



Southwest Guilford High School

**4364 BARROW ROAD
HIGH POINT, NC 27265
336-819-2970
FAX- 336 454-5175**

Mission Statement

In order to develop global citizens, Southwest Guilford High School will provide rigorous, culturally relevant, and equitable educational opportunities using specific evidence that will engage students in a safe, inclusive, student-centered, and collaborative community that will prepare students for post-secondary success.

Vision Statement

We are Engaged Learners
We are Diverse and Inclusive
We are Ethical Community Members
We are Southwest...
Because This Is Where We Belong

School Administration

Dr. Angela Monell	Principal	
Ms. Cheryl Robinson	Assistant Principal	9 th Grade
Mr. Toby Blair	Assistant Principal	10 th Grade
Ms. Gregory Bowman	Assistant Principal	11 th Grade
Mr. Alex Wertz	Assistant Principal	12 th Grade

Welcome

The staff and administration would like to extend a “COWBOY WELCOME” to those of you who are attending SWGHS for the first time or returning as upper classmen. This handbook is provided to our students and parents with pertinent information about school policies and activities for the 2023-24 school year. We also encourage parents and students to call or visit an office staff member and/or the counseling center if we can help you with any additional information.

Accreditation: Southwest is approved and accredited by the North Carolina State Department of Public Instruction and the Southern Association of Colleges and Schools.

Enrollment: We will have approximately 1625 students enrolled during the 2023-24 school year.

School Colors: Kelly Green, Black and White

School Mascot: Cowboys

Telephone Numbers:

Athletics	336 819-2978
Attendance	336 819-2977
Bus Office	336 819-2990
Cafeteria	336 819-2975
Counseling	336 819-2973
Main Office	336 819-2970
Driver's Ed.	336 989-1088 (Teresa Faucette)

School Day: 9:15am-4:15pm

1st Block		9:15 am- 10:43 am	<p>Enrichment Time Monday: 1st Block Enrichment Tuesday: 2nd Block Enrichment Wednesday: 3rd Block Enrichment Thursday: 4th Block Enrichment Friday: Homeroom/SEL Time</p>
Enrichment		10:48 am- 11:18 am	
2nd Block		11:23 am- 12:51 pm	
3rd Block		12:56 pm- 2:48 pm	
Lunch Schedule	1st Lunch	1:01 pm- 1:24 pm	
	2nd Lunch	1:29 pm- 1:52 pm	
	3rd Lunch	1:57 pm- 2:20 pm	
	4th Lunch	2:25 pm- 2:48 pm	
4th Block		2:53 pm- 4:15 pm	

GPA and Class Rank: In computing the grade point average, the following weighting scale is used:

Advanced Placement	A=5	B=4	C=3	D=2
Honors	A=4.5	B=3.5	C=2.5	D=1.5
College Prep	A=4	B=3	C=2	D=1

SOUTHWEST GUILFORD HIGH STAFF

Arts Department	Math Department
Alston, Reyna- Orchestra	Caldwell, Michael
Brailsford, Samuel- Band	Connolly, Michael
Butler, Catherine-Chorus	McFadden, Damien
Caddell, Deborah- Visual Art	Furr, Madison
Nelson, Amanda- Dance	Johnson, Sheila
Taylor, Jared- Theatre	Lasher, John
English Department	Miller-Nelson, Mary Catherine
Allah, Meshames	Rashid, Hifsa
Bryson, Laura	Repko, Tracy
Chapman-Kennedy, Allison	Steely, Kristin
Culler, Beth	Wood, Joe
Dantonio, Beth	PE/Health Department
Gaines, Cheryl	Chambers, Jon
Holmes, Reid	Christman, Brindon
Harrell, Preston	Gann, John
Powell, Stephanie*	Moore, Kristin
Reese, Sha-Reh	Richmond, Ryan
Talley, David	White, Marlon*
Vanscoyk, Amanda	Science Department
World Languages Department	Brooks, DeShaun
Hagler, Angela – French	Cannon, Quaevon
Heffner, Jeremy – Latin	Chilton, Alexandra
Serrano, Paul- Spanish	Dunn, Kemel
Palma, Melisa – Spanish	French, Amanda
Silva, Zulima—Spanish	Lee, Young
Exceptional Children's Department	Lovett, Michelle*
Davison, Dex	McDonald, Janis
Holston, Kendrick	Mode, Michael
Hudson, Renee*	Montgomery, Faith
Majors, Jaleesa	Phillips, Tracy
Johnson, Jennifer	CTE Department
Murphy, Connie	Arrington, Jane
Noyes, Samuel	Baker, Martin
Moore, Karetha	Bassett, Odetta
Waller, Corbin	Brown, Charles
Vlanzy, Greg	Canon, Nita
Social Studies Department	Chapman, Gina
Baker, Phoebe	Cook, Michelle
Below, Grace	Ford-Crosby, Margo
Corriher, Sara	Flynt, Charles
Cox, Stewart	Johnson, Clayton
Haith, Evonda	Lindsay, Bernadette
Hinson, Derrick	Murphy, Keith
Johnson, Matthew	Whitestone, Lisa*
Keveryn, Jeffrey*	Arrington, Jane
Martin, Jonathan	ESL Department
Perry, Daniel	Bruner de Rodrigues, Amy
Spillman, Alison	Palacios, Kristina * (World Languages)
Wesney, Denny	

* Denotes Department Chairs

Student Support	
Permberton, Keith G – Social Worker	Ryan Schnaith-Ivan – 9 th /Freshman Academy
Christman, Brindon - Athletic Director	Bowman, Tammy – Student last names A – D
McLaughlin, Tim - Curriculum Facilitator	Moore, Denesha – Student last names E – L
Anderson, Derek – Graduation Coach	Williamson, Syreeta- Student last names M – R
Cook, Michelle – Career Development/Special Populations Coordinator	Varner, Nakesha- Student last names S – Z
Officer Jackson– School Resource Officer	Powell, Gail –Counseling Office Support
Jean-Jacques, Berline – Restoration Station	– Parent Liaison
Crowell, Sheryl- Restoration Station	Philpott, Tony – Dean of Students
Classified Staff	
Ognosky, Linda- Receptionist	VACANCY- EC TA
Karant, Bridgette-Registrar	VACANCY- EC TA
Cline, Kristy- Data Manager	Lloyd, Brett- Lead Custodian
Harris, Renee- Treasurer	Gates, Latecia- Custodian
O'Neal, Wilhelmina- Attendance	Veach, Rebecca- Custodian
Gray, Kenneth – EC TA	Foust, Dominic- Custodian
Funderburg, Mark- EC TA	Hughes, Deshawn-Custodian
Moore, Karetha- EC TA	Fenton, Thaddeus- Custodian
Thorpe, Deborah- EC TA	Canizalez, Ena- Custodian
Coggins, Stacy- EC TA	Emerson, Janice- Custodian
Pickney, Precious - EC TA	Dunbar, James- Custodian

SCHOOL INFORMATION AND DESIGNATIONS

SENIOR ACADEMIC RECOGNITION - Seniors will be invited to attend the Awards Day Ceremony based on the following criteria:

- Community Awards - Determined by selection criteria for individual awards.
- Departmental Awards - Teacher selection.

ADDING, DROPPING OR CHANGING COURSES - No teacher is authorized to drop or add a student from his or her roll without permission from Administration. Student and parent input was gathered during the 2023 spring course selection process. Counselors, teachers and administrators designed the course matrix based on the student input. Unfortunately, due to the complexities of the course matrix and class size limits, students may not receive all courses requested during the course selection process. [Schedule Change Request Forms](#) should always be used by students to request a schedule change and very few changes will be eligible. If a student has been misplaced, i.e. a student does not have the prerequisite class for a course, the teacher will notify the counseling department for necessary adjustments. **Students will have up to and including September 6th during 1st semester and until January 31 during 2nd semester to submit a schedule change request form. No student will be allowed to request a change after these dates.**

ATHLETIC FEES – On May 9, 2017, the Board of Education approved the Superintendent's Recommended Budget that included a provision to charge athletes a fee of \$45. The fee is to be paid once annually, regardless of the number of sports a student plays. Parents may request a fee waiver if their child is approved for free or reduced lunch or if they meet other financial criteria.

Processes and forms have been developed to support families and school staff with the collection of fees as well as the process to obtain a fee waiver.

The following forms are found on the SWHS Athletics website as well as in the front office:

- [Athletic Fee Infographic](#)
- [Athletic Fee Information Sheet](#)
- [Athletic Fee Waiver Form](#)
- [Athletic Fee Waiver Appeal Form](#)

These materials are available in several languages. If you have questions or need additional information, you can contact Coach Christman, Athletic Director at christb2@gcsnc.com

ATTENDANCE – Please refer to the attendance procedures following the school information section. The Guilford County Board of Education Administrative Policy is included [here](#).

Students must go to the attendance office if they arrive to school late or for an early dismissal.

Students may not leave school without signing out in the Attendance Office. Even with parents' consent or knowledge, parents must call or come into the Attendance Office to officially sign their student out. Failure to sign a student out is considered skipping (unexcused absence) and consequences will be assigned.

Students who are absent from school (excused or unexcused) are not allowed to attend or participate in any school related activity after school. If the absence is on a Friday, students are not allowed to attend or participate in any school related activity during the weekend.

