

CHANGES TO FACULTY & STAFF HANDBOOK:

P. 12 First Aid Stations – **Student Injuries**

Health Assistant Lab, Ext. 8607
High School Office, Ext. 8680 or 8681

P. 18 Child Abuse **Act 126** – to correct error which read Act 124 – changed throughout text

A school employee who has reasonable cause to suspect, on the basis of professional or other training and experience, that a student coming before the school employee in the employee's official or professional capacity is a victim of serious bodily injury or sexual exploitation by **another individual, the** school employee shall immediately notify the administrator of the alleged abuse or injury.

– to add text inadvertently deleted previously

P. 27 Faculty Absence

If it is necessary for you to be absent from school, contact **Kelly Services** no later than 6:30 AM. If at all possible, contact **Kelly Services** the night before, no later than 10:00 PM. Calls should be placed to 464-8699 and leave a voice mail message.

CHANGES TO STUDENT HANDBOOK:

P. 9 SIGN IN/OUT PROCEDURES

Students who arrive late in the morning (after ~~8:30 AM~~ **8:15 AM**) or afternoon (after ~~12:30 PM~~ **12:15 PM**) must sign in -- in the high school office. (Prior to those times, Instructors will be taking care of marking students tardy.) Students who have been approved for early dismissals must also sign out with the secretary in the High School Office.

P. 11 PERSONAL COMMUNICATION DEVICES PROHIBITED

~~According to the PA School Code (24PS13-1317.1):~~

- ~~1. The possession by students of telephone paging devices, commonly referred to as "beepers", shall be prohibited on school grounds, at school-sponsored activities and on buses or other vehicles provided by the school district.~~
- ~~2. The prohibition contained in subsection (A) shall not apply in the following cases, provided that the school authorities approve of the presence of the beeper in each case:~~
 - ~~a. A student who has a need for a beeper due to the medical condition of an immediate family member.~~

DELETED THIS SECTION.

P. 12 In addition, students may use or possess cellular telephones subject to the following restrictions:

1. Cellular telephones must be turned off and be inaccessible for student use and out of sight during the academic school day. Students should keep cellular phones in their lockers.
2. Cellular telephones may be used at the conclusion of school-sponsored activities or events.
3. Cellular telephones may be used during the academic school day and during school-sponsored activities and events only if the student receives pre-approval for one of the following reasons:

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CHANGES TO STUDENT HANDBOOK:

- P. 12 The consequences for the possession or use of a prohibited electronic device are as follows:

First offense: Confiscation of the electronic device and parent contact. (The electronic device will not be returned directly to student; parent must appear to collect the electronic device.) Student will be assigned break detention.

Second and subsequent offenses: Confiscation of the electronic device and parent contact. (The electronic device will not be returned directly to student; parent must appear to collect the electronic device.) Student will be assigned an In School Suspension. Student shall lose the privilege to possess/use any electronic device on school property, at school-sponsored events and activities and on school buses, for one (1) calendar year.

Offenses will be viewed per school career; not on a year by year basis.

- P. 13 Under Driving Permits – changed date to September 15, 2014.

DRIVING AND PARKING REGULATIONS

The transportation of students is the responsibility of each participating school.

(added bold) Students may drive to The Technical School only with written permission from the Technical School administration, parent or guardian, and the home school Principal. Requests for driving passes are available at the main office of the Technical School. The form must be completed and on file prior to a student driving to The Technical School. The following rules apply to driving to The Technical School:

1. Students are to register their car(s) or any vehicle they intend to drive to the Technical School in the office. This registration is to be updated if there is a change in vehicle status.
2. Students are to park in assigned areas only; ~~this will be explained on the first day of school.~~ **in the rear of the building.**
3. Students are not permitted in parked vehicles during the school day. Upon arrival, students must immediately enter the building. There shall be no loitering in vehicles or in the parking lot.
4. Students are to follow the exit procedures as ~~outlined on the first day of school.~~ **during the orientation.**

CHANGES TO STUDENT HANDBOOK:

P. 14 MISCELLANEOUS ITEMS OF INFORMATION

4. Cafeteria Information:

~~5.~~ a. Students who choose to eat in the cafeteria will not be permitted to enter the food serving lines while wearing their coats or jackets, nor by having their book bags with them. This apparel must be left at your table prior to going through the food line.

~~6.~~ b. Those students who wish to apply for free and reduced lunch/break tickets must apply for them at their home school. The vocational school will honor free and reduced meal tickets at break and lunch.

P. 21 Students may not carry opened drink containers into the school. Examples of prohibited beverages/containers may be, but are not limited to: pop, juice or coffee. Students will be asked to immediately dispose of the opened container and its contents. Repeated infractions will be considered as Class "A" violations (~~see page 28 of this handbook~~). **(violation classification listed on the last pages of handbook)**

P. 22 HARASSMENT: Bullying or Sexual

Bullying means an intentional electronic, written, verbal or physical act or series of acts directed at another student or students, which occurs in a school setting and may include outside the school setting, that is severe, persistent or pervasive and has the effect of doing any of the following:

1. Substantial interference with a student's education.
2. Creation of a threatening environment.
3. Substantial disruption of the orderly operation of the school.

Bullying, as defined in this policy, includes cyber bullying. **See Board Policy #249.**