Dear Students,

We would like extend our warmest welcome to the Abington Junior High School learning community. We hope your summer afforded you the opportunity to relax and spend time with loved ones. As we close the chapter of summer, let’s get ready to take an exciting journey together for the upcoming school year. We look to the 2018-2019 academic year with enthusiasm and optimism. The educational program offered at Abington Junior High School is of the highest caliber.

We urge you to take advantage of the educational opportunities offered at Abington Junior High School. As your principals, we are committed to making our school a positive and safe learning environment where each student can maximize their potential. Your teachers are highly trained professionals who have dedicated their careers to your success.

We would like to take the opportunity to encourage you to get involved in the many extra-curricular activities that are available to you. Your involvement will enable you to develop lifelong friendships and promote citizenship – the ingredients of a well-rounded student.

Let’s make it a great year at Abington Junior High School.

Best Wishes,

Mr. Daniel File
Principal

Mr. Ronald Brison
Assistant Principal

Mr. Jonathan Kovaleski
Assistant Principal

Mr. Daniel Oldham
Assistant Principal
Much of the following information contained in this handbook 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.

## Bell Schedule

<table>
<thead>
<tr>
<th>PERIOD</th>
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<tbody>
<tr>
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<tr>
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<td>B: 12:04 – 12:25</td>
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<td></td>
<td>A: 12:29 – 12:50</td>
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<td>7</td>
<td>1:19 – 2:06</td>
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<td>8</td>
<td>2:10 – 3:00</td>
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## Early Dismissal Bell Schedules

### SCHEDULE A (8:10 TO 1:00)

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<td>11:04 – 11:40</td>
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<td>11:24 – 11:40</td>
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<td>5</td>
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<td>A</td>
<td>12:24 – 12:40</td>
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### SCHEDULE B (8:10 TO 12:00)

<table>
<thead>
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<tbody>
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<td>3</td>
<td>9:02 – 9:24</td>
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<td>B</td>
<td>10:38 – 10:51</td>
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<tr>
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<td>10:55 – 11:26</td>
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<td>A</td>
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<td>B</td>
<td>11:13 – 11:26</td>
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<td>6</td>
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</tr>
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## Late Arrival Bell Schedule

### SCHEDULE C (10:10 TO 3:00)

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<td>4</td>
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<tr>
<td>A</td>
<td>11:52 – 12:09</td>
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<td>B</td>
<td>12:13 – 12:29</td>
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<tr>
<td>5</td>
<td>12:33 – 1:10</td>
</tr>
<tr>
<td>A</td>
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</tr>
<tr>
<td>B</td>
<td>12:54 – 1:10</td>
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<tr>
<td>6</td>
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<td>A</td>
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<td>1:55 – 2:25</td>
</tr>
<tr>
<td>8</td>
<td>2:29 – 3:00</td>
</tr>
</tbody>
</table>
Attendance and Announcements
During first period, teachers check attendance, collect excuse notes and attend to other school paperwork. You must remain quiet while opening exercises are conducted. The Pledge of Allegiance and student announcements will be made over the video monitors.

Lockers
Students will be issued two lockers each year—one in the corridor for coats and books 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 students.

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 without prior warning, and - absent reasonable suspicion - may seize any illegal or inappropriate materials. Such materials may be used as evidence against a student in disciplinary proceedings.

Gym lockers are to be used to store gym suits, sneakers, socks, etc. Only a school issued lock may be used. Students who lose this lock must report it immediately to their physical education teacher. The larger vertical lockers in the gym locker area are to be used to temporarily secure school clothes, books, purses, etc. during physical education period. Gym clothes are to be returned to assigned gym lockers for storage at the end of the period. Students should not store possessions on/under benches in the locker room.

The other locker issued is located in a corridor of the building. This is the locker in which students will store school supplies and coats. Students are advised to keep lock combinations confidential and to be sure to close and lock the door when it is not in use. Only a school issued lock may be used.

Students may go to hall lockers before first period, before and after lunch, during a study hall period, and at the end of the day. Students are to use only that locker which has been assigned to them. The school is not responsible for any personal possessions left in lockers. Students are not permitted to share lockers and locker combinations with other students.

Students will be charged $7.00 for a replacement lock.

Lost and Found
Occasionally, students may misplace or lose a book, jacket or other personal belongings. In such a case, they should inquire at the lost and found which is located at the receptionist’s desk in the administrative lobby and outside the Health Suite on the ground floor.

Lunch
There are six lunch periods: 4A, 4B, 5A, 5B, 6A, 6B. You will be assigned to a specific commons as follows:

- Commons “A” - Grade 9
- Commons “B” - Grade 8
- Commons “C” - Grade 7

Each of the three commons has two main serving lines. One line serves hot platters, and the other cold platters, except on special days when both lines serve hot platters. Both lines serve milk, sandwiches, and desserts. All students must use trays. Lines should be formed from the sides of each dining area.

After eating, students will deposit waste, dishes and trays in the trash cans provided. They will then return to their seats, remain seated, and await the sounding of the dismissal tone. No students are permitted to leave the commons before they are dismissed.

No food is to be taken out of the commons area under any circumstances. Students are not permitted to buy food during the last five minutes of the period, or at times other than their lunch period. Unacceptable conduct in the commons will result in the students receiving administrative detentions or other consequences. Every student at a table is responsible for the cleanliness of the table. The adults in charge must be treated with respect at all times. The noise level must be at a reasonable level, and food is NEVER to be thrown.

Applications for free and reduced lunch are available in the Principal’s Office.

Emergency 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 doors are to be closed. Students 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 the class is meeting.

Fire drills are extremely important because they help students 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. Also, there is no time to stop for drinks of water.

Additionally, lock down drills are also conducted to familiarize the students with the procedure in the event of this type of situation.

We are required by the Commonwealth of Pennsylvania’s Emergency Management Agency to conduct an annual Weather Preparedness Drill to familiarize students with the procedures to be followed in the event of an actual emergency.

**Weather Emergencies**

Should inclement weather or any other emergency require cancellation of school, this information will be communicated to families via the Skyward phone/email system. Families can also check the Abington School district website and Channel 43.

When a two hour late arrival for a weather emergency coincides with an early dismissal day, the early dismissal is canceled and will be rescheduled.

To prepare for the possibility of an unplanned early dismissal, parents/guardians should arrange an alternate place for their children to go in the event that no one is at home.

**Non-Discrimination Policy**

Abington School District is committed to complying fully with all Federal and state laws banning discrimination on the basis of race, color, national origin/ethnicity, veteran status, gender, age, disability, sexual orientation, gender identity/expression, or religion with regard to instructional programs, extracurricular activities, and employment practices. For more information see the Pennsylvania Human Relations Act at the following: [www.phrc.state.pa.us](http://www.phrc.state.pa.us). Any person who believes himself or herself to be a victim of discrimination by the school district should refer the matter to the attention of the building principal or area supervisor. If the matter is not resolved satisfactorily, it should be brought to the attention of the Superintendent of Schools. The following people have been designated to handle inquiries regarding the nondiscrimination policies:

Questions or concerns may be directed to:

**Director of Pupil Services**
Abington School District Administration Building
970 Highland Avenue, Abington, PA 19001
215-881-2505

**Director of Human Resources**
Abington School District Administration Building
970 Highland Avenue, Abington, PA 19001
215-881-2509

**Visitor Policy**

To ensure a safe environment, all visitors must report to the receptionist’s desk for permission to visit our school. If the visitor is approved, a visitor’s pass, obtained from the receptionist, must be worn at all times while on school property. All visitors must enter the school through the Administration Office entrance.

Students from other school districts, as well as those from other schools in the Abington School District, will not be permitted to visit during the school day. Students should not bring a friend or relative to visit. In an effort to reinforce students’ personal responsibility, we ask that you keep “drop offs” (such as projects, lunch money, and homework) to a minimum and for emergencies only.

**Identification Cards**

Every year a student identification card is issued to each student. This card will serve as a means of required identification, must be carried daily, and be produced upon request. A new card will be issued to each student every year. Replacement ID cards can be obtained for a cost of $8.00.
Homework

The purpose of homework is to strengthen basic skills, to extend and reinforce classroom instruction, to stimulate further interest, to reinforce independent study skills, to develop life-long skills of time management and self-direction, and to learn responsibility. The type of homework assignment varies by the subject. World languages and mathematics require out-of-class practice for mastery. English, science, and social studies require reading preparation for the day’s discussion and/or lecture. All subjects use extension assignments such as projects, problem solving, or individual research.

Time allotted to homework should increase gradually from grade to grade. At the secondary level, the following general guidelines apply to the total time to complete daily homework for all students – Grades 7 & 8: 60-90 minutes, Grade 9: 120 minutes. Parents should check to see that all homework is completed.

