

**Administrative & Pupil
Personnel Services**

Board of Education

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**District Office
741-1400**

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Dir. Of Inst. Svcs./Tech.

Mr. Stephen Chamberlain
Director of Facilities

**High School Administration
741-1420**

Dr. George Cancro
Principal

Mr. Gregg Fonde
Assistant Principal

Mr. Greg DiMurro
Curriculum Coordinator

**Student Support Services
741-1424**

Mrs. Joyce Connell
Counseling Coordinator
Mrs. Cheryl Thomas
Counselor
Ms. Pam Roth
Counselor

Mrs. Elizabeth Hamel
Counselor
Dr. Debra Green
School Psychologist

**School Nurse
741-1418**

Mrs. Joann LaBarbera

**Attendance
741-1289**

Mrs. Ruth Speno

Secretarial Staff

Principal's Office, Mrs. MaryAnn DeFrancesco **x421**
Ass't. Principal's Office, Mrs. Maria DiBenedetto **x423**
Guidance Office, Mrs. Denise Vetere **x424**

ATTENDANCE REQUIREMENTS AND PROCEDURES

The Pleasantville UFSD has approved a Class Completion and Course Attendance Policy as required by the New York State Department of Education.

Regular and prompt attendance is extremely important. The relationship between poor attendance and the potential development of school failure, maladjustment and delinquency is well known. In addition, post-secondary schools and colleges and employers constantly want information regarding students' attendance.

Whereas attendance patterns are the result of habits, good or bad, developed during the years an individual is in school, parents have a responsibility to encourage regular and prompt attendance on the part of their children.

All students with a first period class are required to be in their class on time. All other students are required to be in their homeroom for daily attendance and announcements. Parents are requested to telephone the attendance coordinator by 9:00 a.m. whenever their child is to be absent. The phone number is 741-1289.

When a student is absent or tardy to school, parents or guardians must provide the school with a note explaining the reason. These are to be turned in to the nurse on the day the student returns to school following the absence or tardiness. Written excuses should indicate specific dates as well as the reason for the absence or tardiness. In cases of repeated or long-term absences a note from a medical doctor may be required.

The Pleasantville UFSD has determined that absences, tardiness, and early dismissals will be considered legal or illegal according to the following standards as provided by the New York State Department of Education:

Legal: An absence, tardiness or early dismissal will be considered legal if it is due to personal illness, family illness/death, impassable roads, religious observance, required court appearances, emergency medical/dental appointments, authorized presence in administrative or nurse's offices, approved college visits (not to exceed 4 per school year), approved work programs, military obligations, music sectionals, and approved school-sponsored activities.

Proof or documentation for the absence may be required in order to determine if the absence will be deemed legal.

Illegal: An absence, tardiness or early dismissal will be considered illegal if it does not fall into the above listed categories, (i.e. family vacation, road test, oversleeping, babysitting) **or if the proper excuse or verification is not submitted by the student.**

Whenever possible, medical and dental appointments should be scheduled outside the school day. **Any student who is absent or leaves school early due to illness is not allowed to attend or participate in activities or events on the respective day.**

Illegal Late: A cut will be recorded for a student who is late by more than 15 minutes to a class.

Procedures Following Absence

A written excuse, indicating the date of the absence and the reason, should be signed by the parent or guardian and brought to the nurse's office before going to homeroom upon returning from an absence. Absences that are not clarified through the approved procedure will be considered illegal and students will be subject to disciplinary action.

Course Credit Policy

Classroom participation is an integral part of the student's grade. Therefore, a student will receive credit for a course by maintaining a minimum average of 65 and maintaining acceptable attendance of no more than **18** illegal absences in a full year course or **9** illegal absences in a semester course. Students who exceed the stated minimum attendance requirement will not receive credit for the course and will be denied the right to take the final exam in that course.

