

Foxborough High School



Student-Parent Handbook 2023-2024



<https://fhs.foxborough.k12.ma.us/>

120 South Street

Foxborough, Massachusetts 02035

Foxborough Public Schools 2023-2024 School Calendar

<u>August/September 2023</u>															<u>October 2023</u>					<u>November 2023</u>																								
M	T	W	Th	F											M	T	W	Th	F						M	T	W	Th	F															
8/28	PD	PD	PD	9/1											2	3	4	5	PD													1	2	3										
X	5	6	7	8											X	10	11	12	13										6	7	8	T1	X											
11	12	13	14	15											16	17	18	19	20										13	14	15	16	17											
18	19	20	21	22											23	24	25	26	27										20/◆	21/◆	22/◆	X	X											
25	26	27	28	29											30	31													27	28	29	30												
Aug. 29, 30 & 31, Staff Only															Nov. 10 - Veteran's Day Observed																													
Sept. 4 - Labor Day Holiday					Oct. 6 - Professional Development Day					Nov. 20, 21 - K-12 Conf. Early Rel.																																		
Sept. 5 - First Day Gr. 1-12					Oct. 9 - Indigenous Peoples Day					Nov. 22 - Early Release																																		
Sept. 5 - Kindergarten Orientation															Nov. 23 & 24 - Thanksgiving																													
<u>December 2023</u>					<u>January 2024</u>					<u>February 2024</u>																																		
M	T	W	Th	F											M	T	W	Th	F										M	T	W	Th	F											
				E1											X	2	3	4	5								1	2																
4	5	6	7	8											8	9	10	11	12										5	6	7	8	9											
11	12	13	14	15											X	16	17	18	19										12	13	14	15	16											
18	19	20	21	22											22	23	24	25	T2										X	X	X	X	X											
X	X	X	X	X											29	30	31												26	27	28	29												
Dec. 25 - 29 Winter Break					Jan. 1 - New Year's Day					Feb. 19-23 February Break																																		
					Jan. 15 - Martin Luther King Day																																							
<u>March 2024</u>					<u>April 2024</u>					<u>May 2024</u>																																		
M	T	W	Th	F											M	T	W	Th	F										M	T	W	Th	F											
				1											1	2	3	4	5													1	2	3										
4	5	6	7	8											8	9	10	11	12										6	7	8	9	10											
11	12	13	E2	PD											X	X	X	X	X										13	14	15	16	17											
18	19	20	21	22											22	23	24	25	26										20	21	22	23	24											
25	26	27	28	T3/◆											29	30													X	28	29	30	31											
Mar. 15 - Professional Dev. Day																																												
Mar. 29 - Early Release					Apr. 15-19 Spring Break					May 27 - Memorial Day																																		
<u>June 2024</u>																																												
M	T	W	Th	F	May 23 Last Day for Seniors/Senior Exams																																							
3	4	5	6	7	June 2 FHS Graduation																																							
10	11	12	13	14**	June 14 Last day students/staff with no cancellation days																																							
17	18	X	20	21	June 24 Last day students/staff using all 5 cancellation days																																							
24	25	26	27	28	June 17, 18, 20, 21, 24 Cancellation Days																																							
June 14 - Tentative Last Day of School					X - No School					◆ - Early Release																																		
June 19 - Juneteenth					PD - Professional Development, No School																																							
					T - End of Term; E - End of Elementary Trimester																																							
School Committee Approved:					**Last Day of School-Early Release																																							
February 7, 2023																																												

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FOXBOROUGH HIGH SCHOOL
PRINCIPAL'S MESSAGE

July 10, 2023

Dear Foxborough High School Students and Families,

Welcome back! I am looking forward to continuing the work of getting to know all our students and families while collaborating with the staff of FHS to ensure a smooth start to the new school year.

The Student and Family Handbook sets clear student expectations for students, families, and staff and outlines the operational procedures for the school. It is essential that every member of our school community review the handbook annually and become familiar with each section. In particular, I encourage everyone to read the updated Attendance Procedures that are new to the handbook this year. These sections, along with outlining graduation requirements and student discipline workflows, are a few of the most consequential policies contained within. I would also direct you to the Student Services section and the Athletic Handbook, which describes our health and counseling supports for students, our co-curricular and athletic activities, and ways for students to get involved in campus life here at FHS.

One of the things that you will often hear me say to students is that while their success in high school is important, what is most important to me is that they develop skills and tools to be productive throughout their life while at FHS. Students, you will be challenged with meaningful, relevant, and empowering experiences both inside and outside of the classroom. I encourage you to embrace these opportunities, explore new interests and friend groups, and find ways to strengthen our FHS community. Please know the teachers and staff of FHS will be here to support you every step of your journey.

Sincerely,

Jim Donovan
Principal



ADMINISTRATION

SCHOOL COMMITTEE

Richard Pearson, Chairperson
Sarah LiDonni, Vice Chairperson
Robert Canfield
Brent Ruter
Michelle Thackston

DISTRICT ADMINISTRATION

(508) 543-1660

Dr. Amy A. Berdos, Superintendent
Dr. Stephanie Burroughs, Assistant Superintendent
William F. Yukna, School Business Administrator

HIGH SCHOOL ADMINISTRATION

Dr. James Donovan, Principal
Jennifer Holmes, Assistant Principal
Joseph Scozzaro, Assistant Principal

Main Office (508) 543-1616
Attendance Line (844) 381-7947
Guidance Office (508) 543-1620
For Attendance: Safe Arrival



FOXBOROUGH PUBLIC SCHOOLS **CORE VALUES, MISSION, VISION**

Core Values

Challenging and innovative educational experiences promote academic excellence by meeting the needs of students in ways that engage them in their learning.

A safe, supportive, and collaborative environment fosters positive attitudes among students and school staff.

Respect for the diversity and dignity of individuals and cultures enriches learning and supports the development of responsible citizenship.

Ensuring a quality education, cultivated by ongoing communication and shared resources among parents, teachers, town organizations and residents, is the responsibility of the entire community.

Mission Statement

The mission of the Foxborough Public Schools, guided by its core values, is to engage students in a rich, diversified education, thereby empowering them to challenge themselves, as they become productive, responsible citizens.

Vision

The Foxborough Public Schools, in collaboration with the community, will provide students with intellectual, artistic, and character-building educational experiences to inspire them to achieve.

FOXBOROUGH HIGH SCHOOL

Core Values, Beliefs, and Learning Expectations

Foxborough High School, in partnership with parents and the community, creates a safe, structured and supportive environment that we believe encourages students to become thoughtful, responsible and productive citizens. The school empowers students to strive for excellence as they develop critical thinking skills through reading, writing, speaking and using technology effectively across all disciplines. We believe Foxborough High School's comprehensive curriculum and co-curricular activities provide students with opportunities to work collaboratively to solve problems while encouraging them to mature as independent learners.

Academic Expectations

The Foxborough High School student is able to:

- Read actively and critically
- Write using standard English for a variety of purposes and audiences
- Use oral skills to communicate ideas coherently for a variety of purposes
- Effectively use technology
- Develop critical thinking skills for assessing information and problem solving

Civic and Social Expectations

Foxborough High School students are:

- People of integrity who respect themselves and each other
- Appreciate diversity
- Take responsibility for their actions
- Strive to understand the world they live in and become contributing members of society.

Core Values

FHS believes that each person's behavior and the shared beliefs of students, faculty and staff determine the school's culture and will affect the quality of a student's life during their four years at FHS. We are committed to improving the culture of the school. To assist us, we have developed expectations for all members of our school community. FHS Core Values are as follows:



Willingness to strive for
Academic excellence by showing,
Respect for self,
Respect for others,
Integrity,
Open mindedness,
Responsibility

SCHOOL SONG – CHEER FOR FOXBOROUGH

Cheer for Foxborough, cheer for Foxborough
Don't you know we're here?
When a Foxborough team is playing
We are always there and saying
Cheer for Foxborough, cheer for Foxborough
Fight with all your might,
Fight on to victory
For Foxborough High!

FACULTY/STAFF 2023-2024

ART

Kelly Arcacha-Department Head K-12
Sheri Polseno
Shawn Trice

ATHLETICS

Joe Cusack-Athletic Director

BUSINESS

Jon McCabe-Head Teacher

CAFETERIA

Janice Watt-Food Services Director
Nancy Siracusa-Manager
Christine Amaral
Janine Dunn
Kerry Fitzgerald
Melanie Musto
Kaitlynn Noll
Jessica O'Neil

CUSTODIAL STAFF

Thomas Poirier-Lead Man
Mike Albuit
Doug Dreiboldz
Michael Smith
Dennis Pechavar
John Zielinski

ENGLISH

Shannon Wasilewski-Department Head
Kelly Bishop
Sarah Byrnes
Leah Cardullo
Lauren Carlton
Holly Geffers
Katherine Keller
Kyra Laffey
Richard Polseno

FAMILY & CONSUMER STUDIES

Kristin Fichera

NURSE

Allison Evans
Katherine Woods

GUIDANCE

Andrew Servideo-Department Head
Mark Cedorchuk
Erin Healy-Botelho
Madison Jankowski, Bridge Facilitator
Hannah LeBeau, School-to-Career
Amy Muldowney, Community Wellness
Susan Stryjewski, Social Worker
Allison Warren

MAINTENANCE

Michael Ferraro
Juan Nova

MATHEMATICS

Tim Johansmeyer-Department Head
Caitlin Adamakis
Carolyn Carlson
Leah Gay
Laura Hutchens
Edward Lavallee
Kiley Macie
Christina Pereira
Kaitlin Sylvestre

MEDIA CENTER

Rachel Barrett-Librarian
Jessica Booker-Digital Learning Coach
Wendy Fay-Virtual High School

METCO DIRECTOR

Chantel Wyllie

MUSIC

Cameron Tedoldi-Department Head K-12
Aaron Bush
Brian Raymond
Jenny Greenleaf

TECHNOLOGY EDUCATION

Ralph DiBona-Head Teacher
William Ivatts

TUTORS

Karen Wimer (Math)
Christine Noreck (English)

FACULTY/STAFF 2023-2024

SCIENCE

Alyssa Mocharnuk-Department Head
Scott Baum
Karen Borges
Jeremy Champlin
Jillian Drummond
Maureen Heiberger
Darrin James
Jonathan Montanaro
Jennifer Pelland

SUPPORT STAFF

Lynn Burns-Assistant Principals
Julie Foley-Athletics
Janis Johns-Main Office
Meridien Peterson-Guidance
Sheila Sneyd-Principal
Kathy Stern-Main Office

SOCIAL STUDIES

Kristen D'Errico-Department Head
Eian Bain
James Callahan
Matthew Carroll
Scott Ferbert
Janey Goodwin
Daniel Grady
Todd Kaeser
Marla Loneragan
Thomas Murray

SPECIAL EDUCATION

Matthew Struble-Department Head
Marie Foley-Social Worker
Kayla Siracusa-Speech & Language
Iqbal Kurker-ELL Education
Jacqueline Simmons-Psychologist
Elizabeth Callahan
Scott Campbell
Betsy Dendunnen
Amanda DiCenso
Diane Galanti

Dave Griffin
Megan McGovern
Scott Morris
Patrick O'Neill
Derek Suess
Ryan Wilensky

SPECIAL EDUCATION ASSISTANTS

Ellen Brissette
Wendy Chermesino
Susan Daly
Wendi DaSilva
Janice Duffly
Tara Erwin
Mark Fierri
Marguerite Fox
Diane Hargadon
Cameron Kearney
Gina Larson
Christine Lynch
Catherine Miller
TBA
TBA

WELLNESS

CJ Neely-Department Head K-12
Colleen Carchedi
Jonathan Gibbs
William Ivatts
Theresa Petty

WORLD LANGUAGE

Christine Smith-Department Head K-12
Martha Abeille
Sarah Chen
Jessica McAlister
Ryenne Morr
Jessica Scanlon
Megan Williams

EMAIL STAFF / FACULTY

Email via: [last name first initial@foxborough.k12.ma.us](mailto:last_name_first_initial@foxborough.k12.ma.us)

GENERAL INFORMATION

BELL SCHEDULE

Warning Bell	7:25				
Block 1	7:33	-	8:33		(60 Minutes)
Block 2	8:37	-	9:34		(57 Minutes)
Block 3	9:38	-	10:35		(57 Minutes)
Block 4	10:39	-	11:36		(57 Minutes)
Block 5					
		<u>Lunch</u>		<u>Class</u>	
A	11:36	-	12:00	12:03	- 1:00 (57 Minutes)
B	12:06	-	12:30	11:39	- 12:06 (27 Minutes)
				12:30	- 1:00 (27 Minutes)
C	12:36	-	1:00	1:04	- 2:00 (57 Minutes)
Block 6	1:04	-	2:00		(56 Minutes)

ADMISSION, WITHDRAWAL, AND RE-ADMITTANCE

A student transferring to Foxborough High School must provide complete school records and reside within the Town of Foxborough. Any student transferring to Foxborough High School in their senior year will be expected to complete school requirements by the end of the school year.