If a student is absent, he/she must bring an excuse to the attendance office **within three days** in order to have the absence excused. Failure to bring in a note affects the exam exemption policy.

AP TESTING ATTENDANCE

AP students are required to attend classes prior to AP Testing (if the test is taken in the afternoon) or after AP Testing (if the test is taken in the morning).

If students do not attend school before testing or return after testing and if they do not have PRIOR approval from a parent, they will be considered skipping (unexcused absence) and consequences will be given. If a student is not attending their regular class(es) on an AP testing day, parents must send in a note or call the attendance office to "check the student out" PRIOR to the absence. Parents cannot seek approval for their child to miss classes after the fact. Students missing classes on these days will jeopardize their exam exemption status.

Our expectation is that all students taking AP tests attend all classes prior to or after testing. In addition to missing instruction, there are major liability implications to be considered.

BACCALAUREATE - Local churches/synagogues will perform these services. They are optional.

BAND BOOSTERS - See the band director for additional information. Membership and information will be available at the first PTSA/Open House.

BODY SCANNERS - **Body Scanners** are installed at Southwest High school as the districts safety measures to provide safety at school sites starting the 2022-23 year.

- **Every person** entering our building **will travel** through the **Body Scanner**.
- The **body scanning** system **highlights and locates material** that is deemed to be in question on our school grounds.
- If there is a **ping** from the **body scanner**, we want to provide dignity and privacy as allotted. Any student or visitor that pings when going through the scanner will be redirected to a **threat resolution table**.
- These tables are where an **authorized person will assist** you in identifying potential unlawful material. This may include searches and or seizures of items in and on your persons or possessions. This step is to ensure **we are providing a safe environment** here at Southwest Guilford High School.
- **Body scanners** are located in the main entrance of our building and near the student parking lot entrance.
- After scholars successfully travel through our **body scanning station**, they will be directed through our **one card** identification station and then will have access to our building.
- Sporting events and school sponsored events will maintain the same level of security.

BETA CLUB - Beta Club letters will be sent to students after National Honor Society letters in the fall. Specific criteria and expectations will be included.

BOMB THREAT/UNDER SIEGE - All teachers will have designated areas to go to in case of a "bomb threat". Teachers are to keep the students in the designated area. Students will be responsible for notes saying whether they have permission to leave campus. Any student who leaves without permission will be subject to disciplinary action.

Any student guilty of a bomb threat will be prosecuted to the fullest extent of the law as well as being recommended for long-term suspension.

If we are "under siege," students will go to or remain in the nearest classroom and lock the door until help arrives. Students are not to get near the door after it is locked. Students should not run into the hallway for any reason. School staff are trained on a current Emergency Operations Plan regularly to ensure efficient and effective response to maintain the safe school environment.

Assistant Principal, Toby Blair, is the contact person for our Safe School program.

BOOKS - Most teachers issue textbooks to students. Students take responsibility for textbooks assigned to them. If books are lost or damaged, they must be paid for at FULL PRICE. If students do not return books, the

outstanding obligation must be paid prior to receiving their report cards or graduation.

BUSES – Bus route questions can be answered by the transportation office. The number is 336 819-2990. Mr. Blair, Ms. Robinson, Mr. Wertz and Ms. Bowman can answer bus questions and handle bus concerns/discipline.

CAFETERIA – MEAL COSTS

Breakfast:	\$1.00	Middle and High	Lunch:	\$2.70	K-12
	.00	Reduced (K-12)		.40	Reduced (K-12)

Payment Options

Cash and checks are accepted in the lunch line at all school cafeterias. Checks are preferred and can be made payable to your school cafeteria with the student's name in the memo section of the check. Do not send school fees, field trip money or money for other items in the same check for lunch money. Change is not given to students from checks. Also, online payments to students' accounts (see below).

Guilford County Schools utilizes a computer-based accounting system. Each child is given a confidential food service account. This system maintains the daily account balance including free, reduced or full pay meals.



Free and reduced meal applications can be accessed [HERE](#): 

If you have any questions concerning our check acceptance policy, please call 1(877) 891-5422.

Your payment by check constitutes your acceptance of these terms.

Online Payments

Guilford County Schools accepts credit and debit card payments online through www.k12paymentcenter.com. Lunch Prepay offers great convenience and the following benefits:

- Quick and easy access to your student's meal account 24 hours a day, seven days a week.
- The ability to pay for multiple students' accounts with one single payment.
- The ability to look up your students' account balance, anytime, any place through the Internet.
- The ability to see 90 calendar days of purchases and payments.
- Automated notification, via e-mail, when your student's account balance falls below an amount you have set.
- Peace of mind, knowing that the money is being used for good nutrition.

Payments made using Lunch PrePay will generally be posted within 24 hours. No online payments will be posted to a student's food service account between 9 a.m. and 3 p.m. on school days while computers are being used to record meal activity. Payments made during this time will be posted to the accounts after 3 p.m.

A minimal transaction fee charged by the company providing the service will apply for this payment convenience.

For more information see "Help/FAQ" on www.k12paymentcenter.com.

CHORAL BOOSTERS – Contact Catherine Butler for additional information.

CLUBS -All clubs have sponsors who are responsible for following the guidelines set forth by the Guilford County Board of Education. If you have an interest in any of these clubs, let the sponsor know. Clubs also participate in a campus beautification project once/year.

2023 Fall Southwest Club Directory

Club	Sponsors
Asian Culture Club	Mode
Battle of the Books	Hunt
Beta Club	
Black Cultural Awareness (BCA)	Reese
Chess Club	McLaughlin, Palacios
Cowboys that Care	Hunt
Drama Club	Taylor
Environmental Club	Mode
Fellowship of Christian Athletes	Hinson
Fishing Club	Lovett
French Club	Hagler
GSA	VanScoyk
Girls Who Code	Davis
Health Occupations Students of America (HOSA)	Canon
Hype the Roots of Africa (HRA)	Nelson
Interact Club	Martin
Latin Club	Heffner
Korean Culture Club	Lee
Ladies Inspiring Teens (LIT)	Montgomery/Haith
Mental Health Club	Perry
Minecraft Club	Bakers
Model United Nations	Spillman
Multicultural Club	Montgomery
Muslim Student Association	
Ping Pong Club	Funderburg
Prom Committee	Culler
Spanish Club	Palma
Student Council	
Students Against Violence Everywhere (SAVE)	Pemberton/Yarborough
Young Visionaries	Spillman
BY INVITATION/Application ONLY CLUBS	
National Honor Society	Corriher

CONFERENCES- If you have concerns about your child, call Ms. Gail Powell in counseling (336 819-2973) to schedule a parent-teacher conference. Conferences are scheduled at 9:15 a.m.-4:15 p.m. Academic and/or discipline concerns are best dealt with at the beginning of each semester or when they first present.

COUNSELING DEPARTMENT - Students may go to the counseling office before school, after school, and during their lunch. They may email their School Counselor and request a conference. They may stop by during class change but the counseling staff will remind them that they will not be given an excuse to be tardy to class. Students who come to counseling without notes are sent back to class without notes. If counselors cannot see a student at that time, he/she will be given an appointment and sent back to class.

CUMULATIVE RECORDS – A record of the student's school activities is kept from kindergarten through twelfth grade. This record contains attendance, subject grades, health records, test scores, and other information. Discipline records are not kept in the cumulative record. The student's records may be reviewed by school personnel, parent, the student (if he or she is 18 years of age), and/or certain court officials and law enforcement personnel with proper authorization. Whenever anyone outside the school views the record, a documentation log is kept so that all viewers can be identified.

CURRICULUM – For information on curriculum, please see the registration booklet, the GCS website or a school counselor. All students are given access to the online GCS registration booklet. You may also see our curriculum facilitator, Mr. Tim McLaughlin.

DRESS CODE – Students are expected to adhere to the Southwest Guilford High School Dress Code at ALL times while on campus and school related activities. Also see attached Dress Code and consequences.

DRIVER ELIGIBILITY - All North Carolina students under 18 years of age are subject to having their driver's permit/license suspended if they do not make adequate academic progress each semester or if they drop out of school. Adequate academic progress is defined as passing 70% of their classes each semester (3 of 4 for block schools). Students may regain their permit/license at the end of a semester by making adequate academic progress. Students must obtain a Driving Eligibility Certificate and transcript from their school to take with them to the Department of Motor Vehicles to receive their permit/license. The Driving Eligibility Certificate verifies the student is enrolled in school and made adequate academic progress the previous semester. See the Main Office staff for the Driving Eligibility Certificate.

ELECTRONIC DEVICES and ACCESSORIES - Smart watches, cell phones, headphones, iPods, remote controls, electronic games, headsets, earphones, ear buds, Bluetooth devices, chargers and any other audio or video device cannot be visible or in use during instruction. No personal electronic devices shall be used during instructional time. **The school is not obligated to recover lost or stolen electronic devices. Per the GCS Code of Conduct, cell phones may be confiscated by school staff to be returned only to the parent or guardian of the student failing to adhere to policies relating to cell phones and electronic devices.**

EMERGENCIES – Southwest Guilford High School has a First Responders Team in place. They have been certified in CPR and First Aid and can handle small emergencies (i.e. nose bleeds, sprains, etc.) until a parent can come pick the student up. If a parent cannot be contacted, and we feel the need for further assistance, 911 will be called. Parents and students must keep contact information current with our Data Manager, Mrs. Kristy Cline. The school cannot be held responsible if the parent/student does not keep student information current.

