



STUDENT HANDBOOK
2025-2026

PRINCIPAL'S MESSAGE

Welcome back to North Sanpete High School for the 2024-2025 school year. We look forward to the challenges and opportunities that being a “Mighty Hawk” provides us. Through the efforts of our administration and teaching staff we will be successful because we set goals, get involved, and work together.

This handbook is your guide. It has all the policies and procedures outlined for your reference. Success in school is not by accident. It takes effort and work! Do your best, be on time and plan to be at school everyday. Follow this advice, and you will achieve excellence!

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NSHS MISSION STATEMENT

Guide with Integrity
Instruct with Purpose
Value Diversity
Achieve Excellence

As the learning community of North Sanpete High School, we support and accept each other and understand our differences. Teachers and administrators focus on the learner, model expectations and are resilient. All students have a significant connection to teachers and staff who care for them. We embrace the positive by celebrating achievements and accomplishments. Our students face challenges with determination and true perspective to go forward with the skills for a productive career and college experience. Students are proud to be graduates of North Sanpete High School.

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ANNUAL NOTICE FOR DIRECTORY INFORMATION

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that North Sanpete School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, North Sanpete School District may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures.

The primary purpose of directory information is to allow the North Sanpete School District to include this type of information from your child's education records in certain school publications. Examples include: a playbill, showing your students' role in drama production; the annual yearbook and/or video yearbook; honor roll or other recognition lists; graduation programs; and sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local education agencies (LEA's) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent. **If you do not want North Sanpete School District to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing by September 1st.** North Sanpete School District has designated the following information as directory information: (Note: an LEA may, but does not have to, include all the information listed below).

- Student's name
- Participation in officially recognized activities and sports
- Address
- Telephone listing
- Weight and height of members of athletic teams
- Electronic mail address
- Photograph and video images
- Degrees, honors, and awards received
- Date and place of birth
- Major field of study
- Dates of attendance
- Grade level
- The most recent educational agency or institution attended

ANTI-DISCRIMINATION POLICY

No student or employee of the North Sanpete School District shall, on the basis of race, color, national origin, age, gender, sexual orientation, disability, or religion, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity conducted by the district.

GENERAL SCHOOL POLICIES & PROCEDURES

Bell Schedule:

REGULAR BELL SCHEDULE		
CLASS	BEGIN	END
1A/5B	8:15	9:30
ADVISORY/FLEX	9:35	10:00
2A/6B	10:05	11:20
1st Lunch 3A/7B	11:20 11:55	11:50 1:10
3A/7B 2ndLunch	11:25 12:40	12:40 1:10
4A/8B	1:15	2:30

MORNING ASSEMBLY SCHEDULE		
CLASS	BEGIN	END
1A/5B	8:15	9:25
ASSEMBLY	9:25	10:20
2A/6B	10:25	11:35
1st Lunch 3A/7B	11:35 12:05	12:00 1:15
3A/7B 2ndLunch	11:40 12:50	12:50 1:15
4A/8B	1:20	2:30

A/B Calendar

NORTH SANPETE HIGH SCHOOL 2025-26 A/B CALENDAR

AUGUST

M	T	W	TH	F
				1 -
4 -	5 -	6 -	7 -	8 -
11 -	12 -	13 -	14 B	15 A
18 A	19 B	20 A	21 B	22 A
25 A	26 B	27 A	28 B	29 B

SEPTEMBER

M	T	W	TH	F
1 NS	2 B	3 A	4 B	5 A
8 NS	9 B	10 A	11 B	12 A
15 A	16 B	17 A	18 B	19 B
22 A	23 B	24 A	25 B	26 A
29 A	30 B			

OCTOBER

M	T	W	TH	F
		1 A	2 B	3 B
6 A	7 B	8 A	9 B	10 A
13 A	14 B	15 A	16 NS	17 NS
20 NS	21 B	22 A	23 B	24 A
27 A	28 B	29 A	30 B	31 B

NOVEMBER

M	T	W	TH	F
3 A	4 B	5 A	6 B	7 A
10 A	11 B	12 A	13 B	14 B
17 A	18 B	19 A	20 B	21 A
24 A	25 B	26 NS	27 NS	28 NS

DECEMBER

M	T	W	TH	F
1 A	2 B	3 A	4 B	5 B
8 A	9 B	10 A	11 B	12 A
15 A	16 B	17 A	18 B	19 B
22 A	23 EO	24 NS	25 NS	26 NS
29 NS	30 NS	31 NS		

JANUARY

M	T	W	TH	F
			1 NS	2 NS
5 A	6 B	7 A	8 B	9 A
12 A	13 B	14 A	15 B	16 NS
19 NS	20 B	21 A	22 B	23 A
26 A	27 B	28 A	29 B	30 B

FEBRUARY

M	T	W	TH	F
2 A	3 B	4 A	5 B	6 A
9 A	10 B	11 A	12 B	13 NS
16 NS	17 B	18 A	19 B	20 A
23 A	24 B	25 A	26 B	27 B

MARCH

M	T	W	TH	F
2 A	3 B	4 A	5 B	6 A
9 A	10 B	11 A	12 B	13 B
16 NS	17 B	18 A	19 B	20 A
23 A	24 ACT	25 A	26 B	27 B
30 NS	31 NS			

APRIL

M	T	W	TH	F
		1 NS	2 NS	3 NS
6 NS	7 B	8 A	9 B	10 A
13 A	14 B	15 A	16 B	17 B
20 A	21 1-2 B	22 2-4 B	23 B	24 A
27 A	28 B	29 A	30 B	

MAY

M	T	W	TH	F
				1 B
4 A	5 B	6 A	7 B	8 A
11 A	12 B	13 A	14 B	15 B
18 A	19 B	20 A	21 HS	22 GRAD
25 -	26 -	27 -	28 -	29 -

A = Periods 1-4
B = Periods 5-8
EO = Early Out
NS = No School
HS = Hawkstock
GRAD = Graduation
□ = End of Quarter

First Day of School - August 14
Homecoming - September 19
Junior Prom - March 6 & 7

Q1=43 Days:
A=22, B=21
Q2=43 Days:
A=21, B=21, Other=1
Q3=46 Days:
A=23, B=23
Q4=43 Days:
A=19, B=20, Other=4
Total School Days=175
A=85, B=85, Other=5

Attendance:

NSHS Attendance Policy

Philosophy and Guidelines

At North Sanpete High School, we understand the importance of regular school attendance. [Research](#) indicates that regular school attendance has a direct impact on student learning and achievement. To make the most of educational and developmental opportunities a student must have consistent, punctual, daily attendance. When a student does not attend class they miss out on valuable opportunities to engage with peers, teachers, and curriculum. Parents or guardians and school officials share a responsibility to make earnest and persistent efforts to resolve attendance concerns. We are dedicated to maintaining a cooperative relationship with parents and students in order to support good school attendance.

In order to help motivate student attendance and provide an opportunity to recover lost seat-time, NSHS has developed a point-based attendance system.

Attendance Point System:

For each unexcused absence or tardy, students will receive associated points (Tardy = .5 points; Unexcused Absence = 1 point; Truancy = 3.5 points). When a student accumulates 10 points, an **Attendance Warning (AW)** will be triggered. Once an **AW** is triggered, the student will have one school week from the next Advisory period to reduce attendance points. To remove an **AW** a student must be below 10 points. Students with an **AW** are allowed to continue participating in activities.

If attendance points are not reduced during the previous week, the student will be placed on **Activity Restriction (AR)**. Students on **Activity Restriction (AR)** will be prohibited from participating in or attending extracurricular or school-sponsored activities until attendance points are below 10.

Extracurricular or school-sponsored activities restricted by **AR** status include:

- Fine Arts (choir, band, drama)
 - Participation in practices, performances, competitions, group activities
 - School musical/play admission
- Athletics
 - Participation in practices, games, team activities
 - Spectator attendance at any home gated athletic event (football, volleyball, basketball, and state playoff games)
- Clubs
 - Participation in meetings, competitions, club activities
- Other School-sponsored Activities
 - School dances, field trips, Hawkstock, other voluntary school activities as identified by administration.

Attendance Code	Point Value
A = School Excused	0.0
C = Restored Absence	0.0
D = Tardy over 10 min. (equivalent to unexcused absence)	1.0
E = Excused Tardy	0.0
O = Counseling/Front Office Excused	0.0
P = Excused Tardy	0.0
R = Restored Tardy	0.0
S = Truant	3.5
T = Tardy	.5
V = Medical Leave	0.0
X = Unexcused Absence	1.0
Z = Suspension	0.0

Options for Reducing Attendance Points:

- Parent or guardian may excuse absences and tardies within five (5) school days by sending a note or email, by calling the attendance office at 435-462-2452, ext 1707 between 7:30 a.m. and 3:30 p.m., or by calling the attendance office and leaving a message. Parents/guardians also have the option to opt in to the automated text message system. When excusing an absence, please include the date, time of day, and a phone number where a parent can be reached.
- Attendance Recovery Class (ARC)
 - An ARC schedule will be posted at the beginning of each quarter with available dates and times for students to attend.
 - Students must bring homework or a book to read.
 - No music, cell phones, games, sleeping, or talking is/are permitted.
- Attend a math or science lab before or after school.
- Work with an individual teacher at the teacher's discretion.
- Complete school community service hours (limited availability)

Attendance hours restored at school by the student will be posted in PowerSchool by the first school day of the following week.

