



# JACK BRITT BUCCANEERS

**Jack Britt High School  
7403 Rockfish Road  
Fayetteville, NC 28306  
Phone #: (910) 429-2800  
Fax #: (910)429-2810  
Office Hours: 8:00 AM-4:00PM**

**Home of the BUCCANEERS  
School Colors: Purple and Gold**

**Principal: Scott Pope**

***This agenda belongs to:***

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY/TOWN \_\_\_\_\_ ZIP CODE \_\_\_\_\_

PHONE \_\_\_\_\_

STUDENT NO. \_\_\_\_\_



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## **JACK BRITT HIGH SCHOOL**

### **MISSION STATEMENT**

*“The mission of Jack Britt High School is to provide our students with a vast array of educational opportunities essential for academic and social success. The skills we instill, with special emphasis on the ever-changing world of engineering and technology, will prepare them for the work force as well as the academic rigors of a higher education.”*

### **ALMA MATER**

*Words and music by Caleb Smith - Class of 2013 and Milton Smith*

*We honor you with heartfelt thanks,  
we hold you oh so dear.  
And stand today on solid ground  
as faithful Buccaneers.  
The flags fly high o'er Jack Britt High,  
our school of excellence.  
We lift your banner to the sky,  
our dear ole Jack Britt High!*

### **GREETINGS FROM THE ADMINISTRATION**

*We are pleased to welcome you to Jack Britt High School. You will have many opportunities to participate successfully in academic and extra-curricular activities. Jack Britt has a tradition of excellence, and we know that you will take pride in being a part of our school. Our faculty and staff are committed to helping you make this a great year.*

*Please read this handbook and share it with your parents. It is important that you become familiar with the basic policies and procedures at Jack Britt High School.*

*Scott Pope, Principal  
Michael Lindsay, AD, Assistant Principal  
Michael Picciano, Assistant Principal  
Doris S. Taylor, Assistant Principal  
Tracie Taylor, Assistant Principal  
Niesha Witherspoon, Assistant Principal*

## ADMINISTRATION AND STAFF

Principal .....	Mr. Scott Pope
Assistant Principal/Athletic Director .....	Mr. Michael Lindsay
Assistant Principal .....	Mr. Michael Picciano
Assistant Principal .....	Ms. Doris Taylor
Assistant Principal .....	Ms. Tracie Taylor
Assistant Principal .....	Ms. B. Winfrey-Knox
AG Consultant .....	Ms. Lori Coleman
AG Consultant .....	Ms. Ashley Wise
Athletic Secretary .....	Ms. April Norton
Attendance Clerk .....	Ms. Michelle McKoy
Bookkeeper .....	Ms. Penny Palmer
Career Development Coordinator .....	Ms. Nattie McArthur
Counseling Receptionist/Registrar .....	Ms. Mandy Abernathy
Counselor .....	Mr. Travis Bennett
Counselor .....	Mr. William McLean
Counselor .....	Ms. Wendy Paroli
Counselor .....	Ms. Margaret Piela
Counselor .....	Ms. Mary Ellen Wright
Director of Counseling .....	Ms. Natalie Haire
Discipline Clerk .....	Ms. Wendy Brummett
EC Case Manager .....	Ms. Beth Markham
Main Office .....	Ms. Dublin & Ms. Suh
Media Specialist .....	Ms. Amanda Long
Media Clerk .....	Ms. Elaine Merritt
Office Manager .....	Ms. Debbie Wamsley
Data Manager .....	Ms. Kayla Hicks
Safe Schools Coordinator .....	Mr. David Jackson
School Resource Officer .....	Deputy Johnson
Social Worker .....	Ms. Jean Thomas

## TRADITIONAL 10-MONTH CALENDAR 2020-2021

August 10-13.....	Required Teacher Workdays
August 14.....	Workday
August 17-21.....	Workdays
August 24.....	First Day for Students
September 7.....	Student/All Staff Holiday
October 13.....	Student Two-Hour Early Release/Required Workday
October 16.....	End of Grading Period
October 19.....	Student Holiday/Workday
November 3.....	Student Holiday/Workday
November 11.....	Student/All Staff Holiday
November 25.....	Student Holiday/Workday
November 26-27.....	Student /All Staff Holiday
December 18.....	Student 2-Hr Early Release/End of Grading Period
Dec 21 – Jan 1.....	Winter Holidays (Student/All Staff Required Annual Leave
January 4.....	Student Holiday/Workday
January 5.....	Student Holiday/Required Workday
January 18.....	Student/All Staff Holiday
February 15.....	Student Holiday/Workday
February 16.....	Student Holiday/Required Workday
March 11.....	End of Grading Period
March 12.....	Student Holiday/Workday
April 2.....	Student/Employee Holiday
April 5-9.....	Student Holidays/10 Month Required Annual Leave/11 & 12 Month Optional Annual Leave
May 21.....	Last Day for Students/Student Two-Hour Early Release/End of Grading Period
May 24-27.....	Required Workdays
May 28.....	Workday
May 31.....	All Staff Holiday
June 1-4.....	Workdays

### **Schedule of Required Workdays:**

August 10, August 11, August 12, August 13, October 13, January 5, February 16, May 24, May 25, May 26, May 27

### **Additional Workdays**

August 14, August 17, August 18, August 19, August 20, August 21, October 19, November 3, November 25, January 4, February 15, March 12, May 28, June 1, June 2, June 3, June 4

### **Make-Up Days if Needed**

October 13 (2hr), December 18 (2hr), October 19, November 25, January 5, February 16, March 12, January 4, February 15, May 21 (2hr)

## SCHEDULES

### DAILY

PERIOD	BELL	BELL
Warning Bell		8:21
1 <sup>st</sup> Period	8:30	10:08
2 <sup>nd</sup> Period	10:14	11:49
3 <sup>rd</sup> Period & Lunch	11:55	1:56
4 <sup>th</sup> Period	2:02	3:40

#### LUNCH SCHEDULE

PERIOD	BELL	BELL
1 <sup>st</sup> Lunch	11:55	12:23
2 <sup>nd</sup> Lunch	12:26	12:54
3 <sup>rd</sup> Lunch	12:57	1:25
4 <sup>th</sup> Lunch	1:28	1:56

### HOMEROOM SCHEDULE

PERIOD	BELL	BELL
Warning Bell		8:21
1 <sup>st</sup> Period	8:30	10:00
Homeroom	10:06	10:14
2 <sup>nd</sup> Period	10:20	11:49
3 <sup>rd</sup> Period & Lunch	11:55	1:56
4 <sup>th</sup> Period	2:02	3:40

#### LUNCH SCHEDULE

PERIOD	BELL	BELL
1 <sup>st</sup> Lunch	11:55	12:23
2 <sup>nd</sup> Lunch	12:26	12:54
3 <sup>rd</sup> Lunch	12:57	1:25
4 <sup>th</sup> Lunch	1:28	1:56

### BREAKFAST SCHEDULE

Breakfast is served until 8:21 AM. Only those students arriving to school on a late bus and have a bus pass will be permitted to eat breakfast after 8:21.