The content of homework assignments will vary, but will be linked to the skills and concepts that the student is learning in the classroom. Self-selected reading, practice of basic skills and a review of notes, when needed, should be a regular part of daily study. Honors courses may require more time in which to complete homework assignments. The extension assignments, such as research papers, are often in addition to the daily preparation assignments. Make sure you write down your homework assignments daily in your agenda book. Homework assignments will also be made available on Skyward, however, it is not recommended to rely only on Skyward to keep track of your homework assignments. It is your responsibility to know what is due and when it is due.
### What Will I Learn?

#### INSTRUCTIONAL PROGRAM 2018-2019

<table>
<thead>
<tr>
<th>Seventh-Grade Courses</th>
<th>Eighth-Grade Courses</th>
<th>Ninth-Grade Courses</th>
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<tr>
<td><strong>English</strong></td>
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<td>H-Algebra I</td>
<td>H-Geometry</td>
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<td>Algebra I</td>
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<td>Band</td>
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<td>Video Production I</td>
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<td>Band</td>
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<td>Orchestra</td>
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<tr>
<td>Music</td>
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</table>
Major Test Schedule

In order to avoid the possibility of certain students having three or more major tests on the same day, the schedule outlined below, which rotates major subjects each marking period, will be in effect. Short five or ten minute quizzes may be given at the discretion of the teacher.

<table>
<thead>
<tr>
<th>Course</th>
<th>MP1</th>
<th>MP2</th>
<th>MP3</th>
<th>MP4</th>
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<tbody>
<tr>
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<td>TTh</td>
<td>TF</td>
<td>MW</td>
<td>WF</td>
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<td>Mathematics</td>
<td>TF</td>
<td>MW</td>
<td>WF</td>
<td>MTh</td>
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<td>WF</td>
<td>MTh</td>
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<td>Science</td>
<td>WF</td>
<td>MTh</td>
<td>TTh</td>
<td>TF</td>
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Assessment and Report Cards

Junior high school students receive report cards four times a year. Each report card covers a nine week period. Report cards are posted in Skyward. The purpose of the report card is to communicate to the student and parents the level of academic accomplishment, based on the student’s oral and written class work. Other factors, such as attitude, study habits, cooperation, homework, and attendance, which may influence a student’s progress, are evaluated as well.

Student grades are based on the following system:

A- Very Good to Superior - 90-100%
B- Above Average to Good - 80-89%
C- Passing to Fair - 70-79%
D- Passing with Credit for Graduation - 60-69% (Student may not continue with sequential elective subjects.)
E- Not Passing* - 40-59%
F- Not Passing* - 0-39%
M- Medical Excuse
P- Passing
W- Grade Withheld and/or Work Incomplete
* See promotion policy

If students believe there is a mistake in the spelling of their name, address, or grade, in Skyward, they must bring this to the attention of their guidance counselor immediately. A parent must notify the Records Office of any change of address.

The report card schedule for the 2018-2019 school year is as follows:

<table>
<thead>
<tr>
<th>Report Card Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Report Period</strong></td>
</tr>
<tr>
<td>First (1)</td>
</tr>
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<td>Second (2)</td>
</tr>
<tr>
<td>Third (3)</td>
</tr>
<tr>
<td>Fourth (4)</td>
</tr>
</tbody>
</table>

Students and parents are encouraged to use Skyward, our online grading system, to monitor grades, assignments, and attendance on an ongoing basis.
Grade Point Average - Grades 9-12

A Superintendent’s Committee to Study Class Rank has been charged with making specific recommendations with regard to continuing or discontinuing the use of class rank. The information below is subject to change upon completion of the Committee’s work and approval of recommendations by the Board of School Directors.

Class rank is calculated biannually during grades 9-12, once at the conclusion of the first semester and again at the conclusion of the school year. Class rank is derived from your fall semester or year-end grades only for courses that count toward grade point average (G.P.A.). Semester and final grades are calculated using first through fourth quarter, midterm and final exam grades.

GPA is determined by dividing grade points earned by number of credits scheduled for classes that count toward GPA calculation. Grade points are determined by multiplying the number of credits each course carries by the value number assigned to each mark as indicated on the Weight Grade Chart referenced below.

For example, an “A” in a ten credit honors course earns forty-six grade points, and an “A” in a standard course earns forty points.

The numerical average derived by dividing total grade points earned by total credits scheduled is arranged in descending order to determine rank in class. In the case of identical numerical averages, students are assigned the same class rank.

Students may choose to exclude up to ten credits from GPA calculation in elective courses beyond fifty major subject credits. This determination is made in the fall of each school year.

Weighted Grade Procedures

Below is a chart showing the factors presently in use for all courses, and the weighted factors used for honors, Advanced Placement and dual enrollment courses.

Weighted grades appropriately recognize the significant work load undertaken by students in the honors courses.

<table>
<thead>
<tr>
<th>Grade</th>
<th>College Prep Courses</th>
<th>Honors/Dual Enrollment in 2-Year College Courses (x 1.15)</th>
<th>Advanced Placement/Dual Enrollment in 4-Year College Courses (x 1.25)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.0</td>
<td>4.6</td>
<td>5.0</td>
</tr>
<tr>
<td>B</td>
<td>3.0</td>
<td>3.45</td>
<td>3.75</td>
</tr>
<tr>
<td>C</td>
<td>2.0</td>
<td>2.3</td>
<td>2.5</td>
</tr>
<tr>
<td>D</td>
<td>1.0</td>
<td>1.0</td>
<td>1.0</td>
</tr>
<tr>
<td>E</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>F</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

Gifted Support Services

Students are determined to be eligible if they meet multiple criteria. A Gifted Individual Education Program (GIEP) is developed for eligible students. For more information, please contact the Coordinator of Student Support Services, School Counselor, or Principal.

National Junior Honor Society

Please read the following information carefully. It pertains to membership in the National Junior Honor Society. Please share this information with your parents/guardians.

There is no 7th grade membership for the National Junior Honor Society. Students will be eligible based on 7th grade or 8th grade performance. If you have any questions about NJHS, please contact the teacher sponsors or the Principal’s Office.

Membership in the NJHS is an honor given to those students who have excelled in the areas of scholarship, citizenship, character, leadership and service. For October 2018 induction, the scholarship requirement is partially met by achieving a 3.70 (or above) cumulative grade point average during seventh or eighth grade. Students achieving this average and fulfilling activity points will be notified by letter that they are eligible for membership. A total of four activity points are required for consideration for membership in the honor society. The guidelines, along with a list of activities with their assigned points, will be mailed home to all seventh and eighth grade students at the beginning of each school year. Please note that membership alone in any activity does not guarantee the awarding of any points. Full participation for the duration of the activity is required. Points are awarded on the basis of the level of participation as determined by the activity sponsors. The induction of eighth and ninth graders (based on their seventh or eighth grade records) is held in October.
List of AJHS Activities

The following clubs and activities are available to AJHS students. The points indicated are to be used by sponsors of these activities to determine eligibility for membership in the NJHS. Points are awarded on the basis of level of participation as determined by the club sponsors.

Full participation for the duration of the activity or sport is required to earn the 1, 2, or 3 possible points. For 1-point activities, no points will be given for less than full participation. For 2 or 3 point activities, the sponsor or coach will decide on points that have been earned. **Students should learn from their activity sponsor or coach the requirements for “full participation.”** Point values are determined by the number of hours each activity meets beyond the school day.

Activities worth 1 point:
- Abington Service Award
- A Capella
- Alternative Sports Club
- Art Club
- Board Games
- Builder’s Club
- Character Café
- Coloring Club
- Congressional Award
- CPYA
- Creative Writing Club
- Dance Club
- Diversity Club
- Drum Line
- G.S.A.
- History Club
- Lego Club
- Library Aide
- Literary Magazine
- Math Counts Team (not just test-taking)
- Math Olympiad
- Movie Club
- PRIDE Crew
- Reading Olympics
- Science Club
- School Newspaper
- Student Council Officer
- Yearbook

Activities worth up to 2 points:
- Green Thumbs
- IMAGINE
- Interscholastic Sports Team Manager
- Montco Band
- Musical Production Props
- Musical Production Business Crew
- Musical Production Costumes Crew
- Musical Production Hair & Makeup Crew
- Presidential Service Challenge: Bronze award
- Science Competitions (County or State Level only)
- TADA
- VIBE

Activities worth up to 3 points:
- Chamber Orchestra
- Cheerleading
- Interscholastic team sports
- Jazz Band
- Musical Production Stage Crew
- Musical Production Cast
- Musical Production Pit
- Marching Band
- Odyssey of the Mind
- Presidential Service Challenge: Gold or Silver award
Honor Roll
There are three honor roll designations at Abington Junior High School. They are listed below:
- Distinguished Honor Roll – requires a 3.8 or better G.P.A.
- Honor Roll – requires a 3.5 G.P.A.
- Honors All A’s – requires a grade of A in all courses.
Honor Roll status is noted on the report card at the end of each marking period.
Note: Calculation of 7th and 8th grade G.P.A. is only used for honor roll determination.