Student Responsibilities:

- Be to class on time and ready to learn every period.
- Students arriving late or leaving early need to check-in/check-out with the attendance secretary.
- If you arrive late to class, check with the teacher to ensure you were not marked absent.
- If you are absent from class, check with the teacher to see what was missed. You are accountable for any missed work, assignments, or tests.
- Review attendance record and status each week during Advisory. Report any discrepancies in attendance records to the attendance secretary in the front office.
- Be prompt in making up or clearing any unexcused absences or tardies.

Parent Responsibilities:

- It is the responsibility of parents to make sure their student attends school and arrives promptly every school day.
- Excuse absences and tardies in a timely manner. Unexcused absences and tardies can result in an Activity Restriction (**AR**) status and prevent your student(s) from participating in school-sponsored activities. Parents have up to five (5) school days to excuse an absence and/or tardy. Parents may not excuse tardiness between classes unless verified through a staff member.
- Check PowerSchool attendance regularly.
- Parents are encouraged to take family vacations during established school vacation times. The value of daily attendance cannot be overstated. Lost instruction time with a teacher cannot be regained. Parents seeking to excuse their student for a family vacation must obtain administrative approval one week prior to the event. The approval process includes completion of a student assignment form.

Teacher Responsibilities:

- Mark attendance daily.
- Keep accurate records of students' absences and tardies.
- Teachers will review attendance status with students each week during Advisory.
- Deliberately create an environment conducive to good attendance by providing a welcoming climate, beginning class on time, and providing meaningful and engaging classroom instruction each day.
- Discuss attendance issues with students as they arise and inform the school counselors or administrators if attendance does not improve.

Attendance Secretary:

- Promptly excuse absences and tardies when excused by parents, coaches, and staff.
- Keep students, parents/guardians, counselors, and administrators informed of attendance issues.
- Notify students and their parents/guardians of excessive absenteeism by phone message, email, or letter.
- Refer parents and students to administration, counselors, and/or school psychologist/social worker as needed for attendance support and resources.

Administrator Responsibilities:

- Notify parents and students of this policy.
- Provide an attendance notification system that sends electronic attendance alerts to parents/guardians.
- Provide positive school incentives to encourage good attendance.
- Ensure compliance with district and state attendance policies and codes.

Excessive Absences and Truancy:

According to State law, students who are absent ten consecutive days shall be dropped on the 11th day. In these situations, the school and other agencies will make earnest and persistent efforts prior to the ten days to contact the student and parent/guardian to assist with the problem.

The school and/or District shall make allowances for students who may have excessive absences resulting from extended medical conditions or extenuating circumstances. If after earnest and persistent efforts are made and the student's truant or excessive absenteeism has not been corrected, the District or designee will/shall pursue one or more of the following:

- Issue a Non-Judicial Referral
- Issue a Notice of Compulsory Education Violation
- Issue a Notice of Truancy and
- Issue a Habitual Truant Citation
- Refer to Juvenile Court and/or DCFS
- Solicit the assistance of other State agencies
- Use other interventions as appropriate

Exceptions and Appeals Process:

1. A tardy or absence due to medical conditions or appointments will be marked as (P – excused tardy, or M - Medical Leave) and will not require ARC time if excused within 48 hours of the absence.
2. If 504 reviews or IEP's recommend attendance accommodations, the LEA will process these accommodations, and parents will not need to make an appeal.
3. The parent/guardian(s) shall have the right to due process and may appeal circumstances in regards to student absences. Appeals shall be made in writing first to the school's Appeals Committee and then to the School Board. Parents/guardians have fourteen calendar days from the absence in question to submit requests using NSHS Absence Appeal Form.

For additional information related to attendance, we encourage parents and students to review the [NSSD Attendance Policy V-41](#).

Bus Loading/Unloading Zones:

All safety rules of the North Sanpete School District must be observed. The bus driver will designate areas of loading and unloading. Students are to remain in that area until the driver indicates readiness. of the season.

Drop Off/Pick-Up Zone:

Any parents who bring their students to school in cars or car pools are asked to use the northwest parking lot for student drop-off in the morning and pick-up in the afternoon. Due to limited parking areas, we need to have total cooperation from all student drivers and their parents. ***Please do not use the bus loading zone to drop off or pick up students!***

Student Parking:

Parking on the North Sanpete High School campus is a privilege and not a right. Failure to follow parking rules and procedures may result in the revocation of your parking privileges.

1. Each vehicle parked at North Sanpete High School must have a current year parking permit sticker permanently attached and displayed on the driver's side lower windshield.
2. Students must have a valid driver's license to purchase a parking permit.
3. Students must buy a sticker for each car they drive to school. Permits cost \$5.00 and may be obtained in the Front Office.
4. In accordance with state laws, vehicles without a permit may be ticketed or towed at the owner's expense.
5. Students must follow all city and state driving/traffic ordinances and laws. Reckless driving in parking lots will not be tolerated and will result in a law enforcement referral.
6. Students are only allowed to park in designated student parking areas. The northwest (across from the Learning Center), the west (west and east of tennis courts), and the northeast student (across the street from faculty parking area) parking lots have been designated as student parking areas. The northeast faculty (in front of band room & auditorium), southeast (behind school, including area in front of shop) parking lots are reserved for staff & visitor parking only.
7. Students who illegally park in faculty reserved areas, in the visitors parking area, in handicapped parking, and/or "no parking" zones will be ticketed and/or towed.
8. Students may not display on their vehicles signs, flags, stickers, etc. which are degrading, hostile, or threatening toward others; suggest profanity; advertise tobacco, drugs, alcohol or illegal activity.
9. Go-carts, golf carts, 4-wheelers, or other non-licensed vehicles on school property will be reported to law enforcement and will be ticketed.

Violations of parking rules may result in the revocation of parking privileges.

North Sanpete High School is NOT responsible for damage to vehicles or theft.

Bikes:

Students riding bikes to school must keep bikes in the designated area during the school day. Students are encouraged to use and secure their bikes on the school bike rack - students must provide their own lock. North Sanpete High School is NOT responsible for any damage or theft to student bikes. Students are not allowed to ride bikes on school grounds except for arriving at or leaving school grounds. Skateboarding, roller blading, roller skating, and riding scooters is prohibited on school grounds.

School ID & Activity Cards

Students must present a current school/activity ID card to attend school-sponsored activities and must be in good attendance standing without an Activity Restriction (AR). See school attendance policy. A \$2.00 replacement fee will be charged for lost cards.

Dances/Stomps:

Current students of North Sanpete High School are allowed to attend school sponsored dances/stomps with the presentation of a current activity/school ID card. Students may bring a date from another high school to a dance with a completed approval form from the visiting student's school administration. Dress code is enforced for open dances. Students are not allowed to re-enter a dance once they leave.

Guidance Counselors:

Students are encouraged to visit with the counselors for personal guidance and for information on grades, study help, and testing programs. The counselors are available to discuss any home, school, or social concerns. NSHS Counseling website: <http://www.nshscounseling.org>

Basic Graduation Requirements:

In order to graduate from North Sanpete High School in, a student must earn twenty-eight (28) credits: Language Arts 4.0, Mathematics 3.0, Science 3.0, Social Studies 2.5, Fine Arts, 1.5 Healthy Lifestyles/P.E. 2.0, ComputerTech 0.5, Government/Citizenship 0.5, Financial Literacy 0.5, Vocational 1.0, College and Career 0.5, **Electives: See Counselor**

Graduation Ceremony:

North Sanpete High School offers to students, meeting all State and District graduation requirements, the opportunity to participate in a **formal** commencement ceremony. Students wishing to participate in the graduation ceremony must comply with the following requirements:

1. Completion of all State and District credit and course requirements.
2. Compliance with all rehearsal requirements as set by the Graduation Committee.
3. Adherence to behavior and dress standards of the school during graduation rehearsal time and during graduation.
4. All graduation speakers, as well as Senior Class President, must be full-time students attending the North Sanpete High School campus during their entire Senior year.

5. Complete final course requirements on the North Sanpete High School campus.
6. Credit recovery courses required for graduation may not be started after May 1st.
7. Must pay all fees before graduation. Students will not be allowed to participate in the graduation ceremony until fees are paid in full.

Students or parents desiring more information concerning the graduation ceremony should contact the principal. Students may only participate in senior graduation activities and the graduation ceremony during their graduation year.