EXAM SCHEDULE - North Carolina requires students to take the EOC (End of Course) test in the following courses: English II, Math I, Math 3, and Biology. Students must take the exam even if they are not passing the course. Our PARTICIPATION RATE depends on it. Our exam schedules will be announced in November for 1st semester and in April for 2nd semester. Career and Technical Education (CTE) classes will take state CTE-EOC exams.

Please do not schedule any trips during the last two weeks of each semester.

EXAM EXEMPTIONS

Students may exempt a teacher made final exam if they have an 80 or above in the course. They may NOT

exempt a final exam in a class that has an EOC, GCSFE, or CTE Final Exam.

FIELD TRIPS – Students must abide by the rules set forth by the classroom teacher, Southwest Behavior Code of Conduct and Guilford County Schools Code of Conduct. Misbehavior will be dealt with accordingly. Students must remain in Dress Code while on field trips. **Permission slips must be signed by parents before the student is allowed to participate.**

FINANCIAL OBLIGATIONS Students who have financial obligations to the school must take care of them immediately. If students lose books, materials, uniforms, etc., they must pay for the lost items before others can be issued. If an item is found later in the year and is in good condition, the student's money can be refunded upon presentation of the original receipt.

FIRE DRILLS - A fire drill will be conducted once each month. Students must follow procedures in a safe and orderly manner. There will be no talking during fire drills.

FLOWER DELIVERIES- Students are allowed to receive flowers and/or balloons at school however the flowers and/or balloons must remain in the office until after school. Parents need to remember glass vases and balloons are prohibited on the bus.

FOOD AND DRINK IN CLASSROOMS- All food and beverages should be consumed in the cafeteria and not in the halls, classrooms, the media center, or computer labs. No food or beverages should be taken from the cafeteria during breakfast (prior to the 1st bell) or following lunch breaks. Transparent water bottles with water in them will be allowed in classrooms.

GRADUATION - All seniors are REQUIRED to participate in the ceremonies and the practices that precede the event. Anyone missing designated graduation practices MUST have a legitimate reason and a note written by the student's parents. The senior advisor and the principal must approve the absence. Without approval, the student will not be allowed to "Walk" at graduation. ANY DISRUPTION AT GRADUATION WILL RESULT IN THE DIPLOMA BEING HELD AND THE STUDENT WILL BE REQUIRED TO SEE THE PRINCIPAL FOR A WORK ASSIGNMENT DURING THE SUMMER. Ten hours or more of SWHS community service will be REQUIRED for anyone disrupting or acting inappropriately at graduation.

GRADUATION REQUIREMENTS - (Also see registration booklet)

All students must have CPR training in order to graduate. Most students who took 8th grade PE/Health in the Guilford County Schools, have met this requirement. Students must also complete a Senior English Project.

Graduating Classes of Future Ready Core:

- 4 English I, II, III, IV
- 4 Mathematics I, II, III and an additional higher level math course
- 3 Sciences - Biology, a Physical Science, an Earth/Environmental Science
- 4 Social Studies - World History, American History: The Founding Principles, Civics, and Economics, American History I: Founding Principles, American History II,
- 1 Health and Physical Education
- 6 Electives Required
- 2 Elective Courses of any Combination:
 - Arts Education
 - World Languages
 - Career and Technical Education (CTE)
- 28 Total Graduation Requirements

HONOR GRADUATES - Eligibility will be determined at the end of second semester of the senior year based on Grade Point Averages (GPA). Designations include Cum Laude (3.5), Magna Cum Laude (4.0), and Summa Cum Laude (4.5).

HONOR ROLL - Honor Roll (4.0) lists are prepared by the Data Manager at the end of each grading period and sent to the principal.

INSURANCE FOR STUDENTS - Guilford County Schools offers open enrollment for voluntary student accident insurance. You can sign up any time during the school year on-line at www.k12studentinsurance.com. Any questions, call 1-888-574-6288. Accident coverage underwritten by QBE INSURANCE CORPORATION.

INTERIM REPORTS –

<u>1st Quarter</u>	September 14, October 4
<u>2nd Quarter</u>	November 30, December 19
<u>3rd Quarter</u>	February 13, March 5
<u>4th Quarter</u>	April 23, May 15

JUNIOR USHERS – Twelve Juniors will be selected by staff to serve as Junior Ushers during the Graduation Service.

LOCKERS - Lockers will be furnished to the students upon request. Students may request a locker assignment at any time in the school year. A locker roster is kept so that students can be located upon a locker inspection or problem. Students should not share lockers or locker combinations with anyone.

Lockers are the property of Southwest High School and the Guilford County Board of Education. Any illegal item found in a student's locker will be confiscated and consequences will be administered to the student to whom the locker is assigned. **The administration has the right to search any student's locker at any time.**

LOST AND FOUND- If a student loses an item, the student can come by the front office during his/her lunch, before or after school to inquire of the lost item. Any student finding a lost item on campus should turn it in to a teacher or the secretary in the front office.

LUNCH - Southwest observes a closed campus lunch for **all** students. Students are not allowed to go to their vehicles during lunch. Students failing to report to the cafeteria on time will receive consequences from administration.

MARSHALS - The top twelve juniors with the highest GPAs. The determination will be after 3rd quarter grades.

MEDIA CENTER – The media center is available to students from 9:00 a.m. – 4:45 pm every day.

MEDICATION - Parents must send in a completed medication permission form signed by a physician. Medication, in the container dispensed from the pharmacy, along with the form must be turned in to Ms. Gail Powell, our Counseling Department administrative assistant. A school official, in accordance with the directions supplied by the medical doctor, must dispense all medication. The school will not dispense any over-the-counter (Tylenol, Advil, aspirin, etc.), or prescription medication without a prescription and/or doctor's note. Students are not allowed to be in possession of any OTC or prescription medications at school.

NATIONAL HONOR SOCIETY – Please refer to SWHS National Honor Society Policies and procedures on the SWHS Website.

NC SCHOLARS PROGRAM - (See GCS online registration booklet)

ONE CARD— One Card is the Guilford County Schools student identification and access card. One Card provides many functions including school attendance, identification, media center checkout, public library access, and more.

- Guilford County Schools is committed to the safety and security of all students, staff and visitors. One Card adds an additional safety measure. Everyone on a Guilford County Schools campus will know in a glance who is official. It is a quick, effective way for emergency personnel, who may not be familiar with our students, to identify persons during an emergency incident. Providing a safe and secure environment will foster learning and assist in security for everyone on campus.
- In addition to fostering a safe learning environment and enhancing school safety and security One Card creates a feeling of unity among students, boost school identity and pride, and assists with building community partnerships.
- Each student will be issued a new One Card at the beginning of the year. All students and staff will have photo IDs and are expected to wear them daily.
- All students who are car riders, bus riders and student drivers will be expected to enter the building through designated entrance areas using their One Card. Students wear One Cards on a lanyard, visible, throughout the school day. Students can use their own lanyard as long as content is school appropriate.
- Students who lose their One Card will have to pay \$5.00 for a replacement card.
- At Southwest Guilford High School, we are committed to the safety of our students and staff. Please help to keep one another safe on the Ranch where we all Belong by wearing your One Card!

ONLINE COURSES – Underclass students taking online classes during the regular school day (9:15am-4:15pm) at SWHS must remain on campus for the time assigned for their online course. Students must check in with their site supervisor for attendance purposes every school day. Underclass students taking an online course in addition to the regularly scheduled 4-Block school day (9:15am-4:15pm) may complete that fifth course off campus. Seniors taking online classes, may work on their online classes off site only if the time assigned for the online class is 1st or 4th block. Seniors with an early release or late first block coupled with an online course block may arrive or depart campus to accommodate this paired block scenario. It is to be understood, however, that seniors, while they may leave early or arrive late because of unscheduled first or last blocks and online courses, are not to come to school and then leave, only to return again.

OUT OF SCHOOL SUSPENSIONS (OSS) - During Out of School Suspensions, students are prohibited from participation in and/or attending ALL school activities. OSS students are NOT permitted on any Guilford County Schools property at any time for any reason. This includes bringing or picking up other students.

PARKING LOT

Students are **not** allowed in the parking lot between 9:15 a.m. and 4:15 p.m. unless they have permission from an administrator. Students are not allowed to go to cars between classes. This may result of loss of parking privileges.

The parking lot is the property of Southwest Guilford High School and the Guilford County Board of Education. Vehicles that are used for the transportation of illegal drugs or weapons are subject to be searched and may be subject to the laws and jurisdiction of the High Point Police Department.

Only student drivers are allowed in the student parking lot. Bus and car riders are not allowed in the student parking lot before, during or after school. Student drivers are not allowed in the bus lot before, during or after school.

PARKING PERMIT AND FAILURE TO DISPLAY PARKING PERMIT - All students who park a vehicle on campus must purchase a student parking permit and pay online through K-12 payment center, located on our website and the GCS website. The cost is \$50.00. Students and a parent/guardian must complete a permit application found in the literature rack by the door into the front office, linked [here](#), or from our website. Students must bring their completed application, registration, receipt from the K-12 payment center, proof of license, and

proof of insurance to Mr. Philpott or Ms. Karant to receive their parking pass.

