



**Penncrest: a community of learners that shapes productive, mindful,
and ethical world citizens, one student at a time.**

August, 2019

Discipline Policy/Co-Curricular Agreement

We developed this document in our continuing efforts to communicate expectations at Penncrest High School with students and families. This document contains information from the Parent/Student Handbook this school year as a result of changes or school focus. Please read the document, sign, and return to the school as described in the letter. The *Parent/Guardian/Student Handbook* and *Student Discipline Code* and *RTMSD Parent/Guardian/Student Athletic Department Handbook* are accessible on the PHS website. Students participating in fall sports or activities, including band, may return this signed document to the athletic, guidance or main office at PHS any time prior to the start of practices which begin for all sports and band on August 13. **DO NOT SUBMIT TO YOUR COACH OR BAND DIRECTOR.** **PIAA requires JV and Varsity Football to begin August 5, for an acclimatization period. Please note the following:

Attendance Policy

The student must provide a written note from a parent/guardian to the main office upon return from an absence.

- Notes with a parent's signature may be submitted via e-mail, fax, or handwritten. E-mails must contain an authentic parent signature, not a computer-generated signature.
- All absences will be treated as unexcused until the school district receives a written excuse explaining the reason(s) for an absence. **Parents/guardians must provide written explanation within three (3) days. If a note is not submitted within 3 days, the absence will be considered unexcused.**

Family Trips and Educational Travel with Prior Approval

1. Family trips during school days are considered as unexcused absences unless a *Pre-Planned Trip Request Form* is completed and pre-approved by a building administrator. (Form is on the PHS website)
2. Written requests must be submitted to the grade level principal or designee **at least 5 days prior to a planned tour or trip** that will result in your child's absence from school.

Late Arrivals

Late arrivals are accrued for each marking period individually and not carried over to the next marking period. Students begin each marking period with 0 late arrivals. Please see the handbook for definitions and consequences. Students need to be in homeroom by 7:30. **Students are not permitted to participate in extracurricular activities, including practices, performances and games, if they arrive after 11:00 am on that day.**

Vaping

The act of inhaling vapor produced by a vaporizer or electronic cigarette. The vapor is produced from a material such as an e-liquid, concentrate, or dry herb.

Possession and/use of nicotine products on school grounds including vaporizers, cigarettes and smokeless tobacco products

- Minimal 3-day out-of-school suspension
- Automatic referral to STAR program
- Students who use/possess a vaporizer that contains THC will be disciplined according to the Drug and Alcohol Policy

Dress Code

Please reference the student handbook for a full description of our dress code policy and its implementation. Penncrest is a learning environment, and students should dress accordingly.

Drug and Alcohol Policy

Any student who violates the district drug and alcohol policy will be subject to a minimum 10-day out of school suspension and referral to our Student Assistance Program (STAR). Please reference the student handbook for a full description of the policy.

Cyberbullying Policy

Any student who violates the district cyberbullying policy will be subject to an out-of-school suspension. Please reference the student handbook for a full description of the policy.

Co-Curricular Policy

The Rose Tree Media School District believes strongly that students representing the district through co-curricular activities must behave in a manner that is aligned with our educational mission and goals. It is required that all students involved with co-curricular activities throughout the district abide by all regulations and expectations outlined in the student handbook, especially in regard to academic standing, attendance, substance use and abuse, behavior and conduct issues. Since **co-curricular activities are a privilege**, failure to abide by the District's rules and regulations at all times, on or off campus, may result in penalties that may include suspension and/or removal from co-curricular activities.

A participant in a co-curricular activity must sign this agreement prior to participation in any co-curricular activity. By signing below, you are indicating that you have read the Penncrest High School Parent/Student Handbook. It is therefore understood that a coach or co-curricular advisor may take action should you violate any policy statements of this handbook.

A committee consisting of some or all of the following, building administrators, the athletic director, the co-curricular advisor or coach, an education center administrator, and a faculty member may review a violation of this agreement.

The collective goal of this team of teachers, staff, administrators and parents is student success. Let us all continue to work together to achieve this goal. The Penncrest High School administrative team thanks you for your support and help in maintaining the high standards that are expected within the Rose Tree Media School District and Penncrest High School.

I am aware that the 2019-2020 Penncrest High School Student/Parent/Guardian Handbook, the RTMSD Student Discipline Code, and the RTMSD Student/Parent/Guardian Athletic Department Handbook are available on the PHS website. I am responsible for reading these documents and reviewing and discussing these publications with my family. If I need clarification for any part of these publications, I will contact a school administrator for assistance. In particular I have read and understand:

- *Expectations for parents/guardians and spectators at PHS events (Page 18)*
- *Policy 815 - Responsible Use of Network Resources (Page 51)*
- *The PHS Co-Curricular Agreement (This document)*

Printed Student Name: _____ Student Signature: _____

Date: _____

Printed Parent/Guardian Name: _____ Parent/Guardian Signature: _____

Date: _____

Home Room Teacher/Grade: _____

*** Students participating in fall activities or sports must return the signed form to the main, guidance or athletic office anytime prior to the start of preseason practices, August 12, 2019. All other students are to return this form to their homeroom teacher on the first day of school, or no later than Friday, September 13, 2019.**