Online Edgenuity Courses:

Online Edgenuity courses are available for both credit recovery and original credit. Students will only be allowed to take 2 online Edgenuity courses at a time. Online Edgenuity courses will be given standard letter grades (A, B, C, D, F) and will be included on the student's transcript and count toward activity eligibility. Online Edgenuity courses sync with PowerSchool and have ending dates that align with the high school quarter end dates; as such, extensions to complete coursework will not be allowed. Students may work on these classes independently or enroll in a Hawk Online class during the school day. Online Edgenuity courses taken for credit recovery will be subject to a \$25.00 fee per quarter credit.

Hawk Online is a non-credit class that is intended to support students enrolled in online Edgenuity courses. The class is subject to the regular attendance policy. Class attendance will be included in the calculation of the student's weekly attendance status; non-attendance may result in attendance warning and/or activity restrictions. Students not using their time wisely and/or not successfully completing their online course(s) will lose the privilege of enrolling in the class.

Academic Enhancement (Flex Time):

Academic enhancement (Flex Time) will take place during the regular school days. Students are to report to Advisory on the first day of each week from 9:35-10:00 a.m. (usually on Mondays unless Monday is a student non-attendance day, in which case students will attend Advisory on Tuesday).

Flex time is scheduled Tuesday through Friday from 9:35-10:00 a.m. During this time, students will go to classes to make up work missed or get additional instruction. Students may be assigned to a specific Flex by a teacher or advisor. Students assigned to a Flex are required to attend or they will be marked absent. If the student needs additional help from a teacher other than Flex time, the student will need to make an appointment with the teacher. Students are required to remain on campus during Flex. Students that are scheduled for college classes or do not have a 1st period will not be required to participate in the Flex period unless specifically assigned by a teacher. Students are required to carry their school ID card during Flex as it is used to mark attendance.

Class Schedules & Schedule Changes:

Clear thought and career plan purpose ought to initiate each class schedule. When necessary, class changes and rescheduling can be made to meet graduation requirements and legitimate career goals. Rescheduling to be with friends, to secure a different teacher, or because the class proves to be difficult,

are not legitimate reasons to change a class. All class changes should be done on Class Choice prior to the beginning of the semester. Rescheduling once a semester begins can only be done during the **first two weeks** for legitimate reasons and requires a \$15.00 fee. All class changes beyond the designated times or for non-legitimate reasons are strongly discouraged and may result in a failing grade posted to the student's transcript. The following drop codes will be put on the students transcript:

- **First two weeks of the semester:** No drop code is required, and the class is not listed on transcript.
- **Week three to the end of the semester:** A failing grade is given if the student wishes to drop the class and the current citizenship grade will be posted. Exceptions may be made for extenuating circumstances upon a counselor's and/or teacher's recommendation.
- **Students will not be allowed to change classes at the end of the 1st and 3rd quarters.**
- **Students dropping any class during a grading period must officially check out of the class. Documentation that the student has paid course/project fees and returned course materials is required. Return of the school iPad is required, cover and adaptor is required.**

Media Center:

The Media Center is open for student use at 7:30 a.m. on days school is in session. The Media Center will close at 2:30 p.m. on Mondays, 3:00 p.m. on Tuesdays, Wednesdays, and Thursdays and at 2:30 p.m. on Fridays.

Student Laptops:

Upon the acceptance of a school laptop, students agree to:

- Keep the laptop in my possession.
- Never loan the laptop to other individuals.
- Arrive at school with the laptop fully charged every day.
- Protect the laptop by keeping it in the district cover, or a district approved alternate cover.
- Not put stickers or tape on the laptop or cover.
- Only use my Apple ID on the laptop. **Do not allow friends to use your Apple ID.**
- Understand that the laptop is subject to inspection at any time and that it remains the property of North Sanpete School District (NSSD).
- Follow the North Sanpete School District Responsible Use Agreement.
- Use the district provided internet resources for educational purposes only.
- File a police report immediately if the laptop is stolen, and tell school administrators. I am responsible for damage caused by neglect or abuse.
- Inform my building technology specialist immediately upon damaging the laptop.
- Agree to return the laptop power cords, brick and cover in good working condition immediately upon request by the district.
- If I withdraw from school or are expelled, I will return the laptop to the school immediately.
- If damaged, lost, or not returned, I agree to pay the replacement cost of the laptop and accessory items.
- Understand that failure to return the device subjects me to civil liability and may result in a theft report being filed with the police.

Plagiarism:

If you use information that comes from anywhere other than your own mind, then you must cite your source. You must do this regardless of whether you quote, paraphrase or summarize. There are consequences if you attempt to use someone else's work as your own. Basically, you will not receive credit for the assignment, project or test. It is up to the teacher to determine whether you are allowed to complete the assignment again for partial credit in order to learn from your mistake and benefit from the learning experience. **It is best to do it right the first time. Cite and document your sources.**

Lockers:

Lockers, PE Lockers and Locker Rooms are NOT secure. Valuables, money, etc. should NOT be left in lockers or unattended in locker rooms. North Sanpete High School is NOT responsible for any lost or stolen items.

1. Lockers will be available to students if needed. Students may request a locker through the main office any time during the school year.
2. No student has the right to unauthorized entry of another student's locker.
3. Locker inspections will be conducted periodically by school administration.
4. Any interior damage, painting, or markings to lockers or other school property will be repaired at the expense of the student to whom the locker is assigned.
5. Students are advised not to give out locker combinations, even to friends who all too often tell others the combination.
6. Students should utilize the locker they are assigned unless a change is cleared with the Assistant Principal.
7. Students who have problems with their locker opening or closing should contact the front office so the problem can be corrected.
8. Lockers must be clean and all items removed no later than two days before school ends.

Cell Phones, Ear Phones, and Electronic Device Policy:

North Sanpete High School provides students with the technology that they need to learn and succeed. Data consistently shows that electronic devices are a distraction to learning and result in lower student achievement. There is no legal right for a student to be allowed to have an electronic device at school. Any student who chooses to bring an electronic device to school is subject to all school rules and expectations concerning that device. Cell phones, earphones (including air pods) and other personal electronic devices are prohibited from being used on school property during class time. This **includes when students go to the restroom**. Students may use their phones before and after school, during their assigned lunch, and passing times. Smart watches may be worn in class until they become a nuisance. When the teacher determines that a student's smart watch has become a nuisance it will be treated as a cell phone.

A student may have a device, but it cannot be seen or heard during class time. If it is seen or any type of notification is heard, the student will be sent to the front office to surrender the device

All students will be issued a school laptop. Personal laptops, notebooks or tablets are prohibited.

Electronic devices are prohibited from use in any bathroom or locker room. Violators of this are subject to school and/or criminal consequences.

The school and/or school employees are not responsible for any electronic device lost, stolen, or broken on school property.

Students with an Electronic Device

- 1st Offense: After voluntarily surrendering the device to the office, the student will pick up the device from the office at the end of the day.
- 2nd Offense: After voluntarily surrendering the device to the office a parent/guardian will have to pick the device up from the office at the end of the school day.
- 3rd Offense: After voluntarily surrendering the device to the office the parent will have to meet with an administrator to pick up the device from the office. Additional offenses will result in disciplinary action.

A student who does not voluntarily surrender their device will be subject to other disciplinary action.

"S" Awards:

A student may receive points towards an "S" Award by participating in extracurricular activities in the categories of **Leadership, Service, Athletics, Fine Arts, Vocational.**

Points may be earned during the 9th-12th grades **while attending** North Sanpete High School. In order to earn "S" points through participation, a student must first meet the eligibility requirements for that activity. Recipients of the "S" Award must be graduating seniors at North Sanpete High School during their senior year. **Fifteen Seniors** will receive an award. An "S" Award will be presented to retiring teachers.

“S” Award Categories & Points

Category I: Leadership
<p>Student Body Officers: (points) President 1-24, Vice-President 1-20, Secretary/Treasurer 1-20, Activity Agent 1-20</p> <p>Class Officers: (points) President 1-12, Vice-President 1-10, Secretary/Treasurer 1-10</p> <p>Band: Band Leadership Section Leaders 2, Drum Major 1-6, Asst. Drum Major 1-5, Color Guard Captain 1-5, Percussion Leader 1-5</p> <p>Cheer Officers: Squad Captain, Co-Captain, and Spirit Council 1-4 Additional</p> <p>Drill Team Officers: President 1-4, Other Officers 1-4</p> <p>Athletic Captain: 1-2 Additional</p>
Category II: Service
<p>NSH Clubs: (points) The following clubs are active at NSH, officers in each may receive service points, but such points may be given for only one officer per year.</p> <ul style="list-style-type: none"> • Snowriders, chess Club, Drama Council, French Club, Choir Presidency, Math Club, Science Club, Library Advisory Club, Hope Squad, Multicultural Club, National Honor Society, Art Club, FBLA, FFA, FCCLA, Upward Bound, Tabletop Gaming Club, Yearbook, Archery Club, Broadcasting Club, Dance Club, Frisbee Club, LIA, Mountain Biking Club, Engineering Club, Speech and Debate Club, Ping Pong Club, Spanish Club <p>President 1-12, Vice- President 1-10, Secretary/Treasurer 1-10, Additional Officers 1-3</p> <p>State & National Officers 1-8</p> <p>Enn Ess Aitch: (points) Editor-in-Chief 1-10, Editors 1-10, Staff 1-8, Photographers 1-5</p> <p>NS Times: (points) Editor 1-10, Section Editor 1-5, Business Editor 1-3, Artist 1-3</p> <p>Broadcasting: (points) 1-3</p> <p>Committees: (points)</p> <ul style="list-style-type: none"> • Junior Prom Decorating Committee 1-3 • Senior Ball Decorating Committee 1-2 <p>Band: (points) Pep Band 1-6, Marching Band/Color Guard 1-8, Jazz Band 1-4</p>
Category III: Athletics

Participation on the following athletic teams is predicated on eligibility through the entire season. The Maximum number of points that may be earned for participating-in athletics is 20 points, whether as a team or a manager. Captains may receive 1 to 2 additional points.