Please see Mr. Philpott or Ms. Karant for questions regarding parking permits. All obligations must be satisfied before a permit is issued.

Parking permits must be displayed on the rear-view mirror at all times, with the permit number facing outward. The student who is originally issued the parking permit will be held responsible for any vehicle that displays the permit. Vehicles not displaying the permit are subject to be towed at the owner's expense and the student may be denied future parking privileges. Lost or stolen parking permits will not be replaced; a new one must be purchased if unsold spaces are available. If a student who parks on campus allows any student(s) to use his/her vehicle to cut class or leave school without following proper early dismissal procedures, the student with the vehicle will receive the same consequences as the student(s) who cut or left school without permission and will lose parking privileges.

Loss of parking permit and parking privileges may occur for unsafe, reckless or inappropriate driving in the parking lot or for excessive tardies to school.

Parking is not guaranteed for students who get their license once all spaces are sold. Parking permits will be sold throughout the year on a first come, first serve basis.

Below are the policies pertaining to students' cars/parking privileges:

1. Students must park in the student parking lots only.
2. Students are not allowed in the parking lot between 9:15 a.m. and 4:15 p.m. unless they have permission from an administrator.
3. There will be no leaving campus by car or otherwise during lunch periods unless the student is on work release, attend classes at Weaver Academy or have PRIOR approval from a parent through the Attendance Office.
4. Students are not to park in any area other than designated spaces.
5. **Careless and reckless driving on campus will be dealt with severely. In school consequences as well as loss of parking pass privileges will occur.**
6. Students may not drive over median or any other grassy areas.
7. SPEED LIMIT ON CAMPUS IS 10 MPH.
8. PARKING PERMIT MUST BE VISIBLE AT ALL TIMES.
9. Failure to follow these rules and those printed on the parking permits will mean revoking parking privileges and/or cars being towed without further warning.
10. Students and parents must sign all parking permit forms.
11. More than 3 unexcused tardies to school during each grading period will result in the loss of parking privileges for 3 weeks. Six or more excused or unexcused absences will also result in a 3-week parking permit suspension.

AUTOMOBILE SEARCHES: Students are permitted to park on school premises as a matter of privilege, not of right. The school retains the authority to conduct routine patrols of the student parking lots and inspections of the exteriors of student automobiles on school property. The interiors of student vehicles may be inspected whenever a school authority has reasonable suspicion to believe that illegal or unauthorized materials or other evidence of illegal activities are contained inside. Such patrols and inspections may be conducted without notice and without further student consent. Law enforcement may also be called to search student vehicles when, in the principal's discretion, a law enforcement presence would be helpful for any reason.

PTSA (Parent Teacher Student Association) - The PTSA is an organization composed of parents, students and teachers that support school goals. That may include scholarships, buying various materials for students or teachers, supporting academics, awards, etc. Information and membership will be available at our first PTSA/Open House. Fundraising for our school is done through linking grocery VIC cards. Please see the PTSA link on the SWHS website.

PROGRAMS - The following are programs that Southwest High School places special emphasis on: STARS; WISE guys and SMART girls; Service Learning; Character Development; Improving ACT scores and SAT scores; APEX and Saturn Credit Recovery; Restorative Practice; Tuesday/Thursday Tutorials.

REPORT CARDS

	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Grading Period Ends	November 1	January 19	March 22	June 7
Workday(s)	November 2-3	January 22	April 1	June 10-11
Report Cards to Students	November 14	January 31	April 9	Mailed

RESTORATION STATION (RS) – Also known as In School Suspension (ISS)

SCHOLARSHIPS - There are many scholarships (large and small) for which students may qualify. Be sure to see your grade level School Counselor for information throughout the school year. Counselors email newsletter updates throughout the year. Please call and ask to add your email to their bulk email distributions. Seniors are strongly encouraged to report ALL scholarships, grants, loans and awards to their School Counselor.

SOLICITATION - No solicitation will be allowed of students, teachers, or school staff. No one is allowed to advertise or solicit for outside businesses without the specific consent of the principal.

TORNADO DRILL - A tornado drill is held annually. This is a serious drill and a time that can cause some disruption for the classroom. Every teacher should have his/her class ready with directions for positioning themselves in the hallways or designated location. All students should kneel facing the wall or lockers with their heads bent down and protected by their hands.

TORNADO WATCH

A Tornado **Watch** is issued to alert people to the possibility of a tornado developing in your area. At this point, a tornado has not been seen but the conditions are very favorable for tornadoes to occur at any moment. Students will stay in their classrooms. Discuss the procedure with them. Inform students as to where you will need to move in the event of a Tornado Warning. Students in trailers will be brought into the building.

TORNADO WARNING

A Tornado **Warning** is issued when a tornado has actually been sighted or has been picked up on radar in your area. This means that you need to take shelter immediately. Move students quickly into interior rooms or hallways as designated on the maps provided to the lowest floor possible. Have students crouch down on their knees, bend over and cover their head with their hands. Stay off the elevators.

SPECIFICS TO REMEMBER

1. Stay away from glass areas of the building with wide ceilings such as the gym or media center.
2. There should not be any talking.
3. In a real emergency, we must account for every student.
4. Students will not be allowed to leave the area without teacher's permission. The classroom teacher will be the most important person to keep a calm and orderly environment.
5. If you are outside, students will lie in the lowest depression that can be found.

VALEDICTORIAN AND SALUTATORIAN - These designations will be given to the students with the two highest Grade Point Averages at the end of the senior year. Final designation will not be determined until all grades have been compiled and final calculations have been computed.

VISITORS TO THE SCHOOL

1. All visitors must report to the general office and sign in. A visitors' badge will be given to all

- visitors. Visitors must show a form of identification and be “buzzed” in once the security system is installed.
2. No visitors will be allowed in classrooms during class sessions without expressed PERMISSION FROM THE PRINCIPAL.
 3. Siblings, friends and former students are not allowed to visit school during lunch or any other part of the school day. Visitors are not allowed in the cafeteria during student lunches.

WINTER WEATHER- Announcements about school closings or delays will be made by Guilford County Schools. Local television, radio, www.gcsnc.com, www.digtriad.com, GCS Facebook page will advise you about closings or delays. If schools are to open at regular time, no announcement will be made. The GCS channel is the best source of information.

WITHDRAWING FROM SCHOOL - If a student finds it necessary to leave Southwest High School or transferring to another school, the following procedures must be followed:

1. Get a withdrawal form from the registrar’s office.
6. Turn in all textbooks to the subject teacher and have them initial the withdrawal slip. Make sure that all teachers sign the withdrawal slip.
7. Clear all delinquent fees and fines with the media specialist and the treasurer/bookkeeper.
8. Take the completed form to Ms. Gail Powell and pick up the “Transfer Slip”.
9. Then the Registrar will forward an official transcript to the student’s new school if necessary.

ANY STUDENT WITHDRAWING FROM SCHOOL MUST BE ACCOMPANIED BY THEIR PARENT/LEGAL GUARDIAN DURING WITHDRAWAL. NEVER LEAVE THE SCHOOL WITHOUT OFFICIALLY CHECKING OUT.

ATHLETIC DEPARTMENT

All sports are governed by the North Carolina High School Athletic Association (NCHSAA). Southwest High School participates in the Metro 4-A Athletic Conference. Member schools include: Western Guilford, Ragsdale, Northwest Guilford, Northern Guilford, Page, Grimsley and Southwest. Game admission fees are determined by the Metro 4-A Athletic Conference. Sport schedules and game locations can be picked up in the office, from the coach, or the Athletic Director or at www.cowboysports.org.

The Southwest Guilford High School webpage is our official website under athletics for all schedules, games, directions, notes, news, and anything that is important to SW athletics. It can also be seen at www.cowboysports.org.

RULES AND REGULATIONS

- a. **Academic/Attendance Regulations (State adopted)** – NCHSAA requires that all athletes must pass three (3) subjects and be in attendance at school a minimum of 85% of the previous semester. Failure to meet these requirements will constitute the student being ineligible for athletic teams. Furthermore, the student must be in school on the day of the athletic contest in order to participate. Waivers of this rule are subject to the principal's discretion.
- b. **Southwest Behavior Code** - Athletes are always in the public eye. The way the athlete conducts him/herself at home, at school, on team trips, or on the playing field reflects on our school, the parents and the community. Severe problems will be reported to the Coach Christman, the Athletics Director, Principal Monell and the grade level administrator. Students may be removed from athletic teams for the REMAINDER OF THE SCHOOL YEAR for problems such as disrespect to coaches, stealing, fighting, drugs/tobacco/alcohol, social media issues and other problems that will have a negative impact on the image of the school.
- c. **Additional Training Rules** - Rules pertaining to specific sports may be required by the head coach. Each head coach is responsible for setting his/her training rules. The athlete is expected to abide by them if he/she accepts the challenge of being a part of that sport. Many coaches have separate team and training policies that are given to each student and parents at our Fair Play Meeting prior to the start of the season.
- d. **GCS Fair Play Rules/Policies**- In accordance with the rules of the NCHSAA, Guilford County Schools requires all student athletes/parents to attend 1 Fair Play Meeting per year. Students and parents are also required to complete and abide by the Fair Play Rules and Athletic Participation form before they can participate in an athletic contest. The Fair Play Policies include academic and attendance requirements, new 2.0 GPA policy, and residency procedures.

