



**Student and Parent Code of Conduct**

Condensed Version

**2023-24**

**Mr. Kevin Wall**

**Principal**

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**Mr. Derek Perry**

**Athletic Director**

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**Campus Resource Officer**

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## PRINCIPAL'S MESSAGE

*Welcome to Oglethorpe Charter School where we have high expectations for academics and conduct. It is very important that you read and understand this condensed version of the student handbook. The entire staff is here to help you become the best student you can be. We expect every student to be respectful, responsible, and safe while exhibiting good character daily. This, in turn, will help promote the mission below and allow Oglethorpe Charter School to remain one of the top Georgia Middle School's and one of the premier charter schools in the nation. I look forward to meeting and getting to know each student this school year. Have a great year!*

*Best Wishes,  
Kevin Wall, Principal*

### **Mission Statement**

Partnering with parents and community to inspire students to achieve personal and educational excellence.

### **Values**

We value parental involvement, innovation, respect, responsibility, determination, effort, positive character development, caring for others, accountability, and citizenship.

### **School Colors**

Solid Burgundy (Top) and Khaki (Bottoms) *Outerwear Jackets – Solid Burgundy, Navy or Gray*  
These May Also Be Worn on Clubs, Honor Societies, Athletics and Spirit Days Only

### **School Mascot**

The Titans

**School Hours** 7:40 a.m. – 2:40 p.m. **Breakfast** 7:10 am – 7:40 a.m. **Dismissal** 2:45 a.m. – 3:15 p.m.

Blanket Waiver from Oglethorpe Charter - Pursuant to O.C.G.A. §20-2-2065 and Georgia State Board of Education Rule 1 60-4-9-.04, the Charter School will be waived from state and local rule regulations, policies, and procedures and/or provisions of Title 20 of the Official Code of Georgia, other than the provisions of the Charter School Act of 1998. The charter school will not be subject to the provisions of this title or any state or local rule, regulation, policy, or procedure relating to schools within an applicable school system regardless of whether such rule, regulations, policy, or procedure is established by the local board, the state board, or the Department of Education; provided, however, that the state board may establish rules, regulations, policies, or procedures consistent with this article relating to charter schools. In exchange for such a waiver, the charter school agrees to meet or exceed the performance-based goals included in the charter and approved by the local board, including, but not limited to raising student achievement, and will comply with all the requirements of the single statewide accountability system.

**Note:** This student and parent handbook serves as the official guide for day-to-day operations at Oglethorpe Charter School for 2023-2024 school year. The professional judgment of the principal and the facts of the investigation will guide the principal in deciding upon the appropriate disciplinary action. Students and parents are responsible for information listed in this handbook and any online information associated with this handbook.

**Governing Board Philosophy** - It is our belief that children supported by family and community can learn to their maximum potential when offered a rigorous, content-rich, hands-on curriculum through stimulating teaching in a safe and nurturing environment. The Governing board and Oglethorpe Charter School policies and procedures are in place to ensure that all students are afforded a quality education within a safe and nurturing environment.

**Non-Discrimination Policy** - Oglethorpe Charter School will provide a safe, respectful, and supportive learning environment in which all students can thrive and succeed academically and personally. OCS prohibits discrimination based on race, color, sex, gender identity, religion, national origin, or sexual orientation and ensures that all students have equal rights of access to academic opportunities and courses of study that interests them.

**Drug And Weapon Free Zone** - Oglethorpe Charter School has a zero-tolerance policy for drugs, alcohol, and weapons. Students found in possession of any drugs, alcohol, or weapons are reported to authorities.

**The Amnesty Box** – The amnesty box is a secured/locked metal container that allows students to anonymously dispose of non-permissible items without fear of being disciplined. It is located outside the fitness and wellness entrance hallway near the media center (rear door) for any student to dispose of objectionable and/or non-permissible items without penalty.

## IMPORTANT TELEPHONE NUMBERS

**Office:** 912.395.5075

**Fax:** 912.201.5831

**Nurse:** 912.395.5079

**Cafeteria:** 912.395.5075 Ext. 746132

**Counselor:** 912.395.5076

**Media Center:** 912.395.1408

## GEORGIA SAFETY HOTLINE

1-877-729-7867 (877-SAY-STOP)

COMPLETELY CONFIDENTIAL – AVAILABLE 24 HOURS A DAY

## GENERAL PROCEDURAL INFORMATION

**Accessing the Internet** - Student usage including the Internet will be consistent with OCS's educational mission and the curriculum adopted by its Governing Board and SCCPSS.

**After-School Activities** - Students who wish to attend after school activities must have a permission form and have an "E" or "S" student conduct grade. The form serves as notice to parents and obligates the students to stay after school. Parents are responsible for transportation after school. Students who are not picked-up at a reasonable time as determined by the sponsor or athletic director will lose their right to attend all after-school activities until arrangements have been approved by the administration or their designee.

**Assembly/Aftercare Violation** - Students who fail to comply will lose their ability to attend such events until a time determined by Principal or designee.

**Money at school** - It is recommended to not send students to school with large amounts of cash or with large bills.

**Change of Address/Phone Number** – It is vital in the educational process to be able to communicate with parents/guardians via phone and mail regarding students’ academic progress, discipline, emergencies, and other pertinent information. If you have a change in phone number or address during the school year, please notify the main office so that this information can be updated immediately.

### How do I sign up for and use Parent Access?

Please contact our Student Information Specialist at [Sarahita.Brown-Grant@sccpss.com](mailto:Sarahita.Brown-Grant@sccpss.com) if you do not have your login information. Once you are properly identified, your student's access ID and password will be provided. Each child will have a separate access ID and you will need to link each to the account you create in Parent Access. Instructions for using the Parent Access portal is posted on the [BOE website](#). Click here for [Parent Access How to Videos](#).

**Thanks to a new Year-Round Update (YRU) enhancement in the Power School Parent Access Portal**, parents can now update personal information throughout the school year. The YRU allows parents and guardians to update phone numbers, email addresses and emergency contacts at any time. Information is updated immediately upon form submission. This enhancement gives parents more control over their student's data.

**Please note that addresses and parent/guardian names cannot be updated in the YRU. Parents will need to contact the schools directly for those requests as additional documentation is required.**

#### WHY?

- So you can check your child's grades 24/7!
- This is the **ONLY** way to view your child's online report card!
- Update child's information. Ex. Phone numbers, Address, Email Address, etc.

#### HOW?

1. Go to [sccpss.com](http://sccpss.com)
2. Select "Family & Students"
3. Select "Student & Parent Tools"
4. Select "About Power School"
5. Select 1st BLUE button (top right that says "Request a PowerSchool Parent Access Account")
6. Scroll down & fill out ALL questions on the application. (Skip school if not listed.)

**Availability**  
Parent Access will be available for login after the tenth day of each school year and will close five days before the end of each marking period. In addition, as the marking period changes from one quarter to another, you can expect to have access to your student's grades for the new quarter five days after the start of the quarter.