Promotion Policy
At the seventh and eighth grade level, it is necessary to receive passing grades in all four major subjects in order to be promoted to eighth or ninth grade. The major subjects are: English, mathematics, science, and social studies.

Students who receive an “E” in one or two major subjects, yet have attained an average of at least 40% for a final grade, must attend summer school and earn a passing grade in the subject(s) to clear the deficit and be promoted.

A grade of “F,” which is received when a student’s average falls below 40% in a subject, may not be made up in summer school. A grade of “F” in a major subject presumes remediation needs which are beyond that which can be met in five weeks of summer school instruction.

A student will be retained should one of the following occur:
(a) The student does not attain a passing grade in summer school.
(b) The student fails one or more subjects with a final grade below 40%.
(c) The student fails three or more subjects at the conclusion of the school year.

Exceptions to the promotion policy may be made by the building principal for grades seven and eight.

Promotion to tenth grade is contingent upon the attainment of fifty-five (55) cumulative points. These points must include passing grades in the four major subjects—English, mathematics, science, and social studies.

Summer School
The junior high summer school program is remedial in nature. Offerings are limited to those subjects required for progression to the next grade level.

Participation in the summer school program assumes that the student has familiarity with the course content. In order to register for any course, a student must have attained at least an average of 40% for the final grade during the regular school session. In courses where final examinations are administered, students must have taken that examination. Students who do not meet these criteria will not be permitted to enroll in summer school.

It is impossible to provide in twenty-five days the same learning experience provided over a 184-day period. Because of the abbreviated nature of summer school make-up courses, compared with those taught during the school year, a “C” is the highest grade attainable in summer school. Students may repeat courses in summer school in order to raise their grade. Both grades will be reported on the permanent record card and the Official School Record of Abington School District.

Where Do I Go For Help?

Guidance and Pupil Services
The guidance program is designed to help all students develop their educational, social, and personal strengths. Students are encouraged to explore individual interests, abilities, and goals with their school counselor. The primary goal of the guidance program is to promote and enhance student learning in order to maximize student achievement. The range of services and activities offered by the Guidance Department is designed to meet the diverse needs of our student population. They include:

- Academic reviews
- Counseling sessions
- Team meetings: Service Agreement, special education, case conferences, neighborhood, small learning community, Child Study Team
• Class lessons on personal development
• Consultation (administrators, teachers, parents, referral agency personnel)
• Peer tutoring
• Educational mentoring
• Learning Center scheduling
• Crisis intervention
• Suicide prevention
• Bullying prevention
• Psychological evaluations
• Social services: social worker, Attendance Officer
• School-wide educational testing
• Student Assistance Program (SAP)

| To Contact the Guidance Office you may phone: |
| (215) 884 – 4700, ext. 2238 |

**Counselors:**
Dr. Wexler, Coordinator of Student Support Services - ext.2233
Ms. Adam ext. 2418
Ms. Brizzell ext. 2231
Ms. Haynes ext. 2232
Mr. Johnson ext. 2235
Ms. O’Gara ext. 2603
Mr. Vouriotis ext. 2332
Ms. Weintraub ext. 2237
Mr. Turetzky ext. 2236

**Psychologist:**
Dr. Palladino ext. 2551
Ms. Boccella-Perras ext. 2239

**School-Based Counseling Groups**
The counselors offer school-based counseling groups during the school year. These are time-limited experiences for students to learn new skills, practice more adaptive behavior, and share ideas, thoughts, feelings, and interests on specific topics. The focus of the group is tied to a clearly defined set of school-related goals.

**School Psychologists and School Social Worker**
The school psychologists are available to support students and families. The school psychologists are members of the Child Study Team that reviews the progress of students. The psychologists are available to meet with all students on an as needed basis, and they provide consultative services to parents/guardians, administrators and staff.

The school Social Worker is available to provide support to families in the form of access to community linkages and to assist with the handling of obstacles to a student’s ability to progress in school.

**Student Assistance Program (SAP)**
The SAP team wants to help you and your friends. You may be concerned about a friend because he or she is using drugs or alcohol, seems to be unhappy, or is showing some other warning signs. You may be having difficulties yourself.

You are not alone. Why not share your concerns with a member of SAP? If you feel more comfortable talking to someone else (such as another teacher, counselor, or a family member), ask that person to contact the Student Assistance Team for you.

Please feel free to contact any SAP member or teacher to refer a friend or yourself.

**School Resource Officer**
Our school resource officer (SRO), Abington Police Officer Sean Gargan, is also available to help students
Bullying Prevention
AJHS Students:
1. will not bully others,
2. will try to help students who are bullied,
3. will make it a point to include students who are easily left out,
4. will tell an adult at school and at home when someone is being bullied.

Abington Junior High School uses the Olweus bullying prevention program. Students receive information related to this topic in classes, announcements, assemblies and from other school activities. Reports related to bullying and harassment (including hazing and cyberharassment) should be reported to a staff member who will refer the matter to administration. For additional information on the Abington School District policy, go to www.abington.k12.pa.us.

The Learning Center
The Learning Center is available for academic support in Room 136. Staff is available from 7:30 am to 4:00 pm

Students may gain access to the Learning Center in one of four ways:
1. Direct referral by a teacher.
2. Identification of the need in a team meeting.
3. Parental request via a school counselor.
4. Assignment by an assistant principal and/or counselor.

In order to enter the Learning Center before or after school, students MUST have their IDs.

Academic Support
At some time during junior high school, students may require help in understanding the subject matter in a particular course. In addition to Learning Center support, students are encouraged to seek assistance from their teachers. Classmates in the National Junior Honor Society also provide a tutoring service to all students. Students and their families can contact counselors to determine support options.

Library Services
The Abington Junior High School library and its staff provide a variety of services to meet the information needs of the student body. The library belongs to the Access Pennsylvania System which makes available titles from more than one thousand other participating school, public, and special libraries.

The multi-user, automated card catalog and electronic reference network provides students with numerous pathways for retrieving information. Internet access is available at all student computers. Electronic resources are continually being enhanced and updated.

Books may be borrowed for two weeks with renewal privileges (unless there is a demand for a particular item). Magazines and pamphlets may be signed out for three school days, and reference materials are available for overnight use. Fines are charged for items not returned on time and payment is required for any lost books.

Students may request a pass from a subject area teacher to spend a study hall period in the library. Students may request a library pass from an aide stationed in the ground floor center stairs or science wing if they wish to visit the library before school. Students may come to the library after school without a pass.

Students may volunteer to work as Library Aides. Those interested should listen for announcements during the first weeks of school.

The library is open throughout the school day from 7:30 a.m. to 4:05 p.m.

Student IDs are required to enter the Library at all times.
Health Services

Physical Examinations
Examinations are required by law upon original entry into school and in the sixth and eleventh grades. 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 to 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 by phone 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. Students who are not fully immunized will be prevented from entering school. 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.

Health Conferences
All students are seen each year in a conference where the students are weighed, measured, and given a vision test. Students in grade seven are screened for scoliosis; students in grade eight have their blood pressure checked. Selected students are given a hearing test. Written reports of any findings that deviate from the norm are sent home to the parent. Parents are asked to contact the nurse by note or by phone after the student has been evaluated by a doctor.

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. 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.
Students may not leave the school for health reasons without prior authorization of the principal, designee or health service staff.

Medication Policy
Superintendent’s Administrative Procedure: Medication-Use by Students states:
Medication(s) should be given at home before and/or after school. However, when this is not possible, prior to medication being administered to a student during the school day, the parent/guardian or responsible adult must personally deliver to the school nurse the following:
1. Written orders from a qualified health care provider giving the child’s diagnosis and the dosage and frequency of its administration for each prescribed medication.
2. Written permission from the parent/guardian for the school to comply with the qualified health care provider’s order.
3. An explanation of the reason the medication(s) must be taken during school hours.
4. Medication in its original container properly labeled by the pharmacy or qualified health care provider or the over-the-counter medication in its original container as purchased.

School personnel may only administer medication prescribed by a qualified health care provider.

Rules for the Health Suite
Students must obtain a pass from a teacher in order to visit the health suite during school hours. When passing between classes, students should report to the next class before going to the health suite. This applies except for emergency situations. The Health Suite will contact parents/guardians regarding illnesses or concerns during the school day. Students should not call or text parents/guardians for an early dismissal.

Student Accident Medical Insurance
Parents and guardians have the option to purchase private Student Accident Medical Insurance. This opportunity for student accident medical insurance is available to all Abington School District students. Please inquire with the Business Office at 215-881-2541 to obtain a brochure regarding the available coverage and enrollment/purchase information.
Medical Excuses Required

All students restricted from school activities, including physical education, must present a note from a physician describing the condition and advising the length of restriction. All excuses must be renewed at the opening of school each year. If out of gym, students may not participate in sports.

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 non-infective by the school nurse or child’s physician.
- **Pediculosis** (Lice) – Until judged non-infective by the school nurse or child’s physician. Proof of treatment must be brought to the nurse upon return (i.e. the box the treatment came in).
- **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 non-infective by the school nurse or child’s physician.
- **Scabies** – Until judged non-infective 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 a disease requiring isolation may be readmitted if a physician certifies that they are not suffering from the disease.