EXTRACURRICULAR ACTIVITIES AT SOUTHWEST

WOMEN -	Basketball, Cheerleading, Cross Country, Marching Band, Pep Band, Jazz Band, Drama, Soccer, Softball, Tennis, Track, Swimming, Volleyball, Golf, Lacrosse and Wrestling
MEN -	Baseball, Basketball, Cross Country, Drama, Football, Golf, Marching Band, Pep Band, Jazz Band, Soccer, Swimming, Tennis, Track, Wrestling, and Lacrosse

ATHLETIC BOOSTER CLUB - The athletic booster club consists of primary and individual booster clubs. Membership is required in both. This format gives individuals the luxury of supporting a general membership as well as focusing time, skills, and monetary support to the sport of your choice. If there are concerns about the athletic program, please feel free to make an appointment with the Athletic Director, Coach Christman.

Insurance:

Guilford County Schools (GCS) furnishes an Interscholastic Athletic Insurance Policy which provides limited benefits for all students in the system who participate in high school sponsored and supervised interscholastic athletic activities. The policy provides excess coverage for a student with other insurance coverage, but it pays only when other benefits have been exhausted. In cases in which a student has no other coverage with either a commercial insurance agency, Medicare or Medicaid, the GCS athletic insurance policy is the primary policy.

If your son or daughter should be injured while participating in a high school sponsored or supervised interscholastic athletic event, the following procedures must be followed to process a claim under the insurance provided by GCS.

- Pick up a claim form at your school.
- See a physician within 30 days of the injury.
- Complete and submit the Accident Claim Form. The claim form must be filed with the insurance company within 60 days of the injury and should include the Explanation of Benefits form from your primary insurance carrier. Please list below the name of your primary insurance carrier and policy number.

SPORTSMANSHIP MEETING - The NCHSAA requires all athletic participants to attend a pre-season meeting and all parents are required to sign a sportsmanship paper and receive a student/athlete handbook. Parents are required to fill out the Guilford County Schools Athletic Participation Form along with Fair Play Consent Form.

SPORTS PASSES:

1. **SPORTS FAMILY PASSES** - These passes will be sold by the Athletic Director at the beginning of the school year. The All Sports Pass will allow the entire family entry into all school sponsored regular season home games for the entire sports year. These passes **do not include tournaments or playoffs**.
2. **STUDENT ATHLETIC PASSES** - Passes will be sold to SW individual students only for a price of \$65.00.
3. **ABUSE OR MISUSE** - Anyone with responsibility for a sports pass must not allow the misuse or abuse of the card. Example: Do not allow anyone to use your card or bring visitors into the game without paying. Violation will result in the pass being withdrawn and the money forfeited.
4. **MUST SHOW PASS** – Passes must be physically presented at the gate in order to gain admission to sporting events. No photos of passes will be accepted. Reciting pass numbers will not satisfy the need to show the physical pass.

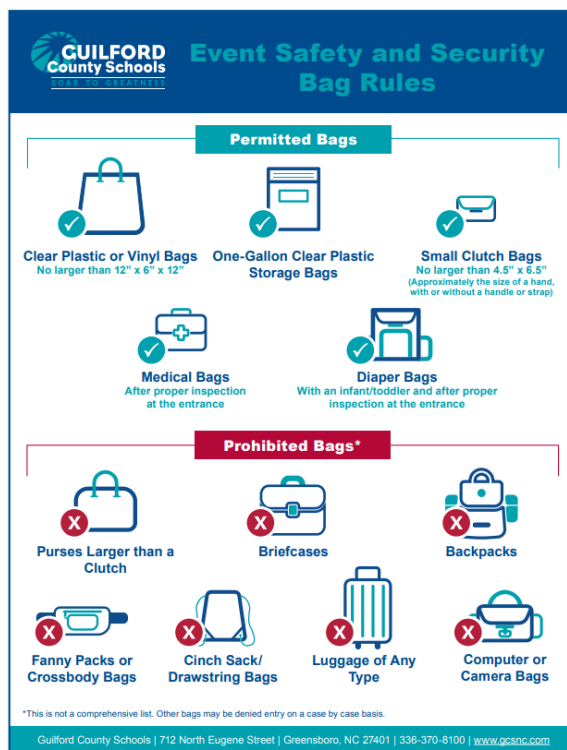
GCS CLEAR BAG POLICY

You are permitted to bring:

- Clear plastic or vinyl bags that are no larger than 12" x 6" x 12"
- One gallon-sized clear plastic storage bag
- Small, clutch bags that are no larger than 4.5" x 6.5"

You are NOT permitted to bring:

- a. Purses larger than a clutch bag
- b. Briefcases
- c. Backpacks
- d. Fanny Packs
- e. Cinch/Drawstring bags
- f. Luggage
- g. Computer/Camera Bags



STUDENT DISCIPLINE CONSEQUENCES FOR RULE INFRACTIONS

At Southwest High School, students will receive consequences for poor choices that may include but are not limited to: warning, parent phone call, teacher-issued after-school detention, lunch detention, student contract, classroom timeout, conference with student, conference with parent, conference with support personnel, conference with administration, athletic coach/club advisor involvement (with possible consequences), Restoration Station (RS)/In School Suspension, and Out of School Suspension (OSS).

Detention: Detention is a disciplinary option that will be used by Southwest High School teachers and administrators to manage students that violate school and/or classroom rules. The student's teacher or administrator assigns detention. All detentions will be served with the teacher or administrator who assigns it or with his/her designee within the same department. Failure to serve detention will result in a referral to the office.

Restoration Station (RS): Southwest Guilford High School has developed a Restorative Practice Program that includes academic progress, character education, and community service. It is our belief that change in behavior will occur only when the student is given adequate opportunity to experience academic progress and character education that is proactive in modifying behavior. It is also the belief that the community service element offers the opportunity for the student to give back to the school climate something that was taken away by the misbehavior. Dress code is required for students who are in RS.

Classroom teachers provide regular daily assignments for students assigned to RS. The RS instructors monitor the academic progress of each individual providing assistance and support in keeping up with regular classroom instruction. Additionally, the RS instructors monitor and supervise activities that offer the opportunity for assigned students to make a positive contribution to our school climate. RS is assigned for a full day to students that have committed a major rule violation or display chronic misbehavior. Because this option is intended to be both a deterrent to future infractions and an alternative to Out-of-School Suspension, no misbehavior will be tolerated in RS. **Students that are removed from RS for misbehavior will be assigned Out-of-School Suspension.**

Out-of-School Suspension: For infractions that are chronic or serious, Southwest High School will employ OSS to ensure the learning environment remains a stable and safe environment for those students that choose to abide by the rules of conduct.

SOUTHWEST HIGH SCHOOL DISCIPLINE PROCEDURES:

Guilford County School System guidelines will always be followed:

1. Each student will have the opportunity to tell his/her side of any incident to the school administration.
2. A student will not be suspended from school without the administration first attempting to notify parents or guardians that the student is to be removed from campus. EXCEPTIONS -Parents will NOT be notified if the student is married or over 18.
3. Every student will receive a copy of the Southwest Behavior Code of Conduct and the Guilford County Student Handbook. The Guilford County Student Handbook is the primary source for discipline procedures and should be referred to when questions arise. Students will sign an acknowledgement in their first period class to signify receipt of the discipline policies and procedures.

Refer to the [GCS Student & Parent Handbook 2023-2024 Code of Conduct](#) for additional information.

Level I	Level II	Level III	Level IV
Minimal disruption to school, consequences typically handled at the school level.	Mild disruption to school typically without injury to other students or staff.	Serious rule violations typically with serious impact on learning, wellbeing, and/or safety of students or staff.	Serious offenses that threaten the safety of others, or substantially disrupt the education environment.