A student withdrawing from Foxborough High School or planning to transfer to another school should notify the Office of the Principal and Guidance Office to complete the necessary sign-out procedures. School records (transcripts, schedules, discipline, attendance, and health records) will only be released upon completion of responsibilities.

A student over sixteen (16) years of age who seeks re-admittance to Foxborough High School after withdrawing or being excluded from Foxborough High School may be readmitted only after a meeting with the high school administration.

PHYSICAL EXAMS AND IMMUNIZATIONS

In accordance with the Foxborough School Policy and Massachusetts State Law, *physical exams* and documentation of *immunizations* are required for all 10th-grade students. Students that participate in **band or school athletics are required to have a yearly physical (105-cmr-201)**. New students entering the Foxborough Public Schools must submit an updated immunization record in order to begin school, along with a physical exam that was done within one year prior to entrance to school or within 30 days after school entry. If your child has a primary care physician that does not have a physical form, you can print one from the form on the FHS nurse's website and bring it with you to the physical exam for completion. *Massachusetts State Law and Regulations (105 CMR 200.000)* provides for the exclusion of students from school if immunizations are not up to date. There are two situations in which children who are not appropriately immunized may

be admitted to school: 1) a **medical exemption** is allowed if a physician submits documentation attesting that an immunization is medically contraindicated, and 2) a **religious exemption** is allowed if a parent or guardian submits a written statement that immunizations conflict with their sincere religious beliefs. The law states that medical exemptions must be presented at the beginning of each school year. Massachusetts Department of Public Health additionally requires **annual renewal of religious exemptions** in writing at the beginning of each school year. The only exception for exclusion of unimmunized or partially immunized children without medical or religious exemptions is for homeless children.

ATTENDANCE PROCEDURES

School Hours: A warning bell rings at 7:25 am; however, the school day begins at 7:33 am and ends at 2:00 pm. Students needing extra help can do so by making arrangements with teachers, who are available until at least 2:20 pm. Students serving detention (2:10 pm- 3:00 pm) or D-Hall (2:10 pm - 5:00 pm) should know that those times are also considered part of the school day. Students with other responsibilities after school must understand that school is their primary responsibility. Students are expected to be in school every day and attend every class. Tardiness to class is highly disruptive. Except during extenuating circumstances, students are expected to be on time for school and class.

Responsibilities and Expectations of the School, Student, and Parents

Learning needs to be valued as an ongoing process that requires the daily interaction of students with their peers and teachers. Student absences do affect this learning process. While a student may make up assignments missed, they can rarely duplicate the learning experiences lost by that day's absence. Absence from a class for any reason is academically detrimental to students. Since education is a cooperative effort and students gain from their interactive discussion with one another, their absences also hinder the class.

Absences

Students:

- Every student shall regularly attend all sessions. They should make good choices so as not to miss so much school that course credit is in jeopardy.
- Students should keep a record of absences in classes.
- Students should inform teachers about impending absences.
- When a student returns to school after having been absent, they should submit any documentation to excuse the absence to the office. This note must be received within ten (10) days of a student's return to school.
- A student that is absent from school may not participate in or attend any athletic or co-curricular activity unless they have received permission in advance from an administrator.

Parents/Guardians:

- Parents/guardians should encourage their students to have good school attendance habits and support the FHS attendance procedure.
- Clear communication between parents/guardians and the school is imperative to ensure the safety of students and to reinforce a student's understanding of the importance of day-to-day schoolwork. Accordingly, to report a child's absence, parents/guardians should notify the main office

using Safe Arrival App. When your child is absent, you will receive a computerized message from School Messenger confirming the absence.

- **Parents/guardians and/or students must submit appropriate documentation (See #1 A-F below) to the main office in order to have a student absence be considered excused.**
- Parents/guardians should communicate with the school in the event of an extended absence from school. Any medical documentation explaining a long-term absence may also be submitted at this time.

Foxborough High School:

- Regular and punctual school attendance is essential for success in school. It is also a requirement of state law.
- All absences (even those authorized by parents) are considered **unexcused** unless the required documentation is provided.

Excused Absence

The terms “**excused**” and “**unexcused**” absences pertain only to the accumulation of absences for [Loss of Credit \(p. 20\)](#). Parents/guardians and students are reminded that there is no consequence for an unexcused absence unless a student exceeds the amount allowed under FHS’s Loss of Credit procedures. The procedures for obtaining an excused absence are explained below.

1. Students may be **excused** temporarily from school attendance for the following reasons:

- A. Illness or quarantine. (with date-specific medical documentation)
- B. Bereavement or serious illness in the family.
- C. Weather so inclement as to endanger the health of the child.
- D. For observance of major religious holidays.
- E. College Visits – High school seniors may be excused for up to four days for college visits. High School juniors may have two days excused for college visits during the second semester of their junior year. **Verification from the colleges must come within ten (10) days of the student’s return to school and must come in the form of an official school document (either hard copy or electronic) with school letterhead, the signature of a school official, and the date(s) that the student attended. Emails confirming the date of a college visit will not suffice, as the documentation must show that the student attended, not that they will attend.**
- F. Other – a student may be excused for other absences with approval from the school administrator.

2. Documentation for the above absences must be provided to the school principal or designee within ten (10) school days of the absence. Failure to submit documentation within ten (10) school days will result in an unexcused absence. **Documentation can be dropped off in the Main Office or submitted via the [Safe Arrivals App](#) (see HS website).**

Excessive Unexcused Absence / Credit Loss

1. The administration is authorized to implement a procedure that will result in the loss of credit:

- For unexcused absences in excess of four (4) classes in a PE course, eight (8) classes in a one-semester course, and in excess of fourteen (14) classes from a full-year course.
 - Administrators will send warning notices to parents when a student has been absent two (2) times in a PE course, five (5) times in a one-semester course, and six (6) times in a full-year course.
 - Please see [Credit Loss Hearing Procedure \(p. 21\)](#) regarding credit loss procedures.
2. The School Committee does recognize that parents of children attending our schools have special rights as well as responsibilities, one of which is to ensure that their children between the ages of 6 and 16 attend school regularly, in accordance with state law. State law requires the school system to investigate cases of excessive school absences. Interventions may include contact with parents, school conferences, case management services, and service referrals.
 3. In extreme situations in which attendance does not improve despite intervention, the school may take one or more of the following actions:
 - A Failure To Send, Criminal Complaint against the parent will be sought at Dedham District Court
 - A 51A for parental neglect will be filed with the Department of Social Services
 - A Child Requiring Assistance (CRA) petition will be sought at Dedham District Juvenile Court.

Extended Absence

Foxborough High School:

The school nurse will act as a liaison, if necessary, between home and school in the event of illness or injury.

Students/Parents:

After students have been absent for three consecutive days, parents/students should request homework by calling the student's guidance counselor at 508-543-1616. Work can be picked up in the main office the day following the request. Please note that classwork materials and notes are available on Microsoft Teams.

Field Trips/School-Related Absences

Foxborough High School:

Field trips and scheduled, school-related absences will not be counted toward the allowable limit set for losses of course credit.

Students:

Because field trips are scheduled well in advance, students are expected to meet with their teachers to get any work that they will be missing during the trip. Any work received should be submitted at a time established by and at the discretion of the teacher.

"20-Minute Rule"

Not being present either because of unexcused tardiness or leaving class for 20 minutes or more is considered an absence from that class.

Students called out of class by the administration, guidance, or other student support personnel are not to be considered under the “20-Minute Rule,” as these are excused. In these cases, students will return to class with a pass.

Dismissal

Foxborough High School:

The administration may refuse dismissal from school pending parent/guardian verification. A student that is dismissed from school may not participate in or attend any athletic or co-curricular activity unless they have received permission *in advance* from an administrator.

Students:

Students must take dismissal notes to the office *before* school on the day of dismissal and provide appropriate documentation whenever possible for the dismissal to be excused.

Parents:

Dismissal notes must be taken to the office before school by the student or be submitted using the Safe Arrival app on the day of dismissal. Dismissal notes should include the same information as absence notes and should indicate if a student plans to return to school that day. Student dismissals raise safety concerns for the school and disrupt the academic work of the classes. Therefore, dismissals shall be confined to those of a medical, legal, or emergency nature.

Returning to School Following Dismissal

Foxborough High School:

The administration may refuse a student’s return to school if the procedure is not followed.

Students:

If the student plans to return to school following a dismissal, that intent should be indicated in the dismissal note. Students must sign in upon return to school. Students who do not follow this procedure may not return to school that day. Students who miss an announced quiz, test, writing assignment, etc., due to a dismissal and who return to school, must report to the teacher **that day** after school to make up the work missed. If there are extenuating circumstances that prevent the student from making up the work that day, the student must see the teacher before leaving school to explain. If the student fails to see the teacher, the teacher may choose not to allow the student to make up the work. Upon return to school, students should provide appropriate documentation whenever possible (see Absence Procedure p. 13).

Tardiness

Foxborough High School:

Being on time for one's obligations is an essential skill. Tardiness disturbs classes and hinders the ability of other students to learn. Therefore, all students must be seated in their assigned location by the beginning of the school day (**7:33 a.m.**). All tardiness (even when authorized by parents) is considered unexcused unless the required documentation is provided to the main office by the end of the next school day. Failure to do so will result in a tardy not being excused. A student who arrives at school after 7:53 a.m. may not participate in or attend a co-curricular or athletics unless that **tardy is excused as follows:**

- A. Medical appointment (ex., Doctor, Dentist, Physical Therapy) with date-specific documentation;
- B. Illness [with a doctor's note that specifies the date(s)];
- C. Bereavement or serious illness in the family;
- D. Weather so inclement as to endanger the health of the child.
- E. Other – a student may be excused for other tardiness only with approval from a school administrator.

Students that have more than six (6) unexcused tardies per semester will require intervention by the school. Interventions will include:

- Parent contact
- School conferences
- Progressive disciplinary action ([see Code of Conduct Group B](#))

Parents:

- Parents should submit appropriate documentation (See A-E p. 16) by the end of the next school day to the main office in order to have a student tardy considered as excused.

SENIOR PRIVILEGE

Seniors in good standing (academic, behavior, attendance) are eligible to sign up for senior privilege. This allows seniors to come to school after first block or leave before last block if they have a Directed Study that falls on that particular first and/or last block. Students who utilize their senior privilege during first block must be in class at the start of the second block. Seniors who are tardy for their second block class will temporarily lose their senior privilege for a defined period of time.

