

Highlands High School

Expectations and Procedures

The Highlands High School handbook outlines, in detail, expectations and procedures. Please ask for one if you are a new student. It is your responsibility to know and follow the rules and procedures at Highlands High School. You are required to read and sign this agreement indicating your willingness to abide by these terms.

Arrival:

- You are expected to arrive on time.
- You are expected to be ready to learn and start on your class work when you arrive.
- Outreach Students are required to do 20 hours of classwork during the week.

Work Atmosphere:

- You are expected to be productive (quiet, on task, directing your own learning) the entire class time.
- The teacher is here to assist you, but you are the one in charge of your progress.
- Respect other students' rights to a quiet learning environment.

Coursework, Grading and Credit:

- A credit evaluation will determine what courses you will take at HHS.
- You will be given a profile sheet or contract for each course.
- You are expected to progress through the coursework in order to achieve the necessary 3.0 credit requirements each semester. If you are not progressing in a satisfactory manner, you will receive warning. If you continue to be unsatisfactory for 3 consecutive months, you will be exited from Highlands High School. If you are dropped from the program, you will only be allowed to re-enroll at the end of the month.
- Credit is posted upon completion of the contract and return of your textbook.

Attendance:

- Attendance is a requirement, not an option. Failure to meet the attendance requirement will result in a warning. If attendance does not increase satisfactorily, you will be exited from the program.
- All attendance notes need to be given to the **Highlands High School Office**. Shared students need to take notes to **BOTH** offices.

Drug, Alcohol and Tobacco Policy:

In accordance with state law (RCE 28.210.310) students attending HHS will comply with the following district policies:

- Never bring alcohol or illegal drugs to HHS.
- Never come to HHS under the influence of alcohol or illegal drugs.

- Respect the “No Smoking/ No Chewing” policy while you are at school, on school property or while participating in a school activity.

If you are suspected of being under the influence of drugs or alcohol, you will be sent immediately to the principal.

Harassment:

Harassment, intimidation, or bullying can take many forms including: slurs, rumors, jokes, innuendos, demeaning comments, drawings, cartoons, pranks, gestures, physical attacks, threats, or other written, verbal or physical actions. There are both informal and formal procedures to report and resolve any of these actions. You need to take the concern to the teacher or staff member.

Mutual respect for all is an integral part of Highlands High School's philosophy.

I have read the above rules and procedures for Highlands High School students. I understand them and agree to abide by them.

Student Name_____

Student Signature

Date

Parent Signature

Date

Principal Signature

Date