****Restoration Station (RS)** is an opportunity for students to review and discuss behaviors that may have been challenging for students. In addition to academics, there are discussions on how to handle conflict, and situations, and engage in positive restorative communication with peers and adults. Students are given strategies to put into place to support engagement in learning in the classroom.*

Level I		
Offense	Description	Disciplinary Action Sequence
1-1 Non-Compliance	Rule I-1 Noncompliance: Students must comply with all directions of school personnel or volunteers who are authorized to give such directions during any period of time when students are subject to the authority of school personnel, and/or at any time when a student's behavior has a direct and immediate effect on maintaining order and discipline and/or protecting the safety and welfare of students and staff. Note that refusals to participate in valid requests by school personnel to search or comply with other security measures are covered in Level II (Rule II-4).	<ul style="list-style-type: none"> - 1st offense: Up to 3 days RS - 2nd offense: Up to 5 days RS - 3rd offense: Up to 3 days OSS - 4th offense: 5 days OSS – Students may not return without a parent
1-2 Attendance Violation And 1-3 Out of Area	<p>Being tardy to class, skipping class/school, or leaving campus without permission is prohibited. Students are not permitted to leave campus during lunch unless authorized by the school. Students are forbidden from aiding, inducing or transporting other students not authorized to participate in open lunch.</p> <p>Being in any area of the school campus or property without permission is prohibited. Students are expected to attend classes, participate in activities, and move throughout the campus in a manner consistent with their schedules and the directives of school personnel. Going off campus without permission or loitering in areas where the student does not have permission to be is a violation of this rule.</p>	<p>Tardy:</p> <ul style="list-style-type: none"> - 1st offense: Teacher Warning - 2nd offense: Parent contact by teacher - 3rd offense: Parent contact by Administrator via Connect Ed - 4th offense: Lunch Detention - 5th offense: 1 Block of RS for part of day tardy - 6th offense: Admin. will assign appropriate consequence
		<p>Skipping and Out of Area:</p> <ul style="list-style-type: none"> - 1st offense: Dean of Students parent contact/lunch detention - 2nd offense: Administrator parent contact/ 3 days lunch detention - 3rd offense: 1 block RS - 4th offense: 1 full day of RS - 5th offense: 2- full days RS and Referral to Social Worker
1-4 Profane Language or Materials	Cursing or use of vulgar, profane, or obscene language is prohibited. Possessing, displaying, or sending materials or electronic text and/or images that convey a profane, vulgar, or obscene message or image are prohibited. Nudity or	<ul style="list-style-type: none"> - 1st offense: Up to 3 day RS - 2nd offense: Up to 3 days OSS - 3rd offense: 5 days OSS

	pornography of any kind will be considered an aggravating factor warranting a Level II response.	<ul style="list-style-type: none"> - 4th offense: 10 days OSS - 5th offense: Recommendation for long term suspension
1-5 Dress Code Violation	Principals shall exercise appropriate discretion in implementing this policy, including making reasonable accommodations on the basis of students' religious beliefs or medical conditions. Students are expected to adhere to standards of dress and appearance that are compatible with an effective learning environment. Presenting profane or vulgar bodily appearance or wearing clothing which is disruptive, insufficient to cover the student's private areas, or which endangers the health or safety of the student or others is prohibited. Schools may implement dress code or Standard Mode of Dress (SMOD) policies at the school level.	<ul style="list-style-type: none"> - 1st and 2nd offense: Warning and correction by changing into dress code compliant clothing. - 3rd Offense: Student reports to RS for noncompliance and to call home for a change of clothes. Referral to Social Worker. If clothes are brought, student may return to class. If clothes are not brought, student remains in RS for full day. <p>*Students who are late to class due to correcting dress code infractions will complete a sweep form before entering class.</p> <p>*Students who violate the dress code and are unable or unwilling to correct the infraction will be immediately assigned to In-School Suspension (RS) for that day where they will be instructed to notify their parents/guardians. If dress is not corrected, they will stay in RS for the remainder of the day.</p> <p>FOURTH OFFENSE OR MORE Student is assigned RS immediately for noncompliance and to call parent to notify them of the location for the day.</p> <p>** See Page 28 for Southwest Guilford High School Dress Code Policy and Guidance</p>
1-6 Technology Violation	Students may not use any electronic device or personal entertainment device during instructional time unless authorized by the classroom teacher or other school personnel with supervision responsibilities during instructional time. Further, students are prohibited from using electronic devices in an unauthorized manner, including but not limited to, playing games, sending messages, and browsing websites, unless authorized by the classroom teacher or school personnel with supervision responsibilities during instructional time. In addition to other disciplinary interventions, any device used in violation of this policy may be confiscated and only returned to the students' parents/caregiver.	<ul style="list-style-type: none"> - 1st offense: Warning - 2nd offense: Warning and parent contact - 3rd offense: Device confiscation for the day - 4th offense: Device confiscation until parent or guardian retrieves from the school. - 5th offense: Non-compliance consequences. <p>Student refusal to relinquish a phone is treated as a violation of Rule II-2.</p>
1-7 Trespassing	No student shall be on the campus of any school except the one to which the student is assigned without the knowledge and consent of the officials of that school. Students who	<ul style="list-style-type: none"> - 1st offense: 1 day OSS - 2nd offense: 3 days OSS <p>Law enforcement may be called</p>

	<p>remain at school after the close of the school day or come onto school grounds when school is not in session without permission will be considered trespassers. A student under suspension from school is trespassing if they appear on the property of any school or at any school sponsored activity during the suspension period without the express permission of the principal.</p> <p>Aggravating factors particular to this rule violation include but are not limited to circumstances indicating that the student violated this rule in order to engage in fighting, destruction of property, or violation of a suspension.</p> <p>Note: GCS reserves the right to deem any person who is prohibited from being on its property a criminal trespasser and seek support from law enforcement to enforce the school's prohibition</p>	
1-8 Gambling	Students shall not engage in any form of games of chance or gambling for money and/or things of value.	<ul style="list-style-type: none"> - 1st offense: Up to 3 days RS - 2nd offense: Up to 5 days RS - 3rd offense: 3 days OSS - 4th offense: 5 days OSS
1-9 Invasion of Privacy	<p>Students are prohibited from taking photographs, videos, or other media of any other student or school personnel without permission. Students are further prohibited from posting any such media or images in public spaces including online or via social media platforms. This rule includes but is not limited to posting videos of fights or other disruptive conduct where permission is not granted for the posting of each person's image, and posting pages including images designed to make fun of or negatively target a particular student or staff member without their permission. If the invasion of privacy is done with an intent to embarrass, threaten, or otherwise emotionally harm another student or school personnel, such conduct will be considered an aggravating factor.</p>	<ul style="list-style-type: none"> - 1st offense: Up to 3 days OSS- Immediate confiscation of device to be returned to parent - 2nd offense: Up to 5 days OSS - 3rd offense: Up to 10 days OSS <p>Note: Students will engage in restorative conferences with certified, trained staff.</p>
1-10 and 1-11 Tobacco, CBD, Vaping	<p>No student shall possess, display, or use any tobacco product or CBD product. The prohibition on display of tobacco and CBD products does not extend to display that has a legitimate instructional or teaching purpose and is approved by a teacher or school administrator. More than one violation of this rule is considered an aggravating factor.</p> <p>Vapes and e-cigarettes (even those containing only flavored vapor) are banned from school campuses and school events. A student who is found in possession of a vape or e-cigarette or related paraphernalia may be subject to disciplinary action for violation of Rule I-10 (prohibition of tobacco and CBD) or Rule III-4 related to other controlled substances). More than one violation of this rule is considered an aggravating factor.</p>	<ul style="list-style-type: none"> - 1st offense: Tobacco Education Class (no show to class resulting in 2 days OSS); 1 day RS - 2nd offense: 3 days RS - 3rd offense: 2 days OSS
Level II		
Offense	Description	Disciplinary Action Sequence
II-1 Academic Integrity Violation	<p>Students cheat, plagiarize, or falsify information on assignments or official communication.</p> <p>*Violation of computer access—logging on as a person other than oneself to any device or system of any kind and/or</p>	<ul style="list-style-type: none"> - 1st offense: Teacher conference with student, parents and administrator, zero (0) on the assignment and up to 2 days RS.

	impersonating someone other than oneself or misrepresenting oneself online or through electronic means. Any conduct prohibited under Policy Code 3225/4312/7320 Technology Responsible Use is also subject to disciplinary action regardless of whether the violation is specifically described in this Code of Conduct.	<ul style="list-style-type: none"> - 2nd offense: Teacher conference with student, parents and administrator, zero (0) on the assignment and up to 5 days RS. - 3rd offense: Teacher conference with student, parents and administrator, zero (0) on the assignment and up to 2 days OSS
II-2 School/ Class/ Activity Disturbance	Any physical or verbal disturbance which occurs within the school environment and which interrupts or interferes with teaching or orderly conduct of class/school activities is prohibited. Students are prohibited from causing the disruption of any lawful function, mission, or process of the school. Students shall not lead or participate in any activity that has a purpose of the disruption of school business or which significantly affects the educational process. Use of inappropriate gestures, symbols, or signs to incite disruption or promote dangerous behaviors is prohibited. Leading or inciting others to engage in violation of this rule, whether online or in person, is considered an aggravating factor.	<ul style="list-style-type: none"> - 1st offense- 3 days RS up to 5 days OSS - 2nd offense- Up to 3 days OSS - 3rd offense- Up to 5 days OSS <p>Note: Students will engage in restorative conferences with certified, trained staff.</p>
II-3 Bus/Transp ortation Disturbance or Misbehavior	Any physical or verbal disturbance which occurs on GCS-provided transportation (including public transportation) and which interrupts or interferes with the safe and orderly operation of the vehicle is prohibited. Students must observe the directives of the school bus driver and/or bus/contract vehicle safety monitor. The following conduct is specifically prohibited and may result in revocation of GCS provided transportation privileges: delaying the bus schedule, fighting, smoking, inappropriate behavior of a lewd or offensive nature, using profanity or refusing to obey the driver's instructions, tampering with or willfully damaging the school vehicle, getting off at an unauthorized stop, departing the bus via the emergency door or windows without being told to do so by the driver, distracting the driver's attention by participating in disruptive behavior while the vehicle is in operation, standing or moving around the bus while the vehicle is in motion, throwing objects from the bus windows or doors, failing to observe and obey safety regulations, failing to sit in an assigned seat if applicable, willfully trespassing on a school-owned or operated vehicle, or violating any other Code rule while on the school bus.	<ul style="list-style-type: none"> - 1st offense: Up to 3 days RS - 2nd offense: Up to 3 days off bus and possible OSS - 3rd offense: Up to 5 days off bus and OSS <p>Note: Fighting on the bus carries the same consequence as fighting at school.</p>
II-4 Non- Compliance with Search and Safety Precuation	Students must comply with the directives of school officials to protect the safety of the school environment, which includes searching for dangerous materials or contraband, conducting safety drills, and preventing dangerous persons from entering the school. Non-compliance includes but is not limited to refusing to participate in mandatory searches, refusing to comply with security requirements such as maintaining locked doors, refusing to pass through metal detectors, and any other conduct that impedes the ability of school officials to protect the safety of students and staff.	<ul style="list-style-type: none"> - 1st offense: 3 days RS - 2nd offense: 5 days RS - 3rd offense: 3 days OSS - 4th offense: 5 days OSS – Students may not return without a parent
II-5 Unjustified Activation	Students must not activate any fire or other alarm system unless authorized to do so by school employees or unless there are reasonable grounds to believe that an actual	<ul style="list-style-type: none"> - Up to 10 days OSS, Administration may recommend long-term suspension for one