*\*Breakfast in NO CHARGE to all students!*

**TWO-HOUR EARLY RELEASE SCHEDULE**

<b>PERIOD</b>	<b>BELL</b>	<b>BELL</b>
Warning Bell		8:21
1 <sup>st</sup> Period	8:30	9:30
2 <sup>nd</sup> Period	9:36	10:36
4 <sup>th</sup> Period	10:42	11:42
3 <sup>rd</sup> Period & Lunch	11:48	1:40

**LUNCH SCHEDULE**

<b>PERIOD</b>	<b>BELL</b>	<b>BELL</b>
1 <sup>st</sup> Period	11:48	12:14
2 <sup>nd</sup> Lunch	12:17	12:43
3 <sup>rd</sup> Lunch	12:46	1:12
4 <sup>th</sup> Lunch	1:14	1:40

➤ No senior release bells.

**TWO-HOUR DELAY SCHEDULE**

<b>PERIOD</b>	<b>BELL</b>	<b>BELL</b>
Warning Bell		10:21
1 <sup>st</sup> Period	10:30	11:30
2 <sup>nd</sup> Period	11:36	12:36
3 <sup>rd</sup> Period & Lunch	12:42	2:31
4 <sup>th</sup> Period	2:37	3:40

**LUNCH SCHEDULE**

<b>PERIOD</b>	<b>BELL</b>	<b>BELL</b>
1 <sup>st</sup> Period	12:42	1:07
2 <sup>nd</sup> Lunch	1:10	1:35
3 <sup>rd</sup> Lunch	1:38	2:03
4 <sup>th</sup> Lunch	2:06	2:31

➤ No senior release bells.

**THREE-HOUR EARLY RELEASE SCHEDULE**

<b>PERIOD</b>	<b>BELL</b>	<b>BELL</b>
Warning Bell		8:21
1 <sup>st</sup> Period	8:30	9:15
2 <sup>nd</sup> Period	9:21	10:06
4 <sup>th</sup> Period	10:12	11:57
3 <sup>rd</sup> Period & Lunch	11:02	12:40

**LUNCH SCHEDULE**

<b>PERIOD</b>	<b>BELL</b>	<b>BELL</b>
1 <sup>st</sup> Period	11:02	11:25
2 <sup>nd</sup> Lunch	11:27	11:50
3 <sup>rd</sup> Lunch	11:52	12:15
4 <sup>th</sup> Lunch	12:17	12:40

➤ No senior release bells.

**THREE-HOUR DELAY SCHEDULE**

<b>PERIOD</b>	<b>BELL</b>	<b>BELL</b>
Warning Bell		10:21
1 <sup>st</sup> Period	11:30	12:15
2 <sup>nd</sup> Period	12:21	1:06
3 <sup>rd</sup> Period & Lunch	1:12	2:50
4 <sup>th</sup> Period	2:56	3:40

**LUNCH SCHEDULE**

<b>PERIOD</b>	<b>BELL</b>	<b>BELL</b>
1 <sup>st</sup> Period	1:12	1:35
2 <sup>nd</sup> Lunch	1:37	2:00
3 <sup>rd</sup> Lunch	2:02	2:25
4 <sup>th</sup> Lunch	2:27	2:50

➤ No senior release bells.



2020-2021  
**PROGRESS REPORT/REPORT CARD SCHEDULE**

<b>FIRST SEMESTER</b>	
First Day for Students	August 17, 2020
Progress Reports Go Home	August 28, 2020
End of 1st Grading Period	September 14, 2020
Report Cards Go Home	September 21, 2020
Progress Reports Go Home	September 28, 2020
End of 2nd Grading Period	October 12, 2020
Report Cards Go Home	October 20, 2020
Progress Reports Go Home	October 29, 2020
End of 3rd Grading Period	November 16, 2020
Report Cards Go Home	November 23, 2020
Progress Reports Go Home	December 3, 2020
End of 4th Grading Period	December 18, 2020
Report Cards Go Home	January 8, 2021
<b>SECOND SEMESTER</b>	
Progress Reports Go Home	January 22, 2021
End of 1st Grading Period	February 8, 2021
Report Cards Go Home	February 17, 2021
Progress Reports Go Home	February 24, 2021
End of 2nd Grading Period	March 11, 2021
Report Cards Go Home	March 18, 2021
Progress Reports Go Home	March 29, 2021
End of 3rd Grading Period	April 21, 2021
Report Cards Go Home	April 28, 2021
Progress Reports Go Home	May 6, 2021
End of 4th Grading Period	May 21, 2021
Last Day for Students	
Final Report Cards Mailed Home	June 3, 2021

**ACCIDENTS**

All accidents and injuries must be reported immediately and documented by a school official. Anyone injured while on school property or during a school sponsored activity must immediately report it to a teacher/coach or any other school personnel. An "Accident Report" must be completed and submitted to the office manager as soon as possible following the incident. These reports are submitted to the Risk Management Office daily.



### **ATTENDANCE POLICY**

Class attendance and participation are critical elements of the educational process and may be taken into account in assessing academic achievement. School personnel shall notify parents. We take attendance each period at Jack Britt. A student **must be present for 50% or more of the class** in order to be counted present for that class. Students with excused absences due to documented chronic health problems may be exempted from this policy.

In order to be considered in attendance, a student must be present in the school for the school day or at a place other than the school with the approval of the appropriate school official for the purpose of attendance or a school activity that has been officially authorized under the policies of the Board of Education. Such activities may include field trips, athletic contests, student conventions, musical festivals, or any similar approved activity.

The responsibility for school attendance will be that of the home. Parents and students are expected to cooperate with teachers and administrators to ensure regular attendance. To achieve an efficient and workable program regarding student attendance, the following procedures will be implemented:

1. Once a student arrives on the school campus, the student becomes the responsibility of the school. The student may not leave campus unless lawfully signed out by a parent/guardian. Students who leave campus without permission will be charged with truancy.
2. The classroom teacher and the office will keep daily records of attendance, check-ins and check-outs. Classroom attendance will be recorded each quarter on the report card.
3. Students who are absent ten consecutive days without notifying the school will be dropped from the roster. Students under 16 will be considered truant and turned over to the District Attorney's Office.
  - The parent(s)/guardian(s) of any student who has been absent seven (7) days in a class (lawful or unlawful) will be notified by mail of the absences and reminded of the attendance policy.

#### **LAWFUL ABSENCES (EXCUSED)**

- 1) **Illness or Injury:** An absence is lawful when the absence results from illness or injury that prevents the student from being physically able to attend school.
  - a) **If the absence is two days or less a parent note should be submitted.**
  - b) **If the absence is three or more days, students must submit medical documentation.**
- 2) **Quarantine:** An absence is lawful when isolation of the student is ordered by the local health officer or by the State Board of Health.  
*\*Students should submit medical documentation for the excuse.*
- 3) **Death in the Immediate Family:** An absence is lawful when it results from the death of a member of the immediate family of the student. For the purpose of this regulation, the immediate family of a student includes, but is not necessarily limited to, grandparents, parents, brothers and sisters.  
*\*Documentation should be submitted with the excuse.*

- 4) **Medical or Dental Appointments:** An absence is lawful when it results from a medical or dental appointment/procedure. *\*Students may submit a parent note or medical documentation for the excuse.*
- 5) **Court or Administrative Proceedings:** An absence is lawful when it results from the attendance of a student at the proceedings of a court or an administrative tribunal if the student is a party to the action or under subpoena as a witness.  
*\*Students must submit appropriate documentation.*
- 6) **Religious Observation:** An absence may be considered lawful if the tenets of a religion to which a student or his/her parent adhere require or suggest observance of a religious event. The approval of such absences is within the discretion of the local board of education, but approval should be granted unless the religious observance or the cumulative effect of the religious observances is such duration as to interfere with the education of the student.
- 7) **Educational Opportunity:** Student must seek prior approval and provide school officials with educational objectives. \*See below!
- 8) **Deployment Activity:** is the period one month prior to the service member's departure from their home station on military orders through six months after their return to their home station.