The calendar shows the school year from August 3 to May 23, 2024. It includes monthly grids for each month from July 2023 to June 2024, with various school events and holidays marked. A legend and a detailed list of school events are provided at the bottom of the calendar page.

**Due Process** – All OCS students are given due process when addressing disciplinary issues in accordance with local, state, and federal laws. Additionally, all students and guardians will be afforded oral or written notice of the charges against a student to allow an opportunity for a review, hearing, or other procedural rights before elevation to a fair and impartial tribunal hearing where a recommendation regarding expulsion takes place.

**E-Hall Pass** - Any student outside the classroom during class time must have completed an e-hall pass. Any student found outside the classroom without permission is subject to immediate disciplinary action. Students will not be allowed to leave their classroom for the first or last 10 minutes of each class period.

**Fundraising** –Students involved in school-sponsored groups and activities will be allowed to solicit funds from other students, staff members, and members of the community in accordance with governing board, school board and state guidelines. *Any fundraising activities conducted by a parent group, community organization, etc., on campus requires principal approval.*

**Instructional Time Phone Calls** - Outside calls will not be put through to the classroom during instructional time. Students are strictly prohibited from answering classroom phones without their teacher’s permission and/or using school secretary phones.

**Lost and Found** - Students are responsible for their personal electronics, textbooks and electronic-devices checked out to them. Students are reminded to check their grade level team and related arts classroom for missing items. Any items unclaimed at the end of each month will be recycled through our school uniform store and/or donated to a charity.

**Prohibited Items** - Glass containers, open beverage containers, and open food are not permitted. Students found in violation of prohibited items will be asked to throw the items away; non-compliance may result in an immediate phone call to parent/guardian and immediate disciplinary action.

**Public Display of Affection (PDA)** –Public displays of affection are not allowed. Failure to comply will result in immediate disciplinary action including parent/guardian contact.

**Titans Talk Sessions** - Titan Talk sessions are a means of keeping families informed of school operations, activities, policies, and procedures based on data and student/staff needs throughout the year.

**Visitors** – Students may not bring visitors to school without prior written permission from the principal. Visitors are required to sign in & out at the front office and receive a pass which must remain visible while on campus. To guarantee the ability to meet/conference with a staff member, meetings should be scheduled prior to arriving on campus.

### **STUDENT AND PARENT ARRIVAL/DISMISSAL /AFTERCARE PROCEDURES**

**Aftercare Services** - Students are expected to behave respectfully and appropriately and if/when found noncompliant with adult directives, immediate parent or guardian pick up will be required.

**After-school Functions** - Students who cannot obtain transportation for after-school functions at the designated pick-up times should not plan to participate.

**After School Hours** - Students who are chronically late being picked up or exhibit poor behavior after school, will receive administrative-managed consequences in addition to a possible loss in privileges to participate in after school activities. *Any student not picked up within 15 minutes of the established pick-up time will be ineligible to attend the next related activity until arrangements can be made for timely pick-up.*

### **CARPOOL/BUS RAMP SAFETY PROCEDURES AND REMINDERS**

When dropping your child off in the mornings, please pull into the carpool drop off area located outside the main office and wait to drop your child(ren) off. The drop off time is 7:15 a.m. – 7:40 a.m. A parent(s) or guardian(s) arriving after 7:40 a.m. must sign their child in at the main office. Parents are asked not to use their cell phone while in the carpool line. Carpool dismissal begins at 2:40 p.m. and ends at 3:00 p.m. or after tutorials no later than 4:00 p.m. If you need to get out of the car, please park in the parking lot to ensure safety for all. OCS uses the Beeline Pickups App to facilitate carpool and ensure that students are picked up safely and promptly. Additional information on Beeline Pickups is available on the OCS website.

#### **Arrival & Dismissal Safety Procedures:**

1. Upon arrival, drivers are asked to remain in the right-hand lane and wait patiently for the car in front of you to exit.
2. Please leave room between the sidewalk and the vehicles, this will ensure safety for all.
3. Please do not block any intersections or request your child meet you at the sidewalk parking lot area nearest the football field.
4. Please do not park in the parking lot and ask your child(ren) to meet you there.
5. Please remind your children to pass in front of the loading cars, not behind them.

#### **Safe Zone Reminders:**

1. The speed limit is 25 mph on Central Avenue.

2. The speed limit in the school parking & bus ramp lot is 5 mph.
3. Do not drop off your children earlier than 6:50 am.
4. Release Time is 2:40. Names will not be called until 2:45 pm.
5. Students will receive admin-managed consequences if/when found loitering or in unauthorized locations during afternoon dismissal.

**Bicycles/Skateboards/Roller Blades/Four Wheelers** - Students who ride bicycles to school must observe the same traffic regulations as people driving cars. Riders should always keep to the right and observe all traffic signs, signals, and lights. Bicycles are not to be ridden on the walkways. SKATEBOARDS, ROLLER BLADES, FOUR WHEELERS AND MOPEDS are not allowed at school due to safety hazards.

## **SCHOOL SAFETY AND ACCOUNTABILITY**

We are responsible for the safety of students, teachers, faculty, and staff and will adhere as such but are in need of your assistance in ensuring that your child is aware of dangerous situations or accidents which require their immediate compliance to adult directives. The following are examples of safety and accountability reviews and practices we will follow throughout the school year.

**Monthly Fire and Other Evacuation Drills** –Several times during the school year, the students will practice fire, tornado, earthquake, and lockdown drills. Safety drills will be conducted monthly from August through May. Students are to line up quickly and silently and are to follow the teacher directions. In the event of a school crisis, our Emergency Operational Plan (EOP) will be implemented according to SCCPSS policy.

**School Closing** - The Superintendent is authorized to close or modify schools' hours of operation immediately in the event of inclement weather or any other emergencies that may be hazardous to the health or safety of the public / facilities. These decisions will be communicated by phone through our Parent Notification System, local television and radio stations, our website, and social media page. See Appendix Section: PowerSchool Parent Portal Access Account Information Form.

**Security Cameras** – OCS and most school buses have security cameras.

**Oglethorpe Charter School Master Schedule** - [OCS Bell Schedule SY 23.24.pdf](#) (click link to view)

## **ATTENDANCE POLICIES AND PROCEDURES**

**Attendance Policy** – Attendance at school is the responsibility of the parent/guardian and child. A note from the parent/guardian is required following any absence from school. Further documentation may be required by school officials for the purpose of validating that the absence is an excused absence. OCS follows state law and SCCPSS policy in regards to truancy.

**Active Duty/Military** - Families who are being deployed or returning from deployment can be granted up to 5 additional excused absence with proper documentation submitted to the attendance committee.

**Hospital Homebound** - For students whose attendance is affected by a chronic illness or may need to be absent from school for more than 10 consecutive days due to illness or injury, parents\guardians may submit a request for HHB services. Please see the school counselor for an application and additional information.