Upon returning to school following an absence, it will be the responsibility of the student to meet with his/her teachers regarding arrangements to make up missed work and/or tests based upon the schedule determined by the teacher. Teachers may give make-up work other than that which was originally assigned (i.e. alternative quiz, essay, test, etc.). **If a student does not make up the missed work in the allotted time, the legal absence will be counted towards the non-credit policy. Teachers are not obligated to provide make up tests or accept assignments from students who have missed class without a legal excuse.**

Students exceeding the maximum amount of absences must continue to attend class and submit all required work.

The administration reserves the right to review attendance issues due to extenuating circumstances.

Leaving School Early

There are times when a student may have to leave school before the end of the school day. When this occurs, the following procedures are to be followed:

1. A note must be brought to the nurse's office at the beginning of the day.
2. The student will be given an early dismissal form, which is shown to the teacher of the class he/she will be leaving.
3. The student will be responsible for class work and tests in classes missed.
4. The student will sign out in the main office and deposit the early dismissal form.
5. If a student is dismissed early due to illness, the nurse will contact a parent or the person on the student's emergency sheet for release of the student.
6. Parents are asked not to send notes giving their children permission to eat lunch outside of school or to take care of "personal business."
7. Notes for parents giving permission to eat lunch off school grounds or to take care of "personal business" will not be accepted as legal.

Any student leaving the building without following the above procedures will be considered as leaving school grounds without permission. An "after the fact" note is not acceptable.

Attendance Reporting

Parents will be provided notification of illegal classroom attendance when a student reaches the following absence levels:

<u>Full Year Course</u>	<u>Semester Course</u>
9	4
12	6
15	8

Arrangements for Make-up Work

Students who are legally absent from a class are responsible for completing all missed class work.

- Teachers shall set standards for their classes as to deadlines for late work and/or missed tests, quizzes, labs, etc. as stated in the teacher's course expectation sheets.

- Students have the obligation to contact their teacher upon the day of their return concerning the make-up work.
- Work will be made up as directed by the teacher. Make-up sessions take precedence over extra/co-curricular and non-school activities.
- While teachers will consider extenuating circumstances, completed make-up work will be required within reasonable deadlines established by the teacher.
- If a student is absent for an extended period of time (5 or more consecutive days), the student should contact the Guidance Office for assistance in obtaining assignments.

If a student is **illegally** absent with parent approval (vacation, doctor's appt., etc.), that student will have two school days to complete missed class work. Work not completed within the two school days will not be accepted and the student will receive a grade of zero for all work missed.

If a student is **illegally** absent without parent permission, a grade of zero will be given for all work missed.

During the final marking period, all make-up work is due on the last day of classes.

Course Level Changes

If a student wishes to add a course, it must be approved by the conclusion of the third week of either semester. Should a student wish to drop a course without replacing it with a new course, changes may be made until the end of the fifth week of the semester. Dropping a class after the fifth week will result in a drop/fail grade of 50.

For Advanced Placement courses, students may drop an AP course within the first 10 weeks of the class.

All level changes should take place by the end of week 15 of the first semester or immediately following the end of the first semester and mid-term exam. No changes will be made between week 15 and week 20. If a student would like to make a level change, he/she must receive permission from the teacher.

Formula For Determining Final Grade Of Students Who Move A Course Level After First Semester

- 1st and 2nd marking periods will count 35%
- 3rd and 4th marking periods will count 25% each
- Final exam will count 15%
- Mid-term will not be computed in final average computation
- Note – students who move immediately after the 1st or 3rd marking period will have their final averages computed in the normal manner.

STUDENT CONDUCT

Students of Pleasantville High School, whether in school, on school grounds, or at a school activity, are expected to conduct themselves in a manner which is appropriate and which reflects respect for themselves and others. The primary purpose of the high school is to provide a quality education in a safe environment. With this in mind, each student is expected to:

1. accept responsibility for his/her actions, and the consequences of those actions;
2. respect the rights of others, including his/her right to secure an education in an environment that is orderly and disciplined;
3. attend school on a regular and punctual basis;
4. complete class assignments and other school responsibilities by established deadlines;
5. show evidence of appropriate progress toward meeting course and/or diploma requirements;
6. respect school property, e.g. lockers, and help to keep it free from damage;
7. obey school regulations and rules made by school authorities and by the student governing body;
8. recognize that teachers and other school personnel assume the role of a surrogate parent in matters of behavior and discipline when at school, as well as during any school-sponsored activities;
9. react to direction given by teachers, administrators and other school personnel in a respectful, positive manner;
10. contribute toward establishing and maintaining an atmosphere that generates mutual respect and dignity for all;
11. become familiar with the code of conduct and seek interpretation of parts not understood;
12. actively discourage inappropriate behavior of other students and report the incidents to the administration;
13. work to develop mechanisms to control their anger;
14. seek help in solving problems that might lead to discipline;
15. dress appropriately for school and school functions;
16. conduct themselves as representatives of the district when participating in or attending school-sponsored extracurricular events and to hold themselves to the highest standards of conduct, demeanor, and sportsmanship.

Any student who fails to comply with the rules and regulations set forth will be subject to disciplinary action involving detention, Saturday detention, in school suspension or suspension.

Detention

Detention will take place from 3:05 - 3:50 Monday through Friday. Once assigned to detention, it is the student's responsibility to adjust his/her schedule to fulfill the commitment. **Detention will take priority over any school activity, non-school activity (i.e. work), lab make-up, review, test make-up, athletic practices, club meetings, etc.**

Saturday Detention/In School Suspension

Saturday detentions and in school suspensions will be assigned to students who cut assigned after school detentions or for offenses requiring a response greater than an after school detention. Saturday detentions will take place in the high school on Saturday mornings from 8:30 am to 12:00 pm.

Suspension

Suspension is an extreme form of discipline and will be reserved for particularly serious or chronic situations. Suspensions will be utilized when other methods of discipline have proved unsuccessful or when a student's presence in school constitutes a danger to himself/herself or others.

Classroom Behavior

Students are expected to arrive to class/study hall promptly and to have with them all necessary materials, including a notebook, pen or pencil, and any books they were instructed to bring.

Student Participation Policy

All students of the Pleasantville School District are expected to demonstrate good citizenship at all times, both within the school and outside in the community.

Conduct at Athletic Events

Students are expected to exhibit proper behavior at both home and away games. Any student exhibiting unsportsmanlike behavior will be ejected from the sporting event. Repeat offenders will lose the privilege of attending any home or away sporting events.

Theft

Stealing is not tolerated in Pleasantville High School. Any student who is discovered to have stolen any item(s) from the high school or from a fellow student will be suspended and will make restitution.

Students are reminded that they should not carry large amounts of money and/or valuables in school. Stolen property is not the responsibility of the school. If students must bring in items of value to school, they may request that the items be stored in the school safe until the end of the school day.

Cheating/Plagiarism

Cheating and plagiarism are forms of stealing and will not be tolerated at PHS. Students who are seen looking at another student's paper, passing or possessing notes or other information, cheating on any quiz, test or exam or plagiarizing will be given a grade of **zero**. Likewise, any student discovered assisting a fellow student in attempting to cheat or plagiarize will also be given a grade of zero.

SUMMARY OF UNACCEPTABLE BEHAVIORS

Offense	First	Second	Third
Disorderly Conduct	1-3 days detention	Saturday detention/ISS	Suspension
Disrupting Meeting/Assembly	Saturday detention/ISS	1-3 Days Suspension	5 Days Suspension
Insubordination	Detention/ISS or suspension depending on severity	Detention/ISS or suspension depending on severity	Supt's. hearing
Hazing/Bullying or Extortion	Detention/ISS or suspension	Suspension	Supt's. hearing

