comply with certain regulations. Please consult with your assistant principal.

Students from neighboring or local school districts will not be permitted to visit during the school day. Students should not ask to bring a friend from a local school district (parochial, public or private) to visit. The request in all probability will be denied. Other suburban schools have vacation days while our school is in session. To permit students from these schools to visit would mean that our school would probably be inundated with visitors when we already are close to capacity with our own present enrollment.

Student visitors from out of state will be considered if permission is requested in advance of the planned visit.

VISITS BY OTHER STUDENTS ARE LIMITED TO THE TIME PERIOD AFTER THE FIRST TWO WEEKS OF SCHOOL AND BEFORE THE LAST TWO WEEKS OF SCHOOL EXCLUDING THE MIDYEAR AND FINAL EXAM PERIODS. ANY STUDENT VISITOR MUST CARRY A PASS SIGNED BY THE PRINCIPAL.

APPENDIX I

Office of the Superintendent

Superintendent's Administrative Procedures

Regarding: Exclusion from School

Section 1318. Suspension and Expulsion of Pupils.

Every principal or teacher in charge of a public school may temporarily suspend any pupil on account of disobedience or misconduct, and any principal or teacher suspending any pupil shall promptly notify the district superintendent or secretary of the board of school directors. The board may, after a proper hearing, suspend such child for such time as it may determine, or may permanently expel him. Such hearings, suspension, or expulsion may be delegated to a duly authorized committee of the Board.

The following guidelines are established to insure uniformity of procedure and to comply with Commonwealth directives regarding the exclusion of students from the Abington School District. (Regulation of the State Board of Education of Pennsylvania, Chapter 12, February 1984)

Definitions: Exclusion from school may take the form of suspension or expulsion.

Suspension-Suspension is exclusion from school for a period of from one to ten consecutive school days.

Expulsion-Expulsion is exclusion from school by the Board of School Directors for a period exceeding ten school days and may be permanent expulsion from school rolls. All expulsions require a prior formal hearing by the Board of School Directors in accordance with procedures established by the Office of the Superintendent, Bulletin #26, and regulations of the State Board of Education of Pennsylvania, Chapter 12.

Exclusion Offenses

1. Buying, selling, giving, receiving, transferring, possessing, using or being under the influence of unauthorized drugs or other substances and/or possession of drug paraphernalia in school, on school property, or at any school sponsored activity.
2. Use, possession, or being under the influence of an alcoholic beverage in school, on school property, or at any school sponsored activity.
3. Bullying, other inappropriate physical contact, verbal threats or attacks on school grounds, in school vehicles and/or while participating in school-sponsored activities on or off school premises.
4. Possession of a weapon in school, on school property, at any school sponsored activity or a public conveyance providing transportation to and from a school or school sponsored activity.
5. Fighting.
6. Stealing.
7. Disrespectful speech or actions.
8. Obscene conduct or language.
9. Habitual detentions or refusal or failure to serve assigned detentions.
10. Repeated or multiple cutting of class.
11. Excessive unexcused tardiness to school.
12. Truancy.
13. Forgery.
14. Vandalism of any nature, including defacing, damaging, or destroying school property or the property of any school employee, student or visitor on school grounds.
15. Unauthorized entry into a school building or other school district property.
16. Leaving school or school property without permission.
17. Refusal to leave school or school property upon direction.
18. Possession of tobacco products, smoking of tobacco products and any use of tobacco products by a student is prohibited in school buildings, on school buses and on school property owned by, leased by, or under the control of the Abington School District. This complies with section 2, Act 45 of 1996.
19. Setting off a false fire alarm. Student also will be referred to the fire marshal's office.
20. Motor vehicle regulations on school property including speeding and reckless driving. All provisions of the Pennsylvania Motor Vehicle Code will apply to the operation of vehicles on school property.
21. Possession of laser pointers, telephone pagers or cellular telephones in school or on school grounds. This prohibition shall not apply in the following cases provided that the building principal or his/her designee has approved of a telephone pager or cellular telephone: (1) a student who is a member of a volunteer fire company, ambulance or rescue squad; (2) a student who has a verified need for a telephone pager or cellular telephone due to the medical condition of an immediate family member or him/herself. See Policy and SAP Use of Electronic Devices, Students Section.
22. The use of any racial, ethnic, religious, sexual and/or sexual orientation slurs.

23. Any other action which is deemed to have been a threat, or to be a threat to the health, safety, or welfare of other students or school employees.