School Store

To provide a convenience in the purchase of school supplies and related items, Abington Junior High School operates a school store. Because the store is operated as a service to students, and the profit margin is low, the items are reasonable in cost. A link to the school store can be found on our webpage.

School Publications, Newspapers, Electronic Media, and District’s Website

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 release intended for publication and distribution.

School publications, such as student handbooks/curriculum guides, yearbooks, school activity programs, websites, and other forms of electronic communications may 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 appear in the media, they should advise the principal in writing.

Personal Items

Personal electronic items should be powered off and kept secured while at school. Any such device, which is carried or used by students during the school day, may be confiscated by school staff. **Because we discourage students from bringing these items to school, the school will not be responsible for the loss or damage of these personal articles.**

See electronic device policy on page 23.

Pets

Students are not permitted to bring pets to school. Students who violate this rule are subject to disciplinary consequences.
How Will I Get to School?

Bus Transportation
Transportation is provided for students residing one and a half miles or more from the school unless, in the opinion of proper authorities, a major traffic hazard exists along the route traveled by the student.

The student identification card will serve as the daily, official bus pass for those who are eligible for bus transportation. The ID card/bus pass must be displayed to gain admittance to the 3:00 p.m., 4:15 p.m., or 5:15 p.m. bus. Sports and Activity buses leave at 4:15 p.m. and 5:15 p.m. Students who misbehave on the bus will be asked to surrender their pass to the driver and will be subject to disciplinary action.

Students who lose their identification card may obtain a one day temporary pass in the office prior to 2:30 p.m. or after 3:30 p.m. Temporary passes will be limited to three issuances per school year. After that time, a charge of $8.00 will be made for a replacement card.

Activity and Sports Buses
The 4:15 PM activity buses and the 5:15 PM sports buses are provided to transport students who are required to stay beyond the regular dismissal time because they are participating in a school-related activity (athletics, supervised clubs/activities, Learning Center).

These buses will not transport students who elect to stay on campus for their own personal reasons. Their transportation is the responsibility of their parents. Students must have the appropriate sports sticker on their ID or activity ticket to ride these buses. Students who are waiting for the 4:15 p.m. activity buses to depart are expected to wait behind the yellow line on the bus loading platform. Students who voluntarily leave school property or a school-sponsored activity will not be permitted to return and ride the buses home.

The 4:15 p.m. and 5:15 p.m. activity and sports bus trips depart from the commons bus circle.

Transportation Regulations
Riding the bus is a privilege. These rules help ensure safe bus transportation for students and bus drivers.

It is expected that reasonable behavior will be observed during the time students are riding school buses. Infractions which jeopardize the safety of the bus and of the other students will not be permitted. It is the duty of the bus driver to report to the aide or administrator 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. There are times when some students engage in behavior that constitutes a danger to themselves and others.

Students who violate these safety regulations may be excluded from riding the bus. In those instances, the administrative staff is prepared to revoke transportation privileges for a period of one to ten days. Revocation of transportation for more than ten days will be recommended by the Office of the Superintendent at an appropriate hearing before the Board of School Directors. Parents are responsible for transporting their child to and from school if the child has been excluded from bus transportation.

The school district recently installed video surveillance equipment on some buses to assist drivers in monitoring behavior. When appropriate, the district will use video material in disciplinary cases arising from unacceptable bus behavior. All Abington School District Board Policies and Pennsylvania Department of Transportation regulations will be enforced. The following regulations will be enforced/observed:

1. Students will not be permitted to get on or off the bus anywhere other than their assigned stops unless they have obtained permission from the transportation department or proper school authority.
2. The school bus driver is in charge of the students while they are riding the bus. The driver will assign seats when required. Students will follow the direction of the driver.
3. The school bus driver will not allow book bags, band instruments or any objects to be placed in aisles or areas near exits. Items of this nature must be held on the student’s lap.
4. The use of tobacco, alcoholic beverages or controlled substances while on the school bus is prohibited. Lighted matches or open flames are not permitted.
5. Trash is not to be thrown in or around the bus, nor are any articles to be thrown out of the bus windows. Throwing objects (snowballs) at the school bus from the outside is not permitted.
6. Fighting and physical contact are not permitted.
7. Students must take a seat as soon as they board the bus. They must not leave their seat while the bus is
moving. They must face the front of the bus at all times and stay seated until it stops. Standing and pushing are not permitted. Extremities must be kept inside the school bus at all times.

8. Use of profanity or the verbal abuse of other students or the bus driver will not be permitted. Students must speak at moderate levels. Excessive noise will not be allowed. Quiet is required when the bus approaches a railroad crossing.

9. Live animals, glass containers, firearms, weapons of any kind, explosives, or any objectionable items will not be permitted on the bus.

10. Acts of vandalism or willful destruction to the school bus are prohibited. Students will be responsible for repair costs of all damages.

11. Students are to ride on their assigned bus and must produce an I.D. card when requested.

12. Students are not permitted to eat, spit, or have or use water pistols.

13. Students are not permitted to run after or hang onto the buses.

14. Students are expected to be at their assigned bus stop ten minutes prior to scheduled pickup.

Other Tips on How You Can Be a Good Bus Rider . . .

- Be considerate of private property. Stay off the lawns of homes near the bus stop.
- Stay off of the road while waiting for your bus.
- Wait until the bus comes to a complete stop before trying to get aboard.
- Do not push or crowd when getting on the bus.
- If you are late, never run after a moving bus.
- Share your seat with others. If the bus is filled, ride three to a seat.
- Always cross the street in front of the bus where the driver can see you.
- Stay a safe distance away from the side of the bus.

Parent Transportation of Students

If parents drive students to school either regularly or occasionally, they are requested to drop students off in the Little Theatre parking lot. This will protect both students and cars and will avoid congestion during periods just before and after school.

Bicycles

Students may ride bicycles to school if they wish; however, students should keep them locked during the day and use the racks provided. Racks are located by the administrative offices.

Students should know and obey all traffic laws. These are the same laws that govern the operator of an automobile under the Pennsylvania Motor Vehicle Code.

Motor Vehicles

Junior high students are not permitted to drive cars or motorcycles to school. They are expressly prohibited from parking such vehicles on school district property.

Student Presence on School Property

Once students arrive on school property, they may not leave the grounds without prior request from a parent or guardian and approval by the office. Students who leave at dismissal may not return to school to ride the late busses. Students who stay after school must be under the direct supervision of a teacher or an adult activity sponsor. **No students are permitted to stay on school grounds unless they are participating in a school-sponsored event or sport. Unsupervised students on school property may be cited for trespassing.**
What Can I Do After School?

Interscholastic Athletics-PIAA
The Interscholastic Athletic Program offers competitive play with other schools. Team members are selected for participation. For additional PIAA information and student athletic program policies, please contact one of the athletic directors or ask individual coaches for the Abington Junior High School Athlete’s Handbook. The seventh, eighth, and ninth grade students may participate in the following sports programs:

<table>
<thead>
<tr>
<th></th>
<th>Grade 7</th>
<th>Grade 8</th>
<th>Grade 9</th>
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</thead>
<tbody>
<tr>
<td>FALL</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Soccer</td>
<td>Soccer</td>
<td>Soccer</td>
<td></td>
</tr>
<tr>
<td>Field Hockey</td>
<td>Field Hockey</td>
<td>Field Hockey</td>
<td></td>
</tr>
<tr>
<td>Middle School Football</td>
<td>Middle School Football</td>
<td>Football</td>
<td></td>
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<tr>
<td>Tennis (girls)</td>
<td>Tennis (girls)</td>
<td>Cross Country</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Tennis (girls)</td>
<td>Golf</td>
<td></td>
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<tr>
<td>WINTER</td>
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<tr>
<td>Basketball</td>
<td>Basketball</td>
<td>Basketball</td>
<td></td>
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<tr>
<td>Wrestling</td>
<td>Wrestling</td>
<td>Swimming</td>
<td></td>
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<td></td>
<td></td>
<td>Bowling</td>
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<tr>
<td></td>
<td></td>
<td>Wrestling</td>
<td></td>
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<tr>
<td>SPRING</td>
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<tr>
<td>Baseball</td>
<td>Baseball</td>
<td>Baseball</td>
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<tr>
<td>Softball</td>
<td>Softball</td>
<td>Softball</td>
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<tr>
<td>Track</td>
<td>Track</td>
<td>Track</td>
<td></td>
</tr>
<tr>
<td>Lacrosse</td>
<td>Lacrosse</td>
<td>Lacrosse</td>
<td></td>
</tr>
<tr>
<td>Tennis (boys)</td>
<td>Tennis (boys)</td>
<td>Tennis (boys)</td>
<td></td>
</tr>
</tbody>
</table>

Any hazing activity, whether by an individual or a group, shall be presumed to be a forced activity, even if a student willingly participates. Any form of hazing that is a part of a school-sponsored activity is prohibited. No student, coach, sponsor, volunteer, District employee, administrator, representative, agent, or contractor shall plan, direct, encourage, assist, engage in, tolerate, condone, ignore, or fail to properly report or investigate any known or reported instances of any hazing activity. Students who have been subjected to hazing are encouraged to promptly report such incidents in accordance with the accompanying Superintendent’s Administrative Procedure. Students, administrators, coaches, sponsors, volunteers, District employees, representatives, agents, and contactors shall be alert to incidents of hazing and shall promptly report such conduct in accordance with the accompanying Superintendent’s Administrative Procedure. The Superintendent or designee will promptly investigate all complaints.