Offense	First	Second	Third
Fighting or Violent Behavior	2-5 days suspension	5 days suspension. Principal's hearing	Supt's. hearing
Selling, Using and/or Possessing Alcohol, Drugs or Paraphernalia	5 days suspension. Police notification. Superintendent's hearing		
False Alarms Bomb Threat	5 days suspension. Police notification. Superintendent's hearing		
Damage to School Property (Vandalism/ Graffiti)	Saturday detention/ISS. Restitution/restoration of property.	5 days suspension. Restitution and restoration of property. Principal's hearing.	5 days suspension. Restitution and restoration of property. Supt's. hearing
Smoking on School Property	3 days detention.	Saturday detention.	1 day suspension. Principal's hearing
Leaving School Grounds w/out Permission	3 days detention.	Saturday detention/ISS	1 day suspension. Principal's hearing
Weapons/ Explosives	5 days suspension. Police notification. Superintendent's hearing		
Use of Electronic Devices in Classroom (cell phones, iPods, etc.)	Verbal warning	Confiscation. Parental notification	Confiscation and return to parents only.
Illegally on School Grounds	Parental notification. Police notification		
Illegal Parking on School Grounds	Removal of car by student	Removal of car by student. 1 day detention	Possible car towed at student's expense
Inappropriate Displays of Affection	Verbal warning	Administrative notification, parent conference	Admin. notification, parent conference, Detention

Offense	First	Second	Third
Inappropriate Language/ Offensive Gestures (general use)	Detention	Administrative notification, parent contact, Saturday detention/ISS	Admin. notification, parent conference, Suspension
Inappropriate Dress	Warning	3 days detention, parent notification	Saturday detention/ISS
Use/Possession of Fireworks	5 days suspension	Supt's. hearing	
Gambling	Saturday detention/ISS	1-3 days suspension	Supt's. hearing
Violation of Computer Policy	Suspension of computer privileges	3-5 days detention Suspension of computer privileges	Suspension Loss of computer privileges
Driving Recklessly/ Speeding	Saturday detention/ISS/Suspension	2 days suspension. Suspension of driving privileges	5 days suspension. Suspension of driving privileges
Lateness (sets of 3 per quarter, per class)	1 day detention	3 days detention	Saturday detention/ISS
Class Cutting	2 days detention	4 days detention	Saturday detention/ISS
Truancy (illegal all day absence)	3 days detention	Saturday detention/ISS	1 day suspension
Detention Cut	Saturday detention/ISS	Saturday detention/ISS	1 day suspension
Saturday Detention Cut	ISS/1 day suspension	2 days suspension	3 days suspension
Harassment (sexual, racial, etc.)/ Intimidation	Saturday detention/ISS	2 days suspension Parent Conference	5 days suspension Parent conference
Inappropriate Language/ Offensive Gestures toward Teacher/Staff Member	2 days suspension	5 days suspension Superintendent's hearing	
Act of Violence against a Teacher or Staff Member	5 days suspension. Superintendent's hearing		

Offense	First	Second	Third
Lewd Behavior	Saturday detention	1-3 days suspension	5 days suspension
Arson	5 days suspension. Police notification. Superintendent's hearing		
Cut Homeroom	1 day detention	2 days detention	Saturday detention/ISS

ISS = In school suspension

The administration continues to maintain the right to address behavioral standards and/or situations not presently outlined in this summary of unacceptable behaviors and to dispense appropriate discipline. Unacceptable behaviors not specifically listed will be dealt with through the Board of Education's mandate regarding student discipline. Disciplinary action will be progressive with the first penalty issued reflecting the seriousness of the violation by the student. **Administration has the right to modify the discipline depending on specific incidents.**

Dress Code

Students at PHS are expected to dress and groom in an appropriate manner for school. Student attire must be safe and not interfere with the educational process or cause disorder. Students who violate the dress code will be required to modify their appearance by covering or removing the offending item and, if necessary or practical, replacing it with an acceptable item. Any student who refuses to do so shall be subject to discipline.

SEXUAL HARASSMENT

Sexual harassment is a violation of the law and stands in direct opposition to District policy. Therefore, the Board prohibits all forms of sexual harassment by employees and students. Generally, sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Offenders will be subject to serious disciplinary action, parental notification, and report to district sexual harassment officer. A copy of the policy and accompanying regulations are available on request.