Basketball 1-8, Football 1-8, Volleyball 1-8, Wrestling 1-8, Cross Country 1-6, Baseball 1-6, Golf 1-6, Soccer 1-6, Swim 1-6, Tennis 1-6, Unified Track 1-3, Athletic Team Manager 1-5/Season

Cheerleader: (points) Points are predicated on eligibility and service throughout the entire service.

Cheerleader 1-16, Mascot 1-2

Drill Team: (points) Drill Team Member 1-16

Category IV: Fine Arts

Forensic: (points) For a participant in speech, debate or drama to earn 8 points in a given category, he or she must participate in region, and qualify for and participate in the state competition. The maximum number of points that may be earned in the area of Forensics is 18.

Drama 1-8, Speech (all categories) 1-8, Debate 1-8

Music: (points) The maximum number of points that may be earned per year in the area of music is 18.

All-State Band, Chorus or Orchestra 1-4, Concert Choir or School Honor Choir 1-4, Chorus or Band Contest 1-4, Soloist or Small Group Contest (Rating or I or II) 1-5

School Musical or Play: (points) No points for more than one area of participation in the musical may be received.

Principal/Lead 1-8, Supporting/Intermediate Role 1-5, Minor Role 1-3
Major/Accompanist 1-8, Orchestra & Pianists 1-4, Chorus 1-2, Other Participation 1-2

Audio Visual: (points) Technician 1-4, Assistant Technician 1-2

Category V: Vocational

FCCLA: (points) To qualify for points in the following areas, a participant must place in the area, state, region or national competition. The maximum number of points that may be earned per year in FCCLA is 18.

Area 1-4, State 1-6, National 1-6

Proficiency Awards: Area 1-4, State 1-6, National 1-6

Agriculture - FFA: (points) To qualify for points in the following areas, a participant must place in the area, state, region or national competition. The maximum number of points that may be earned per year in Agriculture is 18.

Judging Teams: Area 1-4, State 1-6, National 1-6

Proficiency Awards: Area 1-4, State 1-6, National 1-6

Oration, Public Speaking or Parliamentary Procedure: Area 1-4, State 1-6

FBLA: (points) To qualify for points in the following areas, a participant must place in the area, state, region or national competition. The maximum number of points that may be earned per year in FBLA is 18.

Area 1-4, State 1-6, National 1-6

Category VI: Special Recognition

Character Banners: (points) 2

Honor Roll: (points) 7 Semesters (3.7 cumulative GPA or higher) 1-20, 7 Semesters (3.5 thru 3.699 cumulative GPA) 1-15

Sterling Scholar: (points) Points may be given in one of the following three areas:

North Sanpete Sterling Scholar 1-5,

Area Runner-up 1-8,

Area Winner 1-10

Semester Awards: (points) Outstanding Students (Department) 1

Region Art Contest: (points) 1st Place 1-3, 2nd Place 1-2, 3rd Place 1

FFA, FBLA, or FCCLA Officer: (points) State 1-2, National 1-4

All Region Math & Science Contests: (points) A participant in Math & Science Contests must place to earn points. Contest Winner(s) 1-5

Royalties: (points) Dance King/Queen 1-2 Homecoming, Attendants 1, Preferred Man 1-2

Athletics: (points)

All-Region 1st place or team 1-3, All-Region 2nd place or team 1-2

All-State 1st place or team 1-5, All-State 2nd place or team 1-4

Academic All-Region 2

Academic All-State 5

Student Citizenship Honors: (points) Student of the Month 1

GENERAL SCHOOL FEE INFORMATION

Fees, Receipts, Textbooks, etc:

North Sanpete High School accepts no funds for any fee, charge or purchase without issuing a receipt. Only checks written to North Sanpete High School will be honored. **No post dated checks** will be accepted. School textbooks must last a minimum of five years. An average cost for each new textbook is \$75.00. Students will be charged full replacement costs for damaged and lost textbooks or laptops.

Fees, Receipts and Refunds:

Students are expected to pay all fees before the start of each school year or upon enrollment. If a student checks out of school prior to the last day of school refunds will be prorated per quarter. This means that once a semester starts, fees for that semester are non-refundable. iPad and student activity fees are non-refundable. Pay-to-participate fees will not be refunded after the 1st competition.

School Fees Notice, Fee Waivers, Fee Schedule:

Parents and students can visit the school website for School Fee Notice, Fee Waiver Information, and Approved Fee Schedule:

<https://www.nsh.nsanpete.org/>

ACADEMIC STANDARDS & ELIGIBILITY REQUIREMENTS

Standards for Activity Participation:

Academic standards for eligibility to participate in co-curricular and extracurricular activities follow the Utah High School Activities Association by-laws and interpretations as printed in the handbook and additional standards as established by North Sanpete High School. Meeting academic requirements for high school graduation is the primary purpose of attending high school. Participation in co-curricular and extracurricular activities is an important aspect of the high school experience, but is secondary to successful academic preparation. It is a privilege to represent North Sanpete High School as a participant on athletic teams and in school-sponsored activities. These experiences serve as a unifying force for the student body, the faculty, and the entire community, along with providing realistic opportunities to promote the physical, mental, moral, social, and emotional well being of all students. With this privilege comes responsibilities that include the following expectations: adherence to all rules of the UHSAA, sport, club, or organization, and to school and board policy; cooperation and sportsmanship among all individuals involved; respect for officials and authority; an obligation to give one's best effort in the pursuit of individual, team, club or organization goals.

Academic eligibility standards and guidelines:

1. Students must have a full-time schedule (6 quarter-credit classes or the equivalent of 1.5 credits per grading period). Only 2 online classes of the required 6 classes will be counted for eligibility purposes. Work-Based Learning, not to exceed 2 class periods, counts toward full-time status. Release time and/or home release does not count toward full-time status. Seniors on track for graduation may reduce their schedule based on needed classes to graduate, but must have a minimum of 2 in-person, GPA calculating classes at the high school.
2. Students must maintain a 2.0 grade point average with no more than one failing grade in the preceding grading period. Grade markings which indicate "not passing" are F, I, NC, or NG.
3. Eligibility will be established within three days following the last day of each grading period.
4. Grade changes after the final posting date cannot restore lost eligibility, except for a documented clerical error.
5. A student ineligible at the end of a grading period will remain ineligible until eligibility is reestablished at the end of the next grading period.
6. Grade deficiencies in the final grading period of the school year may be made up prior to the first term of the succeeding school year. Deficiencies must be made up in the same subject area and must come from a summer program approved by the district.
7. Eligibility requirements will not apply to ninth-grade students until the end of the first grading period and all subsequent grading periods thereafter.

In addition to the academic eligibility requirements, students who represent North Sanpete High in any performance or competition will maintain the following standards:

1. Abstinence from alcohol, tobacco, illegal drugs and criminal activity.
2. Maintain an attitude of good sportsmanship.
3. Maintain regular school attendance with no truancy or excessive tardiness.
 - a. It is the responsibility of the activities coach or director and athletic director to determine attendance eligibility. A student must be in attendance in all classes on the day of competition or activity. Students may be pre-excused to miss classes for extenuating circumstances or doctors visits if pre-cleared by the administration (Principal, Assistant Principal, Athletic Director or Attendance Officer). ***These must be cleared before the student misses.*** A student is considered absent if they are more than ten minutes late for any class.
4. Administration holds the right to excuse individuals from any event who choose to act in a disrespectful or unsportsman-like manner.
5. Students holding leadership positions who violate the above code of conduct will be subject to the consequences as outlined in the NSHS Constitution.
6. Failure to meet expectations may result in disciplinary action and forfeiture of rights to participate in school-sponsored activities.
7. Students who are suspended from school for violation of school rules are ineligible to practice or participate until readmitted to school.
8. Administration may limit participation of students in any school-sponsored activity for violation of UHSAA, board, school, and/or program code of conduct policies.