**Arriving Late/ Leaving Early** - It is mandatory that students attend school on time and stay throughout the school day. Chronic late arrivals & leaving dismissal are unacceptable. If it is necessary for a student to leave school before the end of the school day, the **legal** parent/guardian must send a written request or make the request in person to the principal.

**Tardiness between Classes** - Chronic tardiness between classes will result in disciplinary action. Transitions within the school are expected to be quick, quiet, safe, and efficient.

**Student Check-In Software Program (Late Arrival)** - Students arriving after 7:40 a.m. are marked tardy. Students must attend more than half of the school day (11:15 a.m.) in which they are enrolled to be considered present for the day.

## TITLE 1 PROGRAM/ACADEMIC OVERVIEW AND POLICIES

**Title 1** – Oglethorpe Charter School has been identified as a Title I school and is a part of the Elementary and Secondary Education Act, as amended by Every Student Succeeds Act (ESEA). Title I is designed to support State and Local school reform efforts tied to challenging state academic standards to reinforce and enhance efforts to improve teaching and learning for students. Title I program also assists Oglethorpe Charter School with parental and community involvement. Oglethorpe Charter School embraces the Title I program to ensure that our students are achieving high levels. In addition, Oglethorpe Charter School uses its funding for staffing, technology, professional development for teachers, and materials to assist with research-based instructional strategies.

### **Grading Policy- The following grading policy has been adopted by Oglethorpe Charter School:**

1. **60% Assessments:** Tests, quizzes, Formative/Summative Assessments, Major Projects.
2. **40% Classwork:** Homework, Daily Class Assignments, Small Projects
3. **High Honor Roll** - GPA of 95 or higher in all subjects with no grade less than 90.
4. **Honor Roll** – GPA of 90 or higher in all subjects with no grade less than 85. Honor rolls may be published in the quarterly newsletter and the local newspaper. Students will also be recognized for earning Honor Roll at any point throughout the school year.

**Grade Reporting and Tracking Policy** - Report cards are published through the Parent Portal every nine weeks based on the district schedule. Students who have failed courses at the end of the first semester are sent home a Critical Decision Forms. The ending nine (9) weeks grades may not have a numerical value lower than 60.

Grading Procedure - The following grading scale will be used to report students' achievement in all school subjects: 90 – 100 = A  
80 – 90 = B 70 – 79 = C 0 – 69 = F.

**Student Conduct Grade** - Students will earn a conduct grade for each marking period which will be documented on the report card. Its purpose is to encourage students to behave in a responsible, respectful, and safe manner and remain academically focused. It will also be used to determine eligibility to participate in extracurricular activities, clubs, and athletic programs.

**Carnegie Units** - Students who successfully complete Algebra 1, 9th-grade Composition and Literature, Physical Science, and/or Spanish I will receive one high school credit (Carnegie Unit) per subject. To continue in a Carnegie Unit-earning sequence, students must maintain an 80% average in the course through the end of the first semester, and have satisfactory student conduct grade rating in behavior, motivation, and effort. Students who have a grade of 75 or less may be placed in an 8th-grade course without high school credit. Criteria for admission into a Carnegie Unit-earning class may include (subject to change due to having different criteria for each course):

1. 85% -90% GPA in applicable course content
2. Teacher Rubric that includes satisfactory conduct, attendance, homework completion, attitude/cooperation, and motivation
3. Screening/placement test if applicable
4. Exemplary scores on GMAS
5. Parent/Student Contract

**Promotion/Retention** - Students must have a final passing grade in all core academic subjects to be promoted to the next grade level. Students failing one or more subjects shall attend summer school. If summer school is passed, he/she will be promoted.

**Tutorials** - To ensure student success, each teacher will offer an afternoon tutorial each week. See the tutorial schedule posted on your grade level team website.

**Make Up Work** - The student is responsible for meeting with his/her teachers on the day of his/her return to school to plan for make-up work. Make-up work and tests may be scheduled before or after school, or during lunch tutorials, and should not conflict

with normal class schedules. Deadlines for long-term and planned tests/quizzes are extended one day for each day's excused absence. Digital assignment deadlines may be extended at the discretion of the teacher.

**Academic Integrity/Cheating** - Oglethorpe Charter School considers cheating to be but is not limited to copying another student's homework, class work, test, quiz, etc., letting another student "borrow" your work, or asking for or giving answers when taking tests, AR quizzes, or other on-line assessments.

**Making Up After a Suspension** - A student may be suspended for an accumulation of minor and major violations. Suspended students may make up those tests and assignments that the Director of Instruction and teacher determine will have an impact on the student's final grade and mastery of course content. It is the student's responsibility to plan to make up work within five (5) school days upon return to school following a suspension.

Competitions and Enrichment Activities - Oglethorpe Charter School encourages students to enter several academic competitions, which may include:

- |   |  |
|---|--|
| 1. Academic Quiz Bowl                         | 2. Mathletes/MathCOUNTS                                    |
| 3. Art  | 5. Model United Nations                                    |
| 4. Band                                       | 6. Orchestra   |
| 7. Chorus                                     | 8. Reading Quiz Bowl                                       |
| 9. DEEP Writing                               | 10. SECME (Engineering)                                    |
| 11. Drama                                     | 12. Science Fair   |
| 13. Duke TIP                                  | 14. Science Quiz Bowl                                      |
| 15. FBLA (Future Business Leaders of America) | 16. Science Olympiad                                       |
| 17. Foreign Language Studies                  | 18. Social Studies Fair                                    |
| 19. GSU Invitational Mathematics Tournament   | 20. Spelling Bee o Stock Market Game                       |
| 21. Geography Bee                             | 22. Student Council TSA (Technology Student Association)   |
| 23. LEGO Robotics                             | 24. Southeastern Consortium for Minorities in Engineering) |

**Honor Societies/Leadership Organization and Special Activities** - Students may be selected to become members of the following honor societies and/or leadership positions. Each organization has admissions criteria available for review on the website or by request. Students in leadership societies are held to a high standard and may be removed if grades, discipline, or lack of participation issues warrant: (a) National Junior Beta Club, (b) National Junior Honor Society and (c) National Association of Student Councils, (d) Titan Ambassadors, and (e) Peer Mediators.

**Special Activities** - Throughout the school year, Oglethorpe Charter School plans a variety of special activities for eligible students and families. Some of those are:

1. **Open House** – In early fall, parents follow the student's schedule, meet teachers, and hear classroom expectations.
2. **Arts Nights** - Band and chorus perform in the fall and spring; art is displayed in the spring.
3. **Gifted Showcase** - Gifted triptychs summarizing the students' enrichment activities will be on display and students will present evidence of their activities to invited guests. Each year, each gifted student is expected to complete a triptych of special activities that also includes a reflection.
4. **Spirit Week** - Students may dress down during this Student Council- sponsored activity. Students must dress down in the theme of the day or be in uniform.
5. **Awards Programs** – All students will have the opportunity to be recognized for their academic achievements quarterly and/or during formal celebration and/or bridging ceremonies.

6. **Titan Time** – Each Friday, Oglethorpe students and staff engage in Titan Time or Focus Fridays, which include but are not limited to – clubs, fitness activities, tutorials and assemblies that promote our school’s mission and values.

**Awards & Recognitions** - Oglethorpe Charter School students are recognized for their accomplishments at special honors programs throughout the school year. Academic award ceremonies will be held in the Fall and the Spring. Athletic awards are presented in a team ceremony by the coaches. Awards may include:

1. **Yearly High Honor Roll or Yearly Honor Roll** – Awarded for the first 3 quarters.
2. **Department Awards** – Grade-level awards to students with the highest GPA in each subject and students who show the most improvement.
3. **Character and Leadership Awards** – Students who exhibit virtues in and out of class.
4. **Athletic Awards** – Students selected by coaches for sportsmanship, academics, attitude, and athletic contributions. Athletic Awards are given during fall and spring banquets.

### **Gifted and Talented Program**

At OCS, gifted, and talented students are served primarily through the cluster model and advanced content model by gifted-certified teachers. With placement into gifted classes, students have the opportunity to participate in a wide variety of challenging and enriching extracurricular organizations and competitions. All students in the program are expected to maintain a minimum of 80 in their gifted classes and are required to document their enrichment participation and reflection yearly on a triptych to be shared at a spring event for gifted students.

### **Related Arts Program**

Oglethorpe Charter School offers a broad range of “Related Arts” or connection classes. Each student will be enrolled in Related Arts courses in their weekly schedule. Sixth-grade students will change RA classes every 9-week period while 7th and 8th-grade students will change every semester.

<b>Band</b>	This year-long course introduces and enhances student’s ability to play instruments which includes how to read music and perform.
<b>Chorus</b>	This is a year-long course where students will learn about vocal techniques and expressing through singing. Students will also experience detail-oriented preparation, teamwork, and collaboration.
<b>Visual Arts</b>	This course is all about discovering and developing a foundation of art history and art making. Students learn to think creatively, use their imagination, problem –solve and express themselves through drawing, painting, sculpting and graphic design.
<b>Orchestra</b>	This year-long course provides students with the opportunity to learn and develop the techniques and skills of playing a string instrument.
<b>Drama</b>	This course allows students the opportunity to develop skills to be effective communication, spontaneous thinkers, and positive team contributors. Students will earn vocal and movement techniques appropriate to theater activities and presentations.
<b>Physical Education/Health</b>	These courses are designed to promote and educate the students physically, socially, and mentally. Weightlifting, Archery, and team sports are offered in the curriculum. Students will learn about general wellness, nutrition, safety, personal health, social health, fitness, tobacco, alcohol, and drugs.
<b>Spanish</b>	This course is an introductory class to Spanish acquisition. For 8th grade students, a high school credit course (year-long) is offered for students who are successful in completing the 7th grade Spanish Honors course (year-long).
<b>STEM</b>	The OCS STEM class partners with Savannah State offering LEGO robotics, SECME, sea perch, gaming, mouse trap car design, and bottle rocket learning activities. The STEM program also

has after school science, technology, engineering, and math opportunities for those students that are not able to take STEM as a related arts class. Research Design and Project Management is a high school course offered to 8th grade students.

**Business Education** Reintroduced for 2020-2021. Students are introduced to fundamental business and computer skills.

**Skills for Adolescents** This course provides remediation or enrichment for students in specific areas. Gifted programming that offers communication skills education for students interested in auditioning at Savannah Arts Academy.

**Marine Science** Started in the 2018-2019 school year. It is a very hands-on course that includes spectacular field trips to Ossabaw Island, local marshes, and other awe-inspiring locations.

**Reading** This course is designed to meet the needs of students who need additional help in order to achieve grade level standards in English Language Arts. The purpose of Reading Connections is to close identified gaps through the use of fluency, decoding, and reading comprehension.

**Archery** As part of its fitness & Wellness Program, OCS is proud to offer an Archery Program. As part of the National Archery in Schools Program, students will engage in NASP Bullseye Target Archery. Students will learn about archery equipment, including the maintenance and care of archery equipment. Archery is also used as a cross-curricular activity to support and enhance mathematics, physical science, and language arts through data collection, exposure to the basic physics of archery science and ballistics, as well as journaling about the history of archery and individual archery experiences throughout the course. Additionally, student archers will have an opportunity to compete in regional and possibly state level competitions. Contact Coach Perry for more details.

## **GEORGIA MULTI-TIERED SYSTEMS OF SUPPORT (MTSS)**

The Georgia Multi-Tiered System of Support (MTSS) is a statewide plan to provide continuous support for districts, schools and students. The essential components of MTSS includes screening, progress monitoring, data-based decision making, multilevel instruction/prevention, infrastructure and support mechanisms. MTSS is also designed to provide different levels of support needed to maximize student achievement and reduce behavior problems.

At OCS, there is a MTSS/RTI coordinator that is responsible for supporting teachers with the MTSS/RTI process. For more information, please visit The Georgia Department of Education website, Teaching and Learning website. [Georgia's Tiered Systems of Supports for Students.](#)

## **STUDENT AND FAMILY SUPPORT SERVICES**

### **COUNSELOR DEPARTMENT**

OCS school counselors are trained to help students grow socially, personally, and academically. Orientation programs, individual or group counseling, career education, and classroom guidance programs are provided. Special advisement programs are scheduled periodically. Students, parents, administrators, or teachers may refer a student to his/her school counselor for social, emotional, and academic services.

**Counselor Referral** – A student designated counselor assists the student in developing or utilizing the necessary skills needed to address his/her academic, behavioral, social and emotional learning needs or an incident referred by an administrator, teacher, faculty, or staff member.

**Social Work Referral** – Social services may be provided by the school's designated social worker to assist in enhancing a student's academic achievement by linking students and families with community resources to promote academic and personal growth and success.

**Check-In/Check-Out Daily/Weekly Reporting** – CICO serves as a student, Tier 3 intervention. Students will check-in/check-out daily or weekly using a progress sheet to share and track his/her academic and behavioral progress in each of his/her classes for a specified period of time.

**Check In-Check Out Intervention Action Steps** - Check In-Check Out (CICO) is a targeted intervention that can be used to decrease chronic, low-level behaviors that are not dangerous, as well as increase organization skills, aid in work completion and minimize student impulsive behaviors. Students in most instances will be assigned a mentor to help them improve behaviorally and /or academically. See the student and parent online handbook for further explanation of the online action steps located in the Counselor Dept. Section on our school website.

**Responsive Services** - Responsive services are activities designed to meet students' immediate needs and concerns. Please see services that are available to all students and are often student initiated through self-referral located in our student and parent handbook located on our school website.

**Confidentiality** - Confidentiality is an important part of the work school counselors do with students. In our offices, what is said to a counselor stays with a counselor. However, there are exceptions to confidentiality as required by law and/or ethical standards. In these instances, parents or guardians will be notified. Exceptions include the following:

1. **Harm to Self or Others:** This includes students who report a plan to harm themselves or others or a plan that puts the safety of others at imminent risk.
2. **Abuse or Neglect:** If a student speaks with a counselor about abuse (physical, emotional, verbal, sexual, or other) whether to themselves or to another minor, it is required by law that a counselor report the abuse to the Department of Children and Families and possibly the police. If a student tells a counselor about an abuse case that has already been addressed by DCF or the police, there may still be a need to make a report.
3. **Court or Other Legal Proceedings:** By law if a counselor is subpoenaed, information is not guaranteed to be kept confidential. Counselors will always do their best to reveal as little as possible in a legal setting. However, counselors must cooperate with the police, DCF and the courts, as required by law.

**Homeless Students** - The McKinney-Vento Homeless Education Assistance Act is designed to address the problems that homeless children and youth have faced in enrolling, attending, and succeeding in school. Please contact your school counselor for further information.

**Hospital Homebound Policy** - Charter School will provide hospital/homebound services to students when the requirements of the law have been met, and after approval has been granted. Please contact your school counselor for further information regarding student eligibility, and attendance adjustments.

**Mandated Reporting of Suspected Abuse or Neglect** - All school personnel are mandated reporters of suspected abuse and/or neglect. Mandated reporters are required to report suspected child maltreatment immediately when they have "reasonable cause to believe that a child who is 17 years of age or younger and known to them in a professional or official capacity has been harmed or is in danger of being harmed – physically, sexually, or through neglect – and that a caregiver either committed the harm or should have taken steps to prevent the child from harm.

**Behavior Interventionist, School Psychologists and Social Worker** – Contact your student's school counselor for further information,

## **SCHOOL NUTRITION PROGRAM**

Breakfast and lunch are available to every student for the price set by the Savannah-Chatham County School System. IDs are required to purchase meals. Students with no IDs will be served a free snack. Breakfast is served from 7:10 a.m. until 7:40 a.m. Students arriving at school after 7:40 a.m. can be served breakfast only with the approval of an administrator. Meals may be paid for in the cafeteria from 7:10 until 7:40 a.m. on the first school day of each week or daily in the cafeteria line.

**Parent or Guardian Lunch Attendance** – Parents or guardians are welcome to eat lunch with their children at school. On such occasions, parents are encouraged to purchase a school lunch but are permitted to bring food to the school for consumption by themselves and their child(ren). They are not allowed to bring lunch for students other than their own child(ren). They should notify the administrative secretary by 9:00 a.m. so the lunch count can be increased. When parents bring food to their child’s classroom, they must have sufficient quantity for the whole class. They must also be mindful that some students may have food allergies that could cause medical problems for the students and liability for the parents.

**Conduct While in the Cafeteria** - Conduct in the cafeteria is to be the same as that expected in any other eating establishment. Students will be taught proper etiquette and are always expected to adhere to reminders posted throughout the cafeteria. Students are expected to walk quietly to and from the cafeteria in a safe and orderly fashion. The lunch period is a chance to enjoy the company of friends, unless otherwise directed by their supervisor(s). Talking will be allowed during most of the lunch period, but quiet will be needed to facilitate cleanup and dismissal. However, this is a time when adults are also eating; therefore, courtesy and consideration are especially important.

## **CLINIC POLICIES AND MEDICATION PROCEDURES**

Oglethorpe Charter School has a fully equipped clinic with a nurse on duty. Students who become ill during the school day must obtain a pass from a teacher and report to the clinic. In an emergency, before 6:30 a.m. and after 2:30 p.m., students may go directly to the main office. No medicines (prescription or non-prescription, such as Tylenol, aspirin, Pepto Bismol, Midol, cough drops, nose spray etc.) can be administered without a signed Administration of Medication form. Over the counter or prescription, that must be hand delivered in their original container (no Ziploc bags) to the school by the parent and/or legal guardian.

**Medicine** - When students must take medicine at school, parents must bring all medicine and related equipment to the principal, school nurse or his/her designee and complete a Student Health and Medication Authorization Form. Medicine cannot be given without written permission and instructions from the parents. Please do not send medicine to school by students. All prescription and over-the-counter medicine must be kept in the school office unless authorized in writing by a physician and approved by the principal.

**Inhalers** - Students who have inhalers must have the appropriate action plans and paperwork from the doctor given to the school nurse. All students with epi-pens must have paperwork filled out along with doctor orders for administering the medication. Students are subject to disciplinary action, including but not limited to, progressive suspension or expulsion, if they possess medicine at school without the principal’s consent, distribute the medicine to other students, or use the medicine in a manner that is not prescribed or per label directions (for over-the-counter medicines).

**Student Injury** - All phone calls pertaining to student illness or injury must be made by the school nurse or designee.

**Illness and Notification** - Students are only allowed to stay in the clinic for one hour before a parent is called for pick-up. If the parent has a hardship, the student will return to class. Children should not return to school until vomit, diarrhea, and/or fever free for 24 hours. All Medicine (both prescription and over the counter) must be kept in the school office and dispensed by the principal or his/her designee. Parents are urged to keep the front office updated with current phone numbers so parents may be reached.

**Contagious Illness** - If a student is positive with the COVID virus they will be required to quarantine for 5 days from school regardless of their vaccination status. Students do not have to provide a negative test result to return to school after 5 days.

**Accidents/Medical Services** - If a student is injured or becomes ill at school, every effort will be made to contact the parent and to act at the parent’s direction.

**Note:** More information may be found regarding our medical services by reviewing our student and parent online handbook or the School Nurse may be contacted from 6:30 a.m. – 2:30 p.m. at 912-395-5079. You may also send an email to [Dolores.borden@sccpss.com](mailto:Dolores.borden@sccpss.com).

## **MEDIA CENTER POLICIES AND PROCEDURES**

The Oglethorpe Charter School Library Media Center (LMC) is open from 7:15 a.m. to 3:15 p.m. daily, closing for afternoon dismissal at 2:25 p.m. Students MUST have a pass and their ID each time they enter the LMC before or after school, during class or

lunch. Students may check out 2 books for a period of 2 weeks and renew them as needed. Students may not check out books if they have an overdue book or owe a fine.

**ID Policy and Purchase Procedure** - Students are required to wear a school-issued picture ID visible on a school lanyard hanging from their neck each school day and on school trips. Initial ID badges are provided without cost. Replacement ID badges must be purchased for \$5.00 and lanyard or case for \$1.00 each in the media center. Violation of the ID policy will result in appropriate admin-managed disciplinary action.

**Chronic IDs Purchases** - Students who fail to wear his or her ID within an hour of arriving on campus will receive early administrative-managed interventions and supports during the first 3 days of school and 3 days after their return from holiday break.

**Notice of Pictures of Students** - The school system has the right to record students with video cameras for safety and/or instructional purposes and at extracurricular activities.

## **POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORTS PROGRAM**

Throughout the school year, students will receive a variety of behavior intervention programs and support to address repeated misbehaviors before assigning progressive teacher-managed and administrative-managed consequences. The OCS PBIS team meets monthly to review and discuss school wide discipline and make action plans based on discipline data.

OCS, we expect that our students.....

Are on Time

Are prepared and have all necessary materials

Are neat in personal appearance

Follow dress code

Are respectful of others, self, and property

Use appropriate language, free of profanity

Speak or leave their seats only with permission

Drink or eat in class only with permission

Listen to and follow directions

Always do their personal best

Remain safe

**PBIS Matrix** - Oglethorpe Charter School administration PBIS Matrix was developed to ensure that teaching and learning can occur within a safe, orderly and nurturing learning environment using a classroom procedures and expectations as well as a classroom intervention plan to guide students in self-correcting their misbehavior(s), following a progressive discipline plan when tracking student misbehaviors using student conduct grades and informing the parent(s) or guardian(s) through the use of an Office Disciplinary Referral (ODR) form.

**Positive Reward System** – OCS uses a reward system where students can earn points that can be used for specific rewards throughout the year.

**PBIS Reward Activities** – Throughout the year we have school wide, PBIS reward activities where eligible students can select fun activities and/or treats to reward them for good behavior.

**PBIS Student & Staff Trainings** – Students and staff will receive periodic training sessions based on current school discipline data as part of our action planning process.

## **CLASSROOM BEHAVIOR EXPECTATIONS**

**Positive Reinforcement** - Oglethorpe Charter School will strive for full compliance using positive reinforcement. Students are expected to be respectful, responsible, and safe throughout the school day. Disciplinary action will only be used when reasonable

and logical interventions have been attempted without success. Progressive discipline will be used when a student exhibits chronically disruptive behaviors or has violated the following classroom behavior expectations and/or the universal classroom rules posted inside of the classroom. Students are expected to follow the school wide universal classroom rules that are posted inside of all classrooms and written in a teacher's classroom syllabus

## **STANDARDS OF BEHAVIOR: MANDATORY RULES - APPLICABLE TO ALL STUDENTS (SCCPSS Rules)**

**Rule 1. Complying with Directions/Commands and Policies** - No student will fail to comply with directions or commands of principals, assistant principals, teachers, student teachers, substitute teachers, teacher aides, school bus drivers, or other authorized school personnel. No student will willfully and persistently violate the Student Code of Conduct or any administrative policy of a school or the system as a whole.

**Rule 2. Disruption and Interference with School** - No student will disrupt or otherwise interfere with the orderly operation of school or school activities.

**Rule 3. Substantial Disruption and Clear Danger** - No student will cause substantial disruption of the school environment or present a clear danger to any other student(s) or school personnel.

**Rule 4. Committing Illegal Acts** - No student will commit any illegal act. Acts which will not be permitted include, but are not limited to, violation of any federal, state, or local law, possession, and/or discharge of fireworks, obscene and indecent acts, and libelous or slanderous acts toward other students, teachers, administrators, other school personnel or other persons.

**Rule 5. Damaging, Destroying or Vandalizing Property** - No student will willfully or maliciously damage, mark, deface, destroy, or vandalize real or personal property of another student, other persons legitimately at the school or of the Board of Education during or after school hours.

**Rule 6. Harassment, Bullying and Cyberbullying** No student will sexually, emotionally, verbally, physically, or by any communication by telephone, mail, broadcast, computer, computer network, or by any other electronic device or through the use of electronic communication as defined in O.C.G.A. 20-2- 751.4 or otherwise harass, threaten, intimidate, or bully or cyberbully any student, teacher, school employee, or other person (See SCCPSS Student Code of Conduct Procedure 4). *Any student in grades 6-12, committing the offense of bullying for the third time in a school year, will be assigned to an alternative school pursuant to O.C.G.A. 20-2- 751.4. Any form of harassment, threats, intimidation, bullying or cyberbullying will be promptly reported to an administrator or counselor. Teachers may be notified to maintain classroom discipline.*

**Rule 7. Assault, Battery, and Threatening** - No student will assault, commit battery upon, threaten, or otherwise abuse any student, teacher, school employee, or other person. A student may be referred for permanent expulsion for violation of this section.

**Rule 8. Physical Violence toward School Staff or Bus Drivers** = No student will commit any act of physical violence as defined in SCCPSS Student Code of Conduct Procedure 6 against a teacher, school bus driver, school official, or school employee (O.C.G.A. 20-2-751.6). A student will be referred to the principal for suspension and/or a tribunal hearing committee where a recommendation for expulsion will be made. A student found to have committed an act of physical violence by intentionally making physical contact of an insulting and provoking nature [SCCPSS Student Code of Conduct Procedure 6 (1)] may be disciplined by short-term suspension, long-term suspension, or expulsion. A student found to have committed an act of physical violence by intentionally making physical contact which causes physical harm [SCCPSS Student Code of Conduct Procedure 6 (2)] will be permanently expelled and, if applicable, referred to juvenile court by the Board of Education.

**Rule 9. Physical Assault and Bullying on a School Bus** - No student will engage in bullying as defined in O.C.G.A. 20-2-751.4 (a) or in physical assault or battery, other unruly behavior, verbal assault or disrespectful conduct toward the bus driver or others. If a student is found to have engaged in bullying, a meeting of the parent of the student and grade level team assistant principal will be required to develop a school bus behavior contract for the student. Such a contract will provide for progressive age-appropriate discipline, penalties, and restrictions for student misconduct on the bus. Procedures for developing the contract are outlined in SCCPSS Student Code of Conduct Procedure 4.

**Rule 10. Weapons and Dangerous Instruments** = No student will possess, handle, display, discharge, transmit or otherwise use any handgun, firearm, rifle, shotgun, firearm as defined in O.C.G.A 16-11-106 and 16-11- 131 or any weapon designed or intended to propel a missile of any kind or similar weapon; any explosive compound or incendiary device; or any other dangerous weapon as defined in O.C.G.A. 16-11-121, including a rocket launcher, bazooka, recoilless rifle,

mortar or hand grenade. Additionally, no student will possess, handle, display, discharge, transmit or otherwise use any hazardous object. Such terms will not include any of these instruments used for classroom work authorized by the teacher.

1. Students found in violation by bringing weapons to school, on school property, in a building owned or leased by the school district, at a school function, to school related activities, or on a bus or other transportation provided by the school district and that meets the state law definition or Board definition of weapons may be subject to discipline as specified in the Student Code of Conduct (See SCCPSS Student Code of Conduct procedures 7, 14 and 16).
2. Weapons also include any object that reasonably can be considered a weapon or have the appearance of a weapon (See SCCPSS Student Code of Conduct Procedure 7).
3. Principals have the authority to ban or confiscate any item that in their judgment, may be used as a weapon to cause bodily harm either to students, themselves, or others.
4. All employees must report violations of this policy to the principal or assistant principal of the school. If the principal has reasonable cause to believe that a report is valid, he/she must immediately make an oral report to the Superintendent and to the appropriate law enforcement authority and district attorney pursuant to O.C.G.A 20-2- 1184.