Students will need to complete the necessary paperwork located in the Main Office with parental approval, and administration will call home to confirm that approval before students can use the privilege. *Note: Arrivals or Dismissals due to Senior Privilege will not be included in Tardy or Dismissal procedures above.*

SCHOOL SAFETY & SECURITY

EMERGENCY PROCEDURE

During emergency evacuation procedures, such as fire drills, students are to go to assigned areas following specific procedures as instructed by staff. Students are not to go to their cars or leave school grounds unless authorized, as it may be necessary for staff to give further directions to groups. Students who do not follow this regulation are subject to disciplinary action. Parents seeking information during a school emergency should contact either the Superintendent's office at 508-543-1660 or the Police Department at 508-543-4343.

SCHOOL RESOURCE OFFICER

Foxborough High School works collaboratively with the Foxborough Police Department to ensure school safety and security. A School Resource Officer (SRO) is assigned to the FPS and regularly collaborates with the school administration on matters related to school safety. This could include aiding in investigations, searches, or any other initiatives aimed at maintaining a safe school environment.

SEARCH BY SCHOOL OFFICIALS

Students may be searched for drugs and/or weapons and/or stolen items if the school administration has reasonable suspicion to do so. Searches conducted by school administration may include but are not limited to, searches of lockers, cars, clothing, handbags, book-bags, satchels, coats, hats, shoes, stockings, wallets, and any other personal items or containers.

Any student refusing to cooperate with administrators when a search is requested will be suspended for a minimum of five (5) or a maximum of ten (10) school days and may be subject to exclusion. Police may be called to the school if deemed necessary by the administration. Reasonable suspicion includes but is not limited to: erratic behavior; slurred speech; strong foreign odor on clothing or breath; glazed and glassy eyes; information offered by students, faculty, staff or anyone wishing to remain anonymous; leaving school grounds or returning to school grounds during school hours, etc.

A canine drug sweep, conducted by law enforcement officers, may take place periodically as the school administration deems appropriate. The Foxborough School Committee has approved this action.

CARE OF SCHOOL PROPERTY

Everyone is expected to do their share to keep the building and grounds clean, neat, and free from damage of any kind. The same attitude is expected toward all school property (textbooks, library books, equipment/computers, etc.) provided for use during the year. Students are reminded to keep their assigned lockers locked and never to leave valuables in an unlocked gym locker during gym class.

Unauthorized use/misuse by students of the elevator, elevator lift, defibrillators, fire extinguishers, and school phones will be subject to disciplinary action.

SECURITY CAMERAS

The Foxborough Public School District uses security cameras in school district buildings and on its property to ensure the safety of students, staff, and visitors, as well as to protect

school district property. Security cameras are installed and used in locations deemed appropriate by the Superintendent in consultation with the Foxborough Police Department. They may be used in any area, inside or outside of school buildings, where there is no reasonable expectation of privacy, and may be used at any time.

Students or staff identified on security cameras in violation of School District policies will be subject to appropriate disciplinary action *in accordance with the disciplinary procedures set forth in the Student and Staff Handbooks*. Violations of the law may be referred to law enforcement agencies, and video evidence may be provided to those agencies by the Superintendent.

CELL PHONES AND ALL OTHER ELECTRONIC DEVICES

Foxborough High School recognizes that our students use personal electronic devices as part of their daily lives and as part of their education. To maintain the integrity of the educational environment, the use of cell phones and/or other personal electronic devices (PED) is prohibited in the classrooms unless explicitly permitted by the classroom teacher for a specific educational purpose. Cell phones and PEDs are allowed during passing time and in the cafeteria during lunch. Students should be sure to turn off their devices and store them away once they have entered the classroom. Many FHS staff have cell phone racks in their classrooms where students will be asked to place their phones during class time. Students should understand that if a teacher asks your class to utilize these racks, this is a reasonable request.

An important distinction is made between “passing time” between classes and hallway use during classes. Cell phones and PEDs are not to be used in the hallway during class time (i.e. when using the restroom). Students are expected to engage in appropriate cell phone/PED etiquette when using their devices, which includes, but is not limited to, using appropriate language and refraining from taking photographs or audio recordings of people without their permission.

Note: it is a felony to record any individual without their consent.

When a device is taken from a student by a school official, the student will be instructed by a school official to turn off the power switch. No school official will activate the device or pull information from it. Where it appears that there is reasonable suspicion that the device has been used for an illegal purpose or to foster some illegality, the Superintendent of schools or the Principal may contact law enforcement and may turn the device over to law enforcement upon request.

CORRIDOR PASSES

Corridor passes are required for any passing within the building after classes have begun. Passes are obtained from the classroom teacher. Students in the halls without a pass will face consequences under the Code of Conduct.

DRESS CODE

FHS students are expected to adhere to the School Committee Policy JICA Student Dress Code. It is important that all students understand that in certain classroom experiences, including, but not limited to, Physical Education and when completing laboratory activities in science classes, FHS students may have specific expectations for student dress pursuant to health and safety.

Hats and Hoods:

1. Students are not permitted to wear hoods during school hours unless permission is granted by the Principal. Hats may be worn at the discretion of the teacher/staff member in each classroom or assembly setting.
2. phats.

ACADEMIC INFORMATION

ATTENDANCE & MAKE-UP

It is each student's responsibility to be aware of their attendance status in class, **and to miss no more than seven (7) classes during a semester course and no more than fourteen (14) classes during a full-year course.** Students should monitor their own attendance and speak with their teachers if they have any questions about attendance records. It is the student's responsibility to obtain and make up class work missed due to absences.

Make-Up

- Students are responsible for initiating communication (Teams, verbal discussion) with the teacher to create a plan for making up work **within 24 hours** of the student's return to school.
- If a student is absent the day prior to the day of an announced assessment and misses the assessment due to a tardy, dismissal, or field trip, the student is expected to make up the assessment on the day the student returns.
- Students are responsible for obtaining missed materials, notes, and assignments by checking the class mode of communication (Teams, speaking to the teacher, or obtaining from a peer).

Absence Due to Field Trips or School Functions

Students are responsible for keeping up with any work missed while they are on a school-sponsored field trip. Following the field trip, students should arrive to classes with previously announced homework completed and/or prepared to take any previously announced assessment.

TARDINESS TO CLASS

Each teacher will address the issue of tardiness with the student through parent contact and teacher detention. Students who are late to class will not be sent to the office for a pass. The Assistant Principals will assume the responsibility of disciplining habitual tardiness to study halls. Over thirty minutes is a full class absence. "Absences" accrued in this manner are counted for minimum attendance on the student's attendance record.

LOSS OF CREDIT

Total class absences permitted before potential loss of credit:

- 14 absences for a 1 credit course
- 7 absences for a .5 credit course
- 4 absences for each semester for Wellness courses

When a student reaches the absence limit, a student/parent meeting will take place and written notification will be given regarding loss of credit for the course.

Notification Times

.5 credit courses

4 absences - Warning Notification

8 absences - Loss of Credit Letter

Wellness courses (per quarter)

2 absences - Warning Notification

5 absences - Loss of Credit Letter

Full-year courses

7 absences - Warning Notification

15 absences - Loss of Credit Letter

Credit Loss Hearing

Within ten days of receipt of notification of loss of credit, the student can request a hearing before the assistant principal to consider reinstatement of the credit.

1. Upon notification by the school that credit for a course or courses will not be earned due to excessive absences, the parent or guardian or student may request a hearing on the matter. The request must be made to the assistant principal within ten (10) days of notification. For students that receive notification with fewer than ten (10) school days remaining, parents must contact the assistant principal as soon as possible so that a hearing can be held before the end of the school year. Students and/or parents who do not request an absence appeal within the above time frame risk loss of credit.
2. The assistant principal will convene the hearing and collect data from the teacher(s) in the course for which the last credit is imminent (the students attendance files, nurse, guidance, etc.) and review the students complete attendance record in that course. Any absence from the class resulting from cutting or truancy will preclude the reinstatement of credit.
3. Participants in the hearing may include the principal and/or assistant principal, guidance counselor, and school nurse.
4. The student, parent or guardian, and the student will have the opportunity to present information supporting their appeal.
5. Under extraordinary circumstances, an attendance contract may be written between a school administrator and a student to improve attendance and reinstate credit.
6. The assistant principal will render a decision within three school days after the conclusion of the hearing and will notify the parents and guardians of the student of the decision.
7. Students whose credit has been reinstated in a course and continue to accumulate absences may lose credit subsequently or be subject to the credit loss procedure again.
8. A student who loses credit will remain in a course until the conclusion of the school year or semester. The student will need to continue to achieve acceptable grades, or minimum entrance requirements, as the credit may be restored through Summer School.

STUDENT COURSE SELECTIONS

Student course selections containing academic class assignments for the upcoming school year are mailed home. A finalized schedule with teacher names, room assignments, directed study hall and/or academic lab assignments is distributed to students on the opening day of school.

COURSE LEVELS

Courses for students are leveled based on the scope and depth of the material covered in its curriculum. Students are assigned to the appropriate level based upon their past performance and teacher recommendation.

The available levels of courses at FHS are:

- Advanced Placement (AP)
- Honors (H)
- College Preparation (CP)
- College Preparation 2 (CP2)
- Fundamental (F)
- Practical (P)

Teacher recommendations are required for College Preparation 2, Fundamental, and Practical courses. A student may be enrolled in different levels in different subjects of study to achieve their required graduation credits.

COURSE CHANGES, DROPS, AND PARENT REQUESTS

Courses are selected in early spring for the following year. Students select courses based on ability and future educational goals with input from teachers and Guidance Counselors. Due to the number of students at the high school, the number of course selections, and options for course levels, students are asked to consider all factors before submitting course selections.

Due to these complexities, once students are placed in courses, it is often very difficult to have schedules changed. Changes will be made only for serious academic reasons (*e.g., having already taken the course*). All changes, additions or drops must be submitted in writing using the Foxborough High School Course Change Request Form available in Guidance. All signatures must be included on this form before consideration by the Principal.

No change requests for courses will be considered after July 30th, except for level changes. Level changes will be considered after the 1st cycle is completed. A student must continue to attend all classes until the details of the change have been approved and finalized.

The grading procedures for courses that are dropped are the following:

1. Courses dropped during the first 5 weeks of the first quarter do not appear on the report card/transcript.
2. Courses dropped after the first 5 weeks of the first quarter have a grade recorded for that quarter and a “W” (withdrawn) recorded for the remaining quarters and for the year. Students will receive the weighted GPA for the year, based on the level of coursework the student completes.
3. See also: Grade Point Averages and Class Rank.

ADVANCED PLACEMENT COURSE INFORMATION & DROP POLICY

Advanced Placement courses require time, energy, and determination in order for students to be successful. The pace is faster and expectations are higher than an Honors course, and both students and parents need to be aware of the challenges they will face throughout the school year. Lengthy assignments, complex concepts, independent learning, and analysis and synthesis of information are all common.

Summer work is a major component of AP courses. Students must be ready to hit the ground running on the first day, and it is imperative that students stay on top of the work they are given for summer vacation. Students should look at the work as soon as possible and begin working on it early in the summer. Students sometimes wait until the last week of summer to begin the work and become overwhelmed and want to drop the course. If a student does not complete summer work, their grade will be negatively affected.

We understand that some students sign up for AP courses and then become fearful about their ability to succeed and want to drop the course. However, Advanced Placement courses are a serious commitment and dropping a course is not easy. If a student wants to drop an AP class for any reason, they are required to stay in the course for the first five weeks to give the class a chance. If, at that time, a student still wants to drop their AP class, the grade they earned through the first five weeks will appear on the transcript, and a “W” for withdraw will be present for the remainder of the year. **Students will not be able to drop**

an AP class to a lower-level course after the completion of Quarter 1. Adjustments are not always possible and oftentimes seriously disrupt student schedules, requiring the changing of teachers and courses. This is especially true if a student wants to drop the full-year AP English 12 class because the student will need to complete two English classes during semester 2. If a student is serious about dropping an AP class, they must speak with their Guidance Counselor and then set up a meeting with Administration to discuss the reasoning for wanting to withdraw.