**\* Educational Opportunities:**

1. **College/University Visits:** Student must submit official documentation from the college/university for absence to be coded as an "Educational Opportunity."

2. A "REQUEST FOR ABSENCE FORM" is available in the main office. This form must be submitted to the principal ten (10) days prior to the absence, along with official documentation.

**REMINDER: Students may not miss more than nine (9) school days per semester; whether they are excused or unexcused absences!**

**UNLAWFUL/UNEXCUSED ABSENCES:**

This is defined as:

1. A student's willful absence from school with or without the knowledge of the parent.
2. A student's absence from school for any reason other than those listed under "Lawful Absences."

Parents who refuse to comply with the health regulations of a community, such as compulsory vaccination, thereby causing a student to be excluded from school, or parents who permit a student to stay home or to be employed in any way contrary to the Child Welfare Law, shall be responsible for the nonattendance of the student.

The board policy for student attendance further incorporates by reference any additional rules and regulations of the State Board of Education governing compulsory school attendance and student accounting.

1. All students are required to furnish their 1<sup>st</sup> period teacher with a parent or doctor's note giving the reason for each absence from school. Students have two (2) days to submit a written excuse, after which the absence is considered unexcused.
2. It is the student's responsibility to coordinate arrangements with the teacher(s) and complete make-up work and tests within 3 school days upon the student's return to school (whether the absence is lawful or unlawful). Make-up work for extended absences will be considered by teachers and administrators. Make-up work may not be completed during class time. All make-up work must be completed before or after school.

#### **CHECK-INS/TARDY POLICY**

1. Student must present school ID/picture ID when checking in.
2. Students checking in 8:30 am or later will be coded as unexcused unless documentation of a lawful excuse is submitted.
3. A student may present valid documentation of a professional appointment (*example: doctor, dentist, lawyer, or court note*).
4. Disciplinary action will result after four (4) unexcused absences/check-ins.

#### **DISCIPLINARY CONSEQUENCES**

The consequence for tardies *EVERY* period:

1. 1st – Warning
2. 2nd - Parent Contact
3. 3rd - Parent Contact and Detention
4. 4th - ISS
5. 5th – OSS

#### **CHECK-OUT POLICY**

1. Parents or an emergency contact person must provide a photo ID in order to check the student out of school or class.
2. Check-outs will not be permitted after 3:20 P.M. unless documentation of a professional appointment can be provided.

#### **BOOKS AND SUPPLIES**

Charges will be assessed for lost and damaged books, materials, supplies, equipment and property in accordance with established replacement or repair costs.

Most materials necessary for your public school education are provided for you by the State of North Carolina. Textbooks are school and state property. Whether lost, damaged or stolen, they must be paid for by the student.

The following rules for payment apply if a book is lost/damaged:

- Students will be charged the full cost of replacement for any lost book.

- Students will be charged full replacement cost for any book deemed unusable.
- Rebinding/Re-casing Charge: \$8.00 (*there will be a label in the back of the book if it has already been rebound*)
- The student will be responsible for the assigned textbook until it is returned to the teacher at the end of the course.
- Students should ask the teacher for a “Book Return Form” when a textbook is handed in individually and not with the class as a whole.
- The **teacher** is responsible for writing his/her name and the student’s name in ink in each book.

### **BOOK BAGS**

In an effort to do all that we can to ensure the safety of students, we restrict the use of **book bags, athletic bags, drawstring bags, oversized bags, or other similar items** used for transporting books, athletic equipment, school supplies or personal items, etc. These types of bags may only be used while transporting items to and from school, but they may not be carried to class, in-between classes, to the gym, dance class, or to the cafeteria for lunch. Any large bag or purse used to hold books, notebooks or any other such items will be considered a book bag. Immediately upon the student’s arrival at school, any book bag, athletic bag, or similar item must be deposited in the student’s locker. Students are required to secure valuables in their locker with a combination lock.

**ONLY** an “Official Jack Britt Mesh Bag” or plastic grocery bag may be used to transport PE/and dance apparel to class during the school day. JBHS mesh bags will be available for purchase to all students.

### **BUS TRANSPORTATION**

School Transportation Service is a **PRIVILEGE AND NOT AN INHERENT RIGHT**. Students may lose this privilege by violating bus conduct rules. Students **MUST** ride their assigned bus. Students may not ride any other bus without written permission from an administrator. Buses are provided for students living beyond walking distance of the school. The bus driver has full charge over all students riding his/her bus.

Students will observe the directives of the school bus driver and all other rules outlined in this code of conduct at all times while riding school transportation. The school principal, assistant principal and/or principal designee has the authority to suspend students from riding the bus for the following infractions, as well as any others announced during the year.

1. Delaying the bus schedule.

2. Fighting, smoking, using profanity or refusing to obey the instructions of school authorities or bus driver while riding the bus.
  3. Tampering with a school bus.
  4. Refusing to meet the bus at the designated stops.
  5. Unauthorized leaving of the bus when traveling from home to school or vice versa.
  6. Playing, throwing trash, paper or other objects while the bus is in operation.
  7. Violation of Cumberland County School Board Rules.
  8. Failure to observe established safety rules and regulations.
  9. The bus stop is part of school property. All students must exit the bus and go home. Anything occurring from the bus stop to home may result in disciplinary action.
  10. Once the bus has been parked and students have disembarked, the vehicle is off limits for all students until the dismissal bell sounds at the end of the school day. The school bus is not a student lounge or a lunchroom.
- Suspension from the bus may last from one day through the remainder of the school year, depending on the nature of the offenses. All Jack Britt and Cumberland County rules for student behavior apply while riding the bus.

Cumberland County buses have scheduled times of arrival for stops on their routes. On a normal school day students should allow a ten (10) minute leeway before and after their scheduled time of pick-up. Students must be standing at the designated bus stop when the bus arrives. The driver will not wait for late students. Please allow more time throughout the school year on inclement weather days or when problems may arise due to mechanical problems. Please feel free to call the administrator in charge of buses if you have any questions.

Buses are instructed to follow a set schedule. Students must be at the bus stop within the given window of time and must be on the bus after school no later than seven (7) minutes after dismissal in the afternoon. Students who do not meet this time requirement may be denied access to the bus and have to arrange alternative transportation.

On a rare occasion a bus may have to run a double route. The school will make every effort to inform parents/guardians if buses are running unusually late.

#### **CAFETERIA & FOOD/DRINK**

There are designated lunch periods. Students must eat during the lunch period assigned to them. Please observe the following rules in the cafeteria. Failure to do so may result in disciplinary action.

If paying by check, please make checks out to Jack Britt High School.

1. All breakfast/lunch food and drink **MUST BE** consumed at a lunch table.
2. Students purchasing a school lunch will only buy his/her own lunch; and may purchase only one lunch at a time during their assigned lunch period.