**Note:** The student's parents or guardian will be notified immediately of his/her child's involvement in any activity involving weapons. Students will be given a copy of the OCS and SCCPSS Code of Conduct, which includes a statement of prohibited conduct with regard to weapons and possible disciplinary actions.

**Rule 11. Using or Threatening to Use a Deadly Weapon and Bomb/Terroristic Threats** - Any student who uses, or threatens to use a deadly weapon, including, but not limited to, a firearm or knife, which may cause bodily harm or death, will be subject to permanent expulsion. This includes a student who makes a terroristic threat. Student conduct off school grounds actions that threaten the safety and welfare of the students and staff, or which could result in the student being criminally charged with a felony and when the student's continued presence at school becomes a potential danger to persons or property at the school, the student and parent will be subjected to SCCPSS Board of Education discipline policies.

**Rule 12. Tobacco, Alcohol and Other Drugs/Psychoactive Substances** - The use and/or possession of tobacco including e-cigarettes, by students in any form is prohibited. Campus police will be notified, and the student may be referred to the tribunal hearing committee where a recommendation will be made for expulsion for violating the section on illicit drugs and alcohol. (See SCCPSS Code of Conduct Policy JGCD, infra.)

**Rule 13. Absenteeism** - No student will be absent from school or from any class or required school function during school hours without the written permission of the parent/guardian and/or the approval of the principal, except in cases of personal illness or other providential cause. (See SCCPSS Code of Conduct Policy JBA, infra.)

**Rule 14. Dress Code (A)** - Titans dress in compliance with the dress code established by the principal and governing board by following basic standards for dress and personal appearing which includes but is not limited to being clean, neat, and to ensure that their appearance and dress does not create or promote disorder in the classroom, adversely affect the welfare or safety of others right to work or study without interference.

**Rule 15. Electronic Devices (Cell Phones)** - No student will possess (even if turned off) an electronic device during assessments or state testing. Students are only permitted to use personal electronic devices within school for instructional use or for other purposes as approved by the principal or teacher. For additional information and guidance, reference SCCPSS Student Code of Conduct policy JCDAF.

**Rule 16. Verbal Assault and Physical Assault** - No student will verbally assault, threaten violence, or physically assault other students, teachers, administrators, other school personnel or persons attending school related functions.

**Rule 17. Disrespectful Conduct** - Students will not become involved in disrespectful conduct or use vulgar or profane language toward other students, teachers, administrators, other school personnel or persons attending school related functions.

**Rule 18. False Reporting** - No student will falsify, misrepresent, or omit. or erroneously report information regarding instances of alleged inappropriate behavior by a teacher, administrator, or other school employee toward a student during or after school hours. Any student having knowledge of such instances will complete a Google Incident Form or speak with their grade level team assistant principal or school counselor.

**Rule 19. Passive Participation** - No student will incite, advise, encourage, or counsel other students to engage in prohibited acts, be a passive participant or be an accomplice to a violation of the Student Code of Conduct, federal and/or state laws.

**Rule 20 Internet/Electronic** - Use Internet Acceptable Use Policy below.

**Note:** Oglethorpe Charter School and the SCCPSS Board of Education aspires to meet the obligations and requirements that it sets out for itself in its policies and procedures. These policies and administrative regulations are designed for guidance and to assist the Board in providing due process and complying with state and federal laws and standards. Therefore, **failure to comply with any policy or procedure is not a defense to improper conduct.** **Savannah-Chatham Co. Schools Date Adopted: Pending Last Revised: 6/25/2014**

## **TECHNOLOGY AND ACCEPTABLE USE POLICY**

**OCS Acceptable Use Policy-** This policy restricts access to material that is inappropriate in the school environment; however, it is impossible for filtering software to block every controversial and inappropriate site. Student usage including the Internet will be consistent with OCS's educational mission and the curriculum adopted by its Governing Board and SCCPSS.

**CELL PHONE POLICY AND PROCEDURES** - Students are strictly prohibited from being in possession of their personal cell phone and/or other electronic device accessories. Oglethorpe Charter School and SCCPSS will not assume any responsibility or liability of the theft, loss, or damage to such devices, nor do they assume responsibility for the unauthorized use of any device. Students who bring cellphones to school will be expected to turn their phones into their homeroom teacher who will secure them in a cell phone locker until the end of the day. Additionally, any unacceptable items brought to school will be confiscated and a parent conference will be required in order to have the item returned. Cell phones and/or other electronic devices used to bully, harass, demean, or degrade other students, school staff, teachers, administrators, or other members of the community will be confiscated.

**OTHER ELECTRONIC DEVICES** - Students will be personally and solely responsible for the maintenance, support, and security of their personal electronic device. All personal laptops are required to have updated virus protection and the latest security patches to the operating system and browser prior to connecting to the network. OCS will not assume responsibility or liability for the theft, loss, or damage to personal devices, nor does it assume responsibility for the unauthorized use of any device.

While on Board property, students are not permitted to use their own personal Wi-Fi, data plans or other types of Internet access provided by Internet service providers/carriers that is not provided by The Board of Public Education. All Internet access will be filtered and recorded. No student will photograph, videotape, record, or reproduce, via any audio or video means, another student, or staff member on board property without the expressed prior permission of a teacher or administrator.

Students are also prohibited from disrupting instruction with ringtones, music, or sound effects. No student will have a personal electronic device in their possession during district-wide assessments or state testing. Personal devices must be turned off completely (not simply on silent or vibrate mode) and turned into a teacher or testing proctor. Students are prohibited from using any electronic devices while riding on a school bus. These electronic devices include, but are not limited to cell phones, pagers, audible radios, tape or compact disc players without headphones, or any other electronic device in a manner that might interfere with the school bus communications equipment or the school bus driver's operation of the vehicle to and/or from school. (O.C.G.A 20-2-751.5).

Radios, Tape Players, Electronic Devices, Games, Pagers, Cellular Phones – Such electronic devices, including but not limited to those listed above, are strictly prohibited at school. If brought to school, they will be confiscated for a period of time as determined by the grade level team assistant principal or designee. Possession of an electronic paging device results in immediate disciplinary action and campus police notification.

**Electronic Device and Evidence of Criminal Activity** - OCS and SCCPSS prohibits the use of any video device in or near any restroom, locker room, or other location, during an extracurricular activity or while attending a school sponsored activity or event where individuals have a reasonable expectation of privacy. Campus police and law enforcement will be contacted if evidence of criminal activity is found. Student and Parent or guardian will receive due process and if found to be in violation may be expelled from our school.

## **MANDATORY SCHOOL UNIFORM DRESS CODE POLICIES**

***Approved Logos (Disclaimer: Actual embroidery may vary by vendor)***

**Insignia Policy** - Insignias on any uniform top, bottom, sweaters, socks, jackets, etc. are strictly prohibited except during non-uniform days or if the insignia represents OCS.

**Purchasing School Uniforms** - Ordering and Purchasing School Uniforms - School uniforms and other dress code attire can be purchased from the following locations: A-1 Uniforms, All Size Outlet in Garden City, Uniforms by Patrick, the Half Price Uniform Store on Abercorn, Bahama Joe's School Uniforms, True Grit, and the Uniform Store on Highway 80 in Pooler. Also, at the following department stores: Old Navy, Target, Sears, Lands' End, JCPenney, Savannah Kidswear and Wal-Mart.

**ID Badge – The wearing and visible display of ID badges is required by the school district's dress code policy.** Student ID badges must be worn and visibly displayed above the waist while on campus and while on school sponsored field trips. ID badges are also required for the following:

1. Admittance to extracurricular school activities
2. Sign-in school late
3. Purchase lunch and side items
4. Check out media center materials

**Note:** Initial ID badges are provided without cost. Replacement ID badges must be purchased for \$5.00 and lanyard or case for \$1.00 each in the media center. Violation of the ID policy will result in appropriate admin-managed disciplinary action.

**Bottoms/Pants** - All students will wear khaki bottoms/pants. Plaid skirts may include burgundy, gray and navy. Pants/slacks must be of appropriate size, have a finished hem, be worn at the natural waist, and not drag the floor. Undergarments must not be visible. Pants must not be tight as determined by The grade level team assistant principal. Pants/slacks that have belt loops must include a belt. All waistbands must be worn at the natural waist.

**Belts/Socks/Shoes** - Belts must be worn if pants, skirts, skorts or shorts have belt loops and must be solid navy, black or brown and worn inside the belt loops. Belt buckles must not be oversized (larger than the size of your child's school ID), computerized or have any writing that is considered offensive. Socks, hose, tights (solid navy, burgundy or gray), or leggings may be worn but not as an outer garment.

**Shoes** - All shoes must be fully enclosed and fastened/tied properly. Flip-flops, crocs, any plastic sole shoes/boots, slides, minimalist shoes, or house shoes are NOT to be worn.

**Book Bag Guidelines** – All book bags, tote bags, backpacks, athletic bags, and all other similar items which are used by students while on Board of Education property or during any school sponsored activity must have the contents clearly visible. **The bags can only be clear plastic or mesh.**

**Handbags, Purses, Pocketbooks and Similar Items** – must not be any larger than an 8 ½ x 11-inch size sheet of paper 3 to 4 inches wide and must not be large enough to contain a regular sized textbook. Purses do not have to be transparent or made of mesh if they are within the size limitations stated above.

Acceptable Dress for Non-Uniform Days - Same as uniform days.

#### **DRESS CODE ATTIRE NOT ALLOWED**

1. Any clothing that is not appropriately sized and/or exposes any part of the body's skin (i.e., slits, tears, holes, etc.)
2. No hooded tops and/or sweatshirts at any time, including dress down days.
3. No hats, caps, or sunglasses may be worn in the building unless approved by The grade level team assistant principal (medical hardship).
4. Torn blue jeans or blue jean jackets are strictly prohibited during the school day or during dress down days.
5. Extreme hair color/style that causes a disruption or interferes with the learning environment will not be allowed.
6. Body piercing that causes a disruption or interferes with the learning environment will not be allowed.
7. No oversized jewelry and/or accessories with inappropriate emblems (i.e., dog-collar type chains, belt-chains and/or writing may be worn. Metal picks, bandannas, roach clips, caps, combs, and wave brushes are prohibited.
8. No knit pants, jogging or cargo pants. No zippers or pockets on pant legs. No torn denim or jeans, skirts, etc.
9. Flip-flops, crocs, any plastic sole shoes/boots, slides, minimalist shoes, and house shoes are NOT to be worn without principal or designee approval.
10. Tights and leggings may not be worn as an outer garment. This policy will be strictly enforced.
11. Any form of transparent or revealing clothing (e.g., fishnet tops, halter tops, tube tops, strapless tops, tanks tops, spaghetti straps and other forms) are prohibited and should not be visible at any time.

12. Buttons, armbands, teardrop scarfs or other accessory that signifies or is related to gangs, gang membership or gang activity or is disruptive to school safety and discipline are prohibited. Such clothing or attire may be established by campus police inquiry as evidence of a common name or identifiable sign, tattoo, graffiti, symbol, or other distinguishing characteristic.
13. Any article of clothing that is associated with alcohol, drugs, sex or contains suggestive writing, pictures, aggression or violence or advocates for a prohibited item on school premises.

**Note:** The grade level team assistant principal may prohibit additional clothing items and/or accessories throughout the school year. Any updates will be posted on the school website. **Additionally, wearing wireless air pods and/or smartwatches is not allowed. These items should be turned in every morning in the same fashion as cell phones. Failure to comply will result in disciplinary action.**

#### **Student Discipline Matrix:**

***In alignment with local policy and GaDOE requirements, OCS will reference the SCCPSS discipline matrix when addressing discipline and consequences.***

**<https://drive.google.com/file/d/1gViaC1Om6z0Gf1iMrPSUmKzHttHRfGOR/view?usp=sharing>**  
**SCCPSS Discipline Matrix.pdf (click link to view)**

#### **TRIBUNAL HEARING PROCESS**

In the event that a decision is made to place a student on long term suspension (expulsion), the student will be entitled to a hearing before a Tribunal Officer prior to being expelled from OCS. Tribunal Hearing Officers are independent decision makers approved by the Principal and/or Governing Board President to hear the discipline matter which has placed a student up for expulsion from Oglethorpe Charter School and either uphold or deny the request for expulsion. The decision of the hearing office may be appealed to the Governing Board of Oglethorpe Charter School, whose decision is final.

#### **ATHLETIC PROGRAM PARTICIPATION AND ELIGIBILITY**

**General** - Participation in OCS athletics is a privilege. Accordingly, students must meet certain standards in order to earn the privilege of participation. Tryouts for teams are competitive and signing up and attending tryouts does not guarantee that a student will make the team or be able to play in games/matches during the season. Please review the full Student Code of Conduct and the OCS Student/Parent Participation agreement for detailed requirements. For more information about our athletic programs and eligibility, please contact our Athletic Director, Mr. Derek Perry.

**Equity in Sports** - State law prohibits discrimination based on gender in athletic programs of local school systems (Equity in Sports Act, O.C.G.A. 20-2-315). Students are hereby notified that the Savannah-Chatham County Public School System does not discriminate on the basis of gender in its athletics programs. Inquiries or complaints concerning sports equity may be referred to the principal and/or athletic director who will investigate it on behalf of the student and/or parent or guardian. In this school system may be submitted to the sports equity coordinator at 208 Bull Street, Savannah, Ga. 31401; phone: 201-5532. Policy 1068, Equity in Sports, can be found on the web page ([WWW.SAVANNAH.CHATHAM.K12.GA.US](http://WWW.SAVANNAH.CHATHAM.K12.GA.US)) under athletics for the Savannah-Chatham County Public Schools.