Parents and community members will be expected to follow the NSHS and UHSAA Code of Conduct. Administrators will uphold the UHSAA Fan/Spectator policies as it pertains to unsportsmanlike conduct. We strongly encourage all parents and students to schedule a time to meet with coaches, advisors and administration when issues or concerns arise. Social Media should not be used as a venue to complain or criticize.

North Sanpete Athletic Grievance Policy may be accessed at

<http://www.nsh.nsanpete.org>

Standards for Officers (Class or Student Body) and Royalties:

Any students who desire to run for any elected office or royalty must qualify according to the following standards:

1. The Studentbody President, Studentbody Vice-President, Studentbody Secretary, and Studentbody Activity Agent shall be selected from the incoming senior class.
2. All nominees for student body officers will be approved by the faculty.
3. Any nominee for student body or class officers must have at least a 3.0 cumulative GPA.
4. No student shall hold more than one responsible position in school. Responsible positions include: Student Body President, Vice-President, Secretary/Treasurer, Activity Agent, Yearbook Editor, Newspaper Editor, Presidents of co-curricular clubs and organizations, and Class Officers.
5. Any nominee for royalty must have at least a 2.0 cumulative GPA.
6. Adhere to the policies of NSHS and North Sanpete School District.

Standards for Sterling Scholars:

Juniors with a cumulative GPA of a 3.5 or higher may apply to represent our school as Sterling Scholar in one of the fifteen areas of excellence; English, Math, Art, Foreign Language, Science, Computer Technology, Drama and Speech, Social Science, Dance, Trade and Technical Education, Family and Consumer Science, Music, Business and Marketing Technology, Agricultural Science, and General Scholarship. School and region Sterling Scholars will be selected on the basis of academic achievements, service to the school and community, and citizenship throughout their high school years. School winners will present a portfolio and will be interviewed as part of their competition. Scholarships to most Utah colleges and universities may be available to school winners and participants. (See Sterling Scholar Advisor for eligibility requirements).

Standards for Junior Prom:

The Junior Prom is intended to be a formal social/dance experience of high school students who meet the academic and behavior criteria set by the school. The Prom is an optional activity sponsored by the school and district. Students desiring to participate in the Promenade and be announced must complete the application process and have earned 14 credits by the end of the 2nd quarter of the 11th grade. The application process is a written commitment from the student and the parents that they will adhere to the obligations and expectations of the school and Prom Committee. Students participating are required to pay \$5.00 at the time of application. This payment is for their dance ticket for both evenings of the Prom. The ticket price for spectators is \$5.00. It is suggested that babies and young children not attend, as seating is limited, and intended for parents and grandparents.

SCHOOL SAFETY

As a school and community, there are many things that bind us together - one being our collective effort in keeping our students and schools safe. To ensure student safety and assist schools in developing comprehensive standard emergency response plans to address, respond, and recover from emergencies, NSSD has adopted the Standard Response Protocol (SRP).

North Sanpete High School will train students, faculty, and staff on Standard Response Protocol and will participate in safety drills throughout the school year.

Standard Response Protocol (SRP)

The Standard Response Protocol was developed by the **I Love U Guys Foundations**. The protocols are used in over 30,000 schools and municipalities nationwide. They were created through research-based best practices of school administrators, psychologists, public safety experts, families, and first responders. The Standard Response Protocol creates common and consistent language among educators, communities, and first responding agencies.

Depending on the circumstances, a protocol may be implemented without any school functions being disrupted, while others may necessitate changes in dismissal times and might involve local emergency services. We are prepared to care for children in all of these situations. When we work together, we are all safer.

SRP Actions

HOLD is initiated when there is a safety concern in the hallways of the building. A **HOLD** is used when it is necessary to restrict movement within the school of the building. Examples that may prompt a **HOLD** being called include a medical emergency or a physical altercation occurring in the hallway.

SECURE is initiated when there is a threat OUTSIDE the building. **SECURE** is often implemented due to emergency situations that take place in the neighborhood close to the school. Examples that may prompt a **SECURE** being called include a bank robbery near a school, police activity, or a dangerous animal in the area.

LOCKDOWN is used when there is an active threat or dangerous incident on the campus. Students and staff must find immediate shelter inside the nearest classroom as quickly as possible. Lock the door and turn out the lights. Stay out of the line of sight, and gather in a space so someone in the hallway couldn't see you when looking through the doorway. Huddle behind large items for extra protection, and consider barricading the doorway if it can be done quickly. Be very quiet. Be prepared to move quickly. Don't open the door for anyone - stay until law enforcement comes to your classroom and leads you to safety.

EVACUATE is used to get students and staff out of the building by a route designed to avoid contact with a potential threat, such as a suspicious package, a threatening person in a specific confined area, a bomb threat, or a hazardous material spill. **EVACUATE** protects staff and students from a threat where the exact location in the building is known.

SHELTER is issued for severe weather or hazardous material incidents. A **SHELTER** directive is used to relocate students to a safe area away from a potential weather- or HAZMAT-related danger.

IN AN EMERGENCY TAKE ACTION



HOLD! In your room or area. Clear the halls.

STUDENTS

Clear the hallways and remain in room or area until the "All Clear" is announced
Do business as usual

ADULTS

Close and lock the door
Account for students and adults
Do business as usual



SECURE! Get inside. Lock outside doors.

STUDENTS

Return to inside of building
Do business as usual

ADULTS

Bring everyone indoors
Lock outside doors
Increase situational awareness
Account for students and adults
Do business as usual



LOCKDOWN! Locks, lights, out of sight.

STUDENTS

Move away from sight
Maintain silence
Do not open the door

ADULTS

Recover students from hallway if possible
Lock the classroom door
Turn out the lights
Move away from sight
Maintain silence
Do not open the door
Prepare to evade or defend



EVACUATE! (A location may be specified)

STUDENTS

Leave stuff behind if required to
If possible, bring your phone
Follow instructions

ADULTS

Lead students to Evacuation location
Account for students and adults
Notify if missing, extra or injured students or adults



SHELTER! Hazard and safety strategy.

STUDENTS

Use appropriate safety strategy for the hazard

Hazard

Tornado
Hazmat
Earthquake
Tsunami

Safety Strategy

Evacuate to shelter area
Seal the room
Drop, cover and hold
Get to high ground

ADULTS

Lead safety strategy
Account for students and adults
Notify if missing, extra or injured students or adults

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Parent Guidance for School Initiated Safety Protocol

Please review your contact preferences in PowerSchool to make sure your contact information is accurate and that you have selected to receive text and email messages from NSSD.

1. Parents will usually receive text and email messages from the district when these protocols are implemented.
2. Monitor the NSSD website for updates and instructions. In an effort to reduce confusion and the spread of misinformation, NSSD will usually post information and updates on the website once we know the information is accurate. It is likely that information and misinformation will be on social media and reported through mainstream media before you receive communication from NSSD. Our first priority is to make sure students and staff are safe and that their needs are being met. Then, once we have accurate information, we will share it with parents. Sometimes this takes a little time; please be patient.
3. Please don't call the school during an emergency - staff members are focused on student safety.
4. Please don't call your child at school during an emergency. Students' attention should be focused on their teacher's instructions and what's being asked of them at that moment.
5. Don't drive to the school during an emergency - the streets need to be open for response personnel to safely arrive.
6. NSSD will always give you instructions when dismissal times and/or procedures are affected by security protocols. Because each situation is different, sometimes these alternate dismissal plans take a bit of time to finalize; please be patient.
7. NSSD staff will always stay with students until parents can pick them up. Rest easy knowing your child is safe until you get there.

SAFE SCHOOL POLICY & STUDENT CONDUCT

A copy of the Safe Schools Policy in its entirety and other school policies are available at the district office, in the principal's office, and online at www.nsanpete.org.

The North Sanpete High School is committed to provide a learning environment that is safe, positive, and free of disruption created by students. Every student is expected to follow accepted rules of conduct, show respect for other people and property, and obey persons in authority. Students who violate these rules are subject to suspension and parent conference for readmission to school.