Daily announcements keep students informed of specific details regarding participation in activities. Information is also regularly placed on the Junior High School webpage. All athletic activities are supervised by Abington School Board approved adults and are monitored by the School District Athletic Director, Junior High School Assistant Athletic Director and Administration.

Each week of every sports season, an athletic eligibility report is generated. Students failing any class with less than a 60% are ineligible to participate in practices or contests for a period of one week. Students failing a class for the marking period are ineligible for a period of 15 school days.
Team Expectations
- Student athletes are not permitted to attend practices or contests if they are absent from school on that day.
- If it is necessary to miss team time (practice or contest), the student athlete must personally contact the coach with the reason for the team absence. Team absences may result in limited or no playing time for the next contest.
- Student athletes should be on time to practice (times to be determined by coaches).
- A positive attitude and good sportsmanship should be exhibited at all times (this includes during bus trips and interaction with opposing teams).
- Uniforms and equipment should be worn and used properly.
- Disciplinary consequences such as detentions and suspensions may impact team participation.

Please Note: Failure to adhere to any of these expectations may result in dismissal from an athletic team, pending Administrative review.

PIAA Helpful Hints for Parent(s) and Guardian(s)
All INITIAL physical forms must be dated and signed by the student’s physician and parent(s) or guardian(s). A recertification form must be completed for each additional sports season after your first.

All physicals for the fall sports season must be completed and dated after June 1, of the same year. Initial physicals for winter and spring sports seasons must be completed within 6 weeks of the FIRST DAY of try-outs. Subsequent or recertification physicals can be scheduled for the school physician when the student presents the necessary documents to the Health Suite for the sports season.

After School Activities
In addition to the sports and clubs listed above, AJHS students may take advantage of academic support opportunities by attendance in homework clubs and other academic programs held before and after school. Referrals to these programs may come from teachers, guidance counselors, or requests from parents. Parents should speak with teachers or guidance counselors to arrange for participation.

Students are expected to understand that all rules and regulations in effect during the school day apply to after school and evening activities as well, and to remain in supervised areas during after school and evening activities.

For additional information and program policies, please contact the faculty sponsor of the organization or see the Abington Junior High School Student Clubs and Activities Handbook.

Student Activities/Clubs
Students have the opportunity to participate in a variety of extracurricular activities/clubs.

Please see the “List of AJHS Activities” on page 10. Students and parents should note that the sponsors of individual clubs/activities will indicate specific grade and/or behavior criteria for all prospective members for participation.

If a group of students wishes to organize a new club, the group should:
- Have ten or more interested students,
- Find a faculty sponsor,
- Present a proposal to the Student Council and Junior High School Principal,
- Be approved by a two-thirds vote of the Student Council and approved by the Principal.

Fundraising
The Board of School Directors policy specifies that students may not sell or solicit door-to-door for funds to support clubs or organizations operating within the school. Students must not sell anything during the school day. All fundraising activities must be approved by the building principal or his/her designee. Fundraising activities should reflect club/team/group organizational goals.

School Social Activities
Various recognized organizations sponsor student functions during the school year. The following are rules associated with these activities:
- Except where noted with special procedures for identification, all school social activities are “closed” affairs. To attend, students must be enrolled in Abington Junior High School. Students should have their IDs to participate in an activity.
- The Freshmen Formal runs from 7:00 - 10:00 p.m. Parents should pick up students promptly at that time. Students who attend the dance must remain there for the duration of the event unless picked up in person by a parent.
• Dress should be appropriate to the occasion.
• Any serious infraction of good behavior at a school social function such as drinking, smoking, profanity, vulgarity, and so on, will result in suspension from school of the individual offenders.

School Awards
Abington Junior High School is proud to recognize many students who excel in a variety of areas during the school year. Several assemblies are held in late May and/or early June to recognize these deserving students. Seventh and eighth grade neighborhoods and small learning communities have their own assemblies during the school day to which parents of the award recipients are invited. The ninth grade award assembly is held in the evening.

<table>
<thead>
<tr>
<th>Awards for seventh and eighth graders include:</th>
<th>Ninth graders may be recognized for:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outstanding achievement in the subject areas</td>
<td>Leadership - clubs and activities</td>
</tr>
<tr>
<td>Outstanding Athlete</td>
<td>Service - Abington and President’s Service Challenge</td>
</tr>
<tr>
<td>Neighborhood community service</td>
<td>PRIDE</td>
</tr>
<tr>
<td>Counselor’s Award</td>
<td>Academics - outstanding achievement in subject areas</td>
</tr>
<tr>
<td>PTO Award - for leadership</td>
<td>Special Achievement</td>
</tr>
<tr>
<td>President’s Student Service Challenge</td>
<td>American Legion</td>
</tr>
<tr>
<td>PRIDE</td>
<td>Outstanding Thespian</td>
</tr>
<tr>
<td>Faculty Award - for positive behavior</td>
<td>Faculty - positive behavior</td>
</tr>
<tr>
<td>Principal’s Award - for overall academic excellence</td>
<td>NJHS Award for Excellence</td>
</tr>
<tr>
<td></td>
<td>Outstanding Athlete</td>
</tr>
<tr>
<td></td>
<td>Personal Achievement</td>
</tr>
<tr>
<td></td>
<td>PTO for leadership</td>
</tr>
<tr>
<td></td>
<td>Challenger Science Award</td>
</tr>
<tr>
<td></td>
<td>President’s Award for Educational Excellence for high academic achievement over all three years at AJHS.</td>
</tr>
<tr>
<td></td>
<td>Principal’s Award</td>
</tr>
</tbody>
</table>

Essential Dates 2018-2019

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>9/4/18</td>
<td>All grades report</td>
<td>2/15/19</td>
<td>Teacher In-service-School Closed</td>
</tr>
<tr>
<td>9/10/18-9/11/18</td>
<td>School Closed</td>
<td>2/18/19</td>
<td>Schools Closed</td>
</tr>
<tr>
<td>9/12/18</td>
<td>School Pictures – 7th Grade</td>
<td>3/7/19-3/8/19</td>
<td>School Musical - 7:00 PM</td>
</tr>
<tr>
<td>9/13/18</td>
<td>School Pictures – 8th Grade</td>
<td>3/9/19</td>
<td>School Musical – 2PM &amp; 7PM</td>
</tr>
<tr>
<td>9/14/18</td>
<td>School Pictures – 9th Grade</td>
<td>TBD</td>
<td>6th to 7th Gr. Parent Meeting-7:00 PM</td>
</tr>
<tr>
<td>9/18/18-10/5/18</td>
<td>Magazine Drive</td>
<td>3/19/19</td>
<td>8th to 9th Gr. Parent Mtg. - 6:00 PM</td>
</tr>
<tr>
<td>9/27/18</td>
<td>Open House – 7th grade – 7:00 PM</td>
<td>3/21/19</td>
<td>Conferences-Early Dismissal 1PM</td>
</tr>
<tr>
<td>10/2/18</td>
<td>Open House -8th/9th grade 7:00 PM</td>
<td>3/21/19</td>
<td>Jazz Jam - 7:00 PM—AJH</td>
</tr>
<tr>
<td>10/19/18</td>
<td>7th Grade Activity Night–7:00 PM</td>
<td>4/18/19-4/22/19</td>
<td>Spring Break – Schools Closed</td>
</tr>
<tr>
<td>10/25/18</td>
<td>Honor Society Induction–7:00PM</td>
<td>5/9/19</td>
<td>Band Concert - 7:30 PM-ASHS</td>
</tr>
<tr>
<td>11/5/18-11/9/18</td>
<td>Non Violent Conflict Resolution Week</td>
<td>5/15/19</td>
<td>Orchestra Concert-7:30 PM ASHS</td>
</tr>
<tr>
<td>11/6/18</td>
<td>Teacher In-service School Closed</td>
<td>5/20/19</td>
<td>Chorus Concert –7:30 PM-ASHS</td>
</tr>
<tr>
<td>11/12/18-11/16/18</td>
<td>American Education Week</td>
<td>5/21/19</td>
<td>Teacher In-service School Closed</td>
</tr>
<tr>
<td>11/22/18-11/23/18</td>
<td>Thanksgiving – Schools Closed</td>
<td>5/27/19</td>
<td>School Closed</td>
</tr>
<tr>
<td>12/10/18</td>
<td>Chorus Concert - 7:30 PM-ASHS</td>
<td>5/29/19</td>
<td>9th Gr. Awards Program - 7PM ASHS</td>
</tr>
<tr>
<td>12/13/18</td>
<td>Conferences- Dismissal 12:00 PM</td>
<td>5/30/19</td>
<td>9th Grade Dance - 7PM-Gym</td>
</tr>
<tr>
<td>12/13/18</td>
<td>Band Concert – 7:30 PM - ASHS</td>
<td>5/31/19</td>
<td>9th Grade Trip</td>
</tr>
<tr>
<td>12/18/18</td>
<td>Orchestra Concert-7:30 PM-ASHS</td>
<td>6/3/19</td>
<td>7th Gr Awards-Little Theatre</td>
</tr>
<tr>
<td>TBD</td>
<td>Science Fair</td>
<td>6/4/19</td>
<td>8th Gr Awards-Little Theatre</td>
</tr>
<tr>
<td>12/24/18-1/1/19</td>
<td>Winter Break - No School</td>
<td>6/14/19</td>
<td>TADA Finale</td>
</tr>
<tr>
<td>1/21/19</td>
<td>School Closed</td>
<td>6/18/19-6/24/19</td>
<td>Extended School Days (if needed)</td>
</tr>
</tbody>
</table>
Student Rights and Responsibilities
Students share with the administration and faculty a responsibility to develop a climate within the school that is conducive to wholesome living and learning. No student has the right to interfere with the education of his/her fellow classmates. It is the responsibility of each student to respect the rights of other students and adult staff who are involved in the educational process.