3. Students who use free/reduced lunch numbers under false pretenses will be subject to paying for that lunch and may be subject to disciplinary action as well.
4. Everyone must dispose of his/her paper, dishes, eating utensils, trash and trays when he/she has finished eating.
5. Student behavior in the cafeteria should be based on courtesy and cleanliness. Students may not curse, cut line or steal items (snacks/food). Students who do not conduct themselves as such will be subject to loss of privilege or other disciplinary action.
6. ***NO PREPARED RESTAURANT FOOD OR DRINK MAY BE BROUGHT ON CAMPUS DURING THE SCHOOL DAY BY STUDENTS OR THEIR PARENTS/GUARDIANS.***
7. Parents/Guardians wishing to eat lunch with their student may do so during their child's assigned lunch period on any school day. ***Parents may purchase a school lunch or bring a prepared lunch from home; they may not bring restaurant food/drink on campus.*** Parents/Guardians must sign in with the main office and may sit with ONLY their student in Crow's Nest.
8. Students must remain in the lunchroom during their assigned lunch period. They are not allowed to enter classroom halls or go to their locker.

	<b>BREAKFAST</b>	<b>LUNCH</b>
Grades K – 5 (paying)	No Charge	\$2.15
Grades 6 – 12 (paying)	No Charge	\$2.25
All Grades Reduced Price	No Charge	\$.40
Adults	a la carte	a la carte

**Option 1:** Applications can now be filled out online. To fill out the form visit [www.LunchApplication.com](http://www.LunchApplication.com)

**Option 2:** Fill out a paper application. The completed form must be returned to your child's school cafeteria or mailed to Cumberland County Schools, Child Nutrition Services, 810 Gillespie St., Fayetteville, NC 28306.

- Only one application per family is required but all students and household members should be listed on the application.
- A new application must be completed each year, and families may complete an application at any time during the school year. Students who were approved for benefits last year must complete a new application at the beginning of the new school year. Students may eat on last year's status for either thirty (30) days or until a new application is processed whichever occurs first. Those students who do not have an approved meal application on file will need to pay for meals after the first 30 days of school.
- If you received a letter that your child is directly certified to receive meals, you do not need to complete an application for meal benefits. However, if your letter does not include the names of all students in the household, please call 910-678-2595 to let us know.

### **CARE OF SCHOOL PROPERTY**

Responsible students and good citizens need not be reminded that Jack Britt High School has an excellent school facility that should be respected in every way and kept in top condition. Defacing or damaging walls, desks, doors, lockers, walkways, books, and other property is a sign of idleness and poor citizenship. Each year much money must be spent to refinish, repair, and replace equipment that has been needlessly damaged by irresponsible persons. The facility and equipment should be used appropriately and not abused. At Jack Britt we respect our school and try our best to see that it is protected from abuse. Needless to say, anyone who damages or destroys school property will be expected to pay for that property. According to the seriousness of the offense, additional disciplinary action may be taken.

### **CELL PHONES/CONFISCATED ITEMS**

*Once a student enters the building, items that interfere with the learning environment of Jack Britt High School will be confiscated. These items include, but are not limited to, electronics (including cell phones, smart watches, and iPods), laser pens, etc. For smart watches or other similar devices, students must disable the sync mode, to include blue tooth, during the school day. Any other device used for any purpose other than a time piece will be confiscated.*

- The school is **NOT** responsible for confiscated items.
- Cell phones/electronic devices and other confiscated items may be picked up Monday through Friday **ONLY** between the hours of 3:40 and 4:00 pm by the parent/guardian.
- For a first time offense, parents may pick up the item on the same day the item is confiscated.
- The second time an item is taken it will be held for five (5) **SCHOOL** days (the five days do not include weekends, holidays, vacations, or any other non-school day).
- On a student's third incident, and any additional incidents thereafter; the item will be held for thirty (30) school days each time.
- Any student refusing to give up the cell phone, electronic device or other prohibited item to school personnel will be automatically suspended.
  - ***Refusal to Teacher – Three (3) Days OSS***
  - ***Refusal to Administrator – Five (5) Days OSS***



### **DELIVERIES**

Jack Britt High School will not accept any deliveries for students to include but not limited to deliveries by any mail service, florist, or any other businesses. This includes students or parents/parents bringing or dropping off items onto the campus that may distract from the learning environment to include but not limited to: balloons, flowers, food, etc.

### **DISCIPLINE**

If a student is suspended or in In-School-Suspension (ISS) on any given day, they are not eligible to participate in any extra curricular activity sponsored by the school, including athletics, until the following day.

### **DRESS CODE**

*“What students wear and how they look is a reflection of the pride they take in their school and in themselves.”*

It is important students understand that school is not a recreational or social activity. We want our students to look like they have come to school to work hard and achieve greatness. If we are going to adequately prepare our young people to succeed in the world we must prepare them to be able to follow rules and be able to live up to high expectations. When visitors enter our building, we want them to notice a distinct difference and know they are in Jack Britt High School. It is important people think well of Jack Britt, and first impressions count. We want Jack Britt to set the standard for other schools to emulate. Consequently, with all of this in mind, we believe these expectations to be reasonable and expect full cooperation on the part of the student body.

#### **Dress Code:**

1. Hats, toboggans, sweatbands, bandannas, do-rags or other head coverings are not permitted to be worn or attached/hanging from an article of clothing or other personal belonging. All head coverings must be kept in the locker for the entire school day.
2. Anything to be worn on heads must not be any larger than one (1) inch in width and one solid color; it must also be worn on the part of the head for the purpose of holding the hair back.
3. No tank tops, belly shirts, spaghetti strap clothing, or muscle shirts permitted (Shirts must cover the entire shoulder and back.)
4. No bedroom attire or bedroom shoes.
5. No clothing that shows cleavage; attire should fit properly.

6. No open back, or cutouts on the back or on the shoulder area that exposes skin, on any top/dress.
  7. No dress, skirt or shorts more than three (3) inches above the knee. This includes the under lining of clothing such as hi/low or double layer dresses/skirts.
  8. No skin more than three (3) inches above the knee may be visible, all the way around the leg, either by length, holes, slits, transparent material or any other insert.
  9. No sheer or see through fabric in tops or bottoms unless it has solid fabric underneath it that covers the shoulders and back; this includes but is not limited to, crochet, lace, sheer or knitted fabrics.
  10. No holes, slits or shredded areas in clothing more than three (3) inches above the knee where skin may be visible.
  11. No inappropriate signs, emblems, or language on clothing or accessories.
  12. No skin-tight clothing. This includes all clothing; tops, dresses, shirts, compression garments, leggings, jeggings, yoga pants or any other skin tight clothing **unless** the undergarment is worn with an appropriate dress/top which comes to the student's mid-thigh. The undergarment cannot be sheer or see-thru.
  13. No sagging pants allowed. Sagging will be defined as; pants low enough to allow whatever is under the pants, regardless of how many layers exist, to be visible.
  14. No wallet chains or chains on clothing
  15. No sunglasses will be worn; to include wearing them around the neck, on the head, face or on an item of clothing.
  16. No spikes on shoes, clothing or accessories
  17. Jackets and sweaters are acceptable outerwear to be worn for warmth; however students may not bring or use blankets during normal school hours.
- *Noncompliance with the rules listed above will result in disciplinary action to include ISS/OSS.*

**All Cumberland County Schools will make any necessary religious accommodations for any type of headgear or head coverings otherwise restricted or prohibited under existing individual school dress codes.**

**No student shall be suspended out of school based solely upon violation of an existing individual school dress code.**

### **DRIVER'S ELIGIBILITY**

Upon completion of the Driver's Training class, a student may obtain a Driver Eligibility Form which is required to obtain a Learner's Permit from the DMV. Forms are available in the Main Office between the hours of 8:00 am and 4:00 pm, Monday through Friday (*Monday – Thursday during summer.*) The Driving Eligibility certificate shows that the student is making adequate progress and has not dropped out of school.