Although these courses are rigorous and require diligence and determination, the skills and knowledge gained can positively impact students for years to come. Foxborough High School wants students to challenge themselves academically, and colleges look favorably on AP courses, but we want students to find the right balance of classes that works for them.

GRADUATION/COURSE LOAD REQUIREMENTS

English	4 credits (years)
Mathematics	4 credits (years)
Science (Minimum 1 Life Science and 1 Physical Science)	3 credits
Social Studies (Students must pass U.S. History II)	3 credits
World Language (In the same language)	2 credits
Physical Education 9, 10, 11, and 12	1.5 credits
Health 9 and 10	.5 credits
Total	24 credits

If a student does not meet the 24-credit minimum, they will not be permitted to participate in graduation exercises. If a student does not graduate with their class in June, all credits needed must be completed by December 31st of that calendar year to be considered a member of the June graduating class. Please refer to the “Summer School” section for more information.

Each student must pass the required High School MCAS exams.

GRADE POINT AVERAGES AND CLASS RANK

A Grade Point Average (GPA) will be calculated for each Foxborough High School student. Only courses that are both graded and leveled shall be included in the calculation of the GPA. The official GPA is calculated at the end of the school year. The GPA will be calculated to the nearest hundredth. When calculating the class rank, if a tie occurs, both students will share that rank, except in the cases of the valedictorian and salutatorian, which will be calculated beyond the hundredth place. Final ranking is done after grades are entered in the 4th quarter of the senior year.

Weighted 5.0 GPA Scale					
Letter Grade	% Value	College Prep 2	College Prep	Honors	Advanced Placement
A+	97-100	3.83	4.33	4.83	5.33
A	93-96	3.5	4.0	4.5	5.0
A-	90-92	3.17	3.67	4.17	4.67
B+	87-89	2.83	3.33	3.83	4.33
B	83-86	2.5	3.0	3.5	4.0
B-	80-82	2.17	2.67	3.17	3.67
C+	77-79	1.83	2.33	2.83	3.33
C	73-76	1.5	2.0	2.5	3.0
C-	70-72	1.17	1.67	2.17	2.67
D+	67-69	0.83	1.33	1.83	2.33
D	63-66	0.5	1.0	1.5	2.0
D-	60-62	0.0	0.67	1.17	1.67
F	59 & below	0.0	0.0	0.0	0.0
I	Incomplete	0.0	0.0	0.0	0.0

Grades of “Incomplete” must be made up within two weeks of the end of the term in which the “Incomplete” was given. “Incompletes” not made up within the aforementioned time period will result in the grade based on the current work completed for the term.

Grades from courses taken outside of Foxborough High School are not factored into the GPA calculation.

GRADING SYSTEM

Student performance is represented by letter grades shown on the table above. A letter grade represents at least two aspects of learning: the student’s use of information (professional evaluation) and factual information (objective tests). How a student demonstrates acquired information and its applications are very important measures of performance.

PowerSchool is a web-based student information system that allows students and parents access to grades and attendance. It must be noted that PowerSchool is intended to allow parents and students up-to-date, accurate information on completed work and assignments where grades may be pending. Parents will be able to better understand how well their child is doing as they view tests, quizzes, and homework assignments.

Assignments will be listed on PowerSchool when they are assigned by the teacher, so parents may follow up with their child to ensure work is completed in a timely manner. PowerSchool is not intended to give parents or students a precise grade. Teachers are responsible to update PowerSchool every two weeks. At the end of each marking period, report cards will be available through PowerSchool.

EXAMS

Course Exams

1. Students may expect a test in each subject on a regularly announced schedule

when possible (major tests should be announced at least three days in advance of the scheduled date).

2. If a test is missed due to absence, **it is the student's responsibility** to make up the test within three school days of the absence, unless special arrangements are made with the individual teacher.
3. Any student who has been assigned three tests in one day may make alternative arrangements with the third teacher to take the test on another day.
4. All Advanced Placement students **are required** to take the Advanced Placement Exams in their enrolled course.
5. Students taking Advanced Placement courses are exempted from taking final exams in their AP courses.

Midterm and Final Exams

1. All students in half-credit academic courses will take final exams. Seniors may be exempt from their final exams in all courses, provided they meet the following guidelines:
 - A student must maintain an 80% or better average for the 2nd / 4th quarter.
 - A student must receive no lower than an 85% average for the semester/year.
 - A student may have no more than seven (7) unexcused absences in a full-year course, four (4) in a semester course, and two (2) in a PE course.
 - If participating in Senior Project
2. All students in half-credit academic courses will take final exams.
3. All students in full-credit academic courses will take mid-term and final exams.
4. Midterms and final exams will combine to count as one-tenth of the final grade and will appear on the report card for all courses.
5. Final exams for semester courses will take place at the end of 2nd quarter or 4th quarter and will count for 10% of the student's final grade. Exams for full-year courses will take place at the end of the 2nd quarter (mid-term exam) and at the end of the 4th quarter (final exam). Each exam will count for 5% (10% total) and will be reflected in the student's final grade.
6. Midyear and final exams may either be traditional long-form written exams or performance-based assessments. Students will be informed of the exam time and format by their teacher two weeks in advance of the exam.
7. Students will not be required to take more than two final exams on any given day.
8. Any student who misses a scheduled final exam will only be allowed to take a make-up examination if the absence is due to extenuating circumstances approved by the administration prior to the exam.
9. Should an underclassman be excused by the Administration from taking a final exam, the teacher will arrange with the student for a make-up session to occur no later than one week after the administration of the final exam.
10. **Students must return all books and owed materials prior to participating in midterm or final exams.**

HOMEWORK

1. Students will be expected to complete homework as assigned. Homework is to be given at a level of difficulty commensurate with the nature of the subject. The amount of time a student will spend on homework depends upon the level of coursework and the student's ability to prepare for each assignment in a timely manner.
2. Homework should not only be clear and realistic, but helpful to the mastery of the subject.

3. Each teacher will clearly state to students how homework will factor into their grade averages.
4. Teachers should encourage students to meet with them after school if they need assistance with their homework.
5. Parents are encouraged to play an active role in monitoring homework completion, communicating with the teacher when necessary.
6. Students are responsible for initiating communication (e.g. Office 365, TEAMS, and/or verbal discussion) with the teacher and create a plan to make up work within 24 hours of the student's return to school.
7. Teachers will be sensitive to families' religious and cultural observations and will provide reasonable accommodations and opportunities to make up tests, homework, and or class work that may have been missed due to such observances.

PLAGIARISM & CHEATING

Academic Integrity

Students are expected to maintain the highest standards of trustworthiness, honesty, intellectual integrity, and responsibility. The administration has instructed each teacher to develop and implement a policy relating to the following infractions and to communicate this policy to all students.

Academic Infractions

1. **Plagiarism** includes, but is not limited to, the following:
 - Presenting, as one's own, words, works, or opinions of someone else without proper acknowledgment.
 - Borrowing the sequence of ideas, the arrangement of material, or the pattern of thought of someone else without proper acknowledgment and approval.

Often, in responding to research and written assignments, students are engaged with others' ideas during lectures, from texts, or from class discussions. It is imperative that students give credit where credit is due. If a student uses the ideas and/or words of others without giving proper credit to the writer or speaker of those ideas and/or words, that student is plagiarizing. Easy access of electronic information and multiple websites that offer responses to assignments presents students with opportunities that may compromise their integrity and define their work as plagiarism.

2. **Cheating** includes, but is not limited to, the following:
 - Communicating with another student during a test, quiz, or any other form of evaluation
 - Copying or allowing copying in any testing situation
 - Copying or allowing copying of homework, class work, projects, papers or other material unless specifically allowed by the teacher
 - Using unauthorized notes or electronic devices in an attempt to cheat
 - Submitting falsified information for grading purposes
 - Obtaining a copy of information about an examination and/or giving information about any examinations without the knowledge and/or permission of the teacher.
 - Using an online translator or other translation service in World Language course work.

3. Collaboration: Study or homework collaboration is not considered academic dishonesty unless the teacher prohibits or limits procedures or expectations. Teachers shall guide students in understanding when collaborative efforts are not appropriate.

4. Lying and Forgery include, but are not limited to, the following:

- Any form of deceit, attempted deception, or fraud
- Falsifying any school document
- Signing any signature that is not one's own
- Altering or falsifying notes and passes.

5. Illegal Use of Technology includes, but is not limited to, the following:

- Illegally using or accessing computers, software, telecommunications and related technologies; or being involved in willful acts that cause physical, financial, emotional, or other harm or disrupting information technology in any manner
- Illegally copying of videotapes or broadcast material.
- *Refer to: APPENDIX - Internet Acceptable Use Policy (Page 71)*

Consequences

Violation of Academic Integrity will result in the following action(s):

- **1st offense:** The student(s) who committed the violation will receive a zero for the test, paper, or assignment in which the violation occurred. The student(s) will not be able to make up the test, paper or assignment. The teacher will notify the parents and document the incident with a referral to the Main Office. The referral form will be kept in the student's discipline file.
- **2nd offense:** On the second, and any all subsequent offenses during the student's entire high school career, students will receive the above responses and a D-Hall, and a meeting with the student, parent/guardian, Guidance Counselor and administration will take place.

STUDENT-TEACHER CLASSROOM CONFLICTS

If a student or parent/guardian has a question or concern about classroom policy or grades, or if a student feels that they have been treated unfairly, the student or parent/guardian has a right to discuss the issue according to an appropriate procedure. Guidance counselors are available to offer assistance to any student. First, the student or parent/guardian should discuss the issue with the teacher. If the issue persists or is unresolved, the parent/guardian should discuss it with the department chairperson. Finally, again if unresolved, parent/guardian should meet with an administrator in a sincere attempt to clarify and rectify the issue.

HONOR ROLL REQUIREMENTS

The Honor Roll is published at the conclusion of each of the four terms. It is computed on term grades only. To achieve the standards of the Honor Roll, one must be a full-time student and be enrolled in 5 credits per semester. Any student receiving an A- or better in all subjects in any one term is recognized by placement on the High Honor Roll. Any student receiving a B- or better in all subjects in any one term is recognized by placement on the Honor Roll.

AWARDS/SCHOLARSHIPS

Each year students are selected for academic awards in all curricula areas based on

scholastic achievement and teacher recommendation. Students are recognized at underclassman and senior award ceremonies. Students may also receive college book awards by demonstrating outstanding academic achievement and leadership. As seniors, students may apply for any of the available scholarships offered by the Foxborough community.

SUMMER SCHOOL

Students may take a course for make-up credit at an accredited school.

The following criteria must be met:

- A final exam may be required by the department heads
- A final grade between 55-59
- Student must receive teacher and department chair approval before attending summer school
- Passing summer school courses will **NOT** help to increase a student's GPA

DIRECTED STUDY HALLS

During times when students are not in an academic class, they are assigned to "directed study halls." When in a "directed study hall," students must be actively engaged in activities that are integrated with their subjects. Teachers may allow small groups of students to work together on assignments. Disruptions to study will be responded to as class disruptions. *See also "Code of Conduct" section.*

ACADEMIC LAB

The Academic Lab at Foxborough High School is open each period of the day for students who are on Individual Education Plans (IEP's). The Special Education staff members are available to assist with a variety of student needs.

DAMAGED, LOST OR STOLEN SCHOOL MATERIALS

Students assume responsibility for all books, materials, and equipment issued to them by the school. In the event such material is damaged, lost, stolen, or defaced, teachers will notify the student and the office, and students will be financially responsible for the full replacement cost. Any unmet financial obligations may prevent students from participating in any school functions.