GRADING

Honors

Honors are awarded each quarter in recognition of a student's outstanding academic performance and acceptable citizenship.

High Honors is achieved by earning an average of 90% or higher with no "F's", no "T's" and no grade below 80%. In addition, the student must not have received any unsatisfactory report card comments.

Honors is achieved by meeting the above requirements and earning an average between 85% - 89%.

A student who is truant from school, who cuts any class assignments (including study hall), or who is chronically late is not eligible to receive honors during the quarter in which the above behavior occurs.

Advanced Placement Courses

Students enrolled in advanced placement (AP) courses are required to take the AP exam. Failure to take the AP exam for any reason will result in removal of the AP designation from the course.

Progress Reports

Mid-marking period progress reports, known as "boosters", are mailed home to parents.

Report Cards

Report cards are mailed in late November, early February, late April and at the end of June. In addition to course grades, teachers will indicate student effort, attendance, mid-year or final examination grades, and other related comments. By February 15, the Guidance Office sends a copy of each senior's second quarter report card to all colleges to which a formal application has been made.

Grading Policy

Yearlong courses w/out final exams:

Final grades for yearlong courses in which no final exam is given are determined in the following way:

Average of 4 quarter grades	80%
Mid-term exam	20%

Yearlong courses with final exams:

Final grades for yearlong courses with final exams are determined in the following way:

Average of 4 quarter grades	70%
Mid-term exam	15%
Final exam	15%

Semester Courses:

Final grades for semester courses will be determined in one of the following ways:

A. Average of 2 quarter grades	85%
Final exam or project	15%

B. If no final exam or project is given in a semester course, each quarter is worth 50% of the final grade.

Students should also be aware that a minimum grade of 50% must be achieved on a final or Regents exam in order to receive a passing grade for the course (at the Principal's discretion). It is the teacher's responsibility to indicate course requirements and required work. It is the student's responsibility to see that these standards have been met to the teacher's satisfaction.

Valedictorian/Salutatorian

The valedictorian and salutatorian are determined based on the weighted average of a student's high school courses.

ELIGIBILITY

Academic Probation and Eligibility

It is the district's policy to determine student eligibility for participation in all co/extra-curricular activities every five weeks based upon the following guidelines:

Students with two (2) failures:

1. Will be placed on probation for five weeks.
2. While on probation will be permitted to participate.
3. Will have their parents notified by the Assistant Principal's office.
4. Will have a mandatory meeting with their guidance counselor and develop a plan of academic support with the classroom teachers.

Students with three (3) or more failures/

Students with two (2) or more failures after probation period:

1. Will be ineligible for participation in all co/extra-curricular activities for five weeks.
2. Same procedures provided for probationary students will be provided for ineligible students.

Class/Club Officer Eligibility

In order to participate as a class/club officer or team captain, a student may not be suspended from school. Once a student is suspended, he/she will be removed from the position. Students must also demonstrate a positive attitude and exemplary school spirit at all times. Students failing to do so will be subject to removal from office.

Participation

Students must be in school in order to participate in a school activity that takes place after school. Truancy or class cutting on the day of an event will result in the student's suspension that day from any after school activities. A student must be in school five (5) consecutive periods in order to participate in an after school activity. The principal or his/her designee may waive the (5) period rule under extraordinary circumstances as determined by the Principal or his/her designee.

Physical Education Participation

All students, grades 9-12, are enrolled in physical education classes. There is no "opt-out" of physical education classes for seniors.

NATIONAL HONOR SOCIETIES

Pleasantville High School proudly supports four separate Honor Societies - National Art Honor Society, National French Honor Society, National Spanish Honor Society, and the traditional National Honor Society. Each organization has its own set of induction criteria and supports a number of philanthropic programs. Additional information about each society may be obtained from the chapter advisors.

DRILL PROCEDURES

Fire Drills

Twelve fire drills are required by law during the school year, eight of these by December 1. Directions for exiting the building are posted in each classroom and will be explained by the classroom teacher. Students are expected to leave and re-enter the building quickly and quietly. Everyone is expected to leave the building when the fire alarm sounds. Do not re-enter the building until you have been signaled to do so.