In accordance with North Sanpete School District's Safe School and Student Discipline Policy (Policy # V-3), the following student conduct is prohibited and may warrant suspension:

1. Frequent or flagrant willful disobedience or defiance of proper authority;
2. Disruptive behavior, including the use of foul, profane, vulgar, or abusive language;
3. Willful destruction, defacing, or damaging of school property;
4. Behavior which poses an immediate, significant threat or imminent danger to the safety of other students or school personnel or to the operation of the school;
5. Bullying, hazing, cyber bullying, retaliation, and making false allegations of bullying, bullying or retaliation, as those terms are defined in Policy V-48. (See District Policy V-48, "Prohibition of Bullying, Hazing, and Retaliation") ;
6. Engaging in, assisting, permitting, or otherwise being involved in hazing, as provided by Policy V-48. (See District Policy V-48, "Bullying, Hazing and Retaliation");
7. Sexual harassment of another student or school personnel (See District Policy V-4 "Sexual Harassment")
8. Possession, control or use of an alcoholic beverage on school property or at school sponsored activities. (See District Policy V-35, "Substance Abuse");
9. Possession, control or use of an alcoholic beverage on school property or at school sponsored activities. (See District Policy V-35, "Substance Abuse");
9. Selling, giving, delivering, transferring, possessing, controlling, or distributing alcoholic beverage on or in proximity to school property or in conjunction with any school-sponsored activity;
10. Selling, giving, delivering, transferring, possessing, controlling, or distributing tobacco products or vaping related materials on school property or at any school sponsored activity. (See District Policy V-40, "Comprehensive Tobacco Prevention.");
11. Being under the influence of a drug or an alcoholic beverage or controlled substance on school property or at any school- sponsored event;
12. Displaying, distributing, inducing, viewing, dealing, and/or possessing on school property (lockers, locker rooms, restrooms, buses, field trips, or any school-sponsored trip or activity) pornographic or indecent materials as defined in Utah Code 76-10- 1201 and 1203. a. Materials include books, pictures, magazines, videos, CDs, cell phone, tablets, laptops, computers, other electronic devices. b. Pornographic or indecent materials includes "sexting," defined as images sent or received electronically of individuals who are nude, semi-nude, or that meet the definitions of Utah law cited above;
13. Engaging in public displays of affection that offend a reasonably objective observer;
14. Engaging in lewd conduct, including disrobing wholly or partially in a public place;

15. Violations of the District dress code (See District Policy V-6 "Dress and Grooming Code");
16. Creating threatening or disruptive web pages which pose a threat to school staff or fellow students and/or cause a material and substantial disruption of the educational process;
17. Illegally possessing, distributing, abusing and/or selling prescription or nonprescription drugs;
18. Any use of an electronic communication device or camera to record sounds or images or otherwise capture material in an unauthorized setting or at an unauthorized time;
19. The use of any interfering device or any electronic communication device or camera to threaten, intimidate or embarrass another or to capture and transmit test information or any other information in a manner constituting fraud, theft or academic dishonesty (See V-46 "Interfering Devices and Electronic Communication Device Policy.");
20. Truancy;
21. Making a false report of bullying, cyber-bullying, hazing, abusive conduct or retaliation;
22. Participating in any other activity which violates applicable school rules or federal, state or local law or ordinance, or disrupts the educational process, or disrupts normal school proceedings through threats or participation in any planned conspiracy related to the foregoing.

Safe School violations that require a referral to District Committee for consideration of suspension, change of placement or expulsion:

1. The sale, control, delivery, transfer or distribution of a drug or controlled substance, as defined in Utah Code §58-37-2, an imitation controlled substance, as defined in Utah Code §58-37 or drug paraphernalia as defined in Utah Code §58-37-2 2.
2. The commission of an act involving the use of force or the threatened use of force which, if committed by an adult, would be a felony or class A misdemeanor, see Utah Code §53G-8-205(2); §76-5-102; and §76-5-102(3).
3. Possession, control, or actual or threatened use of a real weapon, explosive or flammable device or material; or the actual or threatened use of a look-alike or pretend weapon with intent to intimidate another person or to disrupt normal school activities.

Discipline for Students with Disabilities:

Students who are receiving services under IDEA, § 504 (of the Vocational Rehabilitation Act of 1973), or the Americans with Disabilities Act (ADA) shall be disciplined consistent with federal law(s), Utah State Board of Education Special Education Rules (R277-750) and North Sanpete School District Special Education Policies.

Drugs and Alcohol:

Students develop best academically, emotionally, socially, and physically when their bodies and minds are free of harmful substances. Utah Criminal Code Sec. 32-7-16-4 makes it unlawful for any person under 21 years of age to purchase, consume or possess any alcoholic beverage. Utah Criminal Code Sec. 58-37-4 makes it a serious violation to use, possess or distribute any controlled substance. Marijuana, prescription drugs, and certain other known hallucinogens, among other things, are controlled substances. Prescription drugs that are not prescribed to the person taking them are prohibited by state law and this policy.

Violations relating to drugs and alcohol will be reported to the appropriate court or law enforcement agency.

VIOLATION - USE OR POSSESSION

If a student is in possession of a controlled substance or alcohol, or is under the influence of such substance, the designated educator of the school will initiate the following

A. First Offense

1. Immediately notify parents.
2. Immediately report to law enforcement..
3. Students may be suspended up to three (3) days.
4. A conference with the student, parent/guardian, and administration will be required prior to the student returning to school. A non-use contract will be completed.
5. The student may remain in school until parents have been notified or until parents are able to pick up the student from school if the student is under the influence. If a student is under the influence of a controlled substance or alcohol a parent/guardian will be required to pick up their student from school.
6. The student will be required to complete an online substance abuse course.
7. The student will not be eligible for participation in or attendance at any extra-curricular activity for the next five (5) school days.
8. Referral to Student Support Team for support services and substance abuse resources.

B. Second Offense

1. Immediately notify parents.
2. Immediately report to law enforcement.
3. Students may be suspended up to five (5) days.
4. A conference with the student, parent/guardian, and administration will be required prior to the student returning to school. A non-use contract will be reviewed and signed.
5. The student may remain in school until parents have been notified or until parents are able to pick up the student from school if the student is under the influence. If a student is under the influence of a controlled substance or alcohol, a parent/guardian will be required to pick up their student from school.
6. The student will be required to complete an online substance abuse course.
7. The student will not be eligible for participation in or attendance at any extra-curricular activity for the next 5 school days.
8. Referral to Student Support Team for support services and substance abuse resources with a possible referral to JJS.

C. Subsequent Offense

1. Immediately notify the parents.
2. Immediately report to law enforcement.
3. Refer incident to District Committee with recommendation to suspend student for ten (10) days or more.
4. The student will not be allowed to attend school or participate in any school activities until cleared by the District Committee to return to school. The student may not be on school grounds or on any other district property while suspended from school.

VIOLATION-DISTRIBUTION OR SALE OF A CONTROLLED SUBSTANCE

A. Any Offense

1. Immediately notify the parents.
2. Immediately report to law enforcement.
3. Refer incident to District Committee with recommendation to suspend student for 10 days or more.
4. The student will not be allowed to attend school or participate in any school activities until cleared by the District Committee to return to school. The student may not be on school grounds or on any other district property while suspended from school.

Tobacco:

The North Sanpete School District shall be in compliance with Utah Code 76-10-104, 76-10- 105, 63I-1-253 and the Utah Clean Air Act. The District prohibits the use, possession, and sale of tobacco, tobacco paraphernalia, cigars, electronic cigarettes, or tobacco in any form as well as the distribution of tobacco on school property, which includes the 1000 feet surrounding school property, in school vehicles and at school-sponsored events, at all times by all persons.

1. For each incident:
 - a. Confiscate material and secure as directed by local law enforcement.
 - b. Notify parent/guardian of mandated conference with principal/student/parent as soon as possible.
 - c. Refer to school counselor, nurse, prevention specialist, or resource officer for follow-up support, assessment and tobacco prevention education and or cessation program.
 - d. Students in violation of the policy may be suspended up to three (3) days.
 - e. Refer to the restorative program as designated by administration.
2. On the fourth such incident, in addition to those steps outlined in procedure # 1 above, the student may be referred to law enforcement and a parent/guardian will be required to meet with a hearing committee to decide the question of appropriate school placement. The hearing committee will consist of a counselor, a school administrator, and a district administrator. The student's case will be presented to the committee. After the hearing, the committee will make suggestions within 48 hours as to possible consequences, including alternative placements or school dismissal.
3. Any student in violation of this policy must further comply with the penalties and guidelines of the student organization to which they belong as stated in the most current handbook.
4. Students who volunteer for a tobacco cessation program will:
 - a. Be provided tobacco prevention/control related education materials.
 - b. Be provided support through the guidance counselor, referred to tobacco cessation opportunities, a substance abuse counselor, or a person trained in tobacco prevention and control.

Fighting & Assault:

Students involved in fights at North Sanpete High will be suspended for up to three (3) school days. If the alleged offense is a class B misdemeanor or a class A misdemeanor, the minor may be referred directly to the juvenile court by the school administrator, the school administrator's designee, or a school resource officer, or the minor may be referred to the evidence-based alternative interventions. Further violations of this policy may result in court referral and/or suspension from North Sanpete High. Readmittance will be made only after a hearing is held with legal guardians and a plan for appropriate conduct is agreed upon.

While students are in the hall they are under the supervision of all teachers and staff members and should respond to any teacher's or staff member's request to be orderly.