Suspension Procedures: (One to three-day suspensions)

1. The student shall be told the reason for the suspension and shall be afforded the opportunity to respond to the charges before the suspension becomes effective. This shall be the responsibility of the assistant principal or principal suspending the student. The reason for the suspension also shall be stated in written correspondence to the home. Prior notice of the intended suspension need not be given when it is clear that the health, safety or welfare of the school community is threatened.
2. The student and parents/guardians are notified of the suspension in the following manner:
 - A. The student is given a copy of the suspension letter and instructed to hand-carry it home to the parents/ guardians, where appropriate.
 - B. The appropriate assistant principal personally contacts by telephone the parent, if possible.
 - C. If the assistant principal/principal contacts the parent by telephone, a letter is sent via regular mail to the parent on the same day the student is suspended. A copy of that letter must be forwarded to the individual with student attendance reporting responsibilities, Student's File, the Special Education Office if the student is receiving special education services or thought to be an eligible student and others at the discretion of the Principal.
 - D. If the assistant principal/principal is unable to contact the parents/guardians by telephone, a certified letter with return receipt requested is sent by the school to the parents/guardians on the same day the child is suspended. A copy of that letter must be forwarded to the individual with student attendance reporting responsibilities, Student's File, and the Special Education Office if the student is receiving Special Education services and others at the discretion of the Principal.
3. The suspension shall not be for a period longer than three days. A conference with the parent is to be arranged prior to readmission.
4. The suspension letter shall indicate that it is the parent's responsibility to contact the school to arrange the conference.
5. Students shall be permitted to make up exams and work missed while suspended.

Suspension Procedure: (Four to Ten Days)

1. Suspension beyond three days shall be reserved for serious or persistent infractions of school rules. Such suspensions may be assigned only by a building principal or assistant principal in the principal's absence.
2. After reviewing a three-day suspension, the principal may consider the offense serious enough to warrant extension to (10) ten days. In that event, the principal must offer an informal hearing to the student, parent or legal guardian within five days after the three-day suspension.
3. To ensure due process, the following requirements are to be observed with respect to the informal hearing:
 - A. The principal must present to the parents or guardians and to the student a notification for the suspension hearing. A copy of that letter must be forwarded to the Superintendent's Office, Child Accounting, Guidance Department, Student's File, and the Special Education Office if the student is receiving special education services.
 - B. Sufficient notice of the time and place of the hearing is to be given. Attempts must be made to arrange such meetings for mutually convenient times
 - C. A student must be given the right to cross examine any witnesses presented by the principal
 - D. The student must be extended the right to speak and produce witnesses.
 - E. As this is an informal hearing, tape recording of the meeting is not permitted. There is no entitlement to legal representation at the hearing for either student or the school.
 - F. If, after the informal hearing, the principal deems it advisable to extend the suspension up to ten (10) school days and/or refer the matter to the Office of the Superintendent for possible expulsion proceedings, the principal may do so. The action must be confirmed in writing by mail to the parents/guardians. A copy of that correspondence must be forwarded to the individual with student attendance reporting responsibilities, Student's File, the Special Education Office if the student is either receiving special education services or thought to be an eligible student and others at the discretion of the Principal.
4. Suspensions may not be made to run consecutively beyond the (10) ten school day period, unless the principal determines that a student's presence in his or her normal class would constitute a threat to the health, safety, morals or welfare of others and it is not possible to hold a formal hearing within the period of a suspension, as long as the formal hearing is not unreasonably delayed. The principal may request a readmission conference at the termination of the suspension. Students shall be permitted to make up examinations and work missed while being disciplined by suspensions.

Multiple Suspension Procedures

Whenever any student shall have had five three-day and/or two, ten-day suspensions in either Abington Junior High School or Abington Senior High School, at the time of the fifth three-day or second ten-day suspension his/her case must be reviewed by the building principal. The building principal also may review any suspension offense that, in his/her opinion constitutes a threat to the health, safety, or welfare of other students or school employees. Such review may include, but is not limited to, a conference with the parents/guardians.

After such a review and conference, the principal may elect to readmit the student, extend the suspension, and/or refer the matter to the Office of the Superintendent for possible expulsion proceedings. In cases requiring such referral, it shall be necessary for the principal to administer a ten (10) school day suspension in order to ensure adequate time for the referral. All procedures relating to a suspension from four to ten school days including an informal hearing will be followed. In cases requiring referral to the Superintendent's Office, the parent must be notified of the ten-day suspension and referral by certified mail. A copy of that correspondence must be forwarded to the Superintendent's Office in addition to the Child Accounting Office, Guidance Department, Student's File, and the Special Education Office if the student is receiving special education services. After a conference, if the Superintendent's Office does not elect to readmit the student, the student must be referred to the Board of School Directors for an exclusion hearing in accordance with the procedures established for such proceedings.