HUMAN SEXUAL EDUCATION

Per School Committee Policy IMB - Teaching About Controversial Issues

The Superintendent of Schools shall ensure that parents/guardians are notified whenever curriculum involving human sexual education or human sexuality is implemented or maintained. Parents/guardians may exempt their children from any portion of said curriculum through written notification to the school Principal. No child shall be penalized because of an exemption. Program instructional materials for said curricula shall be made reasonably accessible to parents, guardians, educators, school administrators and others for inspection and review. A parent/guardian who is dissatisfied with an action or decision of the school Principal concerning notice, access to instructional materials or exemption for the student, may submit a written request to the Superintendent of Schools for review of the issue. The Superintendent or designee will review the issue and give the parent/guardian a timely written decision, preferably within two weeks of the request. The parent/guardian who is dissatisfied with the Superintendent's decision may submit a written request to the School Committee for review of the issue. The School Committee will review the issue and give the parent/guardian a timely written decision, preferably within four weeks of the request. A parent/guardian who is still dissatisfied after this

process may submit a written request to the Commissioner of Education for review of the issue. The Commissioner will designate an individual or group to review the matter and issue a final decision.

Discussion may occur incidentally as it applies to individual historical periods, events or literary texts. In English and Social Studies courses, specific units and curricula in grades 9-12 are not designed to implement or maintain material involving human sexuality. However, human sexuality is fundamental within the human experience and thus within the events and literature of all times.

Courses offered at Foxborough High School to which this policy might apply are as follows:

<u>Course</u>	<u>Unit of Study</u>
Anatomy and Physiology	Systems of the Body
Biology	Genetics, Heredity
Spanish Film and Literature	La Casa de Mango Street
Wellness: Grades 9-12	AIDS Awareness

STUDENT SERVICES

NURSE'S OFFICE

The school nurse is available to students from 7:25 a.m. to 2:20 p.m. each school day. No child is to take or carry **PRESCRIPTION OR OVER-THE-COUNTER MEDICATIONS** to school, with the exception of an Epi Pen or an inhaler. If a student must receive medications in school (including students in need of emergency medications such as Epi-Pen, inhalers, Diastat), **both parental permission and a physician order** prior to administering medication is required. All medication **MUST** be administered in the nurse's office. Further detail is available in the nurse's office.

CONCUSSIONS/INJURIES

If a student sustains a concussion or injury, a doctor's note is required to excuse the student from Wellness class and sport activities. The nurse's office, along with Guidance and teachers, will work together if educational accommodations are needed. The student also needs a doctor's note to clear them of the concussion or injury in order to resume normal activities and academic work. All doctor notes for concussion/injury/surgery should be given to the nurse by the student in order for her to assess and speak to the student directly on their return to school.

The nurse should also be given all physical examination forms and physician notes excusing students from Physical Education. All students are covered by school insurance for injuries that occur during the school day or school co-curricular activities. See the nurse if a claim needs to be filed.

GUIDANCE

The Guidance staff is available to help students with personal, educational, and vocational needs. Every student will meet with their counselor each year and can also schedule appointments as necessary. Guidance Counselors may initiate consultations with students throughout the year as well. Group Guidance classes and/or assemblies are offered to all students at set times during the year.

The Guidance Department provides information on colleges, careers, scholarships, and standardized tests to help students plan for long-term or career goals. Students and parents are encouraged to discuss these goals with the designated Guidance Counselor. Parents may also have conversations or make appointments with the Guidance staff by calling (508) 543-1620.

SCHOOL TO CAREER

The School-to-Career coordinator is responsible for Senior Project as well as working with students to help prepare them for employment after high school through a series of group and personalized programs.

The broad range of programs provide individualized opportunities for students, including specialized training and school-wide events. In addition, local business and community leaders are brought into the school to foster strong community partnerships.

School to Career Programs include:

After School Jobs
Career Day
Credit for Life Fair
Future Nurse's Day
Future Educator's Day
Internships
Senior Project
Student Job Shadows
Teacher Apprentice Program
Transition Night

Senior Project is a program that presents an opportunity for students to explore a vocation or a vocational interest. They will work with professionals to gain "real-world" experience and information outside the traditional classroom. Students will make connections with the community and build practical skills in time management, self-direction, and accountability. Students can demonstrate learned skills in critical thinking, problem-solving, organization, writing, and interpersonal communication.

See Ms. Pillsbury in Guidance for further information. Office hours are Monday-Friday from 7:00 a.m. – 3:00 p.m. She may be contacted by phone at (508) 543-1620 or by e-mail at pillsburype@foxborough.k12.ma.us.

GENERAL CO-CURRICULAR INFORMATION

A wide variety of opportunities exist for students to become involved in co-curricular activities outside the classroom (clubs and sports).

Evening meetings for clubs are not permitted without the permission of the administration, and when held, they must end by 9:30 p.m. Meetings of clubs or classes outside the school building must be approved by the administration, including trips and visits to various points of interest. Faculty advisors and club members should check with the office and the FHS calendar of events for potential conflicts before making a commitment to their group. All meetings of clubs, whether committees or otherwise, must be supervised by a member of the faculty delegated as an advisor.

All funds collected by organizations for dues, paid admissions or donations must be deposited with the student activities manager. All purchases for clubs and all orders for equipment must be submitted to the Principal's Secretary for payment after approval by the class/club advisors and a designated student representative.

All participants in interscholastic sports are regulated by the rules of the Massachusetts Interscholastic Athletic Association (MIAA), under the guidelines of the Massachusetts School Administrators Association (MSAA). Cheerleaders are governed by the same rules. (For more information on Athletics see Page 49.)

ELIGIBILITY FOR CO-CURRICULAR ACTIVITIES

In order to represent the school in any interscholastic contest or to participate in co-curricular activities, a student must be attending full time, as defined by enrollment in six major subjects, and may not be over 19 years old before September of the upcoming school year.

The number of credits earned the previous year will determine eligibility for fall activities. A student must have earned a minimum of five credits in major subjects or the equivalent of five major subjects.

Winter and spring eligibilities are based upon 1st, 2nd and/or 3rd quarter report card grades respectively. Students must have passing quarter grades in at least five major subjects or the equivalent of five major subjects.

CO-CURRICULAR PARTICIPATION AFTER SCHOOL

A student who is absent from school may not participate in any co-curricular activities on that day. Students must be in school for at least **five consecutive full blocks** to participate in any co-curricular activities, including school dances. This can be waived if the student receives administrative approval in advance of the absence.

Make-up schoolwork, after-school help and teacher detention take priority before students are allowed to participate in co-curricular activities including athletic practices and games. Student-athletes are encouraged to seek the academic help that they need and are asked to bring a note from the teacher if they are going to be late for a practice or game. No student will be penalized for receiving extra help and arriving late to practice.

Students who are suspended may not participate in any activities on that day. A continual violator of the Code of Conduct will be subject to suspension and/or removal from all co-curricular activities. The process for removal is determined by each organization.

Any behavior that occurs during school or at a school-sponsored event that violates the spirit of positive participation in student life may cause the administration or Athletic Director to take further disciplinary action, including temporary suspension and/or removal from the co-curricular activity.

These offenses may include, but are not limited to, the following: any act that compromises the reputation of Foxborough High School, assault and/or fighting, vandalism, insubordination, theft, academic dishonesty, disruption of school, outstanding school bill for owed materials, and/or continual disregard of school rules.

Many sports and co-curricular activities have related expenses. If a student cannot afford

to participate in any activity, the student should speak with the Athletic Director, coach, or club advisor.

LIST OF ACTIVITIES & CLUBS

Arts National Honor Society
Best Buddies
Class Council
Community Warriors
Debate Team
DECA
Engineering Club
Flames of War Club
French National Honor Society
French Foreign Exchange
Gaming Club
Gay/Straight Alliance – GSA
History Club
Math Team
Mock Trial
Model Senate
Model U.N.
Muslim Student Association
National Honor Society
Repertory Theater
Science Club
ASL National Honor Society
Ski Club
Spanish Foreign Exchange
Spanish Nat'l Honor Society
Student Council
SADD
Theatre Guild
WE Club
Yearbook Club

LIBRARY MEDIA CENTER

The Foxborough High School LMC offers students a space to collaborate and access to computers, as well as books and other content. The library is open Monday-Thursday, 7:00am-3:30pm, and Fridays, 7:00am-2:30pm, unless otherwise posted. Students can explore the print collection, as well as reserve materials from area libraries. The LMC also provides access to a number of scholarly databases for students and faculty to use. Students may check out print materials for a two-week term, and renew materials twice. Lost or damaged materials will be billed at the replacement cost. The behavior expectations in the LMC are consistent with those required in the classroom, and the district's AUP is enforced (see the Code of Conduct for information regarding discipline procedures).

CLASS ELECTIONS

Class elections will take place at the end of the school year for the following year. A nominee for class office and Student Council office must file nomination papers and

permission slips before the student's name will be placed on the ballot. After each election, the names of successful candidates will be announced over the PA system.

CLASS GOVERNMENT AND CLASS DUES

Class officers direct the planning and coordination of class activities and may elect to serve as members of the Student Council. Representatives assist in arranging class activities and collecting dues. The faculty advisor must approve all class activities in advance. Only the faculty advisor and the school administrators have the authority to enter into agreements, financial or otherwise, in the name of the class. Class officers who enter into such agreements assume personal financial responsibility for their actions and are subject to removal from office by the Principal.

Class record books for the secretary and treasurer are given to the respective class officers in the freshman year. These books are kept for the duration of the four years as the class advances from grade to grade. Class record books are subject to approval by class advisors at any time during the school year and must be surrendered through the class advisors to the office in June of each year.

Class dues must be paid in order for a student to be eligible for the following: sophomore semi-formal, junior prom, senior yearbook, senior reception, participation in the class trip, and graduation. **Dues are paid as follows to the class treasurer (\$60.00 total):**

Freshmen \$20.00 / Sophomores \$20.00 / Juniors \$20.00 / Seniors \$0.00

ELECTED POSITIONS

- Student Advisory Council to the Foxborough School Committee
- Student Advisory Council to the State Department of Education
- Class Officers and School Council.

SCHOOL COUNCIL

The School Council is a representative, school building-based committee composed of the Principal, parents, teachers, community members and, at the secondary level, students, required to be established by each school pursuant to Massachusetts General Laws, Chapter 71, Section 59C. Student representatives are nominated or can nominate themselves to serve on the Council. Up to three students may serve on the School Council, and student representatives are nominated, or may nominate themselves, to serve on the Council.

STUDENT COUNCIL AND CLASS OFFICER ELECTIONS

The Student Council has a highly active and functional role. Its purpose is not to govern the students, but to serve as a liaison between the student body and the administration. Additionally, the Council seeks to foster and strengthen school spirit and pride.

The Executive Board of the Student Council will supervise all elections. Class and Student Council elections are held in the spring prior to the year the officers are to serve. Nomination papers for both elections will be taken out on the Tuesday previous to the week of elections and filed in the office the Friday of the same week. Students who wish to run for any elected office must meet all eligibility requirements before they may take out nomination papers. These nomination papers must contain the signatures of 25 students and a signed parental/guardian permission letter. A period is set aside for each class to allow Council candidates to make campaign presentations. Voting for class officers and representatives will take place during all lunches on the day following the campaign speeches.

STUDENT ADVISORY COUNCIL TO THE SCHOOL COMMITTEE (TWO STUDENTS)

The School Committee Representatives are responsible for attending all School Committee Meetings. Student representatives are expected to take detailed notes in order to report back to the full Student Council at meetings. This is important so that the high school student body remains aware of and involved in decisions that are made by the School Committee.

STATE STUDENT ADVISORY COUNCIL TO THE MASSACHUSETTS BOARD OF EDUCATION (TWO STUDENTS)

State Student Advisory Council is a council of students from the southeastern region of the state that debates statewide education issues and advises the Board of Education on these issues. Student representatives are responsible for attending monthly meetings that take place during the school day at a designated high school. Students need to provide their own transportation. For more information go to: <http://www.doe.mass.edu/sac/roles.html>.