Bullying, Cyberbullying, Hazing, and Retaliation:**NSSD BOARD POLICY****V-48: Prohibition of Bullying, Hazing, and Retaliation**

- A. North Sanpete School District prohibits bullying of students or employees by other students or employees at school/work, while on school or District property, at school/work-related activities and events, on a school bus, at a school bus stop, or while the student or employee is traveling to or from a school/work-related activity or event. The District encourages all victims of bullying, and all persons with knowledge of bullying, to report the incident(s) immediately.
- B. North Sanpete School district prohibits cyber-bullying wherever it occurs when the conduct creates a substantial and material disruption, or it is reasonably foreseeable that the conduct will create a substantial and material disruption, at school.
- C. North Sanpete School District prohibits the hazing of students or employees by other students or employees at any time or in any location. The District encourages all victims of hazing, and all persons with knowledge of hazing, to report the incident(s) immediately.
- D. No student or employee may engage in retaliation against a student, employee, investigator, or a witness of an alleged incident of bullying, hazing, or retaliation. The District encourages all victims of retaliation, and all persons with knowledge of retaliation, to report the incident(s) immediately.
- E. No student or employee may make a false allegation of bullying, hazing, or retaliation against a student or employee.

Purpose and Philosophy

- A. The Board of Education is committed to provide all students and District employees with a safe and secure learning and working environment. Bullying, hazing, and retaliation for reporting incidents of bullying or hazing reduce a student's ability to achieve academically and reduces an employee's ability to perform his job responsibilities. In addition, bullying, hazing,

retaliation can directly affect a student's or an employee's health and well-being, and may contribute to excessive absences, physical illness, mental and emotional anguish, and long-term social and psychological consequences. The Board encourages educators and employees to develop procedures to stop and prevent bullying, hazing, and retaliation and procedures for reporting incidents of bullying or hazing in North Sanpete School District.

Definition

- A. "Abusive conduct" means verbal, nonverbal, or physical conduct of a parent or student directed toward a school employee that, based on its severity, nature, and frequency of occurrence, a reasonable person would determine is intended to cause intimidation, humiliation, or unwarranted distress.
A single act does not constitute abusive conduct (See Policy IV-83 for Grievances Regarding Abusive Conduct).
- B. "Bullying" means a school employee or student intentionally committing a written, verbal, or physical act against a school employee or student that a reasonable person under the circumstances should know or reasonably foresee will have the effect of:
1. Causing physical or emotional harm to the school employee or student;
 2. Causing damage to the school employee's or student's property;
 3. Placing the school employee or student in reasonable fear of
 - a. harm to the school employee's or student's physical or emotional well-being; or
 - b. damage to the school employee's or student's property;
 4. Creating a hostile, threatening, humiliating, or abusive educational environment due to
 - a. the pervasiveness, persistence, or severity of the actions; or
 - b. a power differential between the bully and the target; or
 5. Substantially interfering with a student having a safe school environment that is necessary to facilitate educational performance, opportunities, or benefits.
 6. Bullying includes relational aggression or indirect, covert, or social aggression, including rumor spreading, intimidating, enlisting a friend to assault a child, and social isolation.
- C. "Communication" means the conveyance of a message, whether verbal, written, or electronic.
- D. "Cyber-bullying" means using the Internet, a cell phone, or another device to send or post text, video, or an image with the intent or knowledge, or with reckless disregard, that the text, video, or image will hurt, embarrass, or threaten an individual, regardless of whether the individual directed, consented to, or acquiesced in the conduct, or voluntarily accessed the electronic communication.
- E. "Hazing" means:
1. a school employee or student intentionally, knowingly, or recklessly committing an act or causing another individual to commit an act toward a school employee or student that:
 - a. endangers the mental or physical health or safety of a school employee or student;

- b. involves any brutality of a physical nature, including whipping, beating, branding, calisthenics, bruising, electric shocking, placing of a harmful substance on the body, or exposure to the elements;
 - c. involves consumption of any food, alcoholic product, drug, or other substance or other physical activity that endangers the mental or physical health and safety of a school employee or student;
 - d. or involves any activity that would subject a school employee or student to extreme mental stress, such as sleep deprivation, extended isolation from social contact, or conduct that subjects a school employee or student to extreme embarrassment, shame, or humiliation; and
 - e. is committed for the purpose of initiation into, admission into, affiliation with, holding office in, or as a condition for membership in a school or school sponsored team, organization, program, club, or event; or
 - f. is directed toward a school employee or student whom the individual who commits the act knows, at the time the act is committed, is a member of, or candidate for membership in, a school or school sponsored team, organization, program, club, or event in which the individual who commits the act also participates.
2. The conduct described in Subsection (E)(1) constitutes hazing, regardless of whether the school employee or student against whom the conduct is committed directed, consented to, or acquiesced in, the conduct.
- F. "Making false report" means intentionally making a report of bullying, cyberbullying or hazing that the complainant knows is false.
- G. "Retaliate" means an act or communication intended as retribution against a person for reporting bullying or hazing; or to improperly influence the investigation of, or the response to, a report of bullying or hazing.
- H. "School employee" means an individual working in the individual's official capacity as:
- 1. A school teacher;
 - 2. A school staff member;
 - 3. A school administrator; or
 - 4. Any individual who is employed, directly or indirectly, by a school, school board, or school district; and who works on a school campus.

Civil Rights

- A. In addition to a violation of this policy, North Sanpete School District will investigate for civil rights violation if the bullying, cyber-bullying, hazing and retaliation is based upon the students' or employees' identification as part of any group protected from discrimination under the following federal laws:
- 1. Title VI of the Civil Rights Act of 1964, including discrimination on the basis of race, color, or national origin;

2. Title IX of the Education Amendments of 1972, including discrimination on the basis of sex; or
 3. Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disability Act of 1990, including discrimination on the basis of disability.
- B. A civil rights investigation will be pursued if the bullying, cyber-bullying, hazing, and retaliation is based on the student's or employee's actual or perceived characteristics, including race, color, national origin, sex, disability, religion, gender identity, sexual orientation, or other physical or mental attributed or conformance or failure to conform with stereotypes.
- C. Employees will be trained on recognizing civil rights violations.

Complaints

- A. A student victim of bullying, hazing, or retaliation should inform his/her teacher or any of his/her school administrators.
- B. An employee victim of bullying, hazing, or retaliation should inform his/her supervisor.
- C. An employee victim of abusive conduct is directed to follow the grievance procedures set forth in North Sanpete Policy IV-83, "Grievances Regarding Abusive Conduct."
- D. A parent, teacher, or any other individual who is aware of bullying, hazing, or retaliation at school should inform school administration.
- E. A school teacher or administrator to whom a complaint is made shall, as soon as is reasonably possible after receiving the complaint, report it to the principal or his/her designee.
- F. If a victim of bullying, hazing, or retaliation so chooses, he/she may be allowed to report such incident(s) anonymously, however an anonymous report may limit the investigation North Sanpete District can conduct and will not result in formal disciplinary action.

Investigation

- A. The District will provide training for principals/supervisors or their designees responsible for investigating allegations of incidents of bullying, cyber-bullying, hazing, and retaliation.
- B. The principal/supervisor, or his/her designee, to whom a complaint of bullying, hazing, or retaliation is reported shall promptly investigate the complaint by interviewing at least the victim and the individual who is alleged to have engaged in the prohibited conduct.
- C. The principal/supervisor or his/her designee may also interview parents of either the victim or the individual alleged to have engaged in the prohibited conduct; any witnesses; school staff; and other individuals who may provide additional information.
- D. Interviewees shall be informed that to the extent allowed by law, the interview will be kept confidential and that further reports of bullying will become part of the investigation.
- E. The investigation may include a review of disciplinary reports of involved students and, subject to compliance with the Fourth Amendment, a review of physical evidence, including video or audio, notes, email, text messages, social media or graffiti.

- F. In the event the principal/supervisor or designee finds that bullying, harassment, or retaliation has occurred, he/she shall take prompt, appropriate action to end the bullying, cyber-bullying, hazing, or retaliation and address its effects on the victim. The principal/supervisor may take positive restorative justice action, including, if appropriate, positive restorative justice practices.
- G. The principal/supervisor or designee may refer the victim of bullying, hazing, or retaliation to the school counselor as applicable and may offer support through trauma-informed practices.
- H. All acts of bullying, hazing, or retaliation that constitute criminal activity will be promptly reported to law enforcement.

Discipline

A. Student Discipline

- 1. Any student who engages in bullying, cyber-bullying, hazing, or retaliation, as described herein, is in violation of this policy and shall be subject to disciplinary action in accordance with North Sanpete School District's Safe School Policy V-3.
- 2. Consequences should be firm and fair and correspond to the severity of the infraction. A continuum of consequences should be utilized, which may include positive restorative justice practice action. An alleged victim is not required to participate in a restorative justice practice with an individual alleged to have engaged in prohibited conduct. If an administrator would like the alleged victim to participate in restorative justice practice, the administrator must get signed parental consent.
- 3. Disciplinary action will follow the District's Safe School Policy V-3, and may include, but is not limited to, suspension; expulsion; exclusion or loss of extracurricular activities; dissolution of a team, organization, or other group; probation; alternative educational placement; and/or a referral to law enforcement authorities.
- 4. In imposing such discipline, all facts and circumstances of the incident(s) shall be taken into account.
- 5. Formal disciplinary action may not be based solely on an anonymous report of bullying, cyber-bullying, hazing or retaliation.
- 6. Disciplinary due process procedures shall be followed as set forth in North Sanpete School District Policy(s) V-2-Student, Discipline, V-3--Safe Schools.