Lockdown/Lockout Drills

For safety and security purposes, the school will perform additional drills simulating lockdown and/or lockout situations. Classroom teachers will provide direction for both procedures.

NURSE'S OFFICE

Medicine in School

If under special circumstances it is necessary for your child to receive medication during school hours, New York State Law requires the school to follow specific procedures. Please contact the school nurse for more details.

10th Grade Physicals

All 10th grade students are required to have a physical exam dated after January 1, 2008.

MEDIA CENTER

Instructional materials and a large selection of books are available for student use both in school and for loan.

A full range of services is provided to individuals and classes. Electronic equipment is also available for staff and student to use including computers, a full range of TV equipment, sound recording and playing equipment.

Students will be assigned a computer file and password. At no time should a student give a fellow student his/her password. Any student who enters another student's file will be disciplined and may lose the privilege of using the Information Center. All students must sign the Computer Code of Ethics.

All underclassmen must have a pass from a classroom teacher to use the Media Center. Upon their arrival, students must sign in at the Media Center desk and sign out before leaving.

GENERAL INFORMATION

Accidents

Accidents must be reported at once to the teacher in charge and to the Principal or Assistant Principal. Any student who becomes injured should report to the nurse.

If an injury occurs during an interscholastic sporting event, the coach should notify the parents and proper emergency medical authorities if the injury is serious. Additionally, the Principal and Athletic Director must be notified. The coach should notify the nurse on the following day of any injuries sustained by the student.

Building Use by Students

Students are not to be in the building before 7:20 am unless requested to do so by a teacher. **Once a student reports to school, he/she is not permitted to leave for any reason without written permission from the nurse or Assistant Principal.** Once the school day ends, students are asked not to be in the building unless with a teacher, participating in a supervised activity or using the Media Center. Students involved in extra/co-curricular activities must remain in the immediate area and are not permitted to loiter or wander the halls.

Closed Campus

Pleasantville High School is a closed campus and as such students are not permitted to leave school grounds during the designated school hours. Any student violating this policy will be subject to disciplinary action. If a student is repeatedly caught leaving school grounds without permission, he/she will forfeit grade level privileges and activities.

Driving/Parking Privileges

Only cars with a school permit are permitted to park on school property. Permits are issued by the Assistant Principal to seniors. Students may only park on school property in the designated senior parking area.

Parking and operation of cars on school property are governed by the Board of Education Policies and By-Laws. Students who do not comply with the school procedures will forfeit their parking privileges and may be subject to disciplinary action. The speed limit on school property is 15 mph. Any student leaving school grounds without permission will be subject to the loss of his/her parking privileges.

Field Trips

All students participating in a school field trip must have written parental consent. Students are reminded that, while on a field trip, they are subject to the same rules of conduct that apply while they are in school.

Students having academic/behavioral difficulties may be prohibited from attending a field trip. A list of all students attending a field trip will be submitted to all teachers. Students will not be permitted to drive a car to/from or on a school trip.

Front Steps

The front of the building is the first impression many people have of Pleasantville High School. We, therefore, have a responsibility to reflect the values and standards of the community we serve.

Except for the purposes of entering and exiting the building, only seniors are permitted to congregate on the front steps. This privilege is extended with the understanding that seniors accept the responsibility for maintaining the cleanliness of the area and helping promote the "seniors only" rule.

For safety reasons, ball playing, Frisbee throwing, etc. is prohibited in the roadway of the front circle. Beach/lounge chairs, hammocks, etc. are not permitted on school property.

In the event that the front of the building is not properly maintained as described above, the privilege of using the area may be revoked.

Lockers/Locks

The High School office, through homerooms, will assign lockers at the beginning of the school year. Students are to use only the locker assigned to them and to keep them locked at all times using authorized combination locks sold by the High School office. Unauthorized locks will be cut off. All personal items and books, when not in use, are

to be kept in lockers. Students are not to tamper with another locker or give their combination to another person. Lockers are to be used for storage, but are not a safe place for valuables. If a student has valuables they want to keep in a safe place for the day, they should register the items in the High School office. **Pleasantville High School is not responsible for any articles or equipment lost or stolen.** Lockers will be cleaned and checked at least twice per year.