of a Fire Alarm or other Alarm System	emergency situation exists. No student may interfere with or damage any part of a fire alarm, fire detection, smoke detection, fire extinguishing system, or emergency escape system. The principal must notify the fire marshal in the event this rule is violated.	year. Law enforcement will be notified.
II-6 Possession of Incidiary Material	The possession of any incendiary material (including but not limited to matches, lighters, or lighter fluid) or the use of any material reasonably likely to result in a fire on school property is prohibited.	<ul style="list-style-type: none"> - 1st offense: Up to 5-10 days OSS and law enforcement will be called. Confiscate device. Possible recommendation for long-term suspension. - 2nd offense: Up to 10 days OSS and recommendation for long-term suspension. Confiscate device. Law enforcement will be called and restitution may be required.
II-7 Property Damage	No student shall intentionally damage or attempt to damage or deface school property or personal property	<ul style="list-style-type: none"> - 1st offense: Up to 3 days OSS. Police will be called. Special circumstances may result in long-term suspension. * - 2nd offense: Up to 5 days OSS. May recommendation for long-term suspension. Police will be called. * - 3rd offense: Up to 10 days OSS with recommendation for long-term suspension. * <p>*Note: Restitution is included</p>
II-8 Theft	No student shall steal, attempt to steal, or knowingly be in possession of stolen property.	<ul style="list-style-type: none"> - 1st offense: Up to 3 days OSS. Police will be called. Special circumstances may result in long-term suspension. * - 2nd offense: Up to 5 days OSS. May recommendation for long-term suspension. Police will be called. * - 3rd offense: 10 days OSS with recommendation for long-term suspension. * <p>*Note: Restitution is included</p>
II-9 Extortion	Students shall not extort through verbal, written or physical threats, including coercion or intimidation anything of value (personal property, money, or information) from another student or school employee.	<ul style="list-style-type: none"> - 1st offense: Up to 3 days OSS. Police may be called - 2nd offense: Up to 5 days OSS/ Long - term suspension. Police will be called - 3rd offense: Up to 10 days OSS with recommendation for Long-term suspension; law enforcement will be called
II-10 Consensual Lewd or Sexual Behavior	Students shall conduct their personal and social relationships according to acceptable community standards. Inappropriate public displays of affection will not be allowed. Lewd, illegal or sexual gestures or acts, whether by one individual or multiple individuals, are not permitted, and particularly harmful acts or gestures could be considered an aggravating factor. Note: non-consensual sexual acts are covered in Level III.	<ul style="list-style-type: none"> - 1st offense: Up to 3 days RS - 2nd offense: Up to 3 days OSS - 3rd offense: Up to 5 days OSS <p>Note: Students will engage in restorative conferences with certified</p>

		staff and may be referred to school counselor, as well.
II-11 Threat/ False Threat	No student shall make any threat through written or verbal language, sign, or act which conveys a serious expression of intent to cause harm or violence. Note that threats involving bombs, weapons, or terrorist acts are listed in Level III, and threats that cause severe disruption or significant fear for safety could be considered an aggravating factor.	<ul style="list-style-type: none"> - 1st offense: Up to 3 days OSS. Police will be called. Special circumstances may result in long-term suspension. * - 2nd offense: Up to 5 days OSS. May recommend for long-term suspension. Police will be called. * - 3rd offense: Up to 10 days OSS with recommendation for long-term suspension. *
II-12 Failure to Report a Firearm	Any student who has knowledge that another student possesses or intends to bring a firearm on any school campus or to any school activity must immediately report this information to school or law enforcement authorities. If evidence supports a conclusion that the student's failure to report was due to reasonable fear of retaliation for reporting, such circumstances should be considered a mitigating factor warranting Level I intervention.	<ul style="list-style-type: none"> - 1st offense: Up to 3 days OSS- Police may be called. - 2nd offense: Up to 5 days OSS- Police will be called. - 3rd offense or more: Up to 10 days OSS. May recommend for long-term suspension.
II-13 Bullying	Please page 28 for more detailed information.	<ul style="list-style-type: none"> - 1st offense: Up to 3 days OSS- Police may be called. - 2nd offense: Up to 5 days OSS- Police will be called. - 3rd offense or more: Up to 10 days OSS. May recommend for long-term suspension.
II-14 Aiding and Abetting	No student shall aid or abet another student in violating any rule in the Code of Student Conduct. No student shall assist any person, whether a student, visitor, or staff, in avoiding security measures put in place by the school such as mandatory scanners and locked doors.	<ul style="list-style-type: none"> - 1st offense: Up to 3 days RS - 2nd offense: Up to 1 day OSS - 3rd offense: Up to 5 days OSS
Level III		
Offense	Description	Disciplinary Action Sequence
III-1 Physical Aggression or Fighting	<p>No student shall engage in fighting or physical aggression towards others, including but not limited to:</p> <ol style="list-style-type: none"> Choking, hitting, slapping, shoving, scratching, spitting, biting, blocking the passage of, or throwing objects at another person in an aggressive, confrontational or dangerous manner. Taking any action or making comments or writing messages that might reasonably be expected to result in a fight or physical aggression. 	<p>The aggressor will be determined and the consequences will be meted out. A student must make an effort to walk away or avoid the fight if they are to be excluded from punishment. If the aggressor can't be determined, both parties will receive the consequences.</p> <ul style="list-style-type: none"> - 1st offense: 5 days OSS and law enforcement will charge the student - 2nd offense: 10 days OSS and law enforcement will charge the student - 3rd offense: Administration will ask for long-term suspension <p>Students will be referred to the SRO regardless of age and taken to jail when appropriate.</p> <ul style="list-style-type: none"> - If more than two (2) are fighting, the participants may be

		<p>suspended for 10 days. Students who initiate or instigate confrontations with others will also be suspended.</p> <ul style="list-style-type: none"> - If non-SWHS students come on campus and cause problems, they will be arrested. <p>Note: Students will engage in restorative conferences with certified staff.</p> <p>**Students should seek support of a teacher, counselor, or trusted adult in the school to identify non-threatening and non-violent solutions to conflicts with other students or adults.**</p>
III-2 Possession of a Dangerous Weapon or Other Instrument	Students shall not possess or conceal or transport any weapon, chemical agent or other instrument that could cause or that is intended to cause bodily injury or other harm to another or misuse otherwise acceptable objects in a manner intended to cause harm to others.	<p>10 days OSS with recommendation for long- term suspension. Law enforcement will be called.</p> <p>Note: Certain behaviors may warrant first time long- term suspension and arrest. Administrative discretion may be used in certain extenuating circumstances.</p>
III-3 Possession of a Counterfeit Dangerous Weapon or Other Instrument	Students shall not possess, conceal, transport, or wield any counterfeit weapon, chemical agent or other instrument that has the appearance of being able to cause bodily injury or other physical harm. Violation of this rule includes but is not limited to possession of airsoft rifles, toy guns, antique weapons or other paraphernalia used for waging war even if inoperable, or replicas of any weapons.	<p>10 days OSS with recommendation for long- term suspension. Law enforcement will be called.</p> <p>Note: Certain behaviors may warrant first time long- term suspension and arrest. Administrative discretion may be used in certain extenuating circumstances.</p>
III-4 Narcotics, Alcoholic Beverages, Controlled Substances, Chemicals, and Drug Paraphernalia	No student shall possess, use, distribute, sell, possess with intent to distribute or sell, or conspire or attempt to distribute or sell, purchase, or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, anabolic steroid, other controlled substance, any alcoholic beverage, malt beverage, fortified wine, other intoxicating liquor, drug paraphernalia, counterfeit substance, any unauthorized prescription drug, or any other chemicals or products with the intention of bringing about a state of exhilaration, euphoria, or of otherwise altering the student's mood or behavior.	<p>10 days OSS with recommendation for long- term suspension. Law enforcement will be called.</p> <p>Note: Certain behaviors may warrant first time long- term suspension and arrest. Administrative discretion may be used in certain extenuating circumstances.</p>
III-5 Sexual Harassment or Assault	Students engaged in unwanted, unwelcome or uninvited sexual advances, requests for sexual favors or communication of a sexual nature.	<ul style="list-style-type: none"> - 1st offense: Up to 3 days OSS - 2nd offense: Up to 5 days OSS - 3rd offense: Up to 10 days OSS - 4th offense: Up to recommendation for long term suspension

III-6 Hazing	Hazing is prohibited. No group or individual shall require a student to wear abnormal dress, play abusive or ridiculous tricks on him/her, frighten, scold, beat, harass, or subject him/her to personal indignity	<ul style="list-style-type: none"> - 1st offense: Up to 3 days OSS - 2nd offense: Up to 5 days OSS - 3rd offense: Up to 10 days OSS - 4th offense: Up to recommendation for long term suspension
III-7 Bomb Threat	No student shall make a bomb threat or hoax by making a false report that a device designed to cause damage or destruction by explosion, blasting, or burning is located on the school premises or at the site of school activities. No student shall with the intent to perpetrate a hoax, conceal, place or display on school property or the site of school activities any device or artifact so as to cause any person reasonably to believe the same to be a bomb or other destructive device.	<ul style="list-style-type: none"> - 1st offense: 3 days OSS - 2nd offense: 5 days OSS - 3rd offense: 10 days OSS - 4th offense: Recommendation for long term suspension
III-8 Acts of Terror	No student shall threaten to commit an act of terror on school property or at the site of a school activity that is designed to cause, or is likely to cause, serious injury or death to another person, when the threat is intended to cause, or actually causes, a significant disruption to the instructional day or a school-sponsored activity. No student shall make a report that they know is false, that an act of terror designed to cause, or likely to cause, serious injury or death to another person on school property or at the site of a school-sponsored activity is imminent, when that report is intended to cause, or actually causes, a significant disruption to the instructional day or a school-sponsored activity.	<p>Up to 10 days OSS with possibility of recommendation for long- term suspension. Law enforcement will be called.</p> <p>Note: Certain behaviors may warrant first time long- term suspension and arrest. Administrative discretion may be used with aggravating circumstances.</p>
Level IV		
Offense	Description	Disciplinary Action Sequence
IV-1 Arson	Students shall not cause any fire whether or not there is an intent to commit arson or other crimes involving fire or explosion. Students shall not set fire to anything unless directed to do so under the supervision of a teacher or administrator for educational purposes. Any violation of this rule must be reported to the fire marshal.	Recommendation for long- term (365 day) suspension. Law enforcement will be called.
IV-2 Firearm/Destructive Device	<p>Any student shall be recommended for suspension of 365 calendar days for bringing a firearm or destructive device onto school property or to a school-sponsored event off school property, or for possessing a firearm or destructive device on school property or at a school-sponsored event off school property.</p> <p>School property includes any property owned, used or leased by the Board of Education, including school buses, other vehicles and school bus stops.</p> <p>The following definitions apply to this rule:</p> <p>a. A "firearm" is a weapon, including a starter gun, which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; the frame or receiver of any such weapon; or any firearm muffler or firearm silencer. The term shall not include an inoperable antique firearm, a BB gun, stun gun, air rifle, or air pistol.</p> <p>b. A "Destructive Device" is an explosive, incendiary, or poison gas; bomb; grenade; rocket having a propellant charge of more than four ounces; missile having an explosive or</p>	Recommendation for long- term (365 day) suspension. Law enforcement will be called.

	incendiary charge of more than one-quarter ounce; mine; or device similar to any of the devices listed in this definition.	
Level IV		
<p>Level V refers to cases of expulsion: The indefinite removal of a student (age 14 or older) from school and all school properties by the GCS Board of Education whose continued presence constitutes a clear threat to other persons or who is a registered sex offender who is subject to the Jessica Lunsford Act. No infractions are listed under Level V. Instead, if a student commits a Level III or Level IV infraction and the aggravating factors justify expulsion, then the Superintendent or designee may recommend expulsion to the Board of Education.</p> <p>Accordingly, any violation of a rule listed under Level III or Level IV may result in Level V intervention if the circumstances and aggravating factors warrant such a response.</p>		

Southwest Guilford High School Community Dress Standards Expectations:

A student will maintain personal attire and grooming standards that promote safety, health, and a positive school climate and are not disruptive to the educational environment.

	Acceptable:	Prohibited, includes but are not limited to:
Tops/ Dresses	<ul style="list-style-type: none"> • Long & short sleeve shirts/dresses/jackets • Collared shirts • School spirit shirts • T-shirts with school appropriate messaging • Hooded and crewneck sweatshirts with school appropriate messaging • All tops must cover the entire midsection, front and back, and extend to the waistband • Undergarments must be worn underneath shirts, tops, and dresses 	<ul style="list-style-type: none"> • Tank tops, sleeveless tops, & spaghetti straps • Shirts/apparel with offensive slogans or pictures (drugs, alcohol, guns, weapons, gangs, profanity, etc.) • Shirts/dresses that expose cleavage & midsection • Shirts/clothing that are "see-through" • Strapless & sleeveless dresses • Cut-off sleeveless shirts
Bottoms	<ul style="list-style-type: none"> • Pants & shorts must fit properly on the hips and be secured • Shorts hemlines must fall to at least fingertip length (front, back, & side). • Dress pants, khaki pants, jeans, and athletic style warm-ups or sweatpants. • Leggings & yoga pants may be worn with an appropriate top. 	<ul style="list-style-type: none"> • Undergarments must be covered at all times; no sagging • Pants with writing across the backside • Pajama pants • Holes or shredded areas above the knee that exposes skin or underwear • Slits must not extend higher than fingertip length • Biker shorts/Compression Shorts

Headgear, Footwear, & Other Items	<ul style="list-style-type: none"> • All students must wear shoes. 	<ul style="list-style-type: none"> • Durags, bonnets, bandanas, ski masks, or sunglasses are not to be worn on campus • Bedroom slippers/shoes, pajamas, and sleepwear head coverings will not be worn in the school building. • Masks with offensive slogans or pictures (drugs, alcohol, guns, weapons, gangs, profanity, etc.) • Airpods and earphones may not be worn during instruction.
--	---	---

The community dress standards apply to all students on campus at SWHS including exam days, field trips, students attending Weaver, and at all times outside of physical education classes. School-wide spirit days will be scheduled and announced throughout the year. Athletic and game day gear must conform to the community dress standards.

No student will be allowed to attend classes if they are noncompliant with the SWHS dress code – no exceptions. Students who are late to class due to correcting dress code infractions will complete a sweep form before entering class.

PROHIBITION AGAINST DISCRIMINATION, HARASSMENT, AND BULLYING

Students are prohibited from engaging in discrimination, harassment, or bullying of other students. Issues related to bullying will be handled in accordance with Policy 1710/4021/7230 Prohibition Against Discrimination, Harassment, and Bullying and accompanying regulations. Conduct that is particularly physically or emotionally harmful to other students may be considered an aggravating factor warranting Level III intervention. The following definitions apply to this rule:

- a. Discrimination is any act or failure to act, whether intentional or unintentional, that unreasonably and unfavorably differentiates treatment of others based solely on their membership in a socially distinct group or category or on a personal characteristic.
- b. Harassment or bullying behavior is conduct intended to intimidate, discredit, injure, or disturb another person or a group of persons. Such conduct violates GCS policy when any pattern of gestures or written, electronic, or verbal communications, or any physical act or any threatening communication places a student in actual and reasonable fear of harm to their person or damage to their property or creates or has the reasonable potential to create a hostile environment by substantially interfering with or impairing a student's educational performance, opportunities, or benefits. Harassment and bullying include, but are not limited to, behavior described above that is reasonably perceived as being motivated by any actual or perceived differentiating characteristic or motivated by an individual's association with a person who has or is perceived to have such a differentiating characteristic. Examples of behavior that may constitute bullying or harassment include, but are not limited to, acts of disrespect, intimidation, or threats, such as verbal taunts, name-calling and put-downs, epithets, derogatory comments or slurs, lewd propositions, exclusion from peer groups, extortion of money or possessions, implied or stated threats, assault, impeding or blocking movement, offensive touching or any physical interference with normal work or movement, and visual insults, such as derogatory posters or cartoons. Harassment and bullying may also occur through electronic means ("cyberbullying"), such as via the internet, emailing, or text messaging, or by use of personal web sites to support deliberate, repeated, and hostile behavior intended to cause harm to persons or groups.

Note: Harassment based on sex is covered in Level III.

Student bullying reports are subject to school and district investigation. Instances deemed to qualify as bullying through investigation may have additional consequences to the ones listed in the SWGHS Student Handbook.

To find more information about reporting bullying or harassment, refer to [GCS Student & Parent Handbook 2023-2024 Code of Conduct](#).

ATTENDANCE

GUILFORD COUNTY SCHOOLS HIGH SCHOOL ATTENDANCE POLICY

LAWFUL (excused) absences are illness or injury, quarantine, death in the immediate family, religious observances, medical/dental appointments, court proceedings, military obligations, educational opportunities, family trips, college visits, and suspensions. The school may require notes from service providers to support coding for lawful absences.

UNLAWFUL (unexcused) absences are defined as the students' willful absences from school without the knowledge of the parent/guardian, or the students' absences from school without justifiable cause with the knowledge of the parents/guardians.

All absences require a written note from the parent/guardian explaining the absences within 3 days of the absence.

STUDENTS ARE REQUIRED TO MAKE UP MISSED LEARNING.