B. Employee Discipline

- 1. Any employee who engages in bullying, cyber-bullying, hazing, or retaliation, as described herein, is in violation of this policy and shall be subject to disciplinary action, up to and including employment termination.
- 2. Consequences should be firm and fair and correspond to the severity of the infraction.
- 3. Professionally licensed employees may be referred to the Utah Professional Practices Advisory Commission (UPPAC), along with any and all evidence, for investigation and possible disciplinary action against professional licensing.
- 4. Illegal acts will also result in referral to law enforcement authorities.
- 5. Due process procedures shall be followed prior to imposing disciplinary action.

Parent Notification

- A. The principal will notify a parent of an incident of bullying, cyber-bullying, hazing, or retaliation involving the parents' student as a victim of an individual who is alleged to have engaged in prohibited conduct.
- B. This notification shall be provided in a timely manner through a phone call and will be documented and maintained by the school in PowerSchool.

Education and Training

- A. North Sanpete School District recognizes the importance of educating its employees and students regarding the prevention of bullying. To this end, the District will provide that students, school employees, coaches, and volunteers receive training on bullying, cyber-bullying, hazing and retaliation from individuals qualified to provide such training.
- B. The training shall include information on various types of aggression and bullying, including:
 - 1. Overt aggression that may include physical fighting such as punching, shoving, kicking, and verbal threatening behavior, such as name calling, or both physical and verbal aggression or threatening behavior;
 - 2. Relational aggression or indirect, covert, or social aggression, including rumor spreading, intimidating, enlisting a friend to assault a child, and social isolation;
 - 3. Sexual aggression or acts of a sexual nature or with sexual overtones;
 - 4. Cyber-bullying, including the use of email, web pages, text messaging, instant messages, social media, three-way calling or messaging or any other electronic means for aggression inside or outside of school;
 - 5. Bullying, cyber-bullying, hazing and retaliation that may be civil rights violations.
- C. The training will include information about when violations of this policy may lead to student or employee discipline.
- D. New school employees, coaches, and volunteers will receive this training prior to working.
- E. All school employees, coaches, and volunteers will receive this training once every three years.

Dissemination of Policy

- A. This policy may be posted on the District's Web site and published in student registration materials, student and employee handbooks, parent information guides, and other appropriate school publications as directed by the District.
- B. Each school employee, student 8 years or older, and parents must acknowledge through signature receipt of this policy.

First Amendment

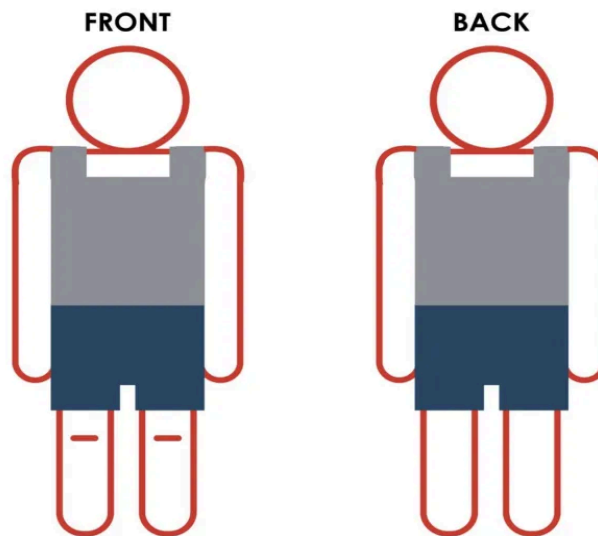
- A. Nothing contained in this policy is intended to infringe upon the right of a student or employee to exercise their First Amendment right of free speech.

Dress Code Policy

The following criteria established by students and parents working together have been set forth as guidelines for dress and grooming.

Guidelines:

1. Immodest dress such as exposed underwear, tank tops, unbuttoned shirts and/or blouses and clothing worn so tight or so loose as to be revealing is not permissible.
2. Clothing which leaves the midriff exposed when arms are lifted to shoulder level while sitting or standing is prohibited.
3. Sheer clothing is permissible only if the clothing underneath meets dress code standards.
4. Sleeves will be worn with shoulders covered with a wide strap (See figure below).
5. Clothing with inappropriate printing such as, but not limited to, anything that shows disrespect to the educational process by advertising sex, drugs, alcohol, tobacco, illegal activities, racial statements, profane language, vulgarity, graphics depicting violence, statements disrupting the school environment, nude or lewd content and sexual innuendo is prohibited.
6. Dresses, shorts, split skirts and other short-like fashions should be long enough to cover to mid thigh. Holes in bottoms that expose skin above mid thigh must be covered.
7. Appropriate undergarments are to be worn by girls and boys.
8. Shoes and/or sandals are to be worn at all times to ensure personal safety and hygiene.
9. Pajamas are not permissible.
10. Hair must be kept clean, well-groomed and of a natural color (when representing the school or district including, but not limited to, performances, competitions, club activities).
11. Students should come to school clean and well groomed.
12. Jewelry, accessories and tattoos which are so conspicuous or extreme to interfere with learning at school or pose a health or safety issue to the student, shall not be allowed. Facial piercing can be no more than a single stud with no more than a 1/8th inch diameter on the ends.
13. Hats and other head coverings may not be worn by students in elementary and middle schools except as part of an approved school activity or event, for medical reasons, or as an exercise of a sincerely held religious belief. Students in grades 9-12 schools may wear hats and other head coverings. Notwithstanding the foregoing, hats and head coverings may not be worn in either elementary or secondary schools if doing so disrupts the educational environment, poses a danger to self or others, or limits the ability of others to identify the student.
14. Wearing, possessing, using, distributing, displaying, or selling any clothing, or hats displaying graphics depicting violence, statements disrupting the school environment gang names, initials or nicknames, jewelry, emblem badge, symbol, sign colored rags or handkerchiefs, or other things which evidence membership in a gang is prohibited (see district policy V-3, section III, item 1).



Dress Code Violations:

- **1st Offense:** Student will be asked to change into appropriate attire.
- **2nd Offense:** A letter of discipline will be given to the student indicating that the student will be suspended from school or assigned community service if there is another violation of the school dress code. The student will be asked to have a parent/guardian sign the letter and then return the letter to the office so it can be placed in the student's file.
- **3rd Offense/4th Offense:** The student will be suspended from school for two days for insubordination or assigned community service. A parent/guardian conference will be requested in order for the student to return to school.
- **4th Offense:** **Suspension from school/assigned community service until a meeting is held with the student, a parent/guardian, and the district superintendent.**

Public Displays of Affection:

Respect for others includes being considerate of the embarrassment caused by excessive display of affection in public areas. Students are expected to recognize that displays of affection may be considered excessive on the school grounds both during regular school hours and during extracurricular activities. This refers to contact between students beyond the simple holding of hands and conversation. Kissing and embracing are embarrassing to others and are not allowed.

Assemblies:

Student conduct at assemblies must conform to the following guidelines: Arrive at the auditorium on time. At the five minute bell, doors will be closed. All students in assemblies must be in a seat. Students will not be permitted to stand or sit in the aisles. Candy, food, and drinks are not permitted in the auditorium. Students are expected to demonstrate the utmost respect for those performing by refraining from outcries, clapping in unison, or any attention-getting action. Students must refrain from talking, texting, or using cell phones or iPads during performances. It is extremely rude to not pay attention or listen when someone is performing regardless of the quality of the performance. Faculty members may at any time ask students to leave the auditorium when they feel that a student is not conforming to proper conduct. Students are expected to remain in the auditorium once the assembly has begun. It is rude and improper to walk out of an assembly. Students are expected to remain seated until excused by the person conducting. No cell phones or iPads are allowed during an assembly.

Care of School Property:

Every student should feel a personal responsibility in keeping the school clean. **Our school and students are judged by the cleanliness, orderliness, and well-kept appearance of the building and grounds.** Any student who willfully defaces or destroys property belonging to the North Sanpete School District will pay the cost of replacement or repairs and be referred to the proper authorities for appropriate action. Vending machines containing approved snacks and drinks are available for student use during breaks. Machines may only be on before school and after school if students won't comply with school cleanliness and being to class on time. **Food and drinks are not permitted in any place other than the Commons area due to the problem of sanitation.**

Cafeteria:

School lunch is a privilege dependent on appropriate behavior. Students are expected to pay for their lunch - No charging, stand in line and wait their turn, eat in the Commons area or the Aux. Gym, keep the table areas clean, Use good table and eating manners, put chairs back in place, throw away trays. Students may lose privileges for non-compliance to lunch room rules.

Halls:

Students are expected to display acceptable behavior at all times. Running, scuffling, fighting, shouting, screaming, whistling, throwing litter, kicking lockers, etc., are not acceptable behaviors.



2025-26 NSHS Student Handbook
Board Approved: