

Bridgewater-Raynham Regional High School

Bridgewater, Massachusetts



STUDENT HANDBOOK 2020-2021

Approved 6/24/2020

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Bridgewater-Raynham Regional High School

PART ONE - SCHOOL FOUNDATION

Principal's Message

Dear Students and Parents/Guardians,

It is with a great sense of enthusiasm and pride that the faculty, staff, and administration welcome you to Bridgewater-Raynham Regional High School for the 2020-2021 school year! Whether you are a returning student or attending B-R for the first time, there is much to anticipate and experience!

Our primary focus is to further the quality of learning for all of our students. To achieve this in the most effective way possible, we all need to work together. You, as the parent, play a pivotal role in our partnership to educate your child. We need you to insist that your child attends school every day that s/he does his/her homework and study, and that s/he gives his/her absolute best effort at all times. We need for you to ask us questions and to be involved in our school. You and your child are on the same educational journey. Be an active participant along the ride so the destination is as wonderful as we all hope it to be!

Students, we have written this handbook to help you and your parents/guardians understand our expectations and to encourage you to explore your opportunities. The year ahead is full of promise. We urge you to read the following pages as one way of learning about vital school information, including our policies and procedures. Then, we urge you to get involved in the full academic, athletic, and co-curricular activities we offer. If you do, the time you spend in this educational community will remain with you for all the years to come.

Good luck and have a great year!

Ms. Angela M. Watson

*“Ask not what your country can do for you; ask what you
can do for your country.”*

John F. Kennedy

SCHOOL ADMINISTRATION

SUPERINTENDENT

Mr. Derek J. Swenson

ASSISTANT SUPERINTENDENT

Mr. Ryan Powers

PRINCIPAL

Angela M. Watson

ASSISTANT PRINCIPALS

Yolanda Beech

Thomas Bresnahan

Robert Ringuette

ADMINISTRATOR OF SPECIAL EDUCATION

Paul Tzovolos

ATHLETIC DIRECTOR

Dan Buron

DEPARTMENT CHAIRPERSONS

Guidance: Mary Dooley

English: Michael Hayhurst

Social Studies: Ronald Scarbrough

Foreign Lang: Laura O'Brien

Mathematics:

Science:

Health & P.E.: Lorna Hickey

Business: David Ferreira

Special Education: Natalie Winsor

PHONE NUMBERS

Main Office: 508-697-6902

School Nurse: ext 11128

Operator: ext. 0

Athletic Director: ext 23202

Principal: ext 11107

Guidance: ext. 11144

Student Attendance: Press 7

Fax: 508-279-2110

BRIDGEWATER-RAYNHAM REGIONAL HIGH SCHOOL

415 Center Street

Bridgewater, MA 02324

www.bridge-rayn.org

School Dedications

Bridgewater-Raynham Regional High School
Opened in September, 1961

Bridgewater-Raynham Regional High School
Graduated its first class in June of 1962

School Auditorium dedicated to the memory of
Mr. Walter S. Little, (1965-1966)

Library-Resource Center dedicated to the first
Superintendent-Headmaster, Mr. Sergius J. Bernard, (1969)

School addition completed in January, 1972.

School Gymnasium dedicated to
Mr. James W. Buckley, April, 1972.

Center Street Athletic Field dedicated to Mr. Edward F. Cameron, July,
1973.

Anthony "Tony" Palleschi Memorial Scoreboard dedicated by the Class
of 1975, June, 1975.

Music wing dedicated to
Dr. Richard E. Heywood, February, 1976.

Dedication of Memorial Plaque in memory and honor of those
Bridgewater-Raynham students who gave their lives in Vietnam and to
other students now deceased, May 1978.

Scholastic Roll of Honor plaque, December, 1978.

Field House of the Edward F. Cameron Athletic Complex dedicated to
the Cassiani Family, November, 1980.

Arthur N. Wyman Guidance Library, July, 1998.

Bridgewater-Raynham Regional High School dedicated to
Mr. Edward J. O'Donoghue, April, 2001

SFC Jared C. Monti Gymnasium, October, 2014

Alma Mater

*I see the Shades of the night fade away
The rising sun will shed on me a ray,
A light to guide me through seas unknown
To bright shores where
A new seed may be sown,
Bridgewater-Raynham I praise for helping me face the world
know its plea,
Ask not what you can do for me but what I
can do for thee;
Challenges planted, life marches on
Bridgewater-Raynham you meet them Be your future strong.
Forward we march, with banners on high,
Those standards learned in years well spent with thee;
With spirits loyal, faithful hearts and true,
Here in these halls we pledge out loyalty
Though our paths be far and wide, far and wide, far and wide,
We will recall when far away, all our days,
As we move onward.
on separate ways
May our lives be
A tribute to thy praise.*

Lyrics by:

Jamie Ross Class of 1969

Betty Jayne Alexander Class of 1969

Music by:

Sandra Bousquin Class of 1977

School Colors: Red and White with Blue trim

Bridgewater-Raynham Regional High School
"Expect the Best"

Our Core Values and Beliefs about Learning

We Believe....

Building Readiness

- I. It is our responsibility to prepare students for work and life in the 21st Century. We, therefore, are committed to:
- A diverse curriculum that embraces 21st Century skills and abilities.
 - Instructional strategies that are customized to meet the needs of all learners.
 - Assessments that are fair, authentic and varied.

Building Respect

- II. Students learn best in a safe, positive and welcoming environment. We, therefore, are committed to:
- A disciplinary code that is fair, consistent and appropriate.
 - Maintaining a school climate that encourages tolerance and respect for all.

Building Resiliency

- III. Fostering the development of students' personal and social growth is essential to our educational mission. We, therefore, are committed to:
- Reflecting and learning from both our successes and our struggles.
 - Providing students with a variety of enrichment and extracurricular activities.

Building Relationships

- IV. Education is the shared responsibility of the community, parents, staff and students. We, therefore, are committed to:
- Effective and respectful communication.
 - Encouraging students to take a leadership role in a wide range of school programs.
 - Including parents and community members in school initiatives, programs and activities.

Approved by the Bridgewater-Raynham Regional High School
Stakeholders:

February 3, 2010

Reviewed, and Re-Approved by the BRRHS Stakeholders:
March 2015, September 2015/ 2016/2017/2018/2019



Student Learning Expectations

Upon graduation all Bridgewater-Raynham Regional High School students will be able to:

Academic

- I. Read effectively.
- II. Write effectively.
- III. Communicate effectively.
- IV. Demonstrate research literacy.
- V. Use independent and critical thinking skills to identify and solve problems.
- VI. Use traditional and electronic resources to analyze, integrate and apply knowledge.

Social & Civic

- VII. Demonstrate personal responsibility.
- VIII. Actively participate in school and/or community.

Approved by the Bridgewater-Raynham Regional High School
Stakeholders:
April 7, 2010

Reviewed, Updated and Re-Approved by the BRRHS High School
Stakeholders: March 2015, September 2015/2016/2017/2018/2019

ACCREDITATION STATEMENT

Bridgewater-Raynham Regional High School is accredited by the New England Association of Schools and Colleges, Inc., a non-governmental, nationally recognized organization whose affiliated members include elementary through college institutions offering post-graduate instruction.

Accreditation of an institution by the New England Association indicates that it meets or exceeds criteria for the assessment of institutional quality periodically applied through a rigorous peer review process. An accredited school or college is one which has available the necessary resources to achieve its stated purpose through appropriate educational programs, is substantially doing so, and gives reasonable evidence that it will continue to do so in the foreseeable future.

Institutional integrity is also measured through accreditation.

Accreditation by the New England Association is not partial, it applies to the institution as a whole. As such, it is not a guarantee of the quality of every course or program offered, or the competence of individual graduates. Rather, it provides reasonable assurance about the quality of opportunities available to students who attend the institution.

Inquiries regarding the status of an institutions' accreditation by the New England Association should be directed to the administrative staff of the high school. Individuals may also contact the Association:

Commission on Public Schools
New England Association of Schools and Colleges
209 Burlington Rd.
Bedford, MA 01730-1433
1-781-271-0022

NOTICE OF NON-DISCRIMINATION

The Bridgewater-Raynham Regional School District provides equal education opportunity without regard to race, color, national origin, religion, sex, marital status, disability, age, sexual orientation, gender identity or homelessness. All students have access to all academic and non-academic programs at Bridgewater-Raynham Regional High School.

PHOTO/VIDEO RELEASE STATEMENT

Photographers occasionally take photographs/videos of students at events (academic, sporting, theatre, field trips, etc.), and they may be used in publications or on the BRRHS website. I also understand that once the image/video is posted on the BRRHS website, the image/video can be downloaded. I acknowledge that the school may choose not to use my photo/video at this time but may do so at its own discretion at a later date.

SOCIAL MEDIA POLICY #IJNDD

It is the responsibility of students who are using Official BRRSD Social Media tools to learn about safe and responsible use of these sites. They are responsible for using these resources appropriately. They must abide by the Acceptable and Unacceptable Uses as stated in Section 9 of the policy found on the district website. If a student misuses the resources, educators must follow appropriate disciplinary protocols, including but not limited to reporting the misuse to building administrators, who have the right to discontinue a student's access to the official social media.

REMOTE LEARNING PLAN

In cases where the school is closed long term due to unforeseen circumstances (like the Covid-19 pandemic or other unique situations), Remote Learning may take the place of attending the physical school. A plan for remote learning will be devised by the district. Students will still be required to participate to earn credits.

IMPORTANT DATES

PARENT-TEACHER CONFERENCES

These dates are used to clearly communicate the student's progress in school, and in the case of a student who is having difficulty, to enlist the parents' cooperation in the effort to remediate any problems.

Tuesday, October 27, 2020
Thursday, October 29, 2020
Thursday, February 11, 2021

Parent-Teacher Conferences will be held at night

OPEN HOUSE

Tuesday, September 22, 2020

PROGRESS REPORTS

Progress reports will be issued to all students via PowerSchool. These may indicate that the student is failing and/or not doing as well as expected. They may also note improvements or outstanding progress.

1st Term: October 26, 2020 3rd Term: March 8, 2021
2nd Term: December 11, 2020 4th Term: May 11, 2021

REPORT CARDS

Report cards will be issued four times a year.

TERM	MARKS CLOSE	REPORT CARD ISSUED
1 st Term	November 6, 2020	November 12, 2020
2 nd Term	January 28, 2021	February 2, 2021
3 rd Term	April 9, 2021	April 14, 2021
4 th Term	TBD	Last day of school

SCHOOL CANCELLATION INFORMATION

The “**No-School**” signal will be used only when absolutely necessary. School will, therefore, be in session on most stormy days. Parents will have to decide on such days whether or not their children should attend school.

1. The signal for “No-School” will be sounded by the fire departments at:
Grades K-8 Bridgewater: 7:00 A.M. Raynham: 7:45 A.M.
Regional H.S. Bridgewater: 6:30 A.M. Raynham: 7:00 A.M.
2. “No-School” announcements will be given on Stations
WBET-Brockton, WMSX/WCAV-Brockton, WBZ-Boston,
WHDH-Boston, WRKO-AMBoston, and WPEP-Taunton.

Please Note:

- A. A decision is not reached until roads are checked out early in the morning on the day in question.
- B. Please do not telephone the police or fire departments. Jammed lines could prevent an emergency call from reaching either department.

DELAYED OPENING AND SCHOOL DISMISSAL PROCEDURE

Occasionally, because of severe weather or other emergency conditions, school may have a delayed opening or may be dismissed ***DURING*** the school day.

It is impossible for the school department to notify all parents prior to an emergency dismissal. Therefore, we suggest that parents work out plans with friends or relatives to care for their children in anticipation of such emergencies.

TELEPHONE DIRECTORY
Main Number: 508-697-6902
Fax Number: 508-279-2110

DAILY SCHEDULE
2020-2021

	7:26-7:33 (7 min)	7:37-8:30 (53 min)	8:34-9:27 (53 min)	9:31-10:41 (70 min)	10:44-12:05 Lunch Block	12:09-1:02 (53 min)	1:06-2:00 (54 min)
Day A	Advisory	1	2	3	4	5	6
Day B	Advisory	7	1	2	3	4	5
Day C	Advisory	6	7	1	2	3	4
Day D	Advisory	5	6	7	1	2	3
Day E	Advisory	4	5	6	7	1	2
Day F	Advisory	3	4	5	6	7	1
Day G	Advisory	2	3	4	5	6	7

Lunch Schedule

1st Lunch-10:44-11:09

2nd Lunch-11:12-11:37

3rd Lunch-11:40- 12:05

*Daily schedule subject to change

PART TWO - ATTENDANCE POLICIES

ABSENCE/ATTENDANCE REGULATIONS

School attendance is the responsibility of the student and his/her parent or guardian. Studies have shown that attendance of students has the highest correlation to academic success; the more a student attends the greater chance of succeeding academically. It is expected that each student will maintain a high level of attendance. Massachusetts General Laws specify:

- A. That any student under sixteen years of age cannot have more than seven unexcused day sessions of absence in any six-month period without placing his/her guardian in danger of court referral.
- B. In accordance with Massachusetts General Laws, Chapter 76, Section 2, every person in control of a child shall cause him/her to attend school as required. If a person in control of a child fails to do so for seven day sessions or fourteen half-day sessions within a period of six months, the person in control of the child may be subjected to consequences through the court system.

ABSENCES: GENERAL

Absences seriously interfere with schoolwork and should occur only for urgent reasons. Attendance is the first criteria for MCAS appeals. Students are allotted a total of **14** absences for the year. Medical and parental/guardian notes may only verify the absence but not excuse them. All notes for an absence must be presented to the main office within 3 days after the student returns to school.

Any note to be accepted by the school must specify the exact cause of the absence, be dated, have the date of the absence, and be signed. Notes might not be accepted at the end of the school year to verify absences from earlier in the year. Students may be required to present a doctor's note to verify absences. For contagious diseases or illness involving five or more consecutive school days, students must bring a doctor's note and report to the nurse's office before readmission.

A student who is not present for at least 90% of his/her classes will lose credit for that course. Loss of credit may result in the following instances.

5 credit course: More than 14 absences

2.5 credit course: More than 7 absences

Parents/guardians will be notified by mail at the 5th instance of absence and subsequent letters may be sent in intervals that are established by the school district. At the discretion of the administration, a review of the

student attendance will be made at a meeting of administration, guidance counselor, parent/guardian, and student, to determine the validity of each absence.

Students returning from absences must make every effort to make-up missed work after school during the teacher's make-up sessions.

Students have 5 school days after returning to school to make-up the work which will be determined by the school administration.

Extensions may be granted by administration. Failure to do so will result in loss of credit for those assignments and the teacher will make a referral to the student's guidance counselor.

VERIFIED ABSENCES

1. **Court appearances** documented in writing from the Clerk of Courts upon the student's return to school will not count towards loss of credit.
2. **Religious holidays** will not count towards loss of credit.
3. **College Visits** documented with official letterhead. Up to 3 for seniors and 2 for juniors for a school year. These days will not count towards loss of credit.

Teachers will keep individual attendance records for their classes. They will notify the student's guidance counselor when the student has lost credit for that course.

The following **are not considered absences** and should not be marked as such:

1. Field Trips
2. Assemblies
3. Club, council, or athletic activities held during the school day

A student must be present for the entire day on the day of a competition, activity, rehearsal, or practice for an extracurricular activity. Students who arrive at school after 7:26 need to report immediately to the main office to sign in.

A student who arrives to school after 7:26 without a verified note will be ineligible to perform in athletic and/or extracurricular activities for that day and evening and the time they miss from class will be deemed unexcused. This will apply to an absence/tardy on a Friday and/or the day prior to a vacation with regards to weekend and/or vacation events.

TRUANCY AND SKIPPING CLASS

A truancy occurs when a student is absent from school without the knowledge and consent of their parent/guardian or the school administration. Skipping class is when a student is absent from class without the knowledge and consent of the classroom teacher or school administration. **Students may not be permitted to make up work for truancy or skipping class.**

1. Truancy and skipping classes are considered disciplinary events. Skipping any class may result in one Saturday Detention. One Truancy for an entire day (truancy) may result in a suspension.
2. Two absences per term for skipping class will result in loss of credit for that term. 8 absences for skipping any class (full year) will result in loss of credit for the year. (Parents/guardians will be notified by mail after the first class skip via teacher progress report.)
3. Continued and chronic class cuts or truancy may result in admin detentions, Saturday detentions, or suspensions.
4. Parents of students, regardless of age, will be called for purposes of verification of absences and dismissals.
5. Vacations other than those built into the school calendar will count towards loss of credit.

RELIGIOUS HOLIDAY GUIDANCE

State and federal laws require schools to make reasonable accommodations to the religious needs of students and employees in observance of holy days. Mass General Laws Chapter 151B, section 4 (1A) addresses this issue with respect to employees. With respect to students, Mass. General Laws Chapter 151C, section 2B reads in relevant part as follows:

Any student in an educational or vocational training institution... who is unable, because of his religious beliefs, to attend classes or to participate in any examination, study or work requirement on a particular day shall be excused from any such examination or study or work requirement, and shall be provided with an opportunity to make up such examination, study, or work requirement which he/she may have missed because of such absence on any particular day; provided, however, that such makeup examination or work shall not create an unreasonable burden upon such school. No fees of any kind shall be charged by the institution for making available because of his/her availing himself/herself of the provisions of this section.

Schools may meet their obligation to accommodate students by excusing individual absences for religious observances, or by adjusting the school calendar to provide a school year of at least 180 school days while taking

into account possible days of low attendance due to religious holidays.
(MA DESE, 12/06/17)

Therefore, the Bridgewater-Raynham Regional School District will implement the following practices:

1. Students who are absent for religious reasons will be marked as verified only when a parent and/ or legal guardian has provided a note explaining the absence.
2. Students who are unable to attend classes or to participate in any examination, study or work requirements on a particular day shall be excused from any such examination, or study or work requirement, and shall be provided with an opportunity to make up such examination, study or work requirement which he/she may have missed because of such absence on any particular day; provided, however, that such makeup examination or work shall not create an unreasonable burden upon such school. **Students will be excused from said work and granted extensions only when a parent and/ or legal guardian has provided a note explaining why the student was unable to complete the assignment.** Students will have up to the number of days absent plus one additional day to complete missed assignments. For example, if a student is absent for two school days, the student will have 3 days to make up the missed assignments.
**please note, it is the teacher's discretion to determine what work requires completion. **

DISMISSALS

Parental/guardian or student notes requesting early dismissal from school must be presented to the front office staff no later than 7:26 am of the day of the dismissal. **No notes will be accepted after 7:26 am unless a parent or guardian faxes the note by the end of 1st period or they arrive in person to dismiss the student.** For extenuating circumstances, an email may be sent to a school administrator from the parent/guardian dismissing the student. When students are being dismissed and picked up at school, the parent/guardian or designee should come into the main office, show identification, and sign the student out through the main office. The note needs to state the reason and time of the requested dismissal, be signed by a parent/guardian and include a phone number for verification, and if the student has permission to drive home from school themselves. Medical appointments should be shown on doctor/dentist/hospital stationary, or the note requesting the dismissal should include the doctor/dentist/hospital name, address and telephone number. Driving lessons, errands and other non-essential reasons will not be approved for early dismissal. **There will be no dismissals over the phone unless approved by an administrator.** Students will not be dismissed until parental verification has been made by the Main Office

Staff. Students must report to the Main Office and sign out at the time of dismissal and sign in at the Main Office upon return to school.

Dismissals from school fall under the category of absences and will be included in determining the total absence from a class. Parent/guardian verification will be required for all dismissals for all students. **Even if students are 18 years of age or older, they are also expected to follow the dismissal procedures outlined above.** Whenever possible, appointments should be scheduled during non-school hours. Dismissals for no apparent reason will not be accepted. Any student who receives 4 dismissals in a term may be assigned 2 demerits for each subsequent dismissal. The same criteria used for tardies will be used for dismissals. Administration may also refuse a dismissal note if the reasons given are deemed inappropriate. **Students may not be dismissed before 1:00 P.M. on the day of a prom unless authorized by an administrator.** PERMANENT DISMISSAL NOTES WILL NOT BE ACCEPTED. If a student is dismissed before the end of the school day, he/she will be ineligible for extracurricular activities, unless they receive administrative approval.

STUDENT TARDINESS

TARDINESS TO SCHOOL:

Students are required to report to school every day at the designated time. Students are tardy to school if they are not in their first period class at 7:26 am. All students who are late to school after 7:45 AM are considered absent for 1st period. School administrators will verify all tardies to school. Any student tardy to school that is not approved by a school administrator will result in one demerit each time he/she is tardy up to his/her fourth (4th) day of tardiness in one quarter. All tardiness in excess of four (4) per term will result in a minimum of one (1) Saturday Detention. Students may also receive a Saturday detention for accumulating 10 tardies in a school year.

TARDINESS TO CLASS:

Students are expected to report to class on time. A tardy of 20 minutes or more is considered an absence from class. For an academic class, four (4) tardies (less than 20 minutes) constitute one (1) absence from that class. Students who report to class late without a valid note will incur disciplinary action. **This action will result in a teacher detention.** If a student fails to report for a teacher detention, it will result in either two (2) demerits or an administrative detention, this will be at the discretion of the Assistant Principal.

ATTENDANCE RELATED SOCIAL PROBATION

Students are allowed 20 tardies per year. If a student exceeds 20 tardies for the year then he/she will be placed on Social Probation. Students on Social Probation (SP) will not be allowed to attend/participate in any

school related activities or functions including, but not limited to, Semi-Formal dances, Proms, Senior Week activities, or Athletic events. In order to be removed from SP a student will have to write a 500-word handwritten essay within 30 days of date on letter in his/her defense to the Attendance Review Board. Following the submission of the essay, the student will be required to meet with the Attendance Review Board to discuss the situation. This board will review the student's essay and make one of three decisions:

- a. Indefinitely continue the SP.
- b. Extend the SP for an additional time period.
- c. Remove the student from SP on a conditional basis, where a student must satisfy a contractual obligation reflecting acceptable attendance and/or behavioral guidelines.

*** Please Note: If a student is removed from Social Probation on a conditional basis and fails to fulfill a contractual obligation that he/she agrees to, as determined by the board and mentioned in "Item C" above, that student will be placed back on Social Probation for the remainder of the year and any funds paid for attendance at any upcoming school-sponsored social event will be forfeited. Additionally, there will be no further appeals.

If a student violates the Social Probation Policy, he/she will have his/her appeal revoked and will remain on Social Probation.

PART THREE – ACADEMIC POLICIES

COURSE LEVEL PLACEMENT AND STANDARDS

Bridgewater-Raynham Regional High School is committed to providing students with a "standards-based education." Our Core Value and Beliefs about Learning and Student Learning Expectations provide the school-wide vision and goals upon which our standards are based. Standards-based learning is based upon both rigorous content and performance outcomes for all students. Within this structure, curriculum which is aligned to state common core frameworks and data from multiple assessments are used to plan and differentiate instruction to ensure student learning. The appropriate placement of students in course levels is a critical ingredient for student success in a standard-based school. Recommendations for levels are done by teachers. Level recommendations will appear on second term report cards and are based on grade requirements as well as the teacher's recommendation. Please refer to Course Level Descriptions for details on the following page.

Level changes will only be permitted on a case by case basis (based upon the established criteria-please see page 22 for details). Students must obtain a minimum final grade of D- or better (60%) in order to pass a course and earn credit.

COURSE LEVEL DESCRIPTIONS

In order to meet the individual needs and learning styles of a wide range of students, Bridgewater-Raynham Regional High School offers a variety of courses taught at three levels. The objectives of the leveling system are to enable as many students as possible to attain a sense of mastery, to maximize success, and to minimize failure. Some students take courses at all three levels.

AP

In Advanced Placement (AP) courses, students have a college-level workload that follows a national curriculum and they may earn college credit through an AP Exam. Recommended for students who are able to work independently, who are highly motivated, who have demonstrated ability in the subject area, and have a strong desire to take college-level courses in high school. Due to the expenses involved in the AP Examination, the following regulations pertain to those students who wish to take these courses: **All students taking the course are expected to take the examination in May.** The cost of the exam varies from year to year. Last year, the cost was \$94. The exam cost must be paid in full by October 13, 2020. **Students who do not complete the required Summer Work will be removed from the AP class. All students enrolling in an AP Course, must sign the BRRHS AP Contract. This contract must also be signed by a parent/guardian. Contracts are provided to students in the Spring prior to the end of the school year.**

ACCELERATED

Students have an intensive workload that emphasizes outside reading, writing, and research projects. Their work calls for critical analysis and interpretation. It involves working at an accelerated pace and is recommended for students with (or approaching) advanced reading and writing skills and have a desire to attend a four-year college. This would be considered our honors level. **In order to remain in an Accelerated class, students must have a final grade of 80% or better or have the teacher's recommendation.**

ACADEMIC

Students have a challenging workload that emphasizes outside reading, writing and research projects. Their work calls for critical analysis and interpretation. This level is recommended for students with (or approaching) proficient reading and writing skills and who have a desire to succeed and move on to post-secondary institutions/colleges or careers. This would be considered our college preparatory level. **In order for a student to move from the Academic level to the Accelerated level, they must have a final average of 90% or better in the previous class as well as have their teacher's recommendation.**

UNLEVELED

These courses do not count towards class rank/grade point average.

COURSE AND LEVEL CHANGES

Philosophy

Students may change courses and course levels based on established grade requirements, teacher recommendation, and within established limits:

1. All changes require parental approval and teacher recommendation.
2. All changes will be reviewed for appropriateness by the Department head and then be passed on to administration for final approval.
3. Lateral changes (changes within the same course level) are not allowed.

Types of Changes

1. Course changes for a year-long course may be permitted up until the end of the 2nd week of school, based on availability. Course changes for a semester course may be permitted up until the end of the second week of the semester. Students are required to make up work that has been missed. **Course changes are not permitted after that time.**
2. Level changes for a year-long course will only be permitted at the end of the first term at the discretion of the teacher, Department Head and Administration. No changes will occur until the term has ended. The teacher of the new class will use grades from the original level. Level changes for a semester-long course will only be permitted up until the end of the 2nd week of the semester and will be contingent on availability and approval by the Administration.
3. Any course changes are predicated on availability at the next level.

Procedure: Students must see their Guidance Counselor to review the procedure.

GRADUATION AND PROMOTION REQUIREMENTS

Required for Graduation: The policy of our school is to provide each student with an individualized program pattern: The following courses are required and must be successfully completed for graduation:

COURSE	NUMBER OF YEARS	GRADE TAKEN
Biology	1	9th
English	4	9th - 12th
Foreign Language	2	9th - 12th
Health	1 Semester (0.5)	10
Mathematics	4	9th - 12th
Music/Art/Business	1 Semester (0.5)	9th
Physical Education	2 Semesters (1)	9th & 10th
Science (in addition to Biology)	2	10th - 12th
U.S. History I	1	10th
U. S. History II	1	11th
World History	1	9th
Community Service	4 (15 hours per year)	9th - 12th

Additional Requirements:

In addition to the above stated Graduation Requirements, Bridgewater-Raynham Regional High School requires students to complete Summer Reading and Summer Math prior to entering a new school year. Both the Summer Reading list and Summer Math packets can be found at: www.bridge-rayn.org . If you need access to a hard copy, please contact the main office at (508) 697 – 6902.

Summer Reading:

Bridgewater Raynham Regional High School requires students to read widely and often during the summer break. Every effort has been made to ensure that assigned texts are appropriate for students at a variety of reading levels are matched to the school's learning expectations, and are lively and exciting works of literature. Reading is the key to academic and career success. Some would say it is the most important skill that you learn; you will use it your entire life. We hope that you will view this requirement as an opportunity to improve your skills, discover new authors and genres, and expand your knowledge of the world we live in. Your first assignment in English of the new school year will be based on your summer reading. It will be collected, assessed, and reviewed and counted toward your first term grade.

Summer Math:

The Math department at BRRHS has put together summer math review packets by course. The math review packets consist of topics that have previously been taught and are expected to be mastered prior to entering the next math course. It is expected that all students complete the summer math packet for the course they are going to be enrolled in during the incoming year. All summer math packets will be collected at the beginning of the new school year, assessed and reviewed.

Course Credits:

All full-year courses earn five credits. Semester courses earn two and one-half credits.

Minimum Course and Credit Requirements – Yearly Basis:

- Grade 9: All ninth-grade students must carry a minimum of 30 class periods per week. To enter the tenth grade, a ninth-grade student must have earned 30 credits.*
- Grade 10: All tenth-grade students must carry a minimum of 30 class periods per week. To enter the eleventh grade, a tenth-grade student must have earned 60 credits.*
- Grade 11: All eleventh-grade students must carry a minimum of 30 class periods per week. To enter the twelfth grade, an eleventh-grade student must have earned 90 credits.*
- Grade 12: All twelfth-grade students must carry a minimum of 30 class periods per week. A senior must have earned 115 credits to be eligible for graduation.*

*Any student wishing to run for class office must be earning a minimum of 25 credits.

**It is the policy of BRRHS, exchange students do not receive a diploma nor participate in commencement exercises

Community Service:

Every BRRHS student will have to complete 60 hours of community service in order to receive a high school diploma. Fifteen hours of completed service will be required each year beginning in 9th grade culminating to a total of 60 hours by the end of 12th grade. All seniors must submit their community service no later than the second Friday in May. Failure to fulfill this requirement may result in not participating in the graduation ceremony nor receiving a diploma. Community Service forms are available in the Main Office and need to be completed by the student, their supervisor and their parent(s). The completed form must be handed in at the Main Office *By the end of each school year, any student, whose community service requirement has not been met, may be placed on Community Service Social Probation.

COMMON COMPREHENSIVE ASSESSMENTS & FINAL EXAMS

Common Comprehensive Assessments and final examinations are a vital academic experience and will be required in all subjects. Common Comprehensive Assessments (CCAs) will cover material presented from the beginning of school up until the December break; Final examinations will cover material presented from the return in January through the end of the year.” Teachers will inform students of the evaluation policies and of their particular requirements at the beginning of each course. All teachers will place CCA and FE information in their academic management plans. These plans will be distributed to all students at the beginning of the school year and will be posted in the respective classrooms.

Common Comprehensive Assessments and final examinations have intrinsic value. These examinations provide students an opportunity to review and reflect on the semester’s work and to demonstrate mastery of the subject studied. In addition, high stakes testing has become an inescapable fact of life in our society. Students will be expected to prepare for and pass several such tests in their future. To that end, students should take the examination process seriously and allow sufficient time to study the material that will be covered in their exams.

Teachers will review the material covered on the exam and answer any questions students may have pertaining to the exam or the exam schedule. After the exam, teachers will go over the exams and answer

students' questions pertaining to the exam or their grades. To the best of a department's ability, the CCA and FE will be standardized by course and level. If a scale is used on an exam, the scale will be determined by the teachers involved and will be consistent across course and level. The combination of Common Comprehensive Assessments and Final examinations is 20% of the students' final grade or 10% of each half year's average* (this percentage is subject to change).

Common Comprehensive Assessments Policy:

No student in grades 9-12 is exempt from Common Comprehensive Assessments.

Final Examination Policy:

No students in grades 9, 10 or 11 are exempt from final exams. There are no exemptions for Semester Courses. All seniors with an average of A- (90%) or better for the year, with no more than 7 absences and no more than 7 tardies for the school year for that class are exempt from taking final exams for that subject. Students choosing to take the exam may do so.

Common Comprehensive Assessments and Final Examination Schedules:

CCA and FE are given by periods rather than by subjects. All exams are one and one-half hours in length and students are required to remain the entire exam period. *Testing dates and times subject to change if needed.*

CCA Schedule

Fri 12/18/20	Mon 12/21/20	Tue 12/22/20	Wed 12/23/20
Block 1 Exam 12:30-2:00	Block 2 Exam 7:30-9:00	Block 4 Exam 7:30-9:00	Block 6 Exam 7:30-9:00
Full Day of School	Block 3 Exam 9:10-10:40	Block 5 Exam 9:10-10:40	Block 7 Exam 9:10-10:40
	Make-Up Exams 10:45-2:00	Make-Up Exams 10:45-2:00	Students and Staff dismissed at 10:40
	Students dismissed at 10:40	Students dismissed at 10:40	

FINAL EXAM Schedule

Mon 6/14/21	Tue 6/15/21	Wed 6/16/21	Thu 6/17/21
Block 7 Exam 12:30-2:00	Block 6 Exam 7:30-9:00	Block 4 Exam 7:30-9:00	Block 2 Exam 7:30-9:00
Full Day of School	Block 5 Exam 9:10-10:40	Block 3 Exam 9:10-10:40	Block 1 Exam 9:10-10:40
	Make-Up Exams 10:45-2:00	Make-Up Exams 10:45-2:00	Make-Up Exams 10:45-2:00
	Students dismissed at 10:40	Students dismissed at 10:40	Students dismissed at 10:40

Common Comprehensive Assessments/Final Examination

Attendance Policy:

To preclude any confusion or inequities in the administration of exams, it is imperative that students make every effort to be present for the exam days. Students who are unable to be present at an exam must have their absence verified by a school administrator. (Vacations are not approved absences). Make-up exams will be administered on the scheduled make-up days. If this is not possible, the make-up will be scheduled by the school administration. Students who do not make up the exam within 5 school days from the date of their return will receive a zero.

MCAS STATEMENT

As well as meeting all local graduation requirements, the Commonwealth of Massachusetts requires all students to pass the English Language Arts, Mathematics and Science & Technology MCAS exams in order to receive a high school diploma. Students take these exams for the first time at the end of their freshman and sophomore years. Students will have at least five opportunities during their high school years to pass the MCAS. To assist students in preparing for these exams, Bridgewater-Raynham Regional High School may offer MCAS preparation programs including MCAS remediation during the day, after school, and during vacations. Please note: preparation programs are contingent on grants received from the state.

The Department of Education has established an MCAS Performance Appeals Process for those students who have not passed the MCAS but have demonstrated in school that they possess the skills and knowledge measured on the MCAS. The state has established the following criteria for a student to be eligible for the appeals process. The student must:

- **Have taken the MCAS in the subject area of the appeal at**

- least three times;
- Received a 216 or above on at least one attempt;
- Maintained at least 95% attendance during the year before and the year of the appeal; and
- Satisfactorily participated in tutoring and/or other academic support services.

If those criteria are met, then the school can submit an application for appeal which must include the grades of the appellant student in the subject area of the appeal, a letter from a teacher attesting to the fact that the student appears to possess the required skills and knowledge, and the grades of other students who have taken the same sequence of courses. Then a state-wide Performance Appeals Board reviews the application and makes a decision about granting the waiver.

ELIGIBILITY FOR STUDENT ACTIVITIES

All courses of study, extracurricular activities, services, and facilities offered by the school are available to students without regard to Age, Disability, Sex (including sexual orientation), Gender Identity, Religion, Race, Nationality, Origin, Creed, Color and Homelessness.

In order to participate in extracurricular activities and/or hold a class office, a student must be academically eligible and not on social probation. To maintain academic eligibility, **students must accrue a minimum of 25 credits per term and not be on Social Probation.**

CLASS RANK

1. Class rank will be determined by averaging accumulated class rank value points that are weighted according to the level of the subject. The average for each year will be based on the number of courses the student takes or the minimum number of required courses if a student has an abbreviated program.
2. All courses will be included in the class rank determination with the exception of unlevleled courses.
3. Students who have missed one or more full years or who are not enrolled in the prerequisite number of courses at Bridgewater-Raynham cannot be ranked and therefore cannot be named as the Valedictorian and/or Salutatorian of the graduating class.
4. Valedictorian and Salutatorian determinations will be made using final grades from all four years at BRRHS.
5. GPAs will be made available for parents and students to see online at the mid-year and the end-of-year only.

GRADE INTERPRETATION CHART

Letter Grade	Advanced Placement	Accelerated	Academic	Numerical Equivalent
A+	5.3	4.8	4.3	97-100
A	5.0	4.5	4.0	93-96
A-	4.7	4.2	3.7	90-92
B+	4.3	3.8	3.3	87-89
B	4.0	3.5	3.0	83-86
B-	3.7	3.2	2.7	80-82
C+	3.3	2.8	2.3	77-79
C	3.0	2.5	2.0	73-76
C-	2.7	2.2	1.7	70-72
D+	2.3	1.8	1.3	67-69
D	2.0	1.5	1.0	63-66
D-	1.7	1.2	0.7	60-62
F	0.0	0.0	0.0	0-59

RECOGNITION FOR OUTSTANDING PERFORMANCE

Honor Roll: Any combination of A+, A, A-, B+, B or B- on a quarterly report card.

High Honor Roll: Any combination of A+, A or A- on a quarterly report card.

School Committee Award for Scholastic Achievement: Given by the school committee to the top 3 ranking senior class members at graduation.

Best of the Bunch: Award given by faculty members to any students citing outstanding citizenship freshman through senior years

Academic Awards: Presented to students by individual departments, these awards are given to honor academic achievement.

National Honor Society: The National Honor Society is represented at Bridgewater-Raynham by the Nippenicket Chapter.

HOMEWORK

Homework is an integral component of one's academic success. No student can expect to do satisfactory work unless adequate time is given to systematic study at home each day. The amount of time necessary for home study varies with the student and the subject. However, a minimum of two to three hours of daily home study is strongly recommended. Homework is an extension of the curriculum that improves student performance by reinforcing material presented in the classroom. It is an important link between school and home that allows parents to become involved with their children's education.

Homework gives students the opportunity to practice skills without the pressure of time and to apply principles based upon work begun in the classroom. It may enrich school experiences and promote a permanent interest in learning. A secondary goal of homework is to stimulate individual initiative and personal responsibility and maintain enthusiasm for learning.

Homework also encourages students to organize their time, to work independently, to use good study skills and to develop self-discipline.

STUDENT INFORMATION SYSTEM

The Bridgewater-Raynham Regional School District has adopted the PK – Grade 12 student service information system, called PowerSchool. This is a secure online portal that facilitates school to home communication. Parents/guardians can access this via an internet link. In this online space parents/guardians will have access to the following classroom information: grades, course outline, assignments, handouts, class calendar and homework.

ACADEMIC SUPPORT SERVICES

Special Help: The seventh period, from 2:00 – 2:40 is set aside for individualized coaching to assist students with specific subject problems. Seeking help on a regular basis may save a minor problem from growing into a major problem or even a subject failure.

SUMMER SCHOOL

If a summer school session is held, courses may be offered in English, mathematics, science, social studies, business and Spanish. With administrative permission, students needing help in subject areas not offered may take courses at another recognized summer school. No subject may be made up in summer school when the student has been absent from the subject class for more than 14 days during the regular academic year or has a final grade below 45%. All students must have a 90% summer school attendance record to receive academic credit. Grades will be reported as PASS or FAIL. A student who meets the 90%

attendance requirement, and a 70% average will receive PASS as a grade and will receive credit for the course. There will be a tuition charge per course (price subject to change). Tuition refunds will be made only if the course is cancelled. Credit will not be granted to any student with any portion of the Tuition outstanding.

SPECIAL EDUCATION

The Special Education Department at Bridgewater-Raynham Regional High School offers the full continuum of services for students with disabilities. These services offered in accordance with state and federal regulations are available to any disabled student who is not making effective educational progress due to cognitive, emotional, neurological or physical factors. Services include academic support, co-taught classes, substantially separate classes, speech/language services, adjustment counseling and other related services as needed. Evaluations to determine if a disability exists are conducted at the request of a student, parent, teacher or guidance counselor. Prior to referral for evaluation, all options to meet the student's needs within general education must be exhausted. This might include the development of a Curriculum Accommodation Plan with the student's guidance counselor. Upon receipt of parent/guardian consent, appropriate evaluations are completed and a meeting is held to discuss findings and determine eligibility for special education services. If a student is found disabled and not making effective progress, the evaluation team will decide the appropriate educational supports, services, and/or classes. An Individualized Educational Program (IEP) with access to the general curriculum and specially designed instruction will be developed by the team to be signed by the parent/ guardian and implemented by the special education staff at the high school.

Prescriptive Teaching

Special education services in the academic areas are offered to students who, in the opinion of the Special Education Evaluation Team, can benefit from such remedial instruction. Educational prescriptions are prepared for each student in these programs with periodic reviews held to determine the success of the prescription in achieving the stated goals. Such services are generally offered on a tutorial basis when the special need is limited to a learning difficulty or academic lag in a clearly defined academic area. Tutorial help in reading and math is provided in this fashion. For a limited number of students, placement in a substantially separate class may be necessary or helpful. Individualized approaches to teaching accompanied by adjustments in the student's regular academic program aims to maximize potential for success in the regular classroom. These adjustments are developed in concert with the Guidance Department and regular educational staff.

Student Success Plan

A plan that describes the instruction and assistance available to each student who has scored below level two on the MCAS to support the student's mastery of the skills and knowledge is needed to meet state performance standards. The supports described in the individual Student Success Plan document the ways in which the student will be helped to raise his/her academic performance. The Bridgewater-Raynham Regional School District believes that every student must be afforded the opportunity to meet state performance standards for graduation. By developing an individual Student Success Plan, the district is able to describe and communicate the available supports to students, family members, teachers and other educational personnel so that there is a coordinated strategy to help students reach these standards.

Curriculum Accommodation Plan

Some students have an identifiable disability and need accommodations, but not specialized instruction, to access the general education setting and curriculum. For these students, a Curriculum Accommodation Plan is written as required by the Americans with Disability Act. This plan lists accommodations and modifications that the student requires to address his/her disability, within the general education setting.

PART FOUR - STUDENT SERVICES

HEALTH AND SAFETY

HEALTH SERVICES

Students have access to a range of health services, including:

- * BMI Screening (GR 10)
- * Immunization Status Review (GR 9-12)
- * Postural Screening (GR 9), SBIRT Screening (GR 9)
- * Hearing and Vision Screening (GR 10 & as requested)

Screening procedures begin annually, usually beginning late in October. In accordance with 105CMR 200, parents/guardians may opt-out of any screenings. The written request from a parent or guardian must be submitted each year that screenings are performed. A record of all screening procedures will be kept by the school nurse.

Physical examinations must be submitted by all grade 10 students during the academic school year. An updated immunization profile is necessary to keep your child's health record up to date.

The nursing staff works in conjunction with the school physician. Students desiring the services of the nurse during the school day must obtain teacher permission. Students should not call or text

parents/guardians to dismiss them when they feel ill, but rather go to the health office for an assessment first. Parents/guardians should call the nurse concerning health problems pertinent to their son or daughter. We want to work collaboratively with students, parents/guardians to manage all the health care needs of our adolescent population.

SBIRT (Screening, Brief, Intervention, Referral to Treatment)

In March 2016, the Massachusetts Legislature passed bill House, #4056 which outlines the requirements for public schools in the Commonwealth to engage in substance use prevention and education.

Recent legislature has mandated that we provide SBIRT screening at the Middle and High School level. The CRAFFT screening tool is used and is the most commonly utilized substance interviewing tool in Massachusetts for adolescents. Student screening sessions will be brief (approximately 5 minutes), and will be conducted confidentially in private. They will be individualized sessions by the school nurse with each 8th and 9th grade student. Students who are not using substances will have their healthy choices reinforced by the screener. The screener will provide brief feedback to any student who reports using substances, or is at risk for future substance use. If needed, the student will be referred to our guidance department for further evaluation. All students will receive educational material and a resource list at the time of the screening. The screening does not involve any drug testing.

Any student hospitalized for mental health issues must have a ***Re-Entry Meeting*** with the Student Services Team. This team can vary in membership, but must include the nurse and a member of the guidance department. This promotes a smoother transition for the student who is returning to their academic schedule.

MEDICATION POLICY

1. At Bridgewater-Raynham Regional High School, the administration of medication in school will be supervised by the school nurse. The school nurse must be notified by the student and/or parent/guardian of the need for administration of medication in school. A permission slip is sent home to a parent/guardian with the student, or if appropriate, mailed. (Also, forms are available on our district website, www.bridge-rayn.org Under Departments-Health Services).
2. A medication order from a physician must be provided to the nurse.
3. A properly labeled pharmacy bottle may be used in place of a written physician's order if the medication is to be taken **Short-Term**, or less than ten school days.
4. The parent/guardian or responsible student may bring the medication to school in a properly labeled pharmacy bottle. All medications will be kept in a locked cabinet in the health office.

5. The nurse reserves the right to refuse to give any medication where, in her judgment, she does not have adequate information to safely administer the medication.
6. Over-the-counter medications must be taken in the health office. Parental permission form for Tylenol or Ibuprofen must be on file. (Additional forms on website, www.bridge-rayn.org under Health Services Department)
7. Disagreements between parent/guardian and the school regarding the administration of medication in school will be referred to the school physician.
8. Hospitalization: Parents/guardians should notify the school nurse of any hospitalization for physical illness, mental illness or surgery. A note from the doctor will be necessary to return to school so follow-up care can be provided as necessary.
9. Students absent **more than five days** may be readmitted with a certificate from the family physician or school physician.

School Physician: George F. Gagne, MD
481 Bedford Street
Bridgewater, MA 02324
Telephone #508-697-3123

Concussion Policy

The purpose of this policy is to provide information and standardized procedures for persons involved in the prevention, identification, training, management and return to activity decisions regarding students who incur head injuries while involved in school or extracurricular athletic activities ¹ including, but not limited to, interscholastic sports, in order to protect their health and safety as required by Massachusetts law and regulations. The requirements of the law apply to all public middle and high schools, however configured, serving grades six through twelve. In addition to any training required by law, the following persons shall complete one of the head injury safety training programs approved by the Massachusetts Department of Public Health as found on our district website under *Athletics*: coaches; certified athletic trainers; school physicians; school nurses; athletic directors; directors of school marching bands; employees or volunteers working with coaches; and students who participate in an extracurricular activity and their parents. In addition, all coaching staff in the Bridgewater-Raynham Regional School District shall maintain current CPR certification. The Superintendent shall maintain or cause to be maintained complete and accurate records of the district's compliance with the requirements of the Concussion Law, and shall maintain the following records for three years or, at a minimum, until the student graduates, unless state or federal law requires a longer detention period:

1. Verification of completion of annual training and receipt of materials;
2. DPH Pre-Participation Forms with receipt of materials, or school-based equivalents;
3. DPH Report of Head Injury Forms, or school-based equivalents;
4. DPH Medical Clearance and Authorization Forms, or school-based equivalents;
5. Re-entry Plans for Academics and Return to Play Activities.

This policy also applies to volunteers who assist with extracurricular activities. Such volunteers shall not be liable for civil damages arising out of any act or omission relating to the requirements of the law, unless such volunteer is willfully or intentionally negligent in his act or omission. Most student athletes that sustain a concussion can fully recover as long as their brain has time to heal before sustaining another hit; however, relying only on an athlete's self-report of symptoms to determine injury recovery is inadequate, as many high school athletes were previously unaware of the signs, symptoms or the severity concussive injuries pose, or they may feel pressure from coaches, parents, and/or teammates to return to play as quickly as possible. One or more of these factors will likely result in under-diagnosing the injury and a premature return to play. Massachusetts General Laws and Department of Public Health regulations make it imperative to accurately assess and treat student athletes when concussions are suspected.

Extracurricular Athletic Activity means an organized school sponsored athletic activity generally occurring outside of school instructional hours under the direction of a coach, AD, Marching Band Director, including but not limited to: Skiing, Snowboarding, baseball, basketball, cheerleading, field hockey, football, rugby, lacrosse, track, fencing, swimming, golf, gymnastics, marching band, tennis, ice hockey, wrestling, volleyball, softball, and squash.

LEGAL REFS; M.G.L. 111:22; 105 CMR 201.000 Review done by Health Advisory council, Nurse Leader, Athletic Director and Athletic Trainer 12/20/17.

DISTRICT PROTOCOL FOR PHYSICAL RESTRICTIONS:
ACADEMIC DAY

1. All students with a chronic health condition that impairs their mobility, (Muscular Dystrophy, Spina Bifida, congenital anomalies, etc.), will have an Individualized HealthCare Plan and an Emergency Safety Plan.
2. Any student who arrives at school with a casted extremity, or wearing a splint, immobilizer or boot, shall be sent to the school nurse for the development of an ICHP or Accommodation Plan as

needed. Teachers will be notified of any accommodations that have been put in place. If parents have immobilized an extremity without consulting a physician, a phone call will be made to the parent for clarification.

3. Any student with a casted extremity or wearing a boot, immobilizer or splint will **not** be allowed to participate in Physical Education or recess to ensure their safety and the safety of others.
4. In order to resume all activities, the student will need a note from their doctor. Doctor's notes will indicate when a child may resume full participation in all activities. **It is full participation or no participation.**
5. Students will be excused from Physical Education (due to illness or injury) if a note is sent from the parent. If subsequent days are needed for limiting activities, a doctor's note will be required.

The school nurses will assess each individual student using sound professional nursing judgment. Any questions regarding this protocol can be directed to the Nurse Leader or Building Administrator.

WELLNESS POLICY: FOOD OFFERINGS

All foods available in the Bridgewater-Raynham Regional Schools will comply with the current USDA National School Lunch Program requirements as well as regulations established by Massachusetts in the "Act Relative to School Nutrition". This includes food items served in the cafeterias as a lunch or breakfast, and competitive food items served in the cafeterias, classroom, hallways, school stores, vending machines, concession stands, and for fundraisers. The "Act Relative to School Nutrition" also requires that the only beverages offered in schools are 100% fruit juice with 4 oz. portion limits, 1% or Fat-free milk with 8 oz. portion limits, and water that contains no sugar, sweeteners or artificial sweeteners. A la carte food offerings will conform to requirements outlined in the "Act Relative to School Nutrition". They require that no individual item shall contain more than 200 mg of sodium and any bread or other grain-based product must be whole grain. Alternative ways to celebrate special occasions in non-food ways should be explored. **NO OUTSIDE FOODS** for student consumption shall be brought into the school for celebrations. They must also follow the a la carte requirements noted. Healthy a la carte alternatives shall be made available through the cafeteria and can be ordered ahead of time to accommodate special celebrations. This will be enforced by the building administrator. Every effort shall be made to raise funds through alternative means. They shall support healthy choices and provide age appropriate selections for elementary, middle, and high school students.

This practice will be supported and enforced by the building administrators. For a copy of the Bridgewater-Raynham Regional School

District Wellness Policy (ADF), please go to www.bridge-rayn.org, and click on the School Committee Policy tab.

FIRE DRILLS

In case of fire, each teacher will give detailed information on how to leave the room. All physically handicapped students on the second or third floor, when the fire alarm sounds, will be instructed to report to a designated stairwell. Assistance will be provided as needed. Assigned school personnel will remain with the students until the arrival of the fire department personnel to evacuate them from the building.

A.L.I.C.E.

The school and school district use the A.L.C.E. response protocol in the event an active intruder situation occurs on one of our campuses.

A.L.I.C.E. stands for Alert, Lockdown and barricade, Inform, Counter, and Evacuate. The A.L.I.C.E Training Institute defines each response as follows:

ALERT is when you first become aware of a threat. The sooner you understand that you're in danger, the sooner you can save yourself. A speedy response is critical. Seconds count.

LOCKDOWN and barricade entry points into your room in an effort to create a semi-secure starting point if evacuation is not an option.

The purpose of **INFORM** is to continue to communicate information in as real time as possible, if it is safe to do so. Armed intruder situations are unpredictable and evolve quickly, which means that ongoing, real times information is key to making effective survival decisions. Information should always be clear, direct and in plain language, not using codes.

COUNTER is a strategy of last resort. Counter focuses on actions that create noise, movement, distance and distraction with the intent of reducing the shooter's ability to shoot accurately. ALICE Training does not believe that actively confronting a violent intruder is the best method for ensuring the safety of those involved.

EVACUATE to a safe area. Evacuating takes people out of harm's way and hopefully prevents students, staff, and/ or civilians from having to come into any contact with the shooter.

RESTRAINT POLICY

Physical restraint shall mean direct physical contact that prevents or significantly restricts a student's freedom of movement. Physical restraint does not include: brief physical contact to promote safety, providing physical guidance or prompting when teaching a skill, redirecting attention, providing comfort, or a physical escort.

A written incident form is completed for each restraint that is implemented. The Principal shall make reasonable efforts to verbally inform the parents/guardians of the restraint within 24 hours of the event and shall notify the parent/guardian by written report sent either within three school working days of the restraint to an email address provided by the parent/guardian for communications about the student or by regular mail, are notified by telephone, and a copy of the incident report is provided. The principal shall provide the student and parent/guardian an opportunity to comment orally and in writing on the use of the restraint and on information in the written report.

Incident reports are maintained in the student's permanent record. Selected school district staff will be trained and certified in Crisis Prevention Institute Training. All school staff will be given an orientation, each year, regarding the Behavioral Management/Physical Restraint Protocol. This Protocol is available for review in each school's main office.

GUIDANCE SERVICES

STAFF

Mrs. Mary Dooley – Dept. Head

Mr. William Barber

Mrs. Lindsay Redfern

Mrs. Michelle Smith

Mrs. Katelyn Carreau

Mrs. Lisa Hallgren

CORE GUIDANCE PROGRAM:

Grade 9-12 - scheduled academic counseling sessions throughout the year.

All other conferences are either at student's request, parent/guardian request, and teacher referral or as needed.

Student Sessions - each student will have academic counseling sessions throughout the year covering some of the following:

Course selection	Test interpretation
Progress report review	Present program adjustment
Career information	Parent - student conference
Personal	Placement - post secondary
Pre-dropout counseling	Academic review

**2020-2021 COLLEGE ENTRANCE EXAMINATION
BOARD CALENDAR**

Scholastic Aptitude Tests and Achievement Tests will be administered on the same dates.

August 29, 2020

October 3, 2020

November 7, 2020

December 5, 2020

March 13, 2021

May 8, 2021

June 5, 2021

B-R Regional High School CEEB Code #220-430

**2020-2021 PRELIMINARY SAT/NATIONAL MERIT
SCHOLARSHIP QUALIFYING TEST (PSAT/NMSQT)**

PSAT TEST DATES

Saturday, October 14, 2020

ACT ASSESSMENT TEST DATES

September 12, 2020

October 24, 2020

December 12, 2020

February 6, 2021

April 17, 2021

June 12, 2021

July 17, 2021

INFORMATION SERVICES

The primary source of information available to the student is the counselor. In addition, an extensive supply of printed material is available in the guidance library. Students are encouraged to use the guidance library frequently to assist them in determining career direction as well as possible courses of training.

COLLEGE/CAREER INFORMATION

College and Career information is available which will provide students with the opportunity to explore colleges and careers and help them make important decisions. Printed materials are available in the guidance library and students should also access the Guidance Website at www.bridge-rayn.org

BULLETIN BOARDS

Bulletin board displays in the guidance library are used to highlight career information, display national and local scholarships which are available and announce college representatives who will be visiting B-R.

MEETINGS

Large and small group meetings are held with students for a variety of reasons including: registration, explanation of test results, and orientation for eighth grade students, scholarships, college representatives, service academy information, career information and testing information. The guidance department hosts a parent/guardian night for each individual grade throughout the year as well as nights to talk about financial aid for parents of seniors or others who are facing the problem of financing post-high school training.

NO CHILD LEFT BEHIND

A provision of NCLB requires BRRHS to release student names, addresses and telephone numbers to military recruiters or institutions of higher education when requested. A student or parent/guardian can specifically request that the information NOT be released by notifying the main office by October 1st of every school year.

PART FIVE – CODE OF CONDUCT FOR ATHLETES

Participation in the Bridgewater-Raynham Regional High School Interscholastic Athletic Program is a privilege available to all students. While physical skill and demonstrated ability are the primary considerations in determining team membership, it is also important to realize that a school must also be represented by students who are responsible citizens, satisfactory scholars, and trained and conditioned participants willing to abide by prescribed regulations and standards. This privilege carries with it serious personal commitments and responsibilities to the school, faculty, student body, and the communities of Bridgewater and Raynham.

The B-R athlete is a highly motivated, well-mannered, neat in appearance, conscientious, and courteous individual. This has always been our trademark. It is our intention not only to be competitive, but also to present an outstanding image of our school and athletes to our opponents, our fans, our own students as well as the students of other schools we compete against. **We will, at all times, exhibit the highest form of sportsmanship.** Any athletic event sanctioned by the district in which its students participate constitutes an extension of the school day regardless of time or place of the event. All rules, regulations and code of conduct and disciplinary protocols will be followed.

Some of the qualities an athlete should possess are: dedication to the sport in which he/she participates, a willingness to make sacrifices for the team, a desire to improve himself/herself on or off the field.

Bridgewater-Raynham Regional High School is a member in good-standing with the Old Colony League and the Massachusetts Interscholastic Athletic Association (MIAA) and as such abides by all its rules and regulations. The complete handbook of the rules and regulations can be found at www.miaa.net

INTERSCHOLASTIC SPORTS

Fall	Winter	Spring
Cheerleading	Basketball - Boys	Baseball
Cross Country - Boys	Basketball - Girls	Lacrosse - Boys
Cross Country - Girls	Cheerleading	Lacrosse - Girls
Field Hockey	Gymnastics	Softball
Football	Ice Hockey	Tennis - Boys
Golf	Swimming - Boys	Tennis - Girls
Soccer - Boys	Swimming - Girls	Track - Boys
Soccer - Girls	Track - Boys	Track - Girls
Volleyball	Track - Girls	
	Wrestling	

SCHEDULES

Schedules are available on the internet at www.bigteams.com Search for Bridgewater-Raynham Regional High School. A link to schedules can also be obtained on the district website at brrhs.bridgerayn.org under the Athletics menu and in the Athletic Offices. Schedules are subject to change.

USER FEES

All participants will be assessed a fee determined annually by the School Committee. This one-time payment covers all sports for the entire school year. Fees are due prior to the first game/contest of the season. Students who are eligible for the Federal Free Lunch Program are entitled to a waiver of this fee upon request in writing to the Principal. User fees are non-refundable. All payments are to be made online at brrhs.bridge-rayn.org under the Athletics menu or by money order payable to "BRRSD" (Bridgewater-Raynham Regional School District). We do not accept personal checks.

Parents and students should understand that this fee simply entitles the participant to a place on the team. It does not guarantee participation time in games, nor does it ensure specific positions on a team. Those decisions will remain with the coaches.

***Please note, user fee payment does not equal sport registration.**

PHYSICAL EXAMINATION

Under present MIAA rules: All students must pass a physical examination prior to participation in High School Athletics. A physical exam covers the student for 13 months from the exam date. A student's eligibility will terminate once a physical has reached the 13-month limit. Physical examinations must be performed by a duly registered Licensed Physician, Physician's Assistant or Nurse Practitioner. Student athlete is responsible for submitting a copy of their physical to the Athletics Office.

CONCUSSION POLICY

This is a BRRSD School Committee Policy. The purpose of this policy is to provide information and standardized procedures for persons involved in the prevention, identification, training, management and return to activity decisions regarding students who incur head injuries while involved in school or extracurricular athletic activities.

To read the full policy, please go to http://www.bridgerayn.org/school_committee/policy_manual you will find the policy in Section J – Students, file JJIF – Concussion Policy.

Please also reference: Section J – Students, file JJIF-R – Athletic Concussion Regulations.

To participate in interscholastic athletics, an athlete with a missing or diseased paired organ must provide his/her principal with a parental permission form and a medical specialist’s written permission to participate. Such an athlete must wear during all practices and competitions the protective equipment recommended by the specialist.

MANDATORY SPORT REGISTRATION

BR offers the convenience of free online registration for sports programs through a partner company, Family ID. (www.familyid.com)

Family ID is a secure registration platform that provides you with an easy, user-friendly way to register for athletic programs each season. Family ID helps us to be more administratively efficient and environmentally responsible, while streamlining the registration process for the families of our school district. When you set up an account on Family ID, you enter your family’s information once for multiple future uses and multiple students in your household. Then each season, fall, winter, spring, you simply log-on, select your student(s) and the sport your student(s) wants to try-out for.

Sports registration is season to season. Once the deadline is reached, Family ID will be closed for the season. Students will not be permitted to participate for that season if they fail to sign up during the registration window. The timeline for signing up each season for a sport is as follows.

Fall Registration

Begins May 1st and will end on the 2nd Monday in August.

Winter Registration

Begins October 1st and will close on the Monday before Thanksgiving.

Spring Registration

Begins January 1st and will close on the 2nd Monday in March.

CODE OF CONDUCT VERIFICATION

Every athlete’s parent/guardian and every athlete must read the Rules, Regulations in Part Six of the Student Handbook and Code of Conduct for Athletes in Part Five of the Student Handbook, also available online @ www.bridge-rayn.org, or a hard copy will be available in the Athletic Director’s office. During the online Family ID sports registration process, the athlete and his/her parent/guardian must electronically sign the “Athlete and Parent Notification Receipt of Code of Conduct”

acknowledging that they have read the rules and regulations to participate in athletics.

LOCKER ROOMS AND CARE OF EQUIPMENT

The locker room is for players and coaches only. There shall be no horseplay in locker rooms at any time. Locker rooms are to be kept clean. Each student is responsible for the proper care and safekeeping of all equipment issued. Lockers must be secured before and after practices or competition. Upon termination of sport participation, the student is required to turn in equipment and clear out his/her locker within THREE days. The school is not responsible for personal items left in unattended lockers after three days and such items will be discarded. Lost or stolen items must be paid for through the high school office or to the coach in charge (such equipment remains school property and will be confiscated any time it reappears). No athlete will be allowed to play another sport until all equipment and/or uniform obligations are cleared up with his/her previous coach.

TRANSPORTATION REGULATIONS

The district may provide one-way transportation from the school to off-campus home athletic games/contests that occur directly after school. The following sport teams compete off-campus; swimming, hockey, gymnastics and golf. At times under extenuating circumstances, other sports teams may need to meet off site as well. These are considered home athletic events.

A parent/guardian will be responsible for transporting athlete's home after home athletic events.

On all **AWAY** trips, all athletic team members making the trip must go and return on the team bus, unless granted permission by the coach and an administrator with a written note from the parent/guardian, at least 24 hours prior to the game/contest. The student athlete must get the coach to sign the note and then an administrator needs to sign it. Both signatures on the note warrants approval and it should be returned to the coach as confirmation. Under extenuating circumstances, permission may be granted by the coach and/or Athletic Director/Administrator.

PARTICIPATION LIMITATIONS, CHANGING SPORTS, LEAVING THE TEAM

Student athletes are prohibited from participating in more than one school sponsored athletics activity during any given season. An athlete may not drop one sport to go out for another after tryouts have been completed and team divisions/cuts have been made. Individuals who voluntarily sever their team affiliation and/or quit during the season and

later have a change of heart may be reinstated to team status at the coach's, Athletic Director's, and Principal's discretion.

A STUDENT MAY NOT TRY OUT FOR A TEAM AFTER FINAL CUTS HAVE BEEN MADE UNLESS THE ATHLETIC DIRECTOR HAS GRANTED PRIOR APPROVAL FOR EXTENUATING CIRCUMSTANCES ONLY.

BONAFIDE TEAM MEMBER

The rule (M.I.A.A. Handbook Rule 45)

A bona fide member of the school team is a student who is consistently present for, and actively participates in, all high school team sessions (e.g. practices, tryouts, competitions). Bona fide members of a school team are precluded from missing a high school practice or competition in order to participate in a non-school athletic activity/event in any sport recognized by the MIAA. First Offense: Student athlete is suspended for 25% of the season (see chart on Rule 62). Second Offense: Student athlete is suspended for an additional 25% of the season, and is ineligible for tournament play immediately upon confirmation of the violation.

See MIAA Rule 96 for additional tournament restrictions.

INSURANCE

Parents are urged to check insurance coverage for students playing sports. All athletes should be fully covered by family insurance. Twenty-four-hour coverage may be purchased through the school at minimal cost. The School Department does carry insurance for athletes, but it is secondary to the athlete's family insurance.

ACADEMIC ELIGIBILITY

A student must pass 25 credits to be able to participate.

TRANSFER STUDENTS

An athlete who transfers from any school to Bridgewater-Raynham Regional High School is ineligible to participate in any interscholastic contest at any level if he/she played at the varsity level in the sport during the year preceding the transfer. Exception: the transfer is necessitated by a change of residence of his/her parents to Bridgewater or Raynham. A student must secure eligibility from the Athletic Director/Principal. A student who transfers from a foreign country without parental change of residence accompanying the transfer will be ineligible for a period of 365 days from the date of entrance unless such transfer is sponsored by a Council on Standards for International Education Travel (CSIET) approved foreign exchange program.

SCHOOL ATTENDANCE/PARTICIPATION

A student must be recorded as present before 7:46 AM or they cannot participate in any practice or game that day without the consent of the Administration. Any athlete who is dismissed during the day and cannot return before the close of school must receive approval from the Administration to participate that day. An athlete who is absent without prior approval of the Administration may not participate in a game or practice that day. Athletes assigned after school detention by either the administration or a teacher must attend as directed. An athlete excused from physical education class for medical reasons may not participate in athletics until physical education classes are resumed and the Athletic Director receives a written note from the school nurse. An unapproved absence by school administration on a Friday prohibits an athlete from participating in any weekend event.

PRACTICE AND GAME ATTENDANCE

Prompt attendance is mandatory for all practices and meetings scheduled by the coach. It is the responsibility of the athlete to gain permission from the coach to miss a practice prior to and not after the practice if there is a need to be excused. An unexcused absence from a practice or game will for the first offense result in the athlete not dressing for the next scheduled game that he/she is scheduled to play. Attendance will be required at said game. The second or subsequent offense could result in dismissal from the team. Acceptable reasons for missing a practice include, but are not limited to an extra help session with a teacher, tutorial assistance, medical and dental appointments which cannot be rescheduled, or any family emergency. An athlete must be present at the practice preceding a game to participate in the game, unless excused by the coach.

INJURIES

It is the responsibility of the athlete to promptly report all injuries to the coach, athletic trainer, and school nurse to ensure that an accident report will be submitted in a timely fashion to cover school and insurance company requirements.

MIAA RULE ON CHEMICAL HEALTH

The rule (M.I.A.A. Handbook Rule 62.1)
From the earliest fall practice date, to the conclusion of the academic year or final athletic event (whichever is latest), a student shall not, regardless of the quantity, use or consume, possess, buy/sell, or give away any beverage containing alcohol, marijuana, (including synthetic) any tobacco product (including e-cigarettes, VAPE pens and all similar devices; steroids; or any controlled substance. This policy includes products such as “NA or near beer” and inhalants (defined as any substance that produces a mind-altering effect when inhaled), and misuse

of over-the-counter medications and substances used for the purposes of altering one's mental state. It is not a violation for a student to be in possession of a legally defined drug specifically prescribed for the student's own use by his/her doctor.

If a student in violation of this rule is unable to participate in interscholastic sports due to injury or academics, the penalty will not take effect until that student is able to participate again

Minimum Penalties:

FIRST VIOLATION: When the Principal confirms, following an opportunity for the student to be heard*, that a violation occurred, the student shall lose eligibility for the next consecutive interscholastic contests (regular season or tournaments) totaling 25% of all interscholastic contests in that sport. No exception is permitted for a student who becomes a participant in a treatment program. It is recommended that the student be allowed to remain at practice for the purpose of rehabilitation. During the suspension the disqualified student may not be in uniform and his/her attendance at the competition site is determined by the high school principal. All decimal part of an event will be truncated i.e. All fractional parts of an event will be dropped when calculating the 25% of the season. When calculating percentages, all decimals are dropped.

For example, an 18-game season $\times 25\% = 4.5$ (equals 4 games) an 11-game season $\times 25\% = 2.5$ (equals 2 games).

Second Violation:

When the principal confirms, following an opportunity for the student to be heard*, that a violation occurred, the student shall lose eligibility for the next consecutive interscholastic contests (regular season or tournament) totaling 60% of all interscholastic contests in that sport. All decimal part of an event will be truncated i.e. All fractional parts of an event will be dropped when calculating the 60% of the season.

If, after the second or subsequent violations, the student of his/her own volition becomes a participant in an approved chemical dependency program or treatment program, the student may be certified for reinstatement in M.I.A.A. activities after a minimum of 40% of events provided the student was fully engaged in the program throughout that penalty period. The high school principal in collaboration with a chemical dependency program or treatment center must issue such certification of completion. If the student does not complete the program, the penalty reverts back to 60% of the season. All fractional part of an event will be truncated i.e. All fractional parts of an event will be dropped when calculating the 40% of the season.

Penalties shall be cumulative each academic year, but serving the penalty could carry over for one year. Or, if the penalty period is not completed during the season of violation, the penalty shall carry over to the student's next season of actual participation, which may affect the eligibility status of the student during the next academic year. (e.g. A student plays only football: he violates the rule in winter and/or spring of the same academic year: he would serve the penalty [ies] during the fall season of the next academic year. If a student is not an athletic participant for one full year after affirmation of a violation, then the penalty period would close and the student would face no consequence. Prior to any chemical health violation, a student's request for enrollment in a substance abuse treatment shall not in and of itself constitute a violation of the chemical health/alcohol/drugs/tobacco Rule 62.

*Note: a student being heard does not mean a formal hearing. This gives the student the right to tell his/her side of the story. The Second and Subsequent Violations penalty only occurs in the academic year of the first violation but is still subject to the cumulative rule in order to complete the penalty.

Out of season athletes must abide by the same standards as athletes whose sport is in season. Thus, the chemical health rule will be in effect at all times during the school year. The prescribed penalties as listed above will commence for the out of season student at the start of his/her next athletic season.

HAZING

The policy on hazing is in compliance with Chapter 536 of the Acts of 1985, which amend Chapter 269 of the General Laws of Massachusetts. All hazing laws and penalties shall be followed as written in the Bridgewater-Raynham Regional School District Handbook (Part 7: Local, State & Federal Policies). During the online Family ID sports registration process, the athlete and his/her parent/guardian must electronically sign the "Athlete and Parent Notification Receipt of Massachusetts Hazing Law 269" acknowledging that they have read and agree to comply with the law.

TAUNTING

The Board of Directors of the MIAA adopted the following policy in November, 1994:

1. Taunting includes any actions or comments by coaches, players or spectators which are intended to bait, anger, embarrass, ridicule or demean others, whether or not the deeds or words are vulgar or racist. Included is conduct that berates, needles, intimidates or threatens based on race, gender, ethnic origin or background, and

conduct that attacks religious beliefs, size, economic status, speech, family, special needs or personal matters. Examples of taunting: include but not limited to: “trash talk”, defined as verbal communication of a personal nature directed by a competitor to an opponent by ridiculing his/her skills, efforts, sexual orientation, or lack of success, which is likely to provoke an altercation or physical response; and physical intimidation outside the spirit of the game, including “in the face” confrontation by one player to another and standing over/straddling a tackled or fallen player.

2. In all sports, officials are to consider taunting a flagrant unsportsmanlike offense that disqualifies the offending bench personnel or contestant from the contest/day of competition. In addition, the offender shall be subject to existing MIAA Disqualification rules. A review of the MIAA taunting policy and a warning shall be given to both teams by game officials prior to each contest.
3. At all MIAA contest sites and tournament venues, appropriate management may give spectators one warning for taunting. Thereafter, spectators who taunt players, coaches, game officials, or other spectators are subject to ejection.

SCHOOL RULES AND SUSPENSIONS

Athletes are subject to school rules and regulations governing student behavior as cited in the Student Handbook for Bridgewater-Raynham Regional High School (Part Six). Violation of school rules resulting in in-school suspension or out-of-school suspension school will automatically preclude student involvement in athletics for the length of the suspension. A suspension on a Friday prohibits an athlete from participating in any weekend event.

COMMUNICATION/CONFLICT RESOLUTION

When conflicts or issues arise, it is important that they be addressed immediately, and as directly as possible, so that it can be resolved promptly. Questions and concerns should always be directed to the coach in charge. In the event that the issue cannot be resolved at that level, it may be necessary to refer the concern to the next organizational level. Chain of Communication: Coach of the Team, Head Coach, Athletic Director, and, lastly, the Building Principal.

If a meeting is needed, the student athlete will be required to be in attendance. At the discretion of the coach, there can be a 24hour grace period prior to the meeting.

Any communications between parent and school personnel will be disclosed to the student athlete. **Playing time at the varsity level is not a topic for discussion.**

PLAYER SUSPENSION OR DISMISSAL FROM A TEAM

The coach shall report in writing to the Athletic Director the name of any team member suspended/dismissed from a team. This written report shall be filed within a 24-hour period or on the following Monday if the suspension/dismissal took place on Friday or Saturday. The coach shall fully apprise the suspended/dismissed player and his/her parent/guardian of the suspended /dismissed action and clearly state the reason or rules that were breached for the action within 24 hours. The Athletic Director shall notify the Principal of the suspension/dismissal after receiving the report from the coach. A dismissed athlete may appeal the dismissal by requesting a hearing with the Athletic Director, Principal and Coach. It is highly recommended that the parent/guardian of the dismissed athlete be present at the hearing which should take place within three school days.

RETRIBUTION

The Athletic Director and coaches are committed to ensuring that there shall be no “retribution” in any form for raising an issue or concern about the Athletic Department. Students and parents must be confident that voicing an opinion or concern, using the proper form and method is not only penalty and retribution free but strongly encouraged. If at any time, a student or his/her parent suspects that any form of “retribution” is surfacing, they should contact the Athletic Director or Principal immediately.

PART SIX – STUDENT LIFE

CODE OF CONDUCT FOR ALL STUDENT ACTIVITY PROGRAMS

Participation in the Bridgewater-Raynham Regional High School Student Activity Program is a privilege available to all students. While physical skill and demonstrated ability are the primary considerations in determining team and club membership, it is also important to realize that a school must also be represented by students who are responsible citizens, satisfactory scholars, and trained and conditioned participants willing to abide by prescribed regulations and standards. This privilege carries with it serious personal commitments and responsibilities to the school, faculty, student body and the communities of Bridgewater and Raynham.

We expect all individuals to treat each other with dignity and respect. We are committed to maintaining a safe and secure environment in which staff and students are all treated with respect. The Bridgewater-Raynham Regional School District will not condone or tolerate any harassment,

discrimination, or different treatment, of or among staff or students, based upon characteristics that include but are not limited to: Age, Disability, Sex (including sexual orientation), Gender Identity, Religion, Race, Nationality, Origin, Creed, Color and Homelessness.

ACCIDENT REPORTS AND INSURANCE GUIDELINES

The following procedures will be followed in case of injury. All injuries will be reported to the coach/trainer/advisor immediately. The coach/advisor will fill out an accident report, which must be sent to the nurse within 24 hours. The nurse will follow through by checking the student and sending home insurance forms if necessary. It is the student and parent's responsibility to be certain they have received, properly filled out, and mailed the insurance forms to the insurance company. Later, the parent will mail unpaid bills to the insurance company. Failure to follow this procedure could result in loss of insurance coverage.

GENERAL RULES, REGULATIONS AND GUIDELINES

ABSENCES:

If a player is not present for the entire six-period day or its equivalent, he/she will not be allowed to play or practice that day. If there are extenuating circumstances, only the Principal or designee can determine whether relief from the rule will be allowed. If a player is not present for the full day on a Friday, he/she must obtain permission from the Principal or designee in order to play on the weekend.

UNEXCUSED ABSENCES FROM PRACTICES AND GAME:

A student or parent should make every effort to notify the coach/advisor of any practice, as well as any events he/she may miss.

ACADEMIC:

A student must pass 25 credits to be eligible to participate.
(*Note: BRRHS standard is stricter than the MIAA).

INSUBORDINATION:

Any student who, when under an advisor's supervision, is disrespectful, insubordinate or who commits an act of theft shall be reprimanded and may be subject to dismissal from the team.

ATHLETIC/ACTIVITY USER FEE POLICY AND PROCEDURE

1. All participants in interscholastic sports programs will be assessed a fee determined annually by the School Committee. Fees are due prior to the first game/contest of the season. Students who are eligible for the Federal Free Lunch Program are entitled to a waiver of this fee upon request in writing to the Principal. Students participating in

extracurricular activities/clubs will be assessed a fee of no more than \$50 per year. These one time fees per year covers all activities and/or sports for the entire school year.

2. The user fees are non-refundable. Any participant who leaves a team/program voluntarily or whom the Coach/Advisor, Athletic Director, or Principal drops from the team for disciplinary or scholastic deficiencies is not eligible for a refund. All payments are to be made by bank check or money order payable to the **Bridgewater-Raynham Regional School District, or paid online.** Students who are eligible for the Federal Free Lunch Program are entitled to a waiver of this fee upon request, in writing, to the principal. There are no other provisions for reduced fees. Fees are due prior to a student trying out for a team. If a student is cut from a team prior to the first game, the check will be returned.
3. Parents/guardians and students should understand that this fee simply entitles the participant to a place on the team/club. It **does not** guarantee participation time in games, nor does it insure specific positions on a team. Those decisions will remain with the coaches. Fees collected in this manner are designed to help defray the operational cost of offering the programs.

FIELD TRIP POLICY #IJOA

The Committee recognizes that field trips may provide students with an effective and worthwhile means of learning and growing. In as much as these trips are consistent with the Educational Philosophy and Objectives of this manual, the Committee is supportive of activities that reinforce classroom instruction and promote healthy social development.

A **Field Trip** is intended to be curriculum driven and designed to stimulate interest and inquiry directly related to classroom learning activities. Field trips are intended to provide an extension of specific knowledge, information or insights that cannot be developed through regular classroom instruction.

1. Field trips require careful advanced planning and preparation of the class.
2. To be effective, field trips require structured learning activities at the site and follow-up activities in the classroom.
3. Permission to take a class on a field trip must first be secured from the building administrator. Approval from the Superintendent must be obtained prior to making arrangements for the field trip. Field trips may be authorized by the building Principal provided that
 - § one-way distance from the school does not exceed 50 miles no overnight travel is involved
 - § cost per student does not exceed \$30.
 - § trip is listed as an approved curriculum driven destination

4. Field trips requiring overnight travel or late-night travel must be endorsed by the Superintendent and approved by the Committee.

All travel arrangements for trips will be made in accordance with the Student Travel Regulations (section JJH) contained in this policy manual.

In evaluating field trip requests, the administration and the Committee will consider the following:

1. Value to the unit of study
2. Age level suitability of the destination
3. Age level suitability of travel times and duration
4. Impact upon other units of study
5. Cost

Parental permission will be required (utilizing the approved District Permission Form) for any field trip taking students outside the District. Permission forms are not needed for walking trips or bus trips within the district, but courtesy notification will be provided to parents.

The teacher will provide parents with specific information concerning the academic purpose and destination of the trip, transportation arrangements, and a detailed itinerary if the field trip extends beyond the regular school day. Whenever practicable, a minimum of two classes at a time shall coordinate field trips so as to minimize transportation costs to parents.

The field trip cost should be based on total expenses spread on a pro rata basis inclusive of students and chaperones.

No student shall be precluded from participation if he/she is unable to contribute to the field trip cost. Whenever feasible, a student is absent on the day of a field trip shall be refunded any money he/she has paid for the trip.

The teacher planning the trip shall be responsible for arranging for an appropriate educational experience and supervision for students not participating in the trip.

Each field trip shall be adequately supervised by the teacher(s) and an appropriate number of adult chaperones. The establishment of the proper ratio of chaperones to students will be determined on a case by case evaluation of each field trip. Consideration will be given to the number of students, age, maturity of students, type of activity, facility where the activity will take place, and type of transportation and safety considerations. There should be a minimum of two adults supervising each field trip. The Building Principal will determine the ratio of

chaperones to students for each trip with the Superintendent having the final authority.

- a. Chaperones shall be assigned oversight for a specific group of students consistent with said ratio.
- b. All chaperones must complete a CORI check prior to the trip. The teacher will be responsible for providing all chaperones with a clear understanding of their duties and responsibilities on the trip inclusive of knowledge of and timeline for the structured learning activities the students will be completing.

Teachers shall review acceptable standards of conduct with students in advance of the trip. Chaperones should be familiar with these standards, although the teacher has primary responsibility for student conduct and supervision. Student safety will be a primary consideration, with first aid kits required on all field trips.

In an emergency situation, the teacher is responsible for notifying the building Principal by telephone as soon as possible. Field trips will be authorized during the month of June at the discretion of the Superintendent with notification to the Committee.

DANCES

1. No smoking or vaping at any time in the school or on the school grounds.
2. Leaving the building without permission or for disciplinary reasons will cause dismissal from the assigned dance area.
3. Students on suspension or who have been expelled from BRRHS are not permitted to attend dances.
4. Failure to comply with any directive by the teachers in charge will result in dismissal without refund.
5. Parents/guardians of those students who attend school-sponsored dances or extracurricular activities under the influence of drugs or alcohol will be notified to provide transportation. All violators will be given up to an 8-day suspension from school. In cases of no parental/guardian contact, the police department will be notified.
6. Guests must be under 21 years of age and middle school students are not allowed to attend any school dances

PARENT/GUARDIAN/STUDENT INTERNET USE POLICY

Internet access is now available to students within the Bridgewater-Raynham Regional School District. The Internet offers vast, diverse, and unique resources to students. Our goal in providing Internet access to students is to promote educational excellence in schools by facilitating resource sharing, innovation, and communication.

Please read this document. If you agree to the conditions stated, please sign this document and have your son or daughter sign and return it.

With access to computers and people all over the world comes the availability of material that may not be considered to be of educational value in the context of the school setting. Bridgewater-Raynham has taken precautions to restrict access to questionable materials. However, on a network it is impossible to control all materials, and an industrious user may discover controversial information. Nevertheless, we believe that the valuable information and interaction accessible on the Internet far outweighs the possibility that users may access inappropriate material.

It is essential for each user to recognize his or her responsibility in having access to the vast services, sites, systems, and people that are located on the Internet. As a user, your son or daughter is ultimately responsible for his or her actions in accessing the Internet services.

The use of the Internet is a privilege, not a right. This privilege may be revoked at any time for abusive conduct. Below are examples of behavior resulting in the loss of Internet privileges:

- Sending hate mail, making discriminatory remarks, and any other antisocial behavior.
- Accessing or processing pornographic materials, inappropriate text files, or any files dangerous to the integrity of the local area network.
- Using the Internet for financial or commercial gain.
- Using the Internet to harm other people.
- Interfering with other people's computer work.
- Trespassing in other people's files.
- Using someone's name without his or her permission.
- Downloading and using software for which you have not paid.
- Using other people's computer resources without authorization.
- Using the Internet for illegal activities.

Users are allowed to Access many areas of the Internet but are reminded that each area has its own policies and procedures. It is the user's responsibility to be knowledgeable of and abide by each area's specific policies and procedures. Students are responsible for good behavior on-line just as they are in a classroom or other area of the school. Students are expected to abide by the generally accepted rules of network etiquette.

These include (but are not limited) to the following:

- Be polite, use appropriate language, and avoid sending abusive messages to others, any email generated may be reviewed by school officials.
- Illegal activities are strictly forbidden.
- Do not reveal personal addresses, or phone numbers, of students or family members.
- Do not use the network in such a way that the use of the network by other users would be disrupted.
- Assume that all communications and information accessible via the network is private property.

STUDENT GOOGLE APPS FOR EDUCATION
ACCEPTABLE USE GUIDELINES

What are Google Apps for Education?

Bridgewater-Raynham Regional School District provides staff and students with a Google Apps for Education account. Google Apps is a free web-based suite of programs provided by Google for schools to use. Google Apps includes such programs as Google Drive, Google Calendar, and Google Gmail. All of the Google Apps services can be accessed from anywhere there is an Internet connection (school, home, smart phone, etc.) This reduces and replaces the need for flash drives and/or external data drives. Since Google Apps is all online, it is the same everywhere it is used. There is no issue with having one version of a program at home and a different version at school. Google Apps allows one to easily share documents and files with teachers and other students, so assignments can be turned in electronically and projects can be collaborated on with classmates.

Google Drive:

Google Drive gives users up to 30GB of cloud storage space for most file formats. Google Drive can be accessed from any computer with an Internet connection. Google Drive allows users to access and share files from any device that has Internet connectivity.

Google Drive includes the following programs:

- Google Documents – word processor similar to Microsoft Word
- Google Slides/Presentations – multimedia presentation tool similar to Microsoft PowerPoint
- Google Sheets – spreadsheet program similar to Microsoft Excel
- Google Forms – survey/data collection tool for creating forms and collecting data from an audience
- Google Drawings – simple graphic design program

The Bridgewater-Raynham Regional School District will be using Google Apps for Education as educational tools. These accounts will be used for school related projects only and will provide students with collaboration and sharing tools including Spreadsheets, Documents, Forms and Presentations.

Philosophy:

Bridgewater-Raynham Regional School District encourages the use of Google Apps accounts as an effective and efficient way to improve communication between students and faculty. The primary purpose of student Google Apps is to support teaching and learning.

Google Apps Accounts:

Students will be assigned a @bridge-rayn.org Google Apps account. Students will log in with their first name last initial year of graduation @bridgerayn.org.

Prohibited Conduct -Unlawful activities.

- Misrepresentation of the Bridgewater-Raynham Regional School District -Sending an attachment that contains a virus.
- Unlawfully forwarding or copying material without permission.
- Sending emails with any libelous, defamatory, offensive, racist or obscene remarks.
- Disguising or attempting to disguise your identity when sending mail.
- Attempting to send an email to any domain/address other than @bridgerayn.org.
- Incidents of cyber-bullying* or inappropriate actions while using your account.

*See district cyber-bullying policy and Acceptable Use Policy.

Access to and use of Google Apps is considered a privilege according to the discretion of the Bridgewater-Raynham Regional School District. The District maintains the right to immediately withdraw the access and use of Google Apps when there is reason to believe that a violation of law or district policy has occurred. In such cases, the alleged violation will be referred to the building principal for further investigation and adjudication.

Security:

The Bridgewater-Raynham Regional School District cannot and does not guarantee the security of electronic files located on the Google Apps system.

Privacy:

Users of Google Apps accounts are strictly prohibited from accessing files and information other than their own. The District reserves the right to access the student accounts when there is reasonable suspicion that unacceptable use has occurred. The consequences of abusing the Internet will be determined by school officials. The severity of the consequences will depend on the severity of the offense. In signing this form, you and your son or daughter realize that you are agreeing to abide by this acceptable use policy and he or she will face all consequences if the conditions of the policy are not met. With access to computers and people all over the world also comes the availability of material that may not be considered to be of educational value in the context of the school setting. In signing this form, you are giving your daughter or son permission to have unrestricted access to the Internet. The consequences of abusing the Internet will be determined by school officials. The severity of the consequences will depend on the severity of the offense. In signing this form, you and your son or daughter realize that you are agreeing to abide by this acceptable use policy and he or she will face all consequences if the conditions of the policy are not met. With access to computers and people all over the world also comes the availability of material that may not be considered to be of educational value in the context of the school setting. In signing this form, you are giving your daughter or son permission to have unrestricted access to the Internet.

**BRRSD PARENT & GUARDIAN & STUDENT INTERNET
USE POLICY**

Agreement

I understand and agree with this contract for acceptable use of technology and that the Bridgewater-Raynham Regional School District will cooperate fully with local, state or federal officials in any investigation concerning or relating to misuse of the district's system or network. I understand that should I break this contract my access to computers will be revoked and disciplinary actions will be taken.

_____ Date
Student Name (Print)

_____ Date
Parent/Guardian Name (Print)

_____ Date
Parent/Guardian Name (Signature)

DECLARATION

I have read, understand, and acknowledge receipt of the 9-12 Google Apps for Education policy. I will comply with the guidelines set forth in this policy and understand that failure to do so may result in disciplinary action.

PARENT/GUARDIAN:

_____ I give permission for my child to be assigned a @bridge-rayn.org Google Apps account.

Student name: _____ HR _____

Parent/Guardian signature: _____ (Date)

Student signature _____ (Date)

**THIS FORM MUST BE RETURNED TO YOUR CHILD'S
ADVISORY TEACHER AT THE START OF THE SCHOOL
YEAR**

AUTOMOBILE PARKING PERMITS

Student parking is restricted to seniors and juniors who have registered for a parking permit and a parking place with the school office. Traffic directions must be followed in the school parking area.

Student parking is a privilege that may be temporarily or permanently revoked by an administrator for violation of the school discipline code. Students must have completed their Community Service hours in order to be eligible to register for a parking permit.

The following must be observed:

1. A speed of 5 MPH in the parking area.
2. All students parking on school property must have a valid parking sticker and register vehicles with the Assistant Principal
3. Drive safely at all times on school property.
4. Pupils will obey the school traffic officers.
5. Vehicles shall not be used **during** the school day for the purposes of congregating or loitering.
6. Students must park in assigned spaces if instructed to do so.
7. A parking fee of \$100 will be charged for a student-parking permit.
8. Student cars parked on school property are subject to search by school administrators.

Application will be made to the police department for authorization to tow away from the premises unauthorized vehicles or vehicles parked in an improper manner. All towing and storage expenses will be the responsibility of the vehicle's owner.

All student motor vehicles must be parked in the spaces reserved for students. Referrals will be made to the Registry of Motor Vehicles if, in the judgment of the administration, the safety of others is impaired. Any infraction of the school's motor vehicle policy may result in a suspension of the student's privilege to park on school property. Students who violate the school's student motor vehicle policy will be subject to disciplinary action.

Parking on school property is a privilege. Parking privileges may be revoked temporarily or permanently as a punishment for violating the school policy and regulations.

WORKING PERMITS

Before entering into employment, students between the ages of 14 and 18 must procure a working certificate. The two-step process includes reporting to the main office for appropriate documents and then presenting these to the Superintendent's designated agent who will issue

the permit. Working permits will only be processed before or after school.

PART SEVEN – LOCAL, STATE, AND FEDERAL POLICIES

RULES AND REGULATIONS RELATED TO STUDENT CONDUCT

It is our goal to provide all students with a safe and secure school in which to learn and all teachers with the most conducive teaching environment. In order to accomplish this, we must all work together. We urge you to communicate with teachers, guidance counselors, and administrators regarding student needs.

For the educational process to proceed in an orderly manner, the student must acquire the ability to make sound decisions, assume individual responsibility for his/her decisions, and develop a strong sense of respect for himself/herself and for others. In line with this policy, the student will participate in all conferences at all referral levels. The teacher and the student will use all means to deal with the problem themselves. If this does not solve the problem in a satisfactory manner, the teacher will consult with the student's guidance counselor and the Assistant Principal. The special education staff will discipline students who have been placed in special education adjustment or resource rooms.

Students may be disciplined for conduct or acts committed on school grounds, or in the public area around school grounds that are within the designated "Drug Free Zone" when not accompanied by a parent/guardian. These provisions are in place for students attending school or while going to or returning home from school or a school activity. Students may also be disciplined for conduct or an act committed away from school at other times if the conduct or act is related to school, adversely affects school discipline, or is detrimental to the interest of the school.

PERSONAL RESPONSIBILITY STATEMENT RULES AND REGULATIONS

It is the student's and parent's/guardian's responsibility:

- To treat all members of the school community, both pupils and staff, with respect.
- To comprehend that knowingly making false accusations of staff or students is unacceptable.
- To help make the school a safe place for all.

- To ensure proper care and security of all personal and school property.
- To help keep the school a clean and welcoming environment.
- To express yourself in a manner that will not cause disruption, disturbance, or embarrassment to others.
- To meet all your academic obligations to the very best of your abilities.
- To acknowledge and understand individual classroom and school-wide discipline policies and to avoid behaviors which would be deliberate violations of these behavioral expectations.
- To inform school authorities about potential threats to school safety or security.
- To be an honest and responsible person through adherence to the following:
 1. **Absences and School Activities** – A full day of school attendance, or its equivalent, is required of students in order to participate in or attend practices, games or student activities that day. The Assistant Principal may approve reasonable exceptions to this standard. If a student is not present for the full day on a Friday, he/she cannot participate in an event over the weekend or vacation.
 2. **Academic Dishonesty** - Your honesty relating to academic work in school is the most important factor. Any students found to have plagiarized or been academically dishonest may receive a zero grade on the work in question and up to a two-day suspension. The teacher will notify the parent or guardian.
 3. **Addressing Staff** - Students will address their teachers and faculty by the terms: Miss, Mrs., Ms., Coach, Mr., or Dr.
 4. **Arson** - Any act of arson, deliberately setting a fire, or use of explosives including fireworks), may result in a minimum of eight (8) day suspension from all classes and school activities. Restitution for any damage will be mandated and involvement and referral of the police and/or fire department may be required.
 5. **Assaults** – Any student who verbally or physically assaults or threatens a principal, assistant principal, teacher, teacher’s aide or other educational support staff on the school premises or at school-sponsored or school-related events, including athletic games, may be suspended for a minimum of eight (8) days, **may be referred to the police**, and may be subject to expulsion from the school. Any student who verbally or physically assaults another student on school premises or during school-sponsored events may be suspended for a minimum of five (5) days and may be referred to the police. These students may also be required to undergo a psychological evaluation by a licensed psychologist.
 6. **Behavior at Events** - Behavior at assemblies, athletic contests, dances or any other school function should be in the best social

traditions of the school. Respect for the person(s) participating should always be observed. Students acting inappropriately will be asked to leave and could face further disciplinary action.

7. **Bomb Threats** - Making false bomb threats or pulling the fire alarm may result in a minimum of eight (8) day suspension from all classes and school activities. Involvement and referral of the police and/or fire department will be required.
8. **Breathalyzer Test**- Bridgewater-Raynham Regional High School administration reserves the right to breathalyze any Bridgewater-Raynham Regional students before allowing entrance to any extracurricular school related events as well as using a Breathalyzer on Bridgewater-Raynham regional students exhibiting signs of having consumed alcohol which may include having glassy eyes, slurred speech, unsteadiness on their feet, or the emission of an alcoholic odor. If a student refuses to be breathalyzed, he/she will not be allowed entrance to the school-related event. If he/she tests positive for alcohol, he/she will receive an additional opportunity to take the test. Any student that tests positive for alcohol, will be subject to all school rules relating to the use and/or possession of alcohol.
9. **Bus Behavior** - Bus students will be considered as “in school” until they leave the school buses. The bus driver is in charge and good conduct must be observed. Misconduct may result in suspension of privileges or other school discipline.
10. **Corridor Passing** - Corridor passing and use of stairways should always be on a “KEEP TO THE RIGHT, WALK BRISKLY, BUT DO NOT RUN” basis. There shall be no congregating in hallways, lobbies, or entryways between classes. Hallway passes are required. Failure to obtain a proper hallway pass may result in a demerit.
11. **Criminal Complaints** - Upon the issuance of a criminal complaint charging a student with a felony or upon the issuance of a felony delinquency complaint against a student, the Principal or Assistant Principal of the school may suspend such student for a period of time determined appropriate by said Principal or Assistant Principal if said Principal or Assistant Principal determines that the student’s continued presence in school would have a substantial detrimental effect on the general welfare of the school. The student shall receive written notification of the charges and the reasons for such suspension prior to such suspension taking effect. The student shall also receive written notification of the right to appeal and the process for appealing such suspension; provided, however, that such suspension shall remain in effect prior to any appeal hearing conducted by the Superintendent.
12. **Demerits** – Will be assigned by an administrator for behavior that causes disturbances in and around school. Teachers may assign demerits for behavior that is defiant or disrupts their classroom.

When a student has accumulated four (4) demerits, an administrator may assign that student a Saturday Detention or an In-School-Suspension. Failure to complete the assigned detention/suspension will result in additional disciplinary action.

13. **Destruction of Property** - Deliberately destroying or defacing school property may be suspended for a **minimum** of eight (8) days and may face prosecution and restitution for damages.
14. **Directed Study Blocks** –Students are to bring study or reading materials to directed study rooms. This block counts toward state-mandated time on learning. Students may not move from one directed study to another unless they have a pass from the teacher citing specific work to be completed.
15. **Dress Code**-The school recognizes that the First Amendment’s guarantee of expression applies to students. A student’s style of dress is an individual statement of who they are. School, however, is a preparation for life and we believe that there is a relationship between good dress habits, work habits, and appropriate behavior. Reasonable regulations of student attire can further the school’s educational mission by minimizing disruptions and help create an environment which reflects the serious and important purpose of education. Students are expected to dress in a manner that does not disrupt the educational process and to wear clothing suitable for a school environment. Staff may request a student to alter dress deemed inappropriate or excessively revealing. **Final determination of a dress code infraction will be made by the school administration.** The following procedures of dress will be adhered to at all times:
 - a. Safe and appropriate footwear will be worn at all times for health and safety reasons.
 - b. Clothing and accessories which promote drugs, alcohol, tobacco, sex, violence, profanity, and/or are deemed “gang related” will not be allowed.
 - c. Hats, caps, stocking hats, hoods, bandanas in any form, and head coverings are not to be worn in school between 7:20am-2:00pm

***The administration may make exemptions for religious or medical reasons.**

- a. Students inappropriately dressed will be asked to change their attire or be sent home.
- b. Parents/guardians may be called to bring in appropriate clothing. Failure to adhere to the dress code policy will result in enforcement of disciplinary action ranging from demerits to suspension.
- c. Parents/guardians are urged to monitor their child’s attire.

16. **Driving on School Grounds** - Failure to operate a motorized vehicle in a safe manner on school property or failure to follow the driving/parking regulations **will** result in a suspension of driving privileges and/or a citation.
17. **Driving to Events** - Students who are required to attend school-related activities may not drive themselves or ride with others without the written permission of a parent/guardian and administration.
18. **Electronic Devices in School** - Students may use their electronics between classes and during lunch. If they are listening to music in these same areas, they must keep one ear unobstructed at all times for safety reasons. Any personal electronic devices are not permitted to be used during class time. All students are expected to put their cell phones in the teacher's cell phone holder or in a box on the teacher's desk at the start of class. These devices can only be used in classes and studies for specific academic reasons tied to the content being taught with teacher approval and monitoring. During advisory periods, the phones may just be out of sight. If a student takes out or uses their personal electronic device in class without teacher permission or fails to turn in his/her device then that student will be sent to the main office to see a school administrator for consequences. In addition, students are not permitted to take pictures or videos of students or teachers without their permission. A violation of this may result in a suspension.
 - a. **1st electronic device infraction:** The student is sent to the main office to see an administrator; electronic device is confiscated and parent/guardian must pick it up from the school. The student is given an administrative detention of 90 minutes. Laser pointers will not be given back as they pose a safety issue.
 - b. **2nd electronic device infraction:** Student is sent to the main office to see an administrator, electronic device is confiscated, parent/guardian must pick it up from the school, and the student will be assigned a Saturday detention.
 - c. **3rd electronic device infraction:** Student is sent to the main office to see an administrator, electronic device is confiscated, parent/guardian must pick it up from the school, and the student will be assigned an In-School Suspension.
 - d. **4th electronic device infraction:** Student is sent to the main office to see an administrator, electronic device is confiscated, parent/guardian must pick it up from the school, and the student will be assigned an In-School Suspension. Student will also lose the privilege to use personal electronic devices in school for the remainder of the school year. They must either turn in their device to an administrator every

morning or just keep them at home. Any further infractions may lead to an outside suspension.

**** Refusal to turn over the electronic device to a school administrator may lead to a suspension for insubordination.**

19. **Fighting on School Property** – Fighting on school property or at any school-sponsored event on or off campus may be suspended for a **minimum of five (5) days**. Students may be subject to exclusion or expulsion from school. The police will be notified at the discretion of administration and the student(s) may be arrested.
20. **Food in School** –Candy, food, and gum are not to be eaten during the school day except in the cafeteria during the student's' designated lunch. Food may not be purchased in the cafeteria while a student is moving to his/her class. Violation may result in demerits or detention.
21. **Forgery**-Knowingly forging or willfully using a school-related forged document tampering with a school record, or misrepresentation of parental/guardian communication may result in a minimum of one (1) to three (3) day suspension from all classes and activities.
22. **Gambling** – Any and all forms of gambling and card playing are prohibited. A student may receive a suspension of one to three days for gambling. **Teachers may choose to use cards for educational reasons.**
23. **Going to Guidance** - Students are not allowed to voluntarily visit the guidance area or individual counselors during class time. If a student wishes to speak to his/her guidance counselor, they must obtain a pass PRIOR.
24. **Instructional Media Center** - Students may go to the “INSTRUCTIONAL MEDIA CENTER” during their directed study. Students must obtain a pass from the librarian after 2:05 pm the previous day and show this pass to their directed study teacher PRIOR to going to the Instructional Media Center.
25. **Insubordination (Non-compliance)** - Non-compliance with a reasonable request from any member of the school staff or deliberately giving false or misleading information may result in a suspension from all classes and activities.
26. **Lavatory Use** - Students may use lavatories without permission before school, after school, and between periods. If a student is unable to arrive to class on time from using the bathroom between classes, he/she **may** no longer have the privilege.
27. **Leaving the Building** - Students are not allowed to leave the building without administrative authorization. Any student leaving without permission may be suspended for a minimum of one day.
28. **Obligations**-Any student with an outstanding obligation, including but not limited to textbooks, cafeteria debt, uniforms, etc. to the

- BRRHS or BRRSD may be ineligible to participate in any school related or school sponsored extracurricular activity
29. **Profane/Obscene Language**-Use of profane, abusive or obscene language will not be tolerated. Any language that substantially disrupts the good order of the school and/or slurs based upon religious, ethnic, racial, disability, gender or sexual orientation will not be allowed and may result in a suspension from all classes and activities.
 30. **Public Displays of Affection** – Public displays of affection within the school setting will not be tolerated. **Students who violate this rule will be disciplined accordingly.**
 31. **Restricted Areas** - All students are restricted from the faculty dining room, **unsupervised areas**, and work areas at all times unless given permission from school administration. Moreover, locker rooms and the gym areas are off limits to students who are not in Physical Education class or who are with an athletic team. Students may be issued an out-of-school suspension. **Students are not to remain in the school building after school unless supervised as it is a safety issue. Violations may result in a suspension.**
 32. **School issued items**- Students will be responsible for lost or damaged school issued items and will be required to pay for them.
 33. **Searches** – If a student is suspected of violating school rules or state law, he/she may be subject to reasonable search by a school official, including the search of his/her locker and/or personal effects which may also include their automobile parked on school property. Searches by trained canines may occur throughout the school year.
 34. **Social Probation** – If a student has excessive attendance, behavioral issues (including harassment/no contact orders, and suspensions), academic issues, or fails to meet community service requirements during the school year, he/she may no longer be eligible to attend/participate in school sponsored events (e.g. the prom, dances, senior week activities, athletic events, etc.). This is at the discretion of the school administration. In addition, any student who comes to school tardy (unexcused) more than twenty (20) times a year will also be placed on Social Probation. Please refer to “Tardy Policy” for further details. *Any student who has not fulfilled his/her community service obligation may also be placed on social probation. Please refer to “Community Service” for further details.
 35. **Start of Day** - At 7:00 AM students may enter the building by way of the Bridgewater or Raynham Entrance. Students may only congregate in the main hallway and cafeteria from 7:00 AM to 7:20 AM. Failure to stay in the designated area will result in disciplinary action. The passing bell to advisory period sounds at 7:20 AM. Students are expected to be seated in their advisory period class by 7:26 AM. Students are late to class if they are not in by 7:26 AM. Students reporting to school after **7:26 AM MUST** report to the

main office. Students may use lockers before school and between classes.

36. **Stealing** – Stealing school or personal property or receiving stolen property may result in up to an eight (8) day suspension from school and possible prosecution.
37. **Student IDs** – Students must display a school identification card on their person at all times while at school.
38. **Substance Abuse (Alcohol)** – Our substance abuse procedures are based upon the concept that the role of the school is educational and rehabilitative. However, it should be clearly understood by the students, parents, and citizens of Bridgewater and Raynham that the use, possession, distribution or being under the influence of alcohol will not be tolerated in the Bridgewater-Raynham Regional High School or on its property.
 - a. Any student who is found to be under the influence of, in possession of, knowingly in the presence of, can reasonably be assumed to be aware of being in the presence of, or to have distributed alcohol on school property or at school-sponsored events will be suspended from school, after an appropriate informal hearing, of no more than eight (8) days (for the first offense). It will also be mandatory to attend an educational, rehabilitative program (i.e., Independence Academy) at student/parent/guardian expense. At the conclusion of the suspension, the student will be permitted to return to school following a satisfactory conference held with the student, the parents/guardians, the administration, and guidance personnel. At this conference a specific plan will be developed to monitor and assist the student.
 - b. For a second offense, the student will be suspended for a minimum of ten (10) days. Students may be precluded from attending future school sponsored events even after they return from a suspension, whether it is their first or second offense. Whenever a staff member has reason to suspect that a student is in violation of the school's alcohol abuse policy, the staff member shall notify the administration immediately. The administration shall take the student to the school nurse so that she may determine the student's physical condition. Students exhibiting signs of having consumed alcohol such as glassy eyes, slurred speech, unsteadiness on the feet, or the emission of an alcoholic odor may be required to take a breathalyzer test see #12. Students seeking voluntary alcohol assistance will be provided with assistance without penalties.

39. **Substance Abuse (Tobacco/Nicotine/Vapor Products)** – State law bans smoking on school property. Per MGL c. 270 section 22 and MGL c. 71 section 37H, the BRRHS is committed to having a smoke-free/tobacco/nicotine-free environment for its students, staff, and guests. Our general population will not be exposed to the hazards of secondary smoke. Smoking is prohibited on school property and at all school sponsored activities. Tobacco-related products, such as matches and lighters, are prohibited on school property and at all school-sponsored activities. Smoking paraphernalia may include, but is not limited to: pipes, e-cigarettes, hookah pens, vapes, Juuls, all other vaping devices/equipment, rolling papers etc., and are prohibited on school property and at all school sponsored activities. Violation of this Policy will result in the following consequences:
- a. 1st offense will include:
 - i. 1 after-school educational session.
 - ii. 1 day of in-school suspension following the after-school session to conclude the educational component.
Completion of the educational component will be turned in to administration by the end of the scheduled ISS.
Failure to complete any/all components will result in a 3 day outside suspension.
 - b. 2nd offense = 3 (3) days outside suspension
 - c. 3rd offense = 5 (5) days outside suspension
 - d. Beyond 3 infractions will progress in the number of outside suspension days.
40. **Visitors to School** - No visitors may enter the building unless an appropriate appointment has been arranged with an administrator or a member of the guidance department.
41. **Weapons and Controlled Substances** – Under MGL Chapter 71 Sec. 37H, the possession or carrying of a dangerous weapon or replica on school property is illegal. Any student who is found on school premises or at school-sponsored or school-related events, including athletic events, in possession of a dangerous weapon, including, but not limited to, a gun or a knife; may be subject to a minimum (8) eight-day suspension and possible expulsion from the school. Under this same law, a student in possession or under the influence of a controlled substance (including prescription drugs) as defined in Chapter 94C of The General Laws of Massachusetts, including, but not limited to, marijuana, cocaine, and heroin, in school or at a school sponsored event, may also be subject to a minimum of eight (8) day suspension and possible expulsion from the school. Please refer to “Code of Conduct” for further details.

DISCIPLINE OF STUDENTS WITH DISABILITIES

All students are expected to meet the requirements for behavior set forth in this handbook. Federal Law and Regulations require that additional provisions be made for students with disabilities. The Principal or designee shall notify the Director of Special Education of the suspendable offense of a student with either an IEP or 504 Accommodation Plan.

School Administrative Personnel may exclude a student with a disability from school for a disciplinary violation for not more than 10 consecutive days (to the extent those alternatives are applied to students without disabilities), and for additional removals of not more than 10 days in the same school year for separate incidents of misconduct (as long as those removals do not constitute a change in placement) equivalent to discipline not imposed on students without disabilities for the same offense. IDEA 2004, Section 615 (k) (1) (B).

After a child with a disability has been removed from his or her placement for 10 school days in the same year, during any subsequent days of removal, the child must continue to receive services that enable the child to participate in the general education curriculum, although in another setting, and to progress toward meeting the goals set forth in the child's IEP; and the child must receive, as appropriate, a functional behavioral assessment, and behavioral intervention services and modifications, that are designed to address the behavior violation so that it does not recur.

Within 10 days of any decision to change the placement of a child with a disability because of a violation of a code of student conduct, the district, the parent(s), and the relevant members of the child's IEP Team must review all relevant information in the student's file, including the child's IEP, any teacher observations, and any relevant information provided by the parents or guardians to determine if:

- a. the conduct in question was caused by, or had a direct and substantial relationship to, the child's disability, or:
- b. the conduct in question was a direct result of the district's failure to implement the IEP

The conduct must be determined to be a manifestation of the child's disability if the district, the parent, and the relevant members of the child's IEP Team determine that a condition in either paragraph (a) or (b) was met. The Team will make a finding, a manifestation determination, as to the relationship between the student's misconduct and his/her disability condition, conduct a functional behavioral assessment if appropriate, and modify or amend the IEP to provide Special Education services during the suspension, or to include a behavioral intervention

plan. If the district, the parent(s)/guardian (s), and the relevant members of the IEP Team make the determination that the conduct was a manifestation of the child's disability, the IEP Team must:

1. Either:
 - a. Conduct a functional behavioral assessment unless the district had conducted a functional behavioral assessment before the behavior that resulted in the change of placement occurred and implement a behavioral intervention plan for the child, or
 - b. If a behavioral intervention plan already has been developed, review the behavioral intervention plan and modify it as necessary to address the behavior and
2. Except as provided in 34CFR 300.530(g) of this section, return the child to the placement from which the child was removed, unless the parent and the district agree to a change of placement as part of the modification of the behavioral intervention plan.

There are some special circumstances in which the district may unilaterally remove a student and place them in an Interim Alternative Education setting without regard to whether the behavior is determined to be a manifestation of the child's disability. Specifically, school personnel may remove a student to an Interim Alternative Education Setting for not more than 45 days without regard to whether the behavior is determined to be a manifestation of the child's disability if the child:

- a. Carries a weapon to or possesses a weapon at school, on school premises, or carries or possesses a weapon at a school function under the jurisdiction of the district, or:
- b. Knowingly possesses or uses illegal drugs or sells or solicits the sale of a controlled substance while at school, on school premises, or at a school function under the jurisdiction of the district, or:
- c. Has inflicted serious bodily injury upon another person while at school, on school premises, or at a school function under the jurisdiction of the district

On the date on which the decision is made to make a removal that constitutes a change of placement of a child with a disability because of a violation of a school code of conduct, the district must notify the parents of that decision, and provide the parents with the procedural safeguards notice described in 34 CFR 300.504. The building Principal will notify the Director of Student Services, and will then notify the Department of Elementary and Secondary Education as required by as to the course of action. Subsequent amendments to state or federal law will supersede contrary handbook provisions.

A student not yet eligible for Special Education may be protected under IDEA 2004 regulations if the district can be deemed to have had knowledge that the student had a disability. The district must be deemed to have knowledge that a child is a child with a disability if before the behavior that precipitated the disciplinary action occurred:

- a. The parent/guardian of the child expressed concern in writing to supervisory or administrative personnel of the appropriate educational agency, or a teacher of the child, that the child is in need of Special Education and related services, or:
- b. The parent(s)/guardian(s) of the child requested an evaluation of the child pursuant to Sec 300.300 through 300.311, or:
- c. The teacher of the child or other personnel of the district expressed specific concerns about a pattern of behavior demonstrated by the child directly to the Director of Special Education of the agency or to other supervisory personnel of the agency.

The district would not be deemed to have knowledge if:

1. The parent/guardian of the child:
 - a. Has not allowed an evaluation of the child pursuant to 34 CFR 300.300 through 300.311, or:
 - b. Has refused services under IDEA.
2. The child has been evaluated in accordance with Sec. 300.300 through 300.311 and determined to not be a child with a disability under this part. If the district does not have knowledge that a child is a child with a disability (in accordance with paragraphs (b) and (c) of this section) prior to taking disciplinary measures against the child, the child may be subjected to the disciplinary measures applied to children without disabilities who engage in comparable behaviors. If a request is made for an evaluation of a child during the time period in which the child is subjected to disciplinary measures under 34 CFR 300.530, the evaluation must be conducted in an expedited manner.

Until the evaluation is completed, the child remains in the educational placement determined by school authorities, which can include suspension or expulsion without educational services. If the child is determined to be a child with a disability, taking into consideration information from the evaluation provided by parents, the agency must provide Special Education and related services in accordance with this part, including the requirements of 34 CFR 300.530 through 300.536 and IDEA 2004 section 612 (a)(1)(A).

The parent(s)/guardian(s) of a child with a disability who disagrees with any decision regarding placement in this context of the manifestation determination under or a district that believes that maintaining the

current placement of the child is substantially likely to result in injury to the child or others may appeal the decision by requesting a hearing from the Massachusetts Department of Elementary and Secondary Education Bureau of Special Education Appeals.

“Discipline of Students With Disabilities Under Section 504”

1. As a nondiscrimination statute, Section 504 prohibits the district from disciplining students with disabilities more harshly than non-disable students would be disciplined under similar circumstances. In addition, students identified with disabilities under Section 504 may not be expelled or suspended from school for more than 10 days in a school year for misconduct that is a manifestation of the student’s disability.
2. If a suspension will not exceed 10 consecutive school days and will not result in the student receiving more than 10 cumulative school days of suspension during the current school year, the student may be disciplined in the same manner as a nondisabled student under similar circumstances. The student may be suspended beyond 10 school days, consecutively or cumulatively, only if the Section 504 Team determines that the behavior in question was not a manifestation of the student’s disability.
3. If a proposed suspension will exceed the 10-day limit, the Section 504 Team should meet and make a manifestation determination in accordance with the district’s 504 manifestation determination procedures.
4. However, a manifestation determination review is not required, regardless of the length of the suspension or expulsion, if the student is a current user of alcohol or illegal drugs and the behavior resulting in disciplinary action is an alcohol or drug infraction. Under those circumstances, the student may be disciplined in the same manner as other students under similar circumstances.

BUS TRANSPORTATION: RULES AND REGULATIONS

The school day begins when you leave your home and ends when you return. You are under the jurisdiction of the school regulations during this entire period. Remember it is a privilege to ride the school bus. If you are not well behaved, courteous, and you endanger the health and safety of other pupils, this privilege will be taken away from you. The bus driver shall be considered to have the same authority as a teacher in the classroom. Please note that busses may have surveillance equipment installed.

The Following Rules of Behavior are for Your Safety

1. Remain well back from the roadway while awaiting the arrival of the bus.
2. Pupils shall enter the bus in an orderly fashion and go directly to a seat and remain seated until the destination is reached.
3. There shall be no littering or defacing of the buses.
4. No shouting, vulgar language, roughhousing or throwing things on the bus.
5. Pupils shall keep their hands, arms and heads inside the bus. No standing on school buses while the bus is in motion.
6. Pupils shall be picked up and unloaded only at regularly scheduled stops.
7. **PLEASE NOTE** - The emergency door must be used for emergencies only. Do not touch safety equipment on the bus.
8. It is essential that each pupil cooperate with the bus driver for the safety of all concerned.
9. Eating food on the bus is not permitted.
10. Bus notes to ride other busses will not be honored.
11. Chapter 90, section 7B of the General Laws of Massachusetts: “No person shall smoke or consume alcoholic beverages on a school bus while such bus is being used to transport school children.”

ANTI-BULLYING POLICY

Bullying

The Bridgewater-Raynham Regional High School is committed to providing all students with a safe learning environment that is free from bullying, cyberbullying, and harassment.

In accordance with **Massachusetts General Laws, Chapter 71, Section 37O and Massachusetts General Law Ch. 92 of the Acts of 2010;** the Bridgewater-Raynham Regional High School has implemented a plan to educate, prevent, and respond to bullying. Bullying, cyber-bullying, and harassment will not be tolerated and is prohibited. This is applicable on school grounds, property immediately adjacent to school grounds, at any school related event on or off of school grounds, any vehicle owned or leased by the school district, or the use of any electronic device on school grounds, owned or leased by the school district, or operated at any school-related event AND in accordance with **Massachusetts General Laws, Chapter 71, Section 37O** *at any location or event that is NOT school-related or through the use of any electronic device that is not owned, leased, or used by the school district IF the bullying creates a hostile environment at the school for the target, infringes upon one’s rights at school, or materially and substantially disrupts the educational process or the orderly operation of the school.*

Bullying: is repeated written, verbal, or electronic expression, or physical act or gesture directed at a student or staff member by one or more student(s) or staff member(s). This unwanted behavior may cause: physical or emotional harm to the victim or damage to the victim's property; (ii) places the victim in reasonable fear of harm to himself or of damage to his property; (iii) creates a hostile environment at school for the victim; (iv) infringes on the rights of the victim at school; or (v) materially and substantially disrupts the education process or the orderly operation of a school. For the purposes of this section, bullying shall include cyber-bullying.

Cyber-bullying: is a form of bullying through the use of electronic devices such as telephones, cellular phones, computers, and the Internet. It includes – yet is not limited to – email, instant messages, text messages, social networking sites, and Internet postings. Bullying through the use of technology or any electronic communication, which shall include, but shall not be limited to, any transfer of signs, writing, images, sounds, or intelligence of any nature transmitted in whole or in part by sent by electronic mail, internet communications, instant messages or facsimile communications. Cyber-bullying shall also include (i) the creation of a web page or blog in which the creator assumes the identity of another person or (ii) the knowing impersonation of another person as the author of posted content or messages, if the creation or impersonation creates any of the conditions enumerated in clauses (i) to (v), inclusive, of the definition of bullying. Cyber-bullying shall also include the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons, if the distribution or posting creates any of the conditions enumerated in clauses (i) to (v), inclusive, of the definition of bullying.

This unwanted behavior may cause:

- Physical or emotional harm.
- Damage to the victim's property.
- Reasonable fear, intimidation, humiliation, ridicule, or insult.
- Violation of the rights of the victim at school.
- Disruption of the educational process for that student or the school.

Reporting Bullying

The Bridgewater-Raynham Regional High School will respond and investigate all suspected reports of bullying with the goal of preventing future incidents.

Students may report suspected bullying incidents by:

- Completing a Harassment or Bullying Reporting Form and providing it to an administrator.

- Report verbally in person to an administrator and a form will be completed at that time.
- Forms may be found on the district website.

Parent/Guardian and Staff Resource

- Parents/guardians may report Bullying or Harassment by completing a Reporting Form, which can be found on the district website.
- Teachers and Staff will assist in keeping students safe in school by recognizing and addressing behaviors that may be inappropriate. To assist in the prevention of bullying incidents, teachers, and staff will report all suspected behaviors that may be considered bullying.

Report Response Procedure

- Person receiving the report (school administrator) will assess for the safety of the victim.
- The school administrator will review the incident and proceed with the following measures, which include – yet are not limited to – interviews of the reporters or targets, note witnesses and/or adults who may have been present or have knowledge, determine online activity, and query about the behaviors which may be threatening in the context of bullying.
- After determining the seriousness of the incident, the school administrator will interview the alleged aggressor.
- If it is determined that a criminal charge may be pursued, immediate notification will be made to the School Resource Officer.

Response Action Plan

- Disciplinary action shall balance the need for accountability with the need to teach appropriate behavior.
- Depending on the seriousness of the incident and the repetition of bullying behaviors, school responses may include – yet are not limited to:
 - Notification of School Resource Officer.
 - Notification of parents/guardians.
 - Disciplinary action deemed appropriate by a school administrator.
 - Consequences will include using progressive discipline by recognizing the seriousness, age, and frequency of a student’s behavior(s).
 - Other interventions may include mediation and/or individual intervention for the target and the aggressor such as counseling or parent/student meeting.

- A plan with the goal of restoring a sense of safety for the target and the aggressor will be developed if necessary. Factors to be taken into consideration may include:
 - Where the incident has taken place.
 - Unstructured areas and adults who have contact with the student reporter.
- Parents/guardians of the target and the aggressor will be notified verbally and in writing. In accordance with the Family Educational Rights and Privacy Act and Massachusetts State Law 606CMR23.7(4), school officials cannot share the specific disciplinary procedures of any child except your own, as well as any actions being taken that affect another child or the content of the communication with another child's parent or guardian or any contact with a child who is not your own.
- Reporting form and action plan will be kept on file. In the event of further incidents involving the same students, this documentation will be considered.

HARASSMENT POLICY

It is the goal of Bridgewater-Raynham School District to provide equal employment opportunity for all employees, to prevent any unlawful discrimination or harassment, including sexual harassment, of any individual working at or attending our schools, and to provide a mechanism by which individuals can bring any concerns about discrimination or harassment to the District's attention.

We expect all individuals to treat each other with dignity and respect. We are committed to maintaining a safe and secure environment in which staff and students are all treated with respect. The Bridgewater-Raynham Regional School District will not condone or tolerate any harassment, discrimination, or different treatment, of or among staff or students, based upon characteristics that include but are not limited to: **Age, Disability, Sex (including sexual orientation), Gender Identity, Religion, Race, Nationality, Origin, Creed, Color and Homelessness.**

Not only does the Bridgewater-Raynham Regional School District prohibits discriminatory treatment of its staff and students by superiors and administrators, we also will not tolerate discriminatory treatment among staff or among students, including harassment.

Harassment and Retaliation:

Harassment, including sexual harassment in any form or for any reason is absolutely forbidden and violates Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Civil Rights Act of 1972, G.L.c.151B, and c.278s 3a of the Acts of 1996. The Bridgewater-Raynham Regional School District will not tolerate

retaliation against any individual who has brought harassment or other inappropriate behavior to our attention. Retaliation is strictly forbidden, and if any individual is found to have retaliated against any individual for filing a complaint and/or cooperating in the investigation of any complaint, such action shall be grounds for separate discipline.

Harassment includes verbal or physical conduct, which may or does offend, denigrate, or belittle any individual because of, or due to, any of the characteristics listed above. Such conduct includes pictures, jokes, comments, innuendoes, graffiti, or any other behavior, which creates an environment that is offensive and impairs the ability of the employees and students to learn.

The Committee recognizes that employees and students have legal rights under Massachusetts and federal anti-discrimination laws that are not superseded by this policy.

The student and the employee retain all state and federal protection throughout a harassment investigation; and, both can seek the remedies afforded them by state and federal law at any time. The Committee shall take the necessary steps to ensure that the parties involved shall have the utmost protection of privacy. Only those persons with a need to know will be informed of the complaint.

Definitions - While all types of harassment are prohibited, sexual harassment requires particular attention

Sexual Harassment:

Massachusetts General Laws, Chapter 151B, Section 1 (18):

The term “sexual harassment” shall mean sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when; (a) submission to or rejection of such advance, requests or conduct is made either explicitly or implicitly a term or condition of employment or as a basis for employment decisions; (b) such advances, requests or conduct have the purpose or effect of unreasonably interfering with an individual’s work performance by creating an intimidating, hostile, humiliating or sexually offensive environment. Discrimination on the basis of sex shall include, but not be limited to sexual harassment.

Massachusetts General Laws, Chapter 151C, Section 1 (e) Sexual

Harassment means any sexual advances, requests for sexual and other verbal or physical conduct of a sexual nature; (i) submission to or rejection of such advances, requests or conduct is made either explicitly or implicitly services or condition of the provision of the benefits, privileges or placement services or as a basis for the evaluation of academic achievement; or (ii) such advances, requests or conduct have

the purposes or effect of unreasonably interfering with an individual's education by creating an intimidating, hostile, humiliating, or sexually offensive educational environment.

Title VII of the 1964 Civil Rights Act:

Unwelcome sexual advances, requests for sexual favors and other verbal and physical conduct of a sexual nature constitute sex harassment when;

1. submission to such conduct is made a term or condition of employment,
2. submission or rejection of such conduct is used as a basis for employment decisions or
3. such conduct unreasonably interferes with work performance, or creates an intimidating, hostile or offensive working environment.

Examples of Sexual Harassment:

Sexual harassment may include but is not limited to:

1. Verbal harassment or abuse.
2. Subtle unwelcome pressure for sexual activity.
3. Inappropriate patting or pinching.
4. Intentional unwelcome brushing against an employee's (co-worker)/ student's body.
5. Demanding sexual favors accompanied by implied or overt threats concerning an individual's employment or education.
6. Demanding sexual favors accompanied by implied overt promises of preferential treatment with regard to an individual's employment or educational status.
7. Any sexually motivated unwelcome touching.
8. Sexual epithets, jokes, written or oral references to sexual conduct, gossip regarding one's sex life. Comments on an individual's body, comments about an individual's sexual activity, deficiencies, or prowess.
9. Displaying sexually suggestive objects, pictures, cartoons.
10. Unwelcome leering, whistling, sexual gestures, suggestive or insulting comments.
11. Inquiries into one's sexual experiences.
12. Discussion of one's sexual activities.

Definitions:

Investigator: The Harassment Investigator is the person appointed by the Committee to investigate charges of harassment. The Harassment Investigator shall be a person both employees and students feel comfortable approaching with such a charge.

The Bridgewater-Raynham Regional School District's Harassment Investigator and Title IX Coordinators are the Assistant Superintendent.

Complainant and Respondent: Complainant is the person bringing forth the charge of harassment.

Respondent: The person charged with harassment.

Reasonable Man/Reasonable Woman Standard:

The Harassment Investigator shall employ either a reasonable man or a reasonable woman standard, depending upon the sex of the complainant, when investigating a charge of harassment. That is, would a reasonable man or a reasonable woman perceive the conduct of the respondent as harassment.

Reprisal: A reprisal is an action that is retaliatory in nature. Any other form of harassment shall be considered a reprisal. For example, the respondent is a supervisor/teacher and gives the complainant an undeserved negative evaluation / grade because the complainant brought the claim of harassment against the respondent.

Employee(s): administrators, teachers, clerical staff, cafeteria workers, educational assistants, custodial staff, and anyone else employed by, or a volunteer of the Committee.

Harassment: may encompass an accumulation of incidents, and not just one incident; i.e. a remark/joke/etc. that may seem innocuous when said the first time but continues after the complainant states that he/she is offended by that type of remark/joke/etc. The following procedure section refers to an “incident” of harassment but also means the accumulation of “incidents” to the point of harassment

Persons who need to know: shall include, at the appropriate time(s), the respondent(s), any witnesses, the Harassment Investigator, the representatives present in the investigation interviews, the complainant’s parents(s)/guardian(s) if complainant is a student, the Superintendent, and the Committee.

Procedure:

When complainant is a student:

If a student confides in an employee that the student, or another student, has been treated inappropriately by either another student or an employee of the Committee, the employee shall **immediately** bring the matter to the attention of the building Principal or Assistant Superintendent. If the Principal/Superintendent determines that the actions meet the criteria of harassment, the Harassment Investigator will immediately be contacted.

The Harassment Investigator shall:

1. notify the student and his/her parents(s)/guardian(s) that the student's claim of harassment has been referred to the Harassment Investigator for an investigation;
2. notify the proper authorities, if the situation warrants such obligation;
3. notify the respondent of the charge against him/her and inform him/her that s/he may have a representative present when interviewed by the Harassment Investigator;
4. interview the complaint with parent(s)/guardian(s) and/or legal representation present;
5. interview the respondent with union representation or legal representation present, if requested;
6. interview the employee who notified the Investigator of the claim of harassment;
7. interview any witnesses to the harassment; and,
8. re-interview the complainant and the respondents, under the same circumstances as the first interview, if the Harassment Investigator may permit the complainant and the respondent the equal opportunity to submit written reports with any additional information.

The Harassment Investigator shall document the statement of the complainant, the respondent, and the witness, as to (a) the date(s) of the alleged incident(s); (b) the dates of the meetings with the interested parties; and (c) the persons present at the meetings.

Complainants, respondents, and witnesses shall have the opportunity to review their statements and confirm that the Harassment Investigator has reported their statements and the meetings accurately. The parties shall then sign their statements. In the case of a minor student, the student's parent(s)/guardian(s) shall co-sign the statement.

The Superintendent shall:

1. notify the complainant and the respondent that a determination has been made; and,
2. determine whether action needs to be taken. If action is taken, the Superintendent shall notify the Committee in the same manner as he/she would in other serious matters. Action shall consist of but not be limited to one of the following:
 - a. warning
 - b. suspension
 - c. dismissal, following all due process procedures
 - d. expulsion

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MINOR, THE PROPER AUTHORITIES WILL BE NOTIFIED AT ANY POINT IN TIME DURING THE INVESTIGATION. THE SCHOOL COMMITTEE'S INVESTIGATION, THROUGH ITS *HARASSMENT INVESTIGATOR*, SHALL BE SEPARATE BUT THE SCHOOL COMMITTEE WILL COOPERATE WITH THE AUTHORITIES.

After the report of harassment, the Harassment Investigator shall immediately begin the investigation. The investigation shall consist of:

1. interviewing the complainant and the respondent, individually and privately unless the presence of a union representative, or other legal representative is requested;
2. documenting the statements of both the complainant and the respondent by noting:
 - a. the date(s) of the alleged incident(s)
 - b. the dates of the meetings with the complainant and the respondent
 - c. the persons present at the meetings
 - d. the names of persons given as witnesses.
3. interviewing any witnesses named by either the complainant or the respondent, individually and privately, unless the presence of a union representative or other legal representative is requested;
4. documenting the statements of the witnesses, who will sign off as to the validity of the statements; and,
5. re-interviewing the complainant and the respondent, under the same circumstances as the first interview, if the Harassment Investigator believes more information or clarification is necessary. Or, the Harassment Investigator may permit the complainant and the respondent the equal opportunity to submit written reports with any additional information.

The complainant and the respondent shall both verify the Harassment Investigator's documentation of their individual statements as to the incident(s) of harassment, by signing the Harassment Investigator's notes of the meeting(s), making any corrections to their own statements, if necessary.

The respondent shall be informed of the complainant's identity and shall also be informed that reprisals against the complainant shall/will not be tolerated.

Within a reasonable time of the submission of the complainant of harassment and completion of the investigation:

1. the Harassment Investigator shall file a written report which shall include his/her findings of fact with the Superintendent.
2. the Superintendent shall determine what action shall be taken, if any.

3. if the charge is substantiated, the action to be taken shall consist of, but not be limited to, one of the following:
 - a. warning
 - b. suspension
 - c. dismissal
 - d. expulsion
4. the action of the Superintendent shall be taken as soon as possible following the submission of the Harassment Investigator's report.
5. if action is taken, then said action shall be placed in the respondent's personnel file.

If the Harassment Investigator's findings do not substantiate the charge of harassment, then the charge is not placed in the respondent's personnel file. When complainant is an employee and respondent is a student: If an employee believes that he/she has been harassed by a student, the employee shall report the incident(s) immediately to the Harassment Investigator.

After the report of harassment, the Harassment Investigator shall immediately commence the investigation. The Harassment Investigator shall:

1. notify the parent(s)/guardian(s) of the student respondent;
2. interview the complainant with union representation or legal representation present, if requested;
3. interview the student respondent with parent(s)/guardian(s) and/or legal representation present.
4. document the statements of both the complainant and the respondent by noting (a) the dates of the alleged incident(s), (b) the dates of the meetings with the complainant and the respondent, (c) the persons present at the meetings, and, (d) the names of persons given as witnesses.
5. interview any employee witnesses named by either the complainant or the respondent, individually and privately, unless the presence of a union representative or other legal representative is requested;
6. interview any student witnesses, named by either the complainant or the respondent, with either parental approval or the parent(s)/guardian(s) and/or legal representative present.
7. document the statements of the witnesses, who will sign off as to the validity of the statements.
8. re-interview the complainant and the respondents, under the same circumstances as the first interview, if the Harassment Investigator believes more information or clarification is necessary. Or, the Harassment Investigator may permit the complainant and the respondent the equal opportunity to submit written reports with any additional information.

The complainant and the student respondent shall both verify the Harassment

Investigator's documentation of their individual statements as to the incident(s) of harassment, by signing the Harassment Investigator's notes of the meetings, making any corrections to their own statements, if necessary.

Within a reasonable time of the submission of the complaint of harassment and completion of the investigation:

1. the Harassment Investigator shall file a written report which shall include his/her findings of fact with the Superintendent.
2. the Superintendent shall determine what action shall be taken, if any
3. the action to be taken may include, but not be limited to:
 - a. an apology to the victim;
 - b. participation in a workshop in awareness of harassment;
 - c. detention;
 - d. researching and writing a paper on the topic of harassment;
 - e. counseling;
 - f. suspension or expulsion-the procedure for suspension will follow the procedure set forth in the Student Handbook for serious offenses.
4. the action of the Superintendent shall be taken as soon as possible following the submission of the Harassment Investigator's report.
5. if action is taken, then said action shall be placed in the student respondent's file.

If the Harassment Investigator's findings do not substantiate the charge of harassment, then the charge is not placed in the student respondent's file.

SAFEGUARDS

REPRISAL AGAINST THE COMPLAINANT OR ANY WITNESSES AFTER NON-FINDING SHALL NOT BE TOLERATED. BOTH THE COMPLAINANT AND THE RESPONDENT SHALL BE PROVIDED WITH A COPY OF THE HARASSMENT INVESTIGATOR'S REPORT. CONFIDENTIALITY WILL BE MAINTAINED TO THE BEST ABILITY OF THE HARASSMENT INVESTIGATOR. THE PERSONS WHO NEED TO KNOW WILL BE THE ONLY ONES TO BE TOLD THE NAMES OF THE PARTIES.

If either the complainant or the respondent is dissatisfied with the results of the investigation of the harassment charge, he/she may discuss his/her dissatisfaction directly with the Superintendent. If still dissatisfied,

he/she may turn to the grievance procedure set forth in the applicable collective bargaining agreement.

At all times, the parties retain all rights under state and federal laws, and are free to avail themselves of those rights.

If an individual believes that he/she has been subjected to harassment, he/she may file a formal complaint with either or both of the government agencies set forth below. Using the District's complaint process does not prohibit an individual from filing a complaint with these agencies. Each of the agencies has a short time period for filing a claim (EEOC- 180 days; MCAD- 6 months).

1. The United States Equal Employment Opportunity Commission ("EEOC"),
2. 1 Congress Street-10th Floor, Boston, MA 02108 (617) 727-3990
2. The Massachusetts Commission Against Discrimination ("MCAD") Boston Office, One Ashburton Place – Room 601, Boston, MA 02108 (617-727-3990)

The committee issues this policy to provide measures to fight harassment at a level below litigation; but, the committee does not intend to usurp any rights guaranteed under state or federal laws.

Copies of the policy shall be given on an annual basis to each student and employee of the Committee – either as part of a handbook or by the normal route for disseminating important notices – and posted in conspicuous places; i.e., places where employees gather and are most likely to see the postings.

The Committee shall arrange training for the students and employees to explain the policy and sensitize students and employees to harassment.

Sources utilized in forming this policy include:

Who's Hurt and Who's Liable: Sexual Harassment in Massachusetts Schools, Massachusetts Board of Education (1986)

Sexual Harassment in the Schools: Preventing and Defending

Against Claims, Gregory, Gwendolyn H., Naomi E. Giltens, et al., eds. Revised Edition, NSBA Council of School Attorneys (1993)

Approved by the Bridgewater-Raynham Regional Committee: June 23, 1999

HAZING POLICY

The policy on hazing is in compliance with Chapter 536 of the Acts of 1985, which amend Chapter 269 of the General Laws of Massachusetts. Hazing shall mean any conduct which willfully or recklessly endangers the physical or mental health of any student or other person, regardless of the person's willingness/permission to participate. Hazing activities of any type are inconsistent with the educational goals of Bridgewater-Raynham Regional High School and the Bridgewater-Raynham Regional School District and are prohibited at all times. If anyone, students, parents, staff, etc., become aware of hazing or the possibility of hazing, they are to report it immediately to an administrator or law enforcement officer.

Any student who organizes or participates in hazing as defined above, shall be suspended from school for eight days. The student's record may be placed before the School Committee with a recommendation from the Administration of the time and place of the hearing in accordance with Chapter 76, Section 17 of the General Laws of Massachusetts.

In compliance with Chapter 269, Section 18, of the General Laws of Massachusetts acts of hazing shall be reported to appropriate law enforcement officials. Below is a copy of the law:

Chapter 269: Crimes Against Public Peace

Chapter 269, S.17. Crime of Hazing; Definition; Penalty:

Whoever is a principal organizer or participant in the crime of hazing as defined herein shall be punished by a fine of not more than one thousand dollars or by imprisonment in a house of correction for not more than one hundred days or by both such fine and imprisonment. The term "hazing" as used in this section and in section of eighteen and nineteen, shall mean any conduct or method of initiation into any student organization, whether on public or private property, which willfully or recklessly endangers the physical or mental health of any student or other person. Such conduct shall include shipping, beatings, branding, forced calisthenics, exposure to the weather, forced consumption of any food, liquor, beverage, drug or other substance, or any other brutal treatment of forced physical activity which is likely to adversely affect the physical health or safety of any such student or other person, or which subjects such student or other person to extreme mental stress, including extended deprivation of sleep or rest or extended isolation.

Added by St. 1985 C. 536

Chapter 269, S. 18. Duty to Report Hazing:

Whoever knows that another person is the victim of hazing as defined in section seventeen and is at the scene of such crime shall, to the extent that such person can do so without danger or peril to himself or others,

report such crime to an appropriate law enforcement official as soon as reasonably practicable. Whoever fails to report such crime shall be punished by a fine of not more than five hundred dollars. Added by St. 1985

Chapter 269, S.19. Hazing Statutes to be Provided: Statement of Compliance and Discipline Police Required. Each secondary school and each public and private school or college shall issue to every group or organization under its authority or operating on or in conjunction with its campus or school, and to every member, plebe, pledge or applicant for membership in such group or organization, a copy of this section and sections seventeen and eighteen.

Each secondary school and each public or private school or college shall file, at least annually a report with the regents of higher education and in the case of secondary schools, the Board of Education, certifying that such institution has complied with the provisions of the section and also certifying that said school has adopted a disciplinary policy with regards to the organizers and participants of hazing. The Board of Education shall promulgate regulations governing the content and frequency of such reports, and shall forthwith report to the Attorney General of such reports, and shall forthwith report to the Attorney General any such institution which fails to make such report. Added by St. 1985, c 536

GENERAL ADMINISTRATIVE AUTHORITY

Other unacceptable behavior and subsequent consequences not specified will be dealt with at the discretion of the administration, consistent with the established Discipline Policy of the Bridgewater-Raynham Regional School District and the General Laws of Massachusetts.

STUDENT SUSPENSIONS, EXPULSIONS AND DUE PROCESS

SUSPENSIONS:

Any student suspended from school will not be allowed to play, practice or attend any meetings/events during the time of the suspension. Upon reentry, the student will be placed on social probation for a time to be determined by the administrator.

Serious violations of the Code of Conduct may result in suspensions from school. A suspension from school is the action taken by the school district to discipline the student.

Generally, a suspension may be imposed when a student's behavior creates a threat to his/her own or other's safety, or for other serious violations of the Code of Conduct. Behavior such as fighting, committing

an assault, stealing, vandalism, possessing alcohol, explosives or other prohibited materials, making false alarms, bomb threats, lewd or threatening behavior and language, may result in suspension. In cases of repeated violations of other disciplinary rules, suspension may be imposed as a last resort after other attempts have been made to resolve the problem.

When a student is suspended, the parent/guardian will be notified by telephone, if possible, and by letter in the student's and/or parent's/guardian's primary language. If the suspension occurs during the school day, the parent/guardian may be required to transport the student home. Suspended students will not be permitted in school, on school grounds or at school events without permission from the Principal.

Massachusetts Student Discipline Statutes & Regulations as of July 1, 2014

M.G.L. Chapter 71, Section 37H

Offenses:

On school premises or at school-sponsored events or activities:

- Possession of a dangerous weapon.
- Possession of a controlled substance.
- Assault on a member of the educational staff.

Consequence:

- Exclusion for any amount of time up to expulsion.

Due Process:

- Constitutional due process.
- Prior notice to the student of charge and written notice of right to hearing.
- Right to representation at hearing; and to present evidence and witnesses at hearing.

Appeal from Principal's Decision: Right to appeal expulsion decision to superintendent.

- Timeline for requesting appeal: ten days from the date of expulsion.
- Right to counsel at hearing.
- Superintendent can make factual determinations as well as determine consequences.

Provision of Education Services:

Provide every student an opportunity to make academic progress during the period of suspension (whether in-school or out-of-school) or expulsion, to make up assignments, and earn credits missed. A district that suspends or expels a student for more than 10 consecutive days must

provide the student and the parent with a list of alternative educational services.

See G. L. c. 76, Section 21 and 603 CMR 53.13 for details, including required notice.

M. G. L. Chapter 71, Section 37H ½

Offenses:

1. A felony charge or felony delinquency complaint against a student.
2. Conviction, adjudication, or admission of guilt with respect to such felony.

Consequence:

1. Felony charge or felony delinquency complaint: suspension for a period of time deemed appropriate by the principal if the principal determines the student's continued presence would have a substantial detriment on the general welfare of the school.
2. Felony or felony delinquency conviction or adjudication or admission of guilt with respect to such felony: removal for a period of time up to expulsion (i.e. permanent exclusion) if the principal determines that the student's continued presence would have a substantial detriment on the general welfare of the school.

Due Process (for either suspension or expulsion):

- Constitutional due process;
- Written notice of the charges and of the reasons before the suspension takes effect;
- Principal may determine the appropriate amount of time for suspension;
- Written notice of the right to appeal to the superintendent
- Suspension remains in effect pending appeal to the superintendent.

Appeal from Principal's Decision to Suspend or to Expel

- Timeline for requesting later than 5 calendar days following the effective date of the suspension/expulsion.
- Superintendent must hold a hearing within 3 calendar days of receipt of request and issue a decision within 5 calendar days.
- Superintendent may overturn or alter the decision.
- A student may appeal a suspension decision and the subsequent expulsion decision (following the conviction, adjudication or admission of guilt) regarding the same offense.

Provision of Education Services:

Provide every student an opportunity to make academic progress during the period of suspension (whether in-school or out-of-school) or expulsion, to make up assignments, and earn credits missed. A district that suspends or expels a student for more than 10 consecutive days must provide the student and the parent with a list of alternative educational services.

See G. L. c. 76, Section 21 and 603 CMR 53.13 for details, including required notice.

M. G. L. Chapter 71, Section 37 H ³/₄

Offenses: Any offense that is not addressed in 37 H or 37 H ¹/₂

Consequence:

- May not suspend a student from school long-term (i.e. more than 10 days) until other remedies and consequences have been considered; consider ways to re-engage the student in learning.
- Consequences other than suspension may draw from evidence based strategies and programs such as mediation, conflict resolution, restorative justice, and behavioral interventions and supports.
- No student may be suspended for more than 90 school days in a school year.

Due Process:

- Except for in-school suspension and emergency removals, prior oral and written notice of the charge to the student, and the student's parent, and the opportunity for a meeting/hearing with the principal or his/her designee before suspension takes effect. Consult 603 CMR 53:08 for details on notices.

Consult 603 CMR 53:07 for emergency removal process and 603 CMR 53:10 for in-school suspension process.

- Explicit requirement to translate notice of the charges and the reasons in the primary language of the home if other than English, or other means of communication where appropriate.
- Principal or his/her designee must make and document reasonable efforts to include the parent in meeting/hearing with the student
- Principal or his/her designee must audiotape the hearing if requested by the parent and all those attending the hearing must be informed of the taping.
- Following hearing, principal or his/her designee must provide a written decision; and if a long-term suspension imposed, must inform student and parent in writing of the right to appeal to the

superintendent and the process to be followed; translate notice of appeal rights in primary language of the home, or other means of communication where appropriate.

Appeal from Principal or his/her Designee's Decision:

- Timeline for requesting appeal: written request not later than 5 calendar days following the effective date of suspension; parent(s) can request an extension for up to 7 calendar days, which must be granted.
- The superintendent must hold a hearing within 3 calendar days of the parent's request for a hearing. The student or parent may request up to 7 additional calendar days. If so, the superintendent must allow the extension. The superintendent may have the hearing without the parent if the superintendent has made a good faith effort to include the parent.
- The student has the right to present oral and written testimony, to cross examine witnesses, and to counsel at his or her expense at the hearing.
- The superintendent must audiotape the hearing and notify hearing participants that the hearing will be taped.
- The superintendent determines the facts and consequences, if any, but cannot impose a consequence greater than the principal decided. A written decision is due within 5 calendar days of the hearing.

In-School Suspension: Short-Term Suspension

- The principal may impose an in-school suspension for a disciplinary offense under 603 CMR 53.10, provided that the principal follows the process set forth in 603 CMR 53.10 (3) through (5) and the student has the opportunity to make academic progress as set forth in 603 CMR 53.13(1).
- In-School Suspension (ISS) is the "removal of a student from regular classroom activities, but not from school premises, for not more than ten consecutive school days, or no more than ten school days cumulatively for multiple infractions during the school year."
- The principal shall inform the student of the disciplinary offense charged and the basis for the charge, and provide the student an opportunity to dispute the charges and explain the circumstances surrounding the alleged incident. If the principal determines that the student committed the disciplinary offense, the principal shall inform the student of the length of the student's in-school suspension, which shall not exceed ten days, cumulatively or consecutively, in a school year.

- On the same day as the in-school suspension decision, the principal shall make reasonable efforts to notify the parent orally as soon as possible of the disciplinary offense, the reasons for concluding that the student committed the infraction, and the length of the in school suspension. The principal shall also invite the parent(s) to a meeting to discuss the student's academic performance and behavior, strategies for student engagement, and possible responses to the behavior. Such a meeting shall be scheduled on the day of the suspension if possible, and if not, as soon thereafter as possible. If the principal is unable to reach the parent after making and documenting at least two attempts to do so, such attempts shall constitute reasonable efforts for purposes of orally informing the parent of the in-school suspension.
- The principal shall send written notice to the student and parent about the in-school suspension, including the reason and the length of the in-school suspension, and inviting the parent(s) to a meeting with the principal for the purpose set forth in 603 CMR 53.10(4), if such meeting has not already occurred.

Out of School Suspension

Short-Term (OSS)

The removal of a student from the school premises and regular classroom activities for ten days or less, cumulatively or consecutively. Before the student may be suspended, the principal must notify the student and student's parent orally and in writing about the charge resulting from the misconduct, the right to have a hearing to dispute the charge, the parent's right to participate in the hearing, and such other information as specified in 603 CMR 53.06(2).

- If a student has served ten days of OSS and is faced with additional days of ISS because of an additional infraction, the principal has to follow the procedure for a long-term suspension.
- If a student is out of class due to being sent to the assistant principal's office and returns that period, time out of class does not count against the student.
- An involuntary removal from school is a suspension and must be counted as such. The principal must be in compliance with 603 CMR 53.00.
- A student does not have the right to appeal the principal's decision to impose either an ISS or OSS to the superintendent.
- The principal shall provide oral and written notice to the student and the parent in English and in the primary language of the home if other than English, or other means of communication where appropriate. The notice shall set forth in plain language:
 - a. The disciplinary offense.
 - b. The basis for the charge.

- c. The potential consequences, including the potential length of the student's suspension.
- d. The opportunity for the student to have a hearing with the principal concerning the proposed suspension, including the opportunity to dispute the charges and to present the student's explanation of the alleged incident, and for the parent to attend the hearing.
- e. The date, time, and location of the hearing.
- f. The right of the student and the student's parent to interpreter services at the hearing if needed to participate.

Emergency Removal and Removal for Other Safety Concerns

- o Nothing shall prevent a principal from removing a student from school temporarily when a student is charged with a disciplinary offense and the continued presence of the student poses a danger to persons or property, or materially and substantially disrupts the order of the school, and, in the principal's judgment, there is no alternative available to alleviate the danger or disruption.
- o Time between the emergency removal and the hearing on the misconduct must be counted as days of suspension.
- o A student's absence due to the removal of a student to secure medical or clinical treatment is not considered a suspension.

Long Term Suspension:

The removal of a student from the school premises and regular classroom activities for more than ten consecutive school days, or for more than ten school days cumulatively for multiple disciplinary offenses in any school year. A principal may, in his or her discretion, allow a student to serve a long-term suspension in school. Removal solely from participation in extracurricular activities or school sponsored events, or both, shall not count as removal in calculating school days. Except for students who are charged with a disciplinary offense set forth in M.G.L. c. 71, § 37H(a) or (b), or M.G.L. c. 71, § 37H ½ no student may be placed on long-term suspension for one or more disciplinary offenses for more than 90 school days in a school year beginning with the first day that the student is removed from school. No long-term suspension shall extend beyond the end of the school year in which such suspension is imposed.

Provision of Education Services: Same as in G. L. Chapter 71, Section 37H

Disciplining Students with a Disability:

All students are expected to meet the requirements for behavior as set forth in this handbook. Chapter 71B of the Massachusetts General Laws, known as Chapter 766, requires that additional provisions be made for

students who have been found by an evaluation team to have special needs and whose program is described in an Individualized Education Plan (IEP). The following additional requirements apply to the discipline of special needs students as stated in the Parents' Rights Brochure which was revised in September, 2000.

Due Process:

In general, if your child has violated the school's disciplinary code, the school may suspend or remove your child from his or her current educational placement for a period not to exceed ten (10) consecutive school days in any school year. If your child possesses, uses, sells or solicits illegal drugs on school grounds or at a school-sponsored event or carries a weapon to school or a school function, the school district may place your child in an interim alternative educational setting for up to 45 calendar days. If your child has been placed in an interim alternative education setting as a result of a disciplinary action, your child may remain in the interim setting for a period not to exceed 45 days. Thereafter, your child will return to the previously agreed-upon educational placement unless either a hearing officer orders another placement or you and the school agree to another placement.

Any time the school wishes to remove your child from his or her current educational placement for more than ten (10) consecutive school days in any school year, or for more than ten cumulative days when a pattern of removal is occurring, this constitutes a "change of placement." A change of placement invokes certain procedural protections under the IDEA, the federal special education law. These include the following:

- a. Prior to any removal that constitutes a change in placement, the school district must convene a Team meeting to develop a plan for conducting a functional behavioral assessment that will be used as the basis for developing specific strategies to address the problematic behavior. If a behavioral intervention plan has been previously developed, the Team shall review its implementation and modify it if necessary.
- b. Prior to any removal that constitutes a change in placement, the school district must send you a full statement of your procedural rights and inform you that the Team will consider whether or not the behavior that forms the basis for the removal is related to the student's disability. This consideration is called a "manifestation determination." Remember that you, as the parent, always have the right to participate as a member of the Team.

Consideration of whether the behavior is a manifestation of the student's disability:

The law provides that the Team must consider evaluation information, observational information, the student's IEP, placement, and must

determine whether the behavior prompting the disciplinary removal was a manifestation of the student's disability. The Team considers if the student understood the impact and consequences of the behavior, and further considers if the student's disability impaired the student's ability to control his or her behavior. If the Team determines that the behavior was related to your child's disability, then your child may not be removed from the current educational placement (except in the case of weapon or drug possession or use) until the IEP Team develops a new IEP and decides upon a new placement and you consent to that new IEP and placement.

If the Team determines the behavior was not related to your child's disability, then the school may suspend or otherwise discipline your child according to the school's code of student conduct, except that for any period of removal exceeding ten days, the school district must provide your child with a Free Appropriate Public Education (APE). The school district must determine the educational services necessary for APE and the manner and location for providing those services.

STUDENT RECORDS

Notification of rights under FERPA and The Massachusetts Student Records Regulations:

The Family Education Rights and Privacy Acts (FERPA) and/or the Massachusetts Student Records Regulations afford parents and students over 14 years of age ("Eligible Students") certain rights with respect to the student's education records. Parents and students can obtain a complete copy of their rights under the Massachusetts Student Records Regulations by contacting the school Principal. Such rights generally include the following:

1. The right to inspect and review the student's education records within 45 days of the day the district receives a request for access. Parents of eligible students should submit to the school Principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The Principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected. Massachusetts General Laws Ch.71, Section 37G states "when a student is expelled under the provisions of this section, no school or school district within the Commonwealth shall be required to admit such student or to provide educational services to said student. If the student does apply for admission to another school or school district, the Superintendent of a school district to which the application is made may request and shall receive from the Superintendent of the school expelling said student, a written statement of the reasons for said expulsion."
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or

misleading. They should write to the school Principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the District decides not to amend the records as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identified information contained in the student's education records, except to the extent that FERPA and the Massachusetts Regulations authorize disclosure without consent. One exception that permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as administrative, supervisor, instructor, consultant, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the District discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. In addition, the Bridgewater-Raynham Regional School District generally discloses "directory information" without parent/eligible student consent. Such information includes a student's name, address, telephone listing, date and place of athletic teams, class, participation in officially recognized activities and sports, degrees, honors and awards, and post-high school plans. In the event a parent or eligible student wishes the school not to release such directory information, the student or parent should notify the school Headmaster no later than October 1st of the current school year.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the office that administers FERP is Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202-4605.

GRIEVANCE PROCEDURES

Any students of this district who believes he or she has been discriminated against, denied a benefit, or excluded from participation, in any district education program or activity, on the basis of sex, or handicap, in violation of the district's non-discrimination policy, may:

1. File a written complaint within ten (10) working days following the occurrence of any grievance, or the date of first knowledge with its occurrence, with the Title IX Coordinator/Assistant Superintendent.
2. The Title IX coordinator shall cause a review of the written complaint to be conducted and a written response mailed to the complaint within ten (10) working days after receipt of the written complaint.
3. If the complaint is not satisfied with such a response, he or she may submit a written appeal within ten (10) working days to the Superintendent of the district indicating with particularity the nature of disagreement with the response and his or her reasons underlying such disagreement.
4. The Superintendent shall cause a review of the written appeal to be conducted, and a written response mailed to the complaint within ten (10) working days after receipt of the written appeal.
5. If the complainant is not satisfied with the response, he or she may submit a written appeal with ten (10) working days to the district school committee indicating with particularity the nature of disagreement with the response and his or her reasons underlying such disagreement.
6. The district school committee shall consider the appeal at its next regularly scheduled meeting following receipt of the response, and shall permit the complainant to address the committee in public or closed session, as appropriate and lawful, concerning his or her grievance.
7. The district school committee shall provide the complainant with its written decision in the matter as expeditiously as possible following completion of the hearing.
8. Any grievances in course under such procedure shall be deemed to have been waived if the action required to present it to the next level of the procedure shall not have been taken within the time specified therefore by the said grievance procedure. Furthermore, any student may, in lieu of following the internal grievance procedures of this district, contact the Director of the Regional Office for Civil Rights, Department of Health, Education and Welfare, Washington, DC.

In the case of a disagreement with the Team’s determination:

If you disagree with the Team’s decision on the “manifestation determination: or with the decision relating to placement of your child in an interim alternative education setting or any other disciplinary action, you have the right to request an expedited due process hearing from the Bureau of Special Education Appeals.

**PARENTAL NOTIFICATION RELATIVE TO SEX
EDUCATION**

In accordance with the Massachusetts General Laws chapter 71, section 32A, the Bridgewater-Raynham Regional School Committee has adopted this policy on the rights of parents and guardians of our students in relation to curriculum that primarily involves human sexual education or human sexuality issues.

At the beginning of each school year, all parents/guardians of students in our schools will be notified in writing of the courses and curriculum we offer that primarily involves human sexual education or human sexuality issues. The Superintendent of Schools will determine the administrator(s) responsible for sending the notice(s). Parents/guardians of students who enroll in school after the start of the school year will be given the written notice at the time of enrollment. If the planned curriculum changes during the school year, to the extent practicable, parents/guardians will be notified of this fact in a timely manner before implementation.

Each such notice to parents/guardians will include a brief description of the curriculum covered by this policy and will inform parents/guardians that they may:

1. Exempt their child from any portion of the curriculum that primarily involves human sexual education or human sexuality issues, without penalty to the student, by sending a letter to the school Principal requesting an exemption. Any student who is exempted by request of the parent/guardians under this policy may be given an alternative assignment
2. Inspect and review program instruction materials for these curricula, which will be made reasonably accessible to parents/guardians and others to the extent practicable. Parents/guardians may arrange with the Principal to review the materials at the school, and may also review them at other locations that may be determined by the Superintendent of Schools.

A parent/ guardian who is dissatisfied with a decision of the Principal concerning notice, access to instructional materials, or exception for the student under this policy may prefer **meeting with the Principal or sending a written request to the Superintendent** for review of the issue. The Superintendent or designee will review the issue and give the

parent/ guardian a timely written decision, preferably within two weeks of the request. A parent/guardian who is dissatisfied with the Superintendent's decision may send a written request to the School Committee for review of the issue. The School Committee will review the issue and give the parent/guardian a timely written decision, preferably within four weeks of the request. A parent/guardian who is still dissatisfied after this process may send a written request to the Commissioner of Education for review of the issue in dispute.

Approved by the Bridgewater-Raynham Regional School Committee:
June 25, 1997. A copy of this policy has been filed with the
Massachusetts Department of Education.

TITLE 1 DISTRICT INFORMATION

Parent/Guardian Notification:

The Bridgewater-Raynham Regional School District is the recipient of Title I, Part A federal funds. Parents in any district receiving Title I, Part A federal funds have the right to request information on the professional qualifications of their child's classroom teacher(s). Such information may include whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction and the baccalaureate degree major and other graduate certifications or degrees. If the child is provided any instruction by a paraprofessional in a district that receives Title I, Part A funds, the parent has the right to request information on the professional qualifications of the paraprofessional(s).

RELEASE OF RECORDS TO NON-CUSTODIAL PARENTS

Before student records may be released to a parent who does not have physical custody (non-custodial parent), the requesting parent must provide:

1. A copy of the court order describing the custodial agreement.
2. An affidavit from the non-custodial parent indicating there have been no changes to the court order since its issuance.
3. A letter to the Principal specifically requesting access to the child's records.

Upon receipt of these documents, the Principal shall:

1. Notify the custodial parent of the request and allow 21 days for the custodial parent to seek a restraining order to stop the release.
2. Ensure that the address and phone number of the custodial parent is removed from all documents released to the non-custodial parent.

It is advisable that the custodial parent provides the Principal with a copy of any custodial agreement immediately after the authorization of the

agreement by a judge. This will assist the school in providing for a safe release of your child and the correct release of records.

TELEPHONE HOTLINES

- Alcohol and Drug Abuse Hotline: 1-800-327-5050
- The Samaritans (suicide prevention): 1-800-252-8336
- National Hopeline Network (suicide prevention): 1-800-784-2433
- Domestic Violence/Rape Crisis (New Hope): 1-800-323-4673
- Child at Risk (DSS): 1-800-792-5200
- Runaway Hotline: 1-800-621-4000
- AIDS and STD's Hotline: 1-800-342-2437
- Planned Parenthood: 1-800-230-7526
- Plymouth County DA's office on Domestic Violence: 1-508-894-6312

BRIDGEWATER-RAYNHAM REGIONAL HIGH SCHOOL
RECEIPT FOR STUDENT HANDBOOK

Agreement

I have read and understand the BRRHS Student Handbook and agree to abide by the rules and regulations stated.

Student Name (print)

Student Signature Date

Parent/Guardian Name (print)

Parent/Guardian Signature Date

**THIS SHEET MUST BE RETURNED
TO YOUR CHILD'S ADVISORY TEACHER**