In order to obtain the certificate the parent/legal guardian must be in attendance and present the following items:

- An original or certified copy of the student's birth certificate or a valid military ID
- A Driver Education Completion Certificate
- The parent must be in attendance and is required to sign the Driving Eligibility Certificate in our office.

The Driving Eligibility Certificate is only valid for **30 days!** *If the certificate expires a new certificate can be reissued by bringing in the old certificate!*

### **EMERGENCY EXIT DOORS**

These doors are for use as they are named, **EMERGENCIES ONLY.** Students may not use emergency doors at any time unless it is an emergency. These doors are to be treated the same as the glass doors leading into the atrium. **DO NOT OPEN DOORS** to exit the building or to allow someone to enter the building!

### **EMERGENCY PREPAREDNESS DRILLS**

Fire, tornado, earthquake, campus intruders, and other drills as deemed necessary will be performed regularly. Fire drills are very important and NC State Law requires they are practiced at least once a month. The standard fire alarm system will be used to alert all personnel in the event of a fire, for a tornado a continuous series of three (3) short rings of the bell will signal impending danger. Routes for the nearest evacuation exit are posted in each room. There shall be no talking when leaving and returning to the class. Students should remain with the class so the teacher may take roll.

### **ENTERING/EXITING THE BUILDING**

Students may enter/exit the school only by the main entrance. Students may not use Gym Vestibule doors, emergency exit doors, teacher entrances, etc. Students may not prop any outside door open to return to the building; doors left propped open are a violation to security. The Atrium doors will be locked after the 8:30 bell and will remain locked.

Any student entering the building will need to enter through the security door by using the buzzer and check-in thru the attendance office.

### **EXIT DOCUMENTS**

Graduation from a Cumberland County high school shall follow satisfactory completion of all state and local course requirements. The Board has adopted the following as applicable to graduation or high school completion:

1. **Diploma:** Awarded at graduation: this indicates satisfactory completion of all state and local course requirements and achievements. Only those students who graduate according to this stated definition are eligible to receive a diploma. Students meeting all requirements for the North Carolina Scholar's Program will receive from the State Board of Education an appropriate seal of recognition to be affixed to their diploma.
2. **Certificate:** Special needs students who do not meet the requirements for a high school diploma will receive a graduation certificate and shall be allowed to participate in graduation exercises if they successfully complete 28 course units in general subject area and complete all IEP requirements.
3. **Transcript:** This document provides evidence of data outlined below:
  - All courses completed and grades earned.
  - A record of school attendance during grades 9-12.
  - Participation in special programs or any other information as determined by the Cumberland County Board of Education.

*A transcript must be issued to all students receiving either the diploma or the certificate.*

*The transcript may be issued to the student(s) by any procedure as determined by the local school within a reasonable period of time.*

### **FACULTY LOUNGE/FACULTY WORKROOM**

Students **are not allowed** in the teachers' workroom or lounge for any reason before, during or after school or during after-school activities. Teachers will be responsible for keeping students out of these areas and should not send a student to the lounge/workrooms for any reason. The lounge or workroom is a place for school personnel only. Only student office assistants performing their duties may be in the workroom.

**FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT**  
**(FERPA)**

The Family Educational Rights and Privacy Act (FERPA) is a federal law that governs the maintenance of student records. Under this law, parents or students (who are least 18 years of age) have both the right to inspect records kept by the school about the student and the right to correct inaccuracies in the records. Access to the records by persons other than the parents or the student is limited and generally requires prior consent by the parents of the student.

Copies of this policy may be found in the office of the Superintendent and in the Principal's office of each school within the Cumberland County School System. Complaints about failures of school personnel to comply with the Family Educational Rights and Privacy Act may be made, in writing, to FERPA Office, Federal Building No. 10, 600 Independence Avenue, Washington, D.C. 20202.

**GRADING SCALE**

A = 90-100      B=80-89      C=70-79      D=60-69      F=0-59

Grading Categories and percentages (no category can be more than 40%) here, using common CCS categories by Department. Final Exam (EOC/NCFE, etc.) will constitute 20% of overall final grade.

**GRADUATION REQUIREMENTS**

From the time you enter kindergarten, you are getting ready for high school graduation. To make sure you are on track, remember that every high school student must meet state and local requirements. To see your Course and credit Requirements, look in the blocks below for the section that matches when you entered ninth grade for the first time. Your school counselor is available to answer questions you may have about what you need to reach your goal of high school graduation.

**For 9<sup>th</sup> Graders Entering in 2012-13 and Later**

CONTENT AREA	FUTURE-READY CORE
<b>English</b>	<b>4 Credits</b> I, II, III, IV
<b>Mathematics</b>	<b>4 Credits</b> NC Math 1*, NC Math II, NC Math III and a 4 <sup>th</sup> math course to be aligned with the student's post high school plans. **  A student, in rare instances, may be able to take an alternative math course sec
<b>Science</b>	<b>3 Credits</b> A Physical Science course, Biology, Earth Environmental Science

<b>Social Studies</b>	<p><b>4 Credits</b>  <b>For students who entered 2014-2015 through 2019-2020:</b>  American History: The Founding Principles, Civics and Economics, World History. The new courses may be substituted. At least one of: American History I, American History II, American History or AP US History and additional Social Studies Course. ***</p> <p><b>For students who begin high school in 2020-21:</b>  World History, American History, Founding Principles of the United States and North Carolina: Civic Literacy, and Economics &amp; Personal Finance.</p>
<b>World Language</b>	<b>Not required for high school graduation.</b> A two-credit minimum of the same foreign language is required for admission to a university in the UNC system.
<b>Health/Physical Education</b>	<b>1 Credit</b> Health/Physical Education
<b>Electives</b>	<p><b>6 Credits Required</b></p> <p><b>2 Elective credits in any combination of:</b> Career and Technical Education (CTE) , Arts Education, or World Languages</p> <p><b>4 Elective credits from one of the following is strongly recommended:</b></p> <ul style="list-style-type: none"> <li>• <u>CTE</u> – 4 credits within a NC Career Cluster with at least 1 credit at the second or completer level</li> <li>• <u>Arts Education</u> – 4 credits (any combination) from any of the four Arts Ed. Disciplines with at least 1 credit at the second level</li> <li>• <u>JROTC</u> – 4 credits</li> <li>• <u>World Language</u> – 4 credits within the same world language</li> <li>• <u>Advanced Placement and international Baccalaureate</u> – 4 credits of AP/IB courses</li> <li>• <u>Cross Disciplinary</u> – 4 credits from any combination of courses that relate to students' career other interests, with at least 1 credit at the second or honors level</li> <li>• <u>Career and College Promise</u> – 4 high school credits in any of the 3 Career and College Promise Pathways</li> </ul> <p><b>6 Additional Electives from any content area</b></p>
<b>TOTAL</b>	<b>28 Credits</b>

\*\*\*\*\*All students beginning with the graduating class of 2014-15 must complete CPR instruction in order to receive a diploma

CONTENT AREA	For some 9 <sup>th</sup> Graders w/Cognitive Disabilities 2000-> OCS Requirements (Selected IEP students excluded from EOC Proficiency Level requirements)
English	4 Credits I, II, III, IV
Mathematics	3 Credits OCS Introductory Mathematics I, OCS Mathematics I, OCS Financial Management
Science	2 Credits OCS Applied Science, OCS Biology
Social Studies	2 Credits American History I Civics & Economics
World Language	Not required
Health/Physical Education	1 Credit Health/Physical Education
Electives	12 Credits Required <ul style="list-style-type: none"> <li>• 6 Occupational Prep credits</li> <li>• 4 CTE credits</li> <li>• 2 additional elective credits</li> </ul>
<b>TOTAL</b>	<b>24 Credits</b>

\*\*\*\*\*All students beginning with the graduating class of 2014-15 must complete CPR instruction in order to receive a diploma

**GRADUATION SCHEDULE FOR 2020-2021**  
TO BE ANNOUNCED

**ID CARDS/CLASS DUES**

Pictures for student ID cards will be taken during the first ten (10) days of school. Students are required to keep their ID card on their person at all times during the school day and at all school functions. ID cards are required for school dances, assemblies, the JR/SR Prom, pep rallies, media center use, cafeteria, check in/out, etc. Dues may not be paid on Fridays or the last business day of each month.