FOREIGN EXCHANGE PROGRAMS

Foxborough High School sponsors both French and Spanish Exchange Programs. Yearly, students from France and Spain spend 7-10 days living with Foxborough families, attending school and visiting sites of local interest. Foxborough students reciprocate and travel to France and Spain where they also live with families, attend school, and visit areas of interest. The French Exchange Program with Longemeau has been in existence for more than 30 years, and the Spanish Exchange Program with Valencia is more than 20 years old. All students taking French and Spanish are encouraged to participate in these programs.

NATIONAL HONOR SOCIETY

Membership to the National Honor Society (NHS) is an honor. Membership is not guaranteed. The NHS Faculty Council reviews applications and makes the final selection of members from the eligible candidates. A junior or senior who has a cumulative GPA of 3.5 out of an unweighted 4.0, may be **invited to apply** to the National Honor Society. However, acceptance into this organization is not based solely on academic excellence. The Faculty Council selects students who demonstrate scholarship, service, leadership, and character for admission to the National Honor Society. Once inducted, students are expected to maintain the standards set forth in the by-laws and Constitution of the Chapter. Students who qualify will be notified of their eligibility by an NHS Advisor during the first semester of the year during which they apply. To better understand the criteria for the pillars of character, leadership, and service, the guidelines used in the selection process are outlined as follows:

Service

The student who serves:

- Upholds scholarship and maintains a loyal school attitude;
- Participates in some outside activity, for example: Girl Scouts, Boy Scouts, church groups;
- Enthusiastically represents the class or school when asked to do so;
- Does committee work without complaint or reservation;
- Shows courtesy by assisting visitors, teachers and students;
- Is willing to volunteer services for the aged, poor or disadvantaged;
- Works well with others and is willing to take on difficult or inconspicuous responsibilities.

Character

The student of character:

- Takes criticism willingly and accepts recommendations graciously;
- Consistently exemplifies desirable qualities of behavior;
- Upholds principles of morality and ethics;
- Cooperates by complying with school regulations concerning property, programs, halls, etc.;
- Demonstrates the highest standards of honesty and reliability;
- Shows courtesy, concern, and respect for others;
- Observes instructions and rules, is punctual and faithful both inside and outside the classroom;
- Has powers of concentration and sustained attention as shown by perseverance and application to studies;
- Manifests truthfulness in acknowledging obedience to rules, avoiding cheating in any kind of work and showing unwillingness to profit by the mistakes of others;
- Actively helps to rid the school of bad influences or environment.

Leadership

The student who exercises leadership:

- Is resourceful in proposing new problems, applying principles and making suggestions;
- Promotes and attends school activities;
- Exercises influence on peers in upholding school ideals;
- Contributes ideas that improve the civic life of the school;
- Is able to delegate responsibilities and sees tasks through to completion;
- Exemplifies positive attitude;
- Inspires positive behavior in others;
- Takes academic initiative;
- Successfully holds school offices or positions of responsibility, conducting business efficiently and effectively and without prodding, demonstrates reliability and dependability;
- Leads in the classroom, at work, in school or community activities;
- Is thoroughly dependable in any responsibility accepted.

NATIONAL ART HONOR SOCIETY

The Foxborough High School Chapter of the National Art Honor Society (NAHS) is designed specifically for high school students in grades 10-12. In accordance with the National Art Education Association, NAHS strives to aid members in attaining the highest standards in art scholarship, character, and service.

By Joining NAHS:

- Students become members of a distinguished group of over 46,000 art students across the country;

- Students gain peer recognition, leadership growth opportunities, college and career preparation, and an unmatched sense of camaraderie;
- Students gain community service experience through visual art;
- Students receive an opportunity for publication in the NAHS News (a semi-annual, full-color digital publication);
- Juniors and Seniors are eligible for the Rising Stars Secondary Recognition Program Award;
- Seniors are eligible to apply for the Charles M. Robertson Memorial Scholarship and scholarships to Columbus College of Art and Design, Maryland Institute College of Art, and The Art Institute;
- Students enhance their college applications. Institutions of higher education view the NAHS as a mark of accomplishment.

Membership to the NAHS is not guaranteed. Eligible candidates must meet the following requirements:

- Maintain an average grade of A- or higher in all art classes;
- Maintain a school GPA average of 3.0 or higher;
- Sophomores - Seniors, currently enrolled in Art or having taken at least 2.5 credits in Art;
- Attend monthly meetings, held the 2nd Tuesday of each month from 2:00-3:00 in room 137;
- Complete 20 hours of community service in the visual arts each year of membership (15 hours within Foxborough Public Schools);
- Participate in 4 NAHS projects or activities each year;
- Pay an annual \$10 dues, which covers Induction Ceremony and Graduation pins, tassels, and cords.

WORLD LANGUAGE HONOR SOCIETIES

Foxborough High School offers membership in three different language honor societies: American Sign Language Honor Society, French Honor Society and Spanish Honor Society. Students are invited to become members based upon academic performance and integrity. The honor societies encourage global citizenship, achievement, and humanitarianism.

As a member of a World Language Honor Society:

- Students gain peer recognition, leadership growth opportunities, and college and career preparation.
- Students gain community service experience within their local and global communities.
- Students promote the celebration and appreciation of other cultures within their school and community.
- Students are eligible to participate in writing, literature, and art competitions.
- Seniors are eligible to apply for scholarships through the governing organizations of American Sign Language Teachers Association (ASLTA), American

Association of Teachers of French (AATF), and American Association of Teachers of Spanish and Portuguese (AATSP).

- Students enhance their college applications. Institutions of higher education view these honor societies as a mark of accomplishment.

Membership in the World Language Honor Societies is not guaranteed. Eligible candidates must meet the following requirements:

1. Must be enrolled in a language course. For Spanish Honor Society and American Sign Language Honor Society students in their third or fourth year of high school study are eligible. For French Honor Society students in their second year of study or higher are eligible.
2. Maintain an average grade of A- or higher in their language courses throughout their high school career.
3. In all other academic courses must maintain a B- average or higher (French HS), B average or higher (Spanish HS), and a B+ or higher (American Sign Language HS).
4. Attend meetings.
5. Attend the induction ceremony.

CODE OF CONDUCT

GENERAL INFORMATION

Foxborough High School exists primarily to provide students with formal classroom training. Each student enrolled must conduct himself/herself in a way that promotes the achievement of this goal.

Students are expected to:

- Arrive at school and at classes promptly
- Be in attendance every day except for illness or family emergencies
- Be prepared for classroom work
- Contribute in positive ways to the activities of each class
- Accept responsibility for any inappropriate actions while working to be sure they are not repeated.

Purpose: The Code of Conduct helps guarantee that every student is given an opportunity to learn in a positive and supportive environment and that students and staff are able to work together in harmonious ways. It establishes every individual's responsibility to respect the rights of others. Finally, it identifies the consequences for misconduct, ensuring that students know them in advance of their actions.

Scope: The Code of Conduct applies to every student enrolled in Foxborough High School. It is always in effect when students are in attendance at school and at school-sponsored events, whether on or off campus or on a school bus. In some instances, the Code of Conduct applies to student behavior away from the school and outside of school-sponsored events; for example: offenses covered by Mass. General Law Chapter 71, Section 37H and the MIAA Chemical Health Rule.

DISCIPLINE RESPONSES AND PROCEDURES

Consequences are identified in each section of the Code of Conduct. The following constitute the most common consequences for student violations of the Code of Conduct:

- Teacher-assigned detention
- Office detention
- D-Hall
- In-school suspension
- Out-of-school suspension of up to ten school days *
- Out-of-school suspension of more than ten school days *
- Social Suspension
- Expulsion *
- * Parent notification

The administrator may make exceptions to these, either in favor of a lesser or a more severe consequence, depending upon the circumstances of a specific incident. A student who repeatedly violates the Code of Student Conduct may lose the privilege of attending after-school activities and special events such as athletic events, dances, Semi-Formal and Prom. The Principal or Assistant Principal may, after meeting with the student and notification to the parent or guardian, establish a specific set of consequences for the future violations to replace those identified in the Code of Student Conduct. Such consequences may include out-of-school suspension instead of D-Hall (after 10 days of D-Hall assignments), suspensions of more than 10 school days, and referral to the Superintendent and the School Committee for expulsion.

EXPULSION PURSUANT TO M.G.L. C. 71, §37H AND 37H ½

Students are subject to expulsion (i.e., permanent exclusion) by the Principal for the conduct listed below.

- Possession of a dangerous weapon*
- Possession of a controlled substance (such as marijuana, cocaine, or prescription drugs not authorized by the school nurse)
- Assault on teachers, administrative staff or other educational personnel

* This includes not only knives and guns, explosive devices, and realistic replicas of such weapons/devices, but also other objects used to assault another person or to otherwise create a dangerous situation, such as a baseball bat, a pair of scissors, matches or a lighter. While such objects would not always constitute “dangerous weapons,” administrators and educational professionals will review the circumstances of each case and make a reasonable determination about whether a particular object in a student’s possession constitutes a dangerous weapon in the school setting. Any illegal weapon will be turned over to the Police Department. Any student who brings a firearm to school must be expelled for a minimum of one school year, with exceptions granted only by the Superintendent. (The definition of a firearm includes, but is not limited to, guns including a starter gun, bombs, grenades, rockets, missiles, mines and similar devices.)

Students are also subject to long-term suspension/expulsion by the Principal when charged/convicted of a felony based upon the standards and procedures set forth in M.G.L. c.71, §37H1/2.

Any student who is removed from school for a disciplinary offense under G.L. c. 71, §37H or §37H½ for more than ten (10) consecutive days will have an opportunity to receive educational services and make academic progress during the period of removal.

PROCEDURES APPLICABLE TO CONDUCT COVERED BY M.G.L. C. 71, §37H AND 37H ½

When considering the exclusion of a student from school for possession of a dangerous weapon, possession of a controlled substance (such as marijuana, cocaine, or prescription drugs not authorized by the school nurse), or assault on teachers, an administrator may place a student on short-term suspension (ten days or less) based upon an informal hearing, to be followed by a formal hearing before the Principal within that period of suspension to determine whether to take additional disciplinary action, up to and including expulsion from school.

1. The informal hearing will be in the form of a conference between the student and the Principal or designee. At this conference, the student (1) shall be informed of the reason for the conference, (2) shall be given the opportunity to present their side of the story, and (3) shall be given a decision on the suspension. If the administrator deems delay of the hearing necessary to avoid danger or substantial disruption, this process may occur immediately after, rather than before, the suspension.
2. Prior to putting a suspension into effect, the Principal or designee shall make a reasonable effort to telephone and inform the student’s parent or guardian of the impending suspension; this shall include attempts to contact the parents or guardian at home and at work. Parents may contact the school for additional information regarding the suspension.
3. A letter will be mailed to the parent/guardian of the suspended student stating:
 - a) The reason for the suspension
 - b) A statement of the effective date and duration of the suspension
 - c) A statement regarding whether or not the Principal will schedule a formal hearing to consider further discipline, up to and including expulsion from school in accordance with M.G.L. c. 71, §37H

When considering a suspension/expulsion of a student charged with/convicted of felony, the Principal will use the standards and procedures set forth in M.G.L. c.71, §37H1/2. In addition, prior to initiating such procedures, the Principal may meet informally with the student and/or their parent/guardian to review the charge and the applicable standards if the Principal deems it appropriate.

Note: Under the regulations promulgated by the department, for each school that suspends or expels a significant number of students for more than 10 cumulative days in a school year, the commissioner shall investigate and, as appropriate, shall recommend models that incorporate intermediary steps prior to the use of suspension or expulsion. The results of the analysis shall be publicly reported at the school district level.

CONTINUATION OF EDUCATIONAL SERVICES UNDER M.G. L. CH. 71, §37H AND §37H½

Any student who is removed from school for a disciplinary offense under G.L. c. 71, §37H or §37H½ for more than ten consecutive days will have an opportunity to receive educational services and make academic progress during the period of removal. If the student withdraws from the school and/or moves to another school district during the period of suspension or expulsion, the new school/district/district of residence shall either admit the student to its schools or provide educational services to the student.