Lunch/Eating Areas

Students may purchase sandwiches, milk, ice cream and other items from the cafeteria or student center, or bring lunch from home. Menus are distributed monthly. The cafeteria and student center are the designated eating areas in the high school. Eating in the halls, stairwells, auditorium, or lavatories is not permitted. Food and drinks are not allowed in classrooms during instructional time including study halls.

As time does not allow, students are not permitted to utilize the cafeteria between periods. Seniors are permitted to utilize the cafeteria during any free period. Seniors are not allowed to purchase food for underclassmen.

The cafeteria serves breakfast from 7:45 to 8:25 am for all students.

Scheduling

In March, counselors will schedule individual meetings with each student to discuss the offerings that are recommended for the upcoming school year, answer questions, and provide advice. Eighth graders and their parents will be scheduled for a similar planning meeting. Teachers will discuss their department's course offerings prior to the pre-registration period. Once pre-registration is completed, a master schedule will be developed, reflecting student interest in various courses. In late August, final schedules for the new school year are mailed to all students. No request to change classes will be made unless there is a valid academic reason.

School Delays/Closings

In the event of inclement weather or mechanical breakdown, school may be closed or the starting time delayed. The decision will be made by 6:30 a.m. Announcements will be made via:

WHUD	101 FM
WOR	710 AM
WVIP	1310 AM
WFAS	1230 AM
WZFM	107 FM
WABC	770 AM
Cablevision News	Channel 12
K-12 Alert	

When school is closed because of inclement weather or some other emergency, all programs will be cancelled including play rehearsals, sports practices and other organized school activities.

Senior Privileges

Seniors who maintain satisfactory standards of academic performance and citizenship, as defined by the eligibility policy, are permitted the following privileges not afforded the rest of the student body: use of the front steps and Senior Lounge as gathering areas and non-attendance in study halls. All seniors can utilize the cafeteria throughout the day. All seniors are reminded that they may not leave campus during the school day. Seniors who continually leave school grounds w/out permission will be subject to loss privileges including senior trip, prom and/or commencement exercises.

Transportation of Students

The school is responsible for the safety of its students both on school property and to and from all school-sponsored activities. Therefore, transportation will be provided to and from all school-sponsored activities that are not held in Pleasantville and all students involved must travel by means of school transportation.

Teachers, coaches and chaperones will not release any student under their supervision, except to ride with their own parents after an official PHS parental permission form has been completed. Forms are available in the Main Office; require a parental signature and administrative approval. Phone calls are not acceptable.

Visitors

Visitors will sign in and receive a visitor's pass. If a parent wishes a conference with a teacher or with the principal, the parent should call the school for an appointment.

Students are not allowed to bring visitors to the high school.

Working Papers

According to New York laws, any minor between the ages of 14 and 18 must have working papers in order to secure employment. To obtain working papers, a student must apply in person at the Guidance Office. Students must show proof of age; have a Social Security number and a physical examination within the last 12 months. A parent must sign the application.

Military Recruitment Notice

Pursuant to the Protection of Pupil Rights Amendment, as revised by the No Child Left Behind Act, and the Pleasantville School District's policy on student privacy, you have the right to prohibit the disclosure of your child's personal information for the purposes of military recruitment. This opt-out provision is listed on the district calendar under the annual PPRA notice. If you do not want your child's information available for the purpose of military recruitment, please put that request in writing and forward it to the principal of the High School.

Video Surveillance Equipment

For the security and safety of our students, staff and visitors, this facility employs video surveillance equipment. This equipment may or may not be monitored.

Electronic devices, phones, recording devices and/or cameras are not permitted to be used in the bathrooms or locker rooms.

Please be advised – administration may or may not alter procedures and/or rules in this handbook, as needed.