- 9<sup>th</sup> Grade ID (Freshmen): \$15.00
- 10<sup>th</sup> Grade ID (Sophomore): \$15.00
- 11<sup>th</sup> Grade Dues/ID (Juniors): \$45.00\* (Includes JR ID Card & Prom for both the students' JR and SR School Years)  
**IMPORTANT:** *Junior dues pay for the student to attend Prom for both their Junior and Senior Year at Jack Britt HS. If junior dues are not paid during the student's junior year; the student may NOT attend Prom in either their JR or SR year!*
- 12<sup>th</sup> Grade Dues/ID (Seniors): \$50.00\*

**IMPORTANT:** *Includes SR Breakfast(s), SR T-Shirt, EOY Activities, etc.*

\* Junior and Senior dues increase by \$5.00 on the first day of each month during the 2020-2021 school year, beginning October 1.

**REPLACEMENT ID/ATHLETIC PASS:** The cost of a replacement ID Card/Athletic Pass is \$5.00. A replacement ID Card/Athletic Pass may be purchased in the main office only during the student's lunch period, Monday thru Thursday. The student should eat prior to going to the office. There will be no refunds, even if the student's original ID Card/Athletic Pass is found at a later date.

### **INDEBTEDNESS**

**NOTICE OF FEES:** All student fees and charges, both optional and required, shall be listed and described annually in each school's handbook or in some other written form. The notice shall advise students that fees are to be paid within 30 days after enrollment. The principal shall contact the parents or guardians of the Student, in writing, by U.S. mail, and notify them of the debt and penalty for non-payment. The notice shall further advise students that required fees might be waived for indigent students (as defined in JS-A) by the principal upon written request of the student's parent/guardian or legal custodian.

### **FEES:**

Any fee or charge due to be paid to any school in the system, and not paid at the end of the school year, shall be carried forward until the next succeeding school year. Such debts are considered to be debts of the student to the school system and not to a particular school. Fees may be paid Monday through Thursday, before 2:00pm.

### **Fees will be charged for the following:**

- o ID Cards/Class Dues
- o Child Nutrition
- o Lost or damaged textbooks
- o Lost or damaged materials, supplies or equipment
- o Media Fines
- o Special events (AP Testing, Driver's Ed, etc.)

**Returned Check Fee:** *A \$25.00 fee will be charged on any returned check!*

### **LOCKERS AND LOCKS**

Your homeroom teacher will assign you a locker only after you have provided him/her with the combination of your lock. Any lock that is



not a combination lock will be removed from the locker. Lockers without a combination lock may be zip tied and/or have all items removed. The student must use only the locker that has been assigned to him/her; students may not share lockers with other students. Students are responsible for the upkeep of their locker. No posters, writing, stickers, or insignias are permitted on or in the lockers.

The school will not be responsible for articles or books lost from a student's locker. Students are also reminded that there will be no sharing or exchanging of locks or lockers. Any items found in a locker are deemed to be the property of the student assigned to that locker. Therefore, if any unacceptable or unlawful items are found in a student's locker, that student may be subject to disciplinary or legal action. Any violation of locker rules may result in loss of locker privilege or in-school/out-of-school suspension.

**PE LOCKER ROOM:**

It is the student's responsibility to secure their personal items in a gym locker with a lock that will be removed at the end of class. Students are not to share a gym locker. The school will not be responsible for any item(s) not properly secured in a locker.

**LOST AND FOUND**

The lost & found is located in the Atrium by the B100 Hallway. Inquire in the main office for wallets, handbags, jewelry, eye glasses, keys etc. Students may look for lost items before school, during their assigned lunch or after school is dismissed.

Students who find lost items are asked to bring them to the main office.

**MEDIA CENTER**

**Hours: Mon - Fri 7:45 - 3:45**

1. Students must use the main entrance to the Media Center on the A Hall at all times. Students may not enter through the Guidance Office.
2. Student ID cards are used as library cards and required daily.
3. Students may visit the Media Center without a pass either before or after school. However, during the school day a **library pass** is required from a teacher. Unless otherwise indicated, the student is required to stay in the library until the end of the period. Students must remain in the Media Center until time to go back to class (no bathroom passes, water, etc.).

4. INTERNET is available for students who have internet “Acceptable Use Policy” (AUP) permission forms on file in the Media Center. Access is available in the Computer Lab, Media Center and via wireless access. Students should take a County School permission form home to share with their parents. They must have it signed by the parent and student, then returned to the Media Center. The student’s ID card will show AUP so that they are allowed to access the Internet anywhere in the building, and may be revoked at any time if the guidelines are not followed. Internet use must be for educational research only. Students **MAY NOT** access chat rooms, social networks, and any unauthorized websites, check personal e-mail, or play games.
5. The Media Center should be a quiet, pleasant place for reading and studying. It is not a place for socializing.
6. Candy, gum, food, and drinks are not permitted in the Media Center or the computer lab at any time.

**Computer Lab Use Guideline:**

1. The computer lab is located in the Media Center.
2. Students using the Internet ANYWHERE IN THE BUILDING must have an AUP (Acceptable Use Policy) on file in the Media Center.
3. Students are held responsible for proper behavior, use and maintenance of the computer labs. Excessive trash and/or unruly behavior will prevent the student from returning to the lab.
4. Students may use the computer lab on an individual basis with a note from a teacher on a **space available basis**. The teacher who is scheduled in the lab has the right to refuse admittance to a student from another class.
5. Computer vandalism is a serious offense. Consequences include, but are not limited to, paying for damages, suspension of computer lab privileges, ISS or suspension from school.

**OFF LIMITS AREAS**

There are certain areas on campus that are off-limits to students during the school day. They are as follows:

1. Bus Parking Lot
2. Student and Faculty Parking Lots
3. Athletic Facilities, unless under the direct supervision of a teacher, coach or administrator
4. Shrubbery and trees around the school campus
5. All quads and hallways during lunch
6. All stairwells and snack machines during lunch

7. Teacher workrooms and/or lounges
8. **Faculty Parking Lot;** no pick-ups or drop-offs!
9. Hut doors (B, D and E) will remain locked throughout the day, except during class exchange. There will be a teacher to monitor the doors between class exchanges. Students should only use the main entrance to the school to enter the building. During class time if a student needs to go outside to the huts or inside the main building from the huts, they will need to use the front entrance. Students who have a 4<sup>th</sup> period class in the huts will be allowed to bring their book bag so they can go directly to the bus afterschool. Students leaving the huts will not be allowed to come back into the building from D hall at the end of 4<sup>th</sup> period.
10. **Entering/Exiting the Building:** Students/Visitors may only enter/exit the building through the main doors located in the front of the building. Students may not enter/exit or open any other doors located throughout the building to enter/exit or allow another student/visitor to enter/exit the building. All visitors must report to the main office for anything other than checking in/out their student.