P.R.I.D.E.
P.R.I.D.E. is the AJHS behavior model for all students. Positive behaviors expected of all students are listed at the conclusion of this handbook. In addition to the general rules on the P.R.I.D.E. matrix, students are expected to follow individual classroom rules established by teachers and students.

Each year, we invite the students of Abington Junior High School to participate in a variety of educational and team-building activities and field trip(s). These events are designed to allow students to experience fun and interesting activities while learning new concepts.

Detention Policy
At Abington Junior High School, discipline can take the form of detention for minor offenses of school rules, or a more individual form of discipline for serious violations of proper school conduct. There are two kinds of detentions: teacher and administrative.

A teacher may assign a student a detention after school because of misconduct or lateness to class, to make up incomplete work, or for additional instruction, or for activities agreed to in an individual conference with the principal. A teacher detention takes precedence over an administrative detention. This is usually arranged a day ahead in order to enable the student to provide for transportation home.

Students who repeatedly receive detention will be subject to further disciplinary actions. These may include: a call home from the assistant principal; a letter sent home requesting a parent conference regarding the behavior; and in or out of school suspension.

Students are usually assigned an administrative detention for the next day to enable them to arrange transportation. The following schedule pertains to administrative detention:

A.M. - 7:30 to 8:00 in designated classroom
P.M. - 3:10 to 4:10 in designated classroom

Coat, books, and work are to be brought to detention. In the morning, students will go to lockers after detention. In the afternoon, students will go to lockers before detention.

Students will report to the detention supervisor for seat assignment. For morning detention, students are to enter the building at the corridor outside the administrative wing. Following afternoon detention, students are to leave the building from the center stairs.

Students are permitted to ride the 4:15 p.m. activities bus following detention.

Minor violations of these rules will be handled by the supervisor of detention; major violations will be referred to the principal or assistant principals for further appropriate action.

Definitions of Behaviors
Disruption
- Brief or low intensity failure to respond to adult requests
- Calling out answers
- Interrupting or intruding from the hallway or doorway when class is in session
- Teacher discretion food/candy
- Passing notes
- Texting
- Use of cell phones and non-approved electronic devices (Ipods, MP3 players, cameras, etc.)
- Sharpening pencils (incorrect time)
- Getting out of seat (incorrect time)
- Going around inside/outside of building without the appropriate pass
- Running in the building
- Yelling in the building
- Excessive talking

**Defiance/Disrespect/Non-compliance**
- Arguing with adult
- Blatant acts to get negative attention
- Blatant disrespect of adults
- Failure to respond to adult requests
- False ID/Refusal to show ID
- Hallway Behavior – jumping on one another, messing around or smacking one another

**Inappropriate Language**
- Profanity
- Lewd remarks
- Hateful speech (sexist, racist, etc.)
- Obscene gestures
- References to drugs and alcohol, weapons, sex

**Vandalism**
- Scratches in tables/desks/windows
- Writing or drawing on furniture, bulletin boards in hallways and/or classrooms
- Graffiti
- Deliberate acts of mischief that create unsafe conditions

**Property Misuse**
- Damage of school property
- Damage of textbooks or equipment
- Littering

**Bullying/Harassment**
- Bullying: shall mean an intentional electronic, written, verbal, or physical act or a series of acts:
  a. directed at another student or students;
  b. which occurs in a school setting;
  c. that is severe, persistent, or pervasive; and
  d. that has the effect of doing any of the following:
     (1) substantially interfering with a student’s education;
     (2) creating a threatening environment; or
     (3) substantially disrupting the orderly operation of the school; and “school setting” shall mean in the school, on school grounds, in school vehicles, at a designated bus stop, or at any activity sponsored, supervised, or sanctioned by the school.

**Cheating**
Cheating includes, but is not limited to: lying; copying from another’s test, talking while testing unless such discussion is specifically authorized by the instructor; taking or receiving copies of an exam without the permission of the instructor, using or displaying notes, “cheat sheets,” or other information devices inappropriate to the prescribed test conditions; and allowing someone other than the officially enrolled student to represent same.

**Plagiarism**
A piece of writing that has been copied from someone else and is presented as being your own work is the act of plagiarizing; taking someone’s words or ideas as if they were your own.

**Dress Code**
Shoes and shirts must be worn at all times. Hats and head coverings may not be worn. Short-cropped and low-cut tops, which expose one’s stomach or chest and extremely short shorts/skirts are not allowed. Underwear used as outerwear is not allowed. Underwear/Undergarments should not be visible. Clothing items with metal spikes or chains may not be worn.

Clothing and jewelry shall be free of writing, pictures, or any other insignia which are obscene, libelous or slanderous, vulgar, profane or which advocate racial, ethnic or religious prejudice, violence, or the use of drugs or alcohol or which so incites students as to create a clear and present danger of the commission of unlawful acts on school premises or the violation of lawful school regulations or the substantial disruption of the orderly operations of the school, as determined by the school site administration. Students who violate this policy will receive progressive discipline.

**Other**
Not serving teacher detention(s).
Hallway Passes
At all times, students are required to have passes to be in the hallways during the time classes, supervised study, and learning centers are in session. The following rules apply:
1. Hall passes are to be issued by the teacher under whose supervision the student is assigned.
2. Students are to behave in an acceptable manner so as not to disrupt classes in session.
3. Students who have a legitimate reason to leave a classroom to go to the library, health suite, guidance office, etc. must bring a pass with them and present it to their teacher prior to the start of class.

Cell Phones and Electronic Devices
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:
1. Electronic devices may not be used to conduct any activities that violate state and/or Federal law, Board policy, or school rules.
2. Electronic devices may not be used in any manner which interferes with, or is disruptive to, educational or extracurricular activities or events.
3. Students may not use electronic devices to take pictures or videos. As a result, this information cannot be posted on social media, sent by text or email, or transmitted in any way.
4. Electronic devices must be turned off during the school day. Notwithstanding the rules set forth above, electronic devices may be used at any time to respond to or report an emergency situation.

Violation of this policy will result in disciplinary action and possible suspension.
1\textsuperscript{st} Violation: Referral to grade level Assistant Principal and 1 Administrative Detention.
2\textsuperscript{nd} Violation: Referral to grade level Assistant Principal and 2 Administrative Detentions.
3\textsuperscript{rd} Violation: Referral to grade level Assistant Principal and 3 Administrative Detentions.
Further violations will result in additional consequences up to a suspension from school.

Parent contact will be made for cell phone violations.

Use of Telephones
Given that students cannot use their cell phones during school hours, parents are asked not to contact their child via their personal electronic device while at school. In an emergency, a message may be left with an office secretary. These messages will be delivered to students and they will be called to the office at the earliest convenient time.
School phones are not for unsupervised student use and may be utilized only with the permission of a faculty member when students give reasonable cause. Calls of a social nature are prohibited. Generally, students will be sent to the office if it is necessary to make a call during the school day.

Care of Books
Abington School District provides textbooks at no cost to students. However, students are responsible to pay for lost or stolen books, or for damages, if the assigned books are not returned to the school.
When any teacher issues a book, students are to be sure that there is an imprint for name and book number inside the front or back cover.
If there is none, ask for one. Students should write their name, in ink, immediately along with any other information requested by the teacher. This will assist students if the book is lost or misplaced.
Students should handle books carefully and protect them with book covers. You may buy covers in the School Store, or you may use wrapping paper or plastic found at home. Students should not write in the books or underline with colored felt-tipped pens.