In-School Suspension Procedures: (Exclusion from Classes)

1. No student may receive an in-school suspension unless the student has been informed of the reasons for the suspension and has been given an opportunity to respond before the suspension becomes effective.
2. Communication to the parents/guardians shall follow the suspension action taken by the school.
3. In-school suspension usually shall be for a three-day period. No in-school suspension shall exceed ten days.
4. Students shall be provided with appropriate school work while on in-school suspension.
5. During the period of in-school suspension, the student shall be recorded as in attendance.
6. In school suspension (ISS) may be assigned at the discretion of the appropriate assistant principal. ISS is located in room M-100. ISS is a quiet study hall environment that permits students to attend school and complete class work during the school day. Appropriate behavior is expected at all times in ISS. Failure to demonstrate appropriate behavior will result in a student being sent home for the balance of the days established for ISS.

Suspensions of Students with Exceptional Needs:

If the proposed suspension is: longer than 10 days, or longer than 15 days when added to prior suspensions in the school year, or an exclusion of a student with mental retardation, it is considered a change of educational placement as defined in 22 PA Code 14.1 (vi) and 14.35 (c)(1) and requires a multi-disciplinary team evaluation to consider whether the suspension may take place.

Any recurring, part-day removals may constitute a change of placement just as recurring full day removals of the student from the class constitutes a change in placement. For example, if a student is excluded from math class for 10 consecutive days and the removal was not part of the behavior management plan, the 11th day of exclusion is considered a change in educational placement requiring multidisciplinary evaluation, written notice to the parent, and the right to a due process hearing.

Multidisciplinary Team Consideration:

Prior to a change in educational placement related to suspension or expulsion, the multidisciplinary team (MDT) shall be convened. Parents are members of the MDT and must be invited to participate on the MDT considering a change in educational placement. The MDT provides a recommendation to the IEP team. In many cases, the MDT and the IEP team may consist of the same persons. The IEP team must consider whether an eligible student needs the application of school discipline procedures and determines whether the actual or anticipated behavior is attributable to the student's exceptionality. In making this determination, the IEP team must review the previous behavior and the likelihood of the occurrence or reoccurrence of behaviors requiring disciplinary action and whether the behavior exhibited by the student that led to the proposed suspension is related to the student's exceptionality. If so, the student may not be suspended and a behavior management program must be developed to address that student's needs. According to §14.36(b), for each eligible student or young child who exhibits behavior problems which interfere with the student's ability to learn, including students identified as eligible as seriously emotionally disturbed, the IEP shall include provisions for a program of behavior management accordance with Chapter 342. The behavior management plan will provide the vehicle in the determination of what constitutes a change in educational placement for each student's program. If the IEP team has included certain school responses to student

behavior in the behavior management plan, the application of the agreed upon procedures will not constitute a change in educational placement. Emergency Exclusion For Students With Mental Retardation:

The protection afforded students with mental retardation in the Commonwealth concerning suspension are greater than the protection afforded other exceptional students. For students with mental retardation, any suspension is a change in placement. However, the regulations provide a mechanism for emergency exclusions of students with mental retardation, where necessary. Under § 14.34(d), if a discipline problem with an exceptional student is so immediate or severe as to warrant immediate action, the school district, with the approval of the Secretary or a designee, may implement an interim change in educational placement, including exclusion from school, as long as notice is provided to the parents and a due process hearing is scheduled as soon as possible.

Since the Supreme Court's adoption of a 10 day standard for a change in placement, the Secretary approval process under §14.35(d) is available only for an exclusion of a student with mental retardation for 10 days or less. The Secretary will not approve any suspension for more than 10 days because he does not have legal authority to give such approval. A school district proposing to exclude a student with mental retardation must first notify the student's parent in writing requesting approval. If the approval is not given, the parents and/or school district have the right to a due process hearing to determine whether a change in placement is appropriate. Suspension Procedures - For suspension of 1 to 3 days and 4 to 10 days for all exceptional students, except those who have mental retardation, follow procedures used for regular education students on pages 3, 4 and 5. In addition the principal should notify the appropriate special education supervisor of the suspension and the readmission date. For students who have mental retardation or who are exceptional and are being suspended for periods of time longer than 10 consecutive days or more than 15 cumulative days the following applies:

1. The principal convenes the MDT including the student's parents to review all student information related to the student's behavior and the proposed suspension. In addition to the members of the school's MDT, the principal shall include the appropriate supervisor of special education.
2. The MDT makes its recommendation in writing to the IEP team regarding the proposed suspension. The written documentation will include a full description of the student's behavior leading up to, during and after the infraction and justification that the behavior warranting the change in educational placement is not attributable to the student's exceptionality, e.g., serious emotional disturbance, neurological impairment, etc. The MDT and IEP team may consist of the same persons.
3. The IEP team shall convene and review the MDT's recommendation.
 - A. If the IEP team decides that the behavior is attributable to the exceptionality, the student cannot be suspended and the behavior management plan needs to be reviewed and revised.
 - B. If an IEP team determines that the behavior is not attributable to the student's exceptionality, the IEP team will develop a new behavior management plan which will include specific school interventions which may include suspension. The revisions must be included in the student's revised IEP.
 - C. If the parent agrees to the new behavior management plan which may include the specific school response of suspension, the student may be suspended and the suspension will not be considered a change in placement. Procedures for regular education students will apply.
4. If the principal cannot contact the parent or cannot obtain parental consent and approval to suspend the student, the principal, in consultation with the Supervisor of Special Education, will contact the Director of Special Education.
5. The Director of Special Education will arrange for the preparation of a Notice of Recommended Educational Placement (NOREP). A suspension letter signed by the principal will be sent with the NOREP to the parent by certified mail (copies are to be provided for the Superintendent, Child Accounting, Guidance Department, Student's File, and the Special Education Office). Reference to the Individualized Education Program (IEP) on page one of the NOREP is to be preceded by a statement specifying the reason for the suspension. Add to the statement: "Bring this document with you to the readmission conference." "The principal shall contact the appropriate Supervisor of Special Education so that he/she may be involved in the readmission meeting. Students enrolled in intermediate unit operated classes follow the same procedures delineated above. For nonresident students, the NOREP should be issued by the Superintendent of the District in which the child resides.

Any scholastic work missed by a student while on suspension may be made up within a reasonable time of the student's return to school. It is the student's responsibility to secure this work.

The following procedures will be employed by the Abington School District for expulsion hearings by the Board of School Directors:

1. Whenever any student in either Abington Junior High School or Abington Senior High School shall be subject to either three-day and/or ten-day suspensions for the third time or any suspension in a drug related instance for the first time, his/her case must be reviewed by the building principal. The building principal also may review any suspension offense that, in his/her opinion, constitutes a threat to the health, safety or welfare of other students or school

employees. Such review may include, but is not limited to, a conference with the parents or legal guardians. The procedures delineated in Superintendent's Bulletin #6 are to be observed. After such a review and conference, the principal may elect to readmit the student or refer the matter to the Superintendent for grades 10, 11 and 12, and the Assistant to the Superintendent for grades 7, 8 and 9. In cases requiring such referral, it shall be necessary for the principal to administer a ten-day suspension in order to insure adequate time for the referral. In cases requiring referral to the Superintendent's office, the parent must be notified of the ten-day suspension and referral by certified mail.

2. A copy of that correspondence must be forwarded to the Superintendent's office in addition to the Child Accounting Office, Guidance Department and Student's File. After an appropriate conference, if the Superintendent's office does not elect to readmit the student, the student must be referred to the Board of School Directors for an expulsion hearing in accordance with procedures established for such proceedings.
3. If the Office of the Superintendent or the Assistant to the Superintendent refers a case for a board hearing, parents/ guardians of the suspended student will receive written notice by certified mail of the specific charges. This notice will state the time, date and place of the hearing. Such notice will be sent at least five days prior to the date of the hearing. The proceeding must be held with all reasonable speed.
4. The notice also will advise the student and his parents or guardians of their right to present witnesses and to be represented at the hearing by legal counsel.
5. Only counsel, parties, parents/guardians, witnesses and administrative officers of the school district may be present at such hearings unless the student or parents requires public proceedings.
6. The hearings will be tape-recorded. Counsel for the pupil shall have the right, at his/her expense, to have the testimony of the hearing taken and transcribed by a court reporter.
7. The witnesses shall give their testimony under oath, and the right of cross-examination shall be permitted.
8. The board's decision will be voted upon at the next regular meeting of the board of School Directors. The student and his/her parents/guardians will be advised immediately of the board's decision.
9. The student has the right to testify and present witnesses on his own behalf.
10. Where the student disagrees with the results of the hearing, recourse is available in the appropriate court of the Commonwealth. If it is alleged that a constitutional issue is involved, the students may file a claim for relief in the appropriate Federal district court.