#### **PARENT/GUARDIANS OBSERVING CLASS**

Only parents/guardians may observe their student's class. The Parent/guardian must arrive at Jack Britt before the scheduled class begins. They will be escorted to the classroom and must remain in the classroom the entire class.

*\*Parents/guardians wishing to observe a class must be on the county approved volunteer list.* To register for the volunteer list, please go to the CCS website at: <http://ccs.k12.nc.us/>

#### **PARENT/TEACHER CONFERENCES**

A principal or a teacher may request a conference at any time with the parent/guardian to discuss the progress and problems of the student. Such conferences are highly desirable for they are beneficial to the student, parent/guardian, and teacher.

Parents may call the school to schedule a conference with a teacher at any time during the school year. The teacher will schedule a time that is convenient to both the teacher and the parent/guardian.

Parent/Teacher Conferences with all a student's teachers may be scheduled by calling the discipline clerk at 429-2800, extension #7055. These conferences may be scheduled after school Tuesday through Friday.

### **POSTERS**

All posters, pictures, announcements, etc., which are displayed anywhere on the school premises, must have an approved administrative signature before they are displayed. Nothing may be posted on the windows of the foyer doors.

### **POWERSCHOOL**

Parents should create an account on PowerSchool in order to check their student's grades and attendance. Please contact the school for your student's CCS Parent/Portal Letter with the instructions and access code to create your account.

### **PUBLIC DISPLAYS OF AFFECTION**

Noncompliance with the rules listed below may result in disciplinary action.

1. There will be no kissing.
2. There will be no hugging.
3. There will be no hand holding.
4. There will be no inappropriate touching of any kind.

### **RECEIPTING**

Jack Britt can only receipt funds Monday through Thursday between the hours of 8:00am and 2:00pm. Payments after 2:00pm will not be accepted. Only cash check or money orders are acceptable forms of payment. This does not include athletic events or special functions/occasions approved by the administration of Jack Britt HS. Additionally, we cannot receipt on the last business day of each month.

Parents/students may use the Cumberland County School Cash Online Program if they prefer to pay for dues or other items on the CCS Cash Online website. Please be reminded there is an additional processing fee for the use of this program. The website is at:  
[ccs.schoolcashionline.com](http://ccs.schoolcashionline.com)

### **RESTROOM POLICY**

Every student will be allowed two (2) restroom visits per course per semester. If a student has a medical condition that requires frequent access to a restroom, whether it's due to a temporary illness or an ongoing health issue; official medical documentation signed by the attending physician must be submitted to the school nurse and kept on file in the main office.

## **SEARCH AND SEIZURE**

### **SCHOOL PROPERTY:**

Desks, lockers and other equipment which belongs to the school or school district, and even though assigned to particular students for use, may be entered and searched by school officials whenever said school officials have reasonable suspicion that some item, substance or other material is contained therein which is illegal, harmful to the safety of the student or the student body as a whole, or significantly disruptive of or dangerous to the overall discipline of the school.

### **STUDENT'S PERSON:**

The Board of Education authorizes teachers and administrative personnel who have reasonable suspicion that a student or students are in possession of weapons, illegal drugs, or other items harmful to the student or students or to the welfare of the student body, to search the person of said student(s) under the following condition:

1. Any such action shall not be taken unless there is a reasonable suspicion which can be substantiated if necessary.
2. Any search of student's person shall be done privately by an administrator of the same sex as the student to be searched. At least one (1) witness, also of the same sex as the student, should be present throughout the search.
3. Reasonable belief on the part of a teacher or an administrator may be based upon information from such sources as faculty members, reliable students, a law enforcement officer, visual evidence, reports from reliable parent, or any of these factors.
4. The content of this policy shall be in written form and placed in a prominent location in each student handbook. It shall also be disseminated verbally to students at the start of each scholastic year. The Board of Education shall consider such notification as adequately satisfying and procedural requirement.

### **SECTION 504/AMERICANS WITH DISABILITIES ACT**

No otherwise qualified individual with a disability shall, solely by reason of his or her disability, be excluded from participation in, be denied the benefits of or be subject to discrimination from any program or activity of the school. Qualified disabled students are entitled to a free appropriate public education. Disabled persons who believe they have been subjected to discrimination on the basis of disability may appeal to the person in the school designated to hear said grievances. If still unresolved, grievances may then be appealed to the school district ADA/Section 504 Coordinator:

Ms. Natasha Scott, Cumberland County Schools, P.O. Box 2357,  
Fayetteville, NC 28302 Phone: 678-2433

**SELLING OR SOLICITING ON SCHOOL CAMPUS**

No student is allowed to sell any items or to solicit business for individual or any group for any reason without the express written consent of the principal.

**SKATEBOARD POLICY**

1. Skateboards brought on campus will be confiscated.
2. Skateboarding is not allowed anywhere on the school campus. This includes before and after school, non-school days, weekends, vacations and holidays.

**TOBACCO USE**

All Cumberland County Schools, to include Jack Britt High School, are smoke free campuses. No tobacco products, to include electronic cigarettes, are permitted inside the building or outside on school grounds.

**TRANSPORTATION AND PARKING**

The safety of all students, staff and visitors is very important to us at Jack Britt High School. Therefore, it is necessary to have transportation, parking and drop off rules. Personal transportation is a privilege, not a right and can be revoked at any time for not obeying the rules. These rules have been established to achieve our goal of keeping students driving automobiles, riding bicycles, walking or riding with parent(s)/guardian(s) safe. We need the cooperation of all students and parents to help us meet this challenge. It may be inconvenient or take a little more time to follow the proper procedure each day, but for a child's safety we feel it is worth the delay. Please understand the need for these rules and help us keep traffic flowing smoothly and everyone involved safe.

No student or parent/guardian may be in the teacher parking lot at any time for any reason between the hours of 6:30 am to 4:00 pm, Monday through during the school year.

The building does not open until 7:45 am for supervision of students.

Visitors to the campus may park in the "Visitor" spaces in front of the school when on campus for a meeting. Numbered spaces are paid for

and assigned to individual students. Students may not park in the visitor spaces.

#### **DROP OFF INFORMATION**

- The building does not open until 7:45 am for supervision of students.
- Parents and students must follow the JBHS traffic pattern for drop off and pick-up in front of the school. Approaching the school, there is no left turn at the stop sign to enter the parking lot. There are two traffic lanes into the school. There is no stopping in the left lane.
- Parents may only stop in the right hand lane to pick-up/drop off students.
- Once a student arrives on the JBHS campus, they are not permitted to leave campus without a parent lawfully signing them out, until the end of the school day.

#### **DECAL INFORMATION**

- Once a student arrives on the JBHS campus, they are not permitted to leave campus without a parent lawfully signing them out, until the end of the school day.
- Parking decals and/or temporary permits will not be sold to freshmen.
- Sophomores may be given the opportunity to purchase decals after the start of the year. Announcements will be made if and when they become available.
- Students must present a completed “Student Parking Registration” form signed by a parent/guardian, a valid driver’s license, vehicle registration and a current insurance card to purchase a decal or temporary parking pass.
- Students who do not follow safety and parking lot rules/directions, or who leave school early or arrive late, may lose their parking privileges.

#### **PARKING RULES**

1. Violation of the rules or illegal use of a vehicle on school grounds may result in permanent suspension of school parking privileges. The first offense or violation of parking will result in an automatic loss of driving privileges for a minimum of two weeks. Student vehicles illegally parked on school campus (*example, no decal, under suspension, unauthorized area*) will be towed at the owner’s expense.
2. **Students and parents are not permitted to enter or to park in the teacher parking lot. No student is to be dropped off or**

**picked up in the teacher parking lot located on the side of the school. Drop-offs and pick-ups are ONLY in the front of the school from the right lane.**

3. Students may only park in their assigned parking space. They may not park in any space designated as visitor or admin. They may only park in the space for which they have a numbered sticker or in the student general parking lot. Failure to comply may result in loss of parking privileges.
4. Students are not permitted to loiter in their cars or in the parking lot at any point of the day. Upon arriving on campus, students must vacate their vehicle and enter the school building. After school, students not on campus for extra-curricular activities need to vacate the premises; failure to do so may result in disciplinary proceedings.
5. All students who park a vehicle, bicycle or scooter at Jack Britt High School are required to obtain an application from the main office and display an authorized parking decal. Only students assigned to an 11<sup>th</sup> or 12<sup>th</sup> grade homeroom are eligible to purchase parking decals and temporary permits unless space becomes available and under the discretion of administration. All students are eligible to purchase a permit for a bicycle or scooter.
6. Parking decals can be purchased in the attendance office, Monday through Thursday from 8:00-8:20am and 3:40- 4:00pm. A completed application and required documentation must be submitted at the time of purchase. Parking decals cost \$40.00 for a vehicle and \$5.00 for a bicycle/scooter. Students will be given a complete listing of auto/bicycle regulations at the time of registration.
7. Loss of parking privileges may result in having to reapply and repurchase a parking decal.
8. Temporary parking permits are available on a first come, first served basis, for \$2.00 per day in the attendance office from 8:00 AM – 8:21 AM.
9. During school hours, students must have administrative approval to go to their vehicle or to the parking lot. (*Late passes will not be issued to students due to the purchase of a temporary parking decal.*)
10. Students must obey traffic patterns, the directions of school personnel and/or law enforcement.
11. Students must practice safe and courteous driving.
12. No loud music may be played while on school grounds.
13. Students may not move their vehicle to the back parking lot after school until after 4:00 pm.



14. Once a vehicle pulls out of a parking place, no one can exit or enter the vehicle.

#### **BICYCLE REGISTRATION:**

All bicycles ridden and parked on campus must be registered. "Bike Registration Forms" are available in the main office and must be completed and submitted before riding/parking on campus. Just as driving a car on campus, riding a bike on campus is also a privilege – not a right.

1. Parking a bicycle is only allowed in bicycle racks, not chained to a tree/shrub, fire hydrant, posts, door rail, etc.
2. Riding a bicycle on campus is a privilege and students can be suspended for unsafe movements, darting into traffic, riding on sidewalks, riding into crowds of people, etc.
3. Bicyclists must adhere to NC State Law and the rules cited on the "Bike Registration Form."
4. Jack Britt will not be held liable for stolen or damaged bicycles; bicycles must be secured a bicycle rack. **DO NOT** leave your bike unattended or unsecured.

#### **THEFT PREVENTION**

The best method of theft prevention is to be conscious of the possibility of theft occurring and strive to eliminate these opportunities. Each student and employee of the school has a responsibility in the area of theft prevention; however, the school cannot be responsible for items that are lost or stolen. Listed below are some suggestions to help prevent theft:

1. The best prevention is not to bring valuable items to school.
2. Never leave anything in a locker that does not have a lock. Never leave cameras, jewelry, money or valuables in a locker, even if it has a lock. This includes gym lockers.
3. Never leave anything other than clothing in the physical education dressing rooms. Valuables should not be taken to the gym. Any item placed in a gym locker during class must be secured with a lock. A lock should be brought to PE each day.
4. If you are staying after school for a club meeting or practice, the same theft-prevention habits you would follow during school should be followed.
5. Remember: No one steals your lock unless you give another student your combination or you leave it **UNLOCKED!**

### VENDING MACHINES

1. Jack Britt High School will not be held liable for any currency lost in a vending machine located on the school campus. Student use of vending machines is at their own risk.
2. Vandalism of any of the vending machines will result in disciplinary action.
3. On a normal school day the vending machines may not be used from 8:30 A.M. until 1:56 P.M.

### VISITORS

All visitors must enter the building through the security door, using the buzzer, located at the far right of the main entrance. JBHS has a 100% ID Policy and requires all visitors to show a valid picture ID each time they come on campus. Students may not bring guests on campus at anytime during the school day; this specifically includes, but is not limited to, former graduates of JBHS, immediate family members, relatives, pre-school children, friends, or anyone else regardless of age.

### VOLUNTEERS

Anyone wishing to volunteer at Jack Britt HS during the school day or for extracurricular events or activities must register online at the Cumberland County Website: <http://ccs.k12.nc.us/>

- Volunteers must register every school year after July 1st.
- Only persons on the approved CCS Volunteer List will be allowed to volunteer at Jack Britt High School.

### DISCLAIMER STATEMENT

No student or employee in the Cumberland County Schools shall, on the basis of age, gender, race, religion, national origin, marital status or handicapping condition, be denied the benefits of, or be subjected to discrimination under any education program or activity. All Cumberland County schools maintain high academic standards.  
**It is the policy of the Cumberland County Public School System not to discriminate on the basis of race, ethnic origin, sex or disability in its educational programs, activities or employment policies.**

## **ATHLETICS**

### **“SANDHILLS ATHLETIC CONFERENCE”**

The “Sandhills Athletic Conference” includes: Hoke County HS, **Jack Britt HS**, Lumberton HS, Pinecrest HS, Purnell Swett HS, Richmond HS, Scotland County HS, & Seventy-First HS

### **JBHS ATHLETIC STAFF**

Principal: Scott Pope

Athletic Director: Michael Lindsay

Assistant Athletic Director: Joseph A. Myrtle

### **FALL SPORTS**

- o Cheerleading: Junior Varsity & Varsity
- o Football: Junior Varsity & Varsity
- o Golf: Women’s Varsity
- o Soccer: Men’s Junior Varsity & Varsity
- o Tennis: Women’s Varsity
- o Volleyball: Junior Varsity & Varsity

### **WINTER SPORTS**

- o Basketball: Men’s Junior Varsity & Varsity
- o Basketball: Women’s Junior Varsity & Varsity
- o Bowling: Men’s and Women’s Varsity
- o Cheerleading: Junior Varsity & Varsity
- o Indoor Track: Men’s and Women’s Varsity
- o Wrestling: Junior Varsity & Varsity
- o Swimming: MEN’S & Women’s Varsity

### **SPRING SPORTS**

- o Baseball: Junior Varsity & Varsity
- o Golf: Men’s Varsity
- o Lacrosse: Men’s Junior Varsity & Varsity
- o Lacrosse: Women’s Varsity
- o Soccer: Women Junior Varsity & Varsity
- o Softball: Junior Varsity & Varsity
- o Tennis: Men’s
- o Track: Men’s and Women’s Varsity