Physical Education Equipment and Suits
Students may use the physical education equipment only when the instructor is present. Because of the physical activity involved in these classes, the following procedures and rules are to be followed:
- The school provides a combination lock for each student’s gym locker.
- Gym apparel will consist of:
  - a. athletic shirt
- b. gym shorts, and
- c. athletic socks and sneakers.

- It is recommended that valuables be left at home on physical education days.
- Athletic clothing worn in physical education class cannot be worn in other classes.
- As a safety precaution, bracelets, earrings, rings, watches, chains, and necklaces may not be worn. Long hair must be secured with a rubber band.

**Smoking and Tobacco Use**

Student possession or use of tobacco products in school buildings, on school vehicles, and on school property is prohibited. A student who possesses or uses tobacco products including, but not necessarily limited to, a lighted or unlighted cigarette, cigar, pipe, or other lighted smoking product, smokeless tobacco, and electronic smoking products in any form in school buildings, on school vehicles, or on school property is subject to criminal penalties and school-based discipline.

If a student is determined to have possessed or used tobacco products in school, on school property, or on a school bus, then the appropriate administrator shall (1) notify the School Resource Officer, who shall initiate appropriate proceedings before the local magisterial district judge charging the summary offense for possession or use of tobacco, the penalties for which are set forth below, and (2) impose the appropriate school-based discipline as set forth below:

1. **Criminal Penalties**
   Under the Criminal Code of Pennsylvania, Title 18, Section 6306.1, possession of tobacco products is a summary offense. Upon conviction, the violator may be sentenced to a fine of not more than $50 for the benefit of the School District as well as payment of court costs. When a pupil is charged with this offense, the court may admit the offender to an adjudication alternative as authorized under 42 PA.C.S. §1520 (relating to adjudication alternative program) in lieu of imposing the fine, and:

2. **School-Based Discipline**
   - **First Offense:** Five detentions
   - **Second Offense:** In-School Suspension
   - **Third Offense:** Out of School Suspension

**Possession of Weapons**

No weapons are permitted on any Abington School District property unless used in connection with the instructional or student activity program under supervision of a staff member. The term “weapon” includes, but is not limited to, any knife, cutting instrument, cutting too, chain, nunchaku, firearm, shotgun, rifle, and any other tool, instrument or implement capable of inflicting serious bodily injury. The prohibition applies to anyone on District property and is in effect twenty-four hours a day, seven days a week. The intent of this policy is to prohibit all weapons, whether or not a permit or license has been issued with respect to such weapon, and with respect to all persons except police officers. Any student who brings a weapon onto school property, to any school-sponsored activity, or onto any public conveyance providing transportation to and from school or school-sponsored activity may be expelled from school.

**Abington School District’s Policy on Responsible Use of the Internet**

Abington School District’s intent is to make internet and telecommunication access available to further educational goals and objectives while in compliance with the Children’s Internet Protection Act (CIPA), however, students may find ways to access materials which may be inappropriate. The district believes that the benefits to students from access to the internet, in the form of information resource and opportunities for collaboration, exceed any disadvantages. Use of the district network is a privilege, not a right. Access to this information system requires that students, parent/guardian, and staff members read and sign the Responsible Use Policy prior to gaining independent access to the district network system.

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 networks
- 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

**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 students to be absent for a period of time. The rules listed in this handbook are not all inclusive. We are governed by the School Code of Pennsylvania, and even though all of the laws pertaining to attendance are not listed in this handbook, students are still accountable for them. A student’s attendance may be checked by his/her parent through Skyward.

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

**Absence** - Absence is the nonattendance of a student on those days and half days when school is in attendance.

**Compulsory Attendance** – Compulsory school age refers to the period of a child’s life from the time the child enters school, which may be no later than eight years of age, until the age of seventeen or graduation from a high school, whichever occurs first. If a parent voluntarily elects to enroll their child in a public kindergarten program, the kindergarten student will be subject to the state’s compulsory attendance laws.

**Excused Absence** - Excused absence includes the absence of a student for any one of the reasons listed below in the section titled “Excused Absences.”

**Person in Parental Relation** - as used in this procedure, this refers to a custodial biological or adoptive parent; a noncustodial biological or adoptive parent; guardian of the person of a child; or a person with whom a child lives and who is acting in a parental role of a child.

**Lateness** - The student arrives later than the starting time of the scheduled instruction or supervised activity.

**Unexcused Absence** - Unexcused absence is the absence of a student for any reason that does not qualify as an excused absence, as defined herein. These absences are recorded as unlawful for a student of compulsory school age (kindergarten to age 17).

**Excused Lateness** - Lateness of a student that is due to any of the reasons that may be excused for full day absence.

**Unexcused Lateness** - Lateness resulting from any reason that does not qualify as excused lateness. The accumulation several instances of lateness may result in a notice of unexcused absence.

**Unlawful Absence** - Unexcused absence for a student of compulsory school age (kindergarten to age 17).

**Truant** – Means having incurred three (3) or more school days of unexcused absences during the current school year by a child subject to compulsory school attendance.

**Habitually Truant** - Means having incurred six (6) or more school days of unexcused absences during the current school year by a child subject to compulsory school attendance.

**School Attendance Improvement Conference** - Schools must make meaningful attempts to encourage parent participation in attendance improvement conferences by advance written notice and attempts to communicate via telephone. The school must hold the conference even if the parent declines to participate or fails to attend. There is no legal requirement for either the child or parent to attend an attendance improvement conference. The school must document the outcome of any attendance improvement conference in a written attendance improvement plan. Schools may not take further legal action to address unexcused absences until after the date of the scheduled attendance improvement conference has passed.

A student may be absent for any one of the following reasons: illness, quarantine, death in immediate family, medical or dental appointments, authorized school activities, exceptionally urgent reasons, required court attendance, religious holidays observed by a bona fide religious group, and religious instruction up to 36 hours per school year.

**I. Excused Absence**

Parents of junior and senior high school students are asked to call the attendance office on the morning of their student’s absence to notify the school that the student will not be in attendance. If a call is not received, staff and/or the attendance clerk will call to verify that the absence is for a legitimate reason. In the case of an excused absence, an excuse card or a note from the parents must be signed by a parent and presented by the student upon his/her return to school.

In the case of an absence of three or more consecutive days, the student will be requested to return the absence card accompanied with a note from a licensed health care provider. These notes must be given to the school nurse
who will approve the absence by signature. The nurse will forward the note to the attendance office for record keeping.

In the case of chronic irregular absences (10 days cumulative lawful absences), a medical excuse from a licensed health care provider will be required in place of a parental note. This can be made mandatory, if necessary, for the remainder of the school year. The principal will inform the attendance officer, who will notify the parent or guardian in writing of the change in absence excuse procedure and why this measure is necessary. Once this process is in place, any future absence that is not excused by a licensed health care provider will be considered unlawful and then be addressed by way of the first and second offense process.

II. 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 absences 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.

The accumulation of three unexcused absences will result in an Official Notice of Truancy and may initiate the development of a School Attendance Improvement Plan (SAIP). Following this, the next unexcused absence will result in a Second Offense from the district attendance officer who will refer the case to the magisterial district judge, unless a SAIP has not already occurred. Future absences will be referred to the local justice or a community based attendance improvement program. 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.

III. 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 the 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

E. fails to pay the fine or to comply with the adjudication alternative program, the district justice may order the child to be dependent under 42 PA Consolidated Statutes §6303(a)(1). 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.

Participation in Athletics/Activities

If a student is absent from school, he/she is not permitted to participate in sports, music activities, social events, or other after school functions taking place on the day of the absence.
Field Trips and Other Group Absences

There will be times when classes, clubs, teams, or other groups will be taking field trips, excursions, visits 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 provided by the school bus or commercial transportation, and you will travel with the groups unless there are special arrangements made in advance due to some specific reasons.

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 parent 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. No permission slips will be required for students being bused to activities to other Abington schools or fields, but parents will be notified of the visit.

The Abington Board of School Directors has adopted a policy prohibiting any commercial tour to use the name of, 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.

Making Up Work Missed Due to Absence

Students are responsible for making up any work missed due to absences. Students who miss work on a prolonged or recurring basis shall be responsible for providing a medical excuse when the nurse and the assigned assistant principal feel that the absences have been excessive. A “W” grade will be issued in medical cases and held over until the teacher indicates that the student has had sufficient time to make up the work.

When a “W” grade is received on a report card, action shall be taken to make up the missed work within three weeks after the conclusion of the report period. If the “W” grade is not made up within this period, it will be replaced automatically with a failing grade.

It is the student’s responsibility to inform the teachers or counselor in those cases where work has been missed and cannot be made up for valid reasons. Arrangements to respond to these circumstances will be made on a case by case basis.

The request for homework assignments is submitted to teachers through the office of the assigned counselor. One day is required for processing requests for homework assignments of more than two days duration.

Tardiness/Lateness

An important habit which must be learned is the habit of being punctual and keeping appointments. Ample time is allowed for you to arrive to your first class and to pass between classes. You are to report to your first period class by 8:10. If you arrive to class after 8:10 without a pass, you will be considered late and may receive disciplinary consequences. Tardiness in the morning, therefore, will mean that you will miss class time. You should be aware of the following regulations which cover instances of lateness:

To school in the morning

- If you are tardy to school and arrive after 8:10 a.m., you must report to the attendance secretary in the Records Room located in the administrative wing of the building with a note from your parents. If the tardiness is excusable, you will be admitted to your classes. If you fail to bring an excuse note or if the tardiness is not excusable, you will be admitted to your classes, but an administrative detention may be assigned.
- If you fail to bring an excuse note or if the lateness is not excusable, you will be admitted to your classes. However, habitual unexcused lateness will be considered as habitual truancy and will result in the development of a Student Attendance Improvement Plan (S.A.I.P).
- If students are late due to the arrival of an Abington school bus, the lateness will be excused. The late bus arrivals will be announced over the P.A. system, and students should report to the attendance secretary depending upon the time of your arrival.

To class during the day

- Adequate passing time is allowed for students to pass between classes provided they move along in a business like way and do not loiter in the halls of 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 students, as an individual or as a class, and students feel that they will not be able to get to their next class in time, they should request a student pass to the next teacher. Failure to secure a pass may result in a detention or deduction of participation points.

Early dismissal

There may be times when it is necessary for students to request an early dismissal from school; however, such instances are rare. Doctor and dental appointments should be arranged after school hours when at all possible. When it is necessary to leave school, students must present a written request, signed by a parent, to the attendance secretary in the Records Room between 8:00 and 8:10 a.m. on the day they wish to be excused.
For an early dismissal for a medical appointment, a request should include physician’s name, address, phone number, and time of appointment.

Students who return from an early dismissal before the end of the day are expected to check in through the attendance secretary in the Records Room.

If students become ill during the day, they should ask for a student pass from the current teacher. Then, they should go to the health suite to see the nurse. After an examination by the nurse, she will decide whether or not the student is to be excused to go home and will make the proper arrangements, which include contacting the parents.

Change of Address/Withdrawal from School

If a student’s family moves to another address within the Abington School District, a parent must bring proof of residency to the Records Office to change registration information. Call the Records Office for information.

If a student’s family moves from the Abington School District, or if for some other reason a student wishes to withdraw from Abington Junior High School, the parent must withdraw the student by contacting the Records Office and provide the address of the new home and school. All obligations, such as the return of textbooks, must be met before a transcript will be forwarded to another school.

Student Offenses and Discipline Procedures

Offenses committed on school grounds, in school vehicles or while participating in school-sponsored activities on or off school premises or that have some other legally-recognized nexus to the school that are considered to be of an extremely serious nature and may result in either suspension or expulsion, include but are not limited to, the following:

1. Buying, selling, giving, receiving, transferring, possessing, using, or being under the influence of unauthorized drugs or other substances and/or the 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. Harassment, Bullying or Hazing
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. This includes carrying an item which could be considered a weapon of which is dangerous in nature in accordance with State law
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. Consistent lateness to or cutting of class or detentions.
11. Forgery
12. Vandalism of any nature, including defacing, damaging, or destroying school property or the property of any school employee, student, or visitor on school grounds
13. Unauthorized entry into a school building or other District property
14. Leaving school or school property without permission
15. Refusal to leave school or school property upon direction
16. 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 control of the Abington School District. This includes smokeless tobacco in any form and electronic smoking products
17. Setting off a false fire alarm; Student will also be referred to the fire marshal’s office
18. Motor vehicle violations 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
19. Possession of laser pointers or improper use of electronic devices in school, on school grounds, in school vehicles and/or while participating in school-sponsored activities on or off school premises
20. The use of any race, color, national origin/ethnicity, veteran status, gender, age, disability, sexual orientation, gender identity/expression, or religion based slurs
21. Conduct adversely affecting the school routine or otherwise endangering the safety, morals, health or welfare of others
22. Inappropriate physical contacts or verbal threats or attacks or other retaliatory conduct directed at students or school staff members, their property, or their families including actions which reasonable could be considered a threat to the health, safety, or welfare of other students, school employees, school visitors or school property
23. Chronic infraction of school rules, Board Policy or any applicable Student Handbook or Code of Conduct
24. Chronic insubordination

Procedures for the exclusion of students are provided in the Superintendent’s Administrative Procedure regarding Student Offenses and Discipline Procedures in this section.

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.

Drug, Alcohol and Substance Abuse

The following Board Policy Statement makes clear the procedures used in the Abington School District in regard to “Students and the Use of Drugs, Alcohol and Other Unauthorized Substances.”

The Board of School Directors of the Abington School District recognizes the seriousness of drug, alcohol, and/or unauthorized substance abuse. The schools must play a role in attacking this problem. In recognition of this responsibility, the Abington School District will implement programs and activities based upon the following principles:

1. The schools at all levels will present through the regular classroom and through special programs, a comprehensive educational program aimed at preventing drug, alcohol, and substance abuse, using materials and activities appropriate to the age and maturity of the pupil.
2. The administrative and teaching staffs will do all within their power to ensure that unauthorized drugs and substances and/or alcohol are not available in school buildings or on school grounds.
3. The school district will cooperate fully at all times with the law enforcement agencies, following guidelines that have been developed cooperatively by those agencies and school administrators.
4. The school will provide referral services to students with drug, alcohol and substance abuse problems who are interested in obtaining professional assistance that lies beyond the jurisdiction of the school.
5. Students who are detected in the process of buying, selling, giving, receiving, transferring, possessing and/or using unauthorized drugs and substances and alcohol in school or on school property will be suspended and referred to the Abington Police Department. Any student who violates this is subject to a 45 day expulsion from school and school activities.
6. The basic welfare and health of the student body will be the primary consideration in any readmission of any student to school who was suspended for using unauthorized drugs and substances and/or alcohol.
7. The use of anabolic steroids by any student in school related athletics is prohibited except for a valid medical purpose. Body building, muscle enhancement, increasing muscle bulk or strength or the enhancement of athletic ability is not a valid medical purpose.

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 School District.
<table>
<thead>
<tr>
<th>Settings/Expectations</th>
<th>School-Wide</th>
<th>Classroom</th>
<th>Hallway</th>
<th>Commons (lunch)</th>
<th>Extracurricular/Events</th>
</tr>
</thead>
</table>
| **Personal Responsibility** | - Being present and on time.  
- Following the dress code.  
- Using appropriate language and volume.  
- Properly storing all my electronic devices between 8:00 and 3:00. | - Completing my own work.  
- Being prepared. | - Having a signed hall pass.  
- Taking most direct route to class.  
- Keeping my locker information to myself. | - Bringing my lunch or lunch money every day.  
- Cleaning my area. | - Bringing necessary items. |
| **Respect** | - Taking care of school property.  
- Being considerate to and cooperative with all adults. | - Following classroom procedures. | - Being considerate of personal space.  
- Using inside voices. | - Putting trash and recycling in proper receptacles.  
- Following adult direction. | - Welcoming visitors.  
- Being a good audience member. |
| **Integrity** | - Reporting problems to school personnel.  
- Owning up to my actions, right or wrong.  
- Identifying myself when asked. | - Completing my own work.  
- Be a positive team player. | - Using passes appropriately.  
- Staying clear of fire alarms.  
- Keeping hallways and stairwells clean and graffiti-free. | - Paying for all items.  
- Remaining seated until dismissed.  
- Eating only in the Commons. | - Maintaining good sportsmanship. |
| **Dependability** | - Seeking peer mediation to resolve conflict.  
- Following teacher guidelines with substitutes.  
- Following instructions during emergencies. | - Staying on task.  
- Making up missed work.  
- Turning work in on time. | - Leaving all doors to the outside closed.  
- Assisting anyone with special needs. | - Connecting with others positively.  
- Remaining in assigned Commons. | - Attending meetings and practices.  
- Supporting and attending school activities. |
| **Excellence** | - Modeling good citizenship.  
- Always putting forth my best effort. | - Being an active learner from bell to bell.  
- Asking for help when needed. | - Being courteous and kind in the hallways and stairwells. | - Including new people at my table.  
- Making new friends. | - Encouraging others to participate and attend school activities. |
<table>
<thead>
<tr>
<th>Period</th>
<th>Time</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
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<tr>
<td>1</td>
<td>53 min</td>
<td>8:10 – 9:03</td>
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<tr>
<td>2</td>
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<tr>
<td>3</td>
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<tr>
<td>4</td>
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<td>10:49 – 11:10 A</td>
<td>11:14 – 11:35 B</td>
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<td>11:39 – 12:00 A</td>
<td>12:04 – 12:25 B</td>
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<td>12:29 – 12:50 A</td>
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<tr>
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<td>2:10 – 3:00</td>
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