SUSPENSIONS

Suspensions may be social, short term or long-term. Social suspension means the student is suspended from all extracurricular activities for the duration of the suspension but is able to attend school. Short-term suspension means the removal of a student from the school premises and regular classroom activities for ten (10) consecutive school days or less. Long-term suspension means the removal of a student from the school premises and regular classroom activities for more than ten (10) consecutive school days, or for more than ten (10) school days cumulatively for multiple disciplinary offenses in any school year.

During the course of any suspension, a student is ineligible to participate in any school-related activities, including athletic activities. The student and their parent/guardian are expected to meet with a school administrator prior to the student's return to class. During the course of an out-of-school suspension, a student may not be on school premises.

A student will not be excluded from school without being afforded appropriate due process as set forth below. If, however, a student's continued presence in school poses a danger to persons or property, or materially and substantially disrupts the order of the school, and, in the administrator's judgment there is no alternative available to alleviate the danger or disruption, a student who is charged with a disciplinary offense may be removed temporarily from school before receiving due process pursuant to an Emergency Removal (see below for more information).

SHORT-TERM OUT-OF-SCHOOL AND IN-SCHOOL SUSPENSIONS

Except in the case of an Emergency Removal (see below), prior to imposing a short-term out-of-school suspension (10 days or less in a school year) for conduct not covered by M.G.L. c. 71, §37H and 37H ½, an administrator will provide the student and their parent/guardian oral and written notice and an opportunity to participate in an informal hearing.

1. **Notice:** The written notice to the student and the parent/guardian will be in English and in the primary language of the home if other than English, or other means of communication where appropriate and will include the following:

- a) the disciplinary offense;
- b) the basis for the charge;
- c) the potential consequences, including the potential length of the student's suspension;
- d) the opportunity for the student to have a hearing with the administrator concerning the proposed suspension, including the opportunity to dispute the charges and to present the student's explanation of the alleged incident, and for the parent/guardian to attend the hearing;
- e) the date, time, and location of the hearing;
- f) the right of the student and the student's parent/guardian to interpreter services at the hearing if needed to participate.

Written notice to the parent/guardian may be made by hand delivery, first-class mail, certified mail, and email to an address provided by the parent/guardian for school communications, or any other method of delivery agreed to by the school and parent/guardian.

2. **Efforts to Involve Parent:** The administrator will make reasonable efforts to notify the parent of the opportunity to attend the hearing. To conduct a hearing without the parent/guardian present, the administrator must be able to document reasonable efforts to include the parent/guardian. The administrator is presumed to have made reasonable efforts if the administrator has sent written notice and has documented at least two (2) attempts to contact the parent/guardian in the manner specified by the parent for emergency notification.

3. **Format of Hearing:** The administrator will discuss the disciplinary offense, the basis for the charge, and any other pertinent information. The student also will have an opportunity to present information, including mitigating facts, that the administrator should consider in determining whether other remedies and consequences may be appropriate. The administrator will provide the parent/guardian, if present, an opportunity to discuss the student's conduct and offer information, including mitigating circumstances, that the administrator should consider in determining consequences for the student.

4. **Decision:** The administrator will provide written notice to the student and parent/guardian of their determination and the reasons for it, and, if the student is suspended, the type and duration of suspension and the opportunity to make up assignments and such other school work as needed to make academic progress during the period of removal. The notice of determination may be in the form of an update to the original written notice of hearing.

LONG-TERM SUSPENSION

Except in the case of an Emergency Removal, prior to imposing a long-term suspension **(more than 10 days of suspension, whether consecutive or cumulative, for multiple offenses during a school year), an administrator will follow the procedures for short-term suspension plus additional procedures as follows:**

1. **Notice:** The notice will include all of the components for a short-term suspension in Section C above, plus the following:

- a) In advance of the hearing, the opportunity to review the student's record and the documents upon which the administrator may rely in making a determination to suspend the student or not;
- b) The right to be represented by counsel or a lay person of the student's choice, at the student's/parent's expense;
- c) The right to produce witnesses on their behalf and to present the student's explanation of the alleged incident, but the student may not be compelled to do so;
- d) The right to cross-examine witnesses presented by the school district;
- e) The right to request that the hearing be recorded by the administrator and a copy of the audio recording provided to the student or parent/guardian upon request; and
- f) The right to appeal administrator's decision to impose long-term suspension to the Superintendent.

2. **Format of Hearing:** The Hearing will afford the rights set forth in the notice above. The administrator will also provide the parent/guardian, if present, an opportunity to discuss the student's conduct and offer information, including mitigating circumstances, that the administrator should consider in determining consequences for the student.

3. **Decision:** Based on the evidence, the administrator will determine whether the student committed the disciplinary offense, and, if so, after considering mitigating circumstances and alternatives to long-term suspension, what remedy or consequence will be imposed, in place of or in addition to a long-term suspension. The administrator will send the written determination to the student and parent/guardian by hand-delivery, certified mail, first-class mail, email to an address provided by the parent for school communications, or any other method of delivery agreed to by the school and the parent. If the administrator decides to suspend the student on a long-term basis, the written determination will:

- a) Identify the disciplinary offense, the date on which the hearing took place and the participants at the hearing;
- b) Set out the key facts and conclusions reached;
- c) Identify the length and effective date of the suspension, as well as a date of return to school;

- d) Include notice of the student’s opportunity to receive education services to make academic progress during the period of removal from school (if more than 10 cumulative days);
- e) Inform the student of the right to appeal the administrator’s decision to the Superintendent or designee. Notice of the right of appeal will be in English and the primary language of the home if other than English, or other means of communication where appropriate, and will include the following information stated in plain language:
 - The process for appealing the decision, including that the student or parent/guardian must file a written notice of appeal with the Superintendent within five (5) calendar days of the effective date of the long-term suspension; provided that within the five (5) calendar days, the student or parent may request and receive from the Superintendent an extension of time for filing the written notice for up to seven (7) additional calendar days; and that
 - The long-term suspension will remain in effect unless and until the Superintendent decides to reverse the administrator’s determination on appeal.

No long-term suspension will extend beyond the end of the school year in which such suspension is imposed.

APPEAL TO THE SUPERINTENDENT

If a decision by an administrator, following the parent meeting, results in suspension of a student for more than 10 cumulative school days for the school year, the student may appeal the decision to the Superintendent. In order to do so, the student or parent must file a notice of appeal with the Superintendent within five (5) calendar days with a seven (7) day postponement option. The Superintendent must hold the hearing within three (3) school days of the student’s request, unless the student or parent requests an extension of up to seven (7) additional calendar days. If the appeal is not filed within this time frame, the Superintendent may deny the appeal, or may allow the appeal in his or her discretion, for good cause.

The following apply:

- The Superintendent will make a good faith effort to include the parent in the hearing. The Superintendent will be presumed to have made a good faith effort if he or she has made efforts to find a day and time for the hearing that would allow the parent/guardian and Superintendent to participate. The Superintendent will send written notice to the parent of the date, time, and location of the hearing.
- The Superintendent will conduct a hearing to determine whether the student committed the disciplinary offense of which the student is accused, and if so, what the consequence will be. The Superintendent will arrange for an audio recording of the hearing, a copy of which will be provided to the student or parent upon request. The Superintendent will inform all participants before the hearing

that an audio record will be made of the hearing and a copy will be provided to the student and parent upon request.

- The student will have all the rights afforded the student at the administrator's hearing for long-term suspension as described in Section D above.
- The Superintendent will issue a written decision within five (5) calendar days of the hearing which meets the requirements for a long-term suspension as described in Section D above. If the Superintendent determines that the student committed the disciplinary offense, the Superintendent may impose the same or a lesser consequence than the administrator, but will not impose a suspension greater than that imposed by the administrator's decision.

The decision of the Superintendent constitutes the final decision of the school district.

EXCEPTION FOR EMERGENCY REMOVAL

Notwithstanding the provisions for short- or long-term suspension set forth above, a student who is charged with a disciplinary offense may be removed temporarily from school if the continued presence of the student poses a danger to persons or property, or materially and substantially disrupts the order of the school, and, in the administrator's judgment, there is no alternative available to alleviate the danger or disruption.

The administrator will immediately notify the Superintendent in writing of the removal and the reason for it, and describe the danger [or disruption] by the student.

The temporary removal will not exceed two (2) school days following the day of the emergency removal, during which time the administrator will provide the following, as applicable to the length of suspension:

- Immediate and reasonable efforts to orally notify the student and the student's parent/guardian of the emergency removal, the reason for the need for emergency removal, and other applicable matters;
- Written notice to the student and parent/guardian as provided in Section C or D above, as applicable;
- An opportunity for the student to have a hearing with the administrator, as applicable, and the parent/guardian an opportunity to attend the hearing, before the expiration of the two (2) school days, unless an extension of time for hearing is otherwise agreed to by the administrator, student, and parent.
- Render a decision orally on the same day as the hearing, and in writing no later than the following school day.

An administrator may not remove a student from school on an emergency basis for a disciplinary offense until adequate provisions have been made for the student's safety and transportation.

CONTINUATION OF EDUCATIONAL SERVICES

Students serving a suspension, short-term suspension, or long-term suspension have the opportunity to earn credits, as applicable, make up assignments, tests, papers, and other school work as needed to make academic progress during the period of his or her removal from the classroom or school. Students who are suspended under §37H³/₄ for more than

ten (10) consecutive days are entitled to receive educational services during the period of suspension. If the student withdraws from the district and/or moves to another public school during the period of suspension, the new school/district/district of residence shall either admit the student to its schools or provide educational services to the student under the new school or district's education service plan.

EDUCATIONAL SERVICES DURING REMOVALS

Students who are suspended from school for ten (10) or fewer consecutive days have the opportunity to make academic progress during the period of suspension, make up assignments and earn credits missed, including, but not limited to, homework, quizzes, exams, papers and projects missed. Tutoring Services may be available.

During long-term suspensions/expulsion, the Principal shall ensure these students have an opportunity to make academic progress during the period of suspension or expulsion, to make up assignments, and earn credits missed, including, but not limited to, homework, quizzes, exams, papers, and projects missed. Tutoring Services will be available.

DETENTION

Teacher-Assigned Detention

All teachers will handle detention assignments for minor incidents occurring within the teacher's jurisdiction.

Failure to stay for teacher-assigned detention

If a student does not report for teacher detention, the teacher will confer with the student and determine whether the student's explanation is acceptable.

Discipline Response:

1st offense: Teacher will contact the student's parent/guardian and assign two teacher detentions.

2nd offense: Teacher will refer the student to the office for two office detentions.

Office Detention

Office Detention will be assigned by an administrator for misconduct of a more serious nature and for repeated misconduct of a minor nature. Some examples are the following: habitual tardiness, misbehavior on buses or in the cafeteria, corridors, library or directed study activities.

Discipline Response:

Each offense:

Office detention is held in a designated room from 2:10-3:00 pm

Monday through Thursday. Office detention must be served on the day it is assigned.

Work and other appointments are not excuses to miss an office detention. If a student is absent or dismissed on the day of a scheduled office detention, the student will be automatically placed on the office detention list for the following day. Since detention will be automatically assigned, it is the responsibility of the student to track their scheduled detentions.

Failure to stay for Office Detention

Discipline Response:

- 1st offense: One D-Hall
- 2nd offense: Two D-Halls
- 3rd offense: Three D-halls/out-of-school suspension. Parent conference required for readmission to school

Discipline Response: Students removed from office detention for misbehavior:

- 1st offense: One D-Hall
- 2nd offense: One D-Hall and parent conference
- 3rd offense: One-day out-of-school suspension. Parent conference required for readmission to school

DETENTION HALL (D-HALL)

The D-Hall program is designed as a workable alternative to out-of-school suspensions. The purpose of the program is to have students accept consequences for misbehavior without missing class time. D-Hall sessions are held after school during the week from 2:10 p.m. - 5:00 p.m. Work is not an excuse for missing a D-Hall. The administration must be notified by the parent, prior to the assigned days, if a student is not going to be present for D-Hall. The student must document the absence with an authorized note from a doctor, the school nurse, or a court official.

If a student is absent or dismissed on the day of a scheduled D-Hall, the student will be automatically placed on the D-Hall list for the next D-Hall day. Since D-Hall will be automatically assigned, it is the responsibility of the student to track their scheduled D-Halls.

Failure to Report to D-Hall

If a student is present in school and does not report for a D-Hall, or a student who has been dismissed without prior notification:

Discipline Response:

- 1st offense: Two D-Halls
- 2nd offense: One-day out-of-school suspension and D-Hall reassigned
- 3rd offense: Two-day out-of-school suspension and D-Hall reassigned
Student and parent must meet with an administrator prior to readmission to school.
- 4th offense: Three-day out-of-school suspension and D-Hall reassigned.
Student and parent must meet with an administrator prior to readmission to school. At the Principal's discretion, a hearing may be held to consider a suspension of more than ten days.

A student who is removed from D-Hall due to misbehavior:

Discipline Response:

- 1st offense: Two D-Halls or out-of-school suspension, the number of days to be determined by the incident which caused the removal, and D-Hall reassignment. Parent and student must meet with an administrator prior to readmission to school.
- 2nd offense: Out-of-school suspension, the number of days to be determined by the incident which caused the removal, D-Hall reassignment, and parent and student must meet with an administrator prior to readmission to school.
- 3rd offense: Out-of-school suspension, the number of days to be determined by the

incident which caused the removal, D-Hall reassignment, and parent and student must meet with an administrator prior to readmission to school. At the Principal's discretion, a hearing may be held to consider a suspension of more than ten days.

A student who has incurred ten (10) days of D-Hall assignments and continues to violate the discipline code may, at the discretion of the administrator, be assigned an out-of-school suspension for all further offenses, which would have resulted in D-Hall assignments.

CODE OF CONDUCT: GROUPINGS & CONSEQUENCES

The Code of Conduct is based on a system of progressive discipline with a goal of limiting the use of long-term suspension as a consequence for student misconduct until other consequences have been considered, as appropriate. The administrator will exercise discretion in determining disciplinary consequences. The administrator may utilize their discretion to significantly increase penalties in the cases of second and third offenses or for other factors. In determining the severity of the penalty or suspension, the appropriate administrator may consider all relevant facts, including but not limited to: 1) previous disciplinary record, 2) severity of disruption to the educational process, 3) degree of danger to self and/or others, 4) the degree to which the student is willing to change his/her inappropriate behavior, and 5) whether alternative consequences are appropriate to re-engage the student in learning.

Group A: Parking & Driving

Parking and driving privileges at the high school are considered an important responsibility for students and are not a right. Ensuring the safety of all staff, students and visitors on school grounds is the primary goal. Violations are:

1. Parking in non-designated student parking areas
2. Being in an automobile during school hours without authorization
3. Reckless driving, including causing accidents on school grounds

Consequences: Loss of driving and parking privileges on school grounds. Parent meetings and referral to School Resource Officer (SRO) as needed.

Group B: Attendance Procedures

Attendance in class is not only crucially important to the learning process, but also vital to ensuring student safety. Students are expected to be in school, attend all classes, be on time, and follow all attendance procedures outlined in this handbook at all times. Offenses are:

1. Failure to Sign in Tardy After 7:33 Bell
2. Being in an Unauthorized Area
3. Excessive Tardiness to Class
4. Truancy/Absence Without Permission

Consequences: Detention, D-Hall, or Suspension. Parent meetings as needed. Progressive discipline will be applied to students who repeat offenses.

Group C: Classroom Disruptions

Negative behaviors in the classroom disrupt the learning process for all of the students in class and the work of the classroom teachers and support staff. Students are responsible for following all reasonable teacher requests while in the classroom, and can follow up to clarify expectations after class. Violations are:

1. Unauthorized Missing of Portions of a Class
2. Failure to Report for Teacher Detentions

3. Unauthorized Use of Electronic Device in Class
4. General Classroom/Learning Disruptions

Consequences: Detention, D-Hall, or Suspension. Parent meeting as needed. Progressive discipline will be applied to students who repeat offenses.

Group D: Level I Behaviors

Level I behaviors create a level of disrespect and disruption that impede the learning process. These behaviors negatively impact the student who displays them, but can also be disruptive to other students' learning. Offenses are:

1. Non-Compliance/Insubordination of Reasonable Requests
2. General Disruption of the Normal Process of the Classroom Learning Environment
3. Unwanted physical contact
4. Wandering/In Hallways without a Pass
5. Throwing Objects Anywhere on School Grounds and in School Building
6. Skipping Class
7. Being Sent Out of Class
8. Failure to Report to the Office When Sent out of Class.
9. Unauthorized use of Personal Devices for Photos, Videos, or Audio Recordings
10. Lying to administrators, faculty members, and other staff
11. Leaving School Grounds/Unauthorized Dismissal
12. Language: Rude, Profane, Obscene, Offensive
13. Failure to Identify Oneself or Giving False Information to a Staff Member
14. Unauthorized Selling of Any Goods
15. General Disruption of the Normal Process of the School Day

Consequences: D-Hall and/or Suspension. Parent meeting as needed. Progressive discipline will be applied to students who repeat offenses.

Group E: Level II Behaviors

Level II behaviors are considered more serious than Level I behaviors as they represent negative and hurtful actions towards others within our school community. There is no toleration for these behaviors, as they represent clear violations of our school and district values. Offenses are:

1. Unauthorized Posting of Material to the Internet/Social Media Related to Foxborough High School, its students or staff.
2. Language: Abusive or Threatening
3. Slurs/Language based on Race, Ethnicity, Disability, Religion, Gender Identity or Sexual Orientation
4. Inappropriate Physical Contact
5. Fighting
6. Assault & Battery
7. Harassment
8. Hazing
9. Bullying
10. Any Additional Acts that Embarrass or Mistreat Others

Consequences: Suspension, parent meeting with administration, and referral to SRO. Progressive discipline will be applied to students who repeat offenses.

Group F: Illegal & Banned Substances

Foxborough High School is committed to creating a learning environment free of any illegal substances. Cigarettes, alcohol, electronic vaping devices, and drugs of any kind are harmful to students and can create a safety concern for others. Offenses are:

1. Tobacco Products, Including Cigarettes, Cigars, Dip, etc.
2. Tobacco Possession/Distribution/Influence
3. Alcohol Products
4. Alcohol Possession/Distribution/Influence
5. Electronic Smoking Paraphernalia
6. Electronic Smoking Devices
7. Drug Paraphernalia
8. Illicit or Prescription Drug Possession/Distribution/Influence

Consequences: Suspension, parent meeting with administration, and referral to SRO. Anything found/confiscated during a search will be given to the SRO. Progressive discipline will be applied to students who repeat offenses.

First Offense Suspensions:

- Tobacco products, possession, and use: *3-Day Suspension*
- Alcohol products, possession, and use: *5-Day Suspension*
- Nicotine electronic smoking products, possession, and use: *3-Day Suspension*
- Drug products, including marijuana/THC, possession, and use: *10-Day Suspension*

Group G: Illegal/Criminal Activity

These offenses are extremely serious and against the law. They represent a violation our values and can present a serious risk to the safety of students and staff. There will be no toleration for these behaviors at Foxborough High School.

Offenses are:

1. Gambling
2. Possessing of and/or Exploding of Fireworks
3. Vandalism
4. Theft
5. Bomb Threats
6. False Fire Alarms
7. Incidents Resulting in a School Lockdown or Building Evacuation
8. Threats Toward School Staff
9. Weapons Possession

Consequences: Suspension, parent meeting with administration, and referral to SRO. Hearing for possible expulsion. Progressive discipline will be applied to students who repeat offenses.

Any lost or stolen items should be reported to the administration and the student should fill out a Lost/Stolen Item Report. With wireless access being available at FHS, any theft of a faculty or student personal electronic device will result in a potential felony charge and student expulsion from school.

HARASSMENT/BULLYING

GLOSSARY OF TERMS

Harassment:

Harassment is annoying, threatening, or unwanted behavior causing fear and/or limiting another's behavior and actions. Harassment dehumanizes and causes pain to the individuals or group being attacked. It is taken very seriously and it is expected that all students will treat each other with respect. Harassment can include:

Verbal harassment involves words that hurt and/or humiliate, including, but not limited to, teasing, name calling, and/or insults. The following are categories of verbal harassment:

1. **Careless hurtful remarks** appear to be thoughtless rather than malicious; repetitive "careless hurtful remarks" are probably not thoughtless, but in fact may be "verbal or written teasing/taunting" (see below).
2. **Verbal or written teasing/taunting** is the expression of language which is deliberately hurtful to a target's feelings, and can either be made directly to the target or within their or other children's hearing or sight.
3. **Verbal or written threats or taunts** are explicit remarks threatening future harmful behavior.
4. **Encouraging such harassment** is also a type of verbal harassment.

Physical harassment involves physical actions that are hurtful. The following are categories of physical harassment:

1. **Physical threats** include physical gestures used to convey to a target that they will be hurt, such as but not limited to raising a clenched fist or drawing a finger across the throat.
2. **Physical aggression** involves physically touching a target in a hurtful way that is unlikely to cause injury, including, but not limited to, pinching, pulling off hats, grabbing books, and/or blocking one's way. Taking or damaging someone's property is another form of physical aggression.
3. **Physical attacks** include, but are not limited to, pushing, shoving, kicking, hitting, punching, or pinning down.

Relational harassment involves convincing one's peers to exclude or reject certain persons and cut them off from their social connections.

Verbal, physical, and relational harassment is bullying if it also meets the two criteria identified in the definition of bullying (next page).

Bullying:

Bullying is defined as systematically or chronically inflicting physical hurt or psychological distress on one or more students or employees. Bullying may involve but is not limited to:

- Unwanted teasing
- Threatening/intimidating behavior
- Stalking or cyberstalking
- Cyberbullying

- Physical violence
- Theft or destruction of school or personal property
- Sexual, religious, or racial harassment
- Public humiliation
- Social exclusion, including incitement and/or coercion
- Spreading of falsehoods or rumors

Student behavior must meet two criteria to be considered bullying:

1. The behavior is repetitive. If a behavior occurs only once, it may constitute harassment, but it is not bullying.
2. The behavior is either unwanted, offensive, threatening, insulting, or humiliating; or the behavior causes the target to feel stressed, injured or threatened to the point that it impacts their educational experience or affects the school environment.

How to report Harassment or Bullying

Any suspicion of harassment or bullying should be reported. A student, or the parent/guardian of any student, who has been a target of harassment or bullying, or who has witnessed, or who has a reasonable belief that harassment, bullying, discrimination, retaliation, or a hate crime has occurred or may have occurred on school property or in a school-related activity should promptly report the incident(s) to a classroom teacher, Principal, Assistant Principal, Guidance Counselor, or school nurse. If a student is not sure whether or not an incident constitutes harassment or bullying, they should speak to any of the above school staff members.

Upon receipt of an oral or written complaint, the Principal or designee will investigate and will take appropriate disciplinary action.

Discipline Response:

- Administrative intervention / Police and parents notified
- Referral to police for possible prosecution
- Ten-day out-of-school suspension
- A hearing before the principal to consider an out-of-school suspension of more than ten (10) days.

Hazing

(Massachusetts General Laws Chapter 536 and Chapter 269, Sections 17-19)

Section 17 - Whoever is a principal organizer or participant in the crime of hazing as defined herein shall be punished by a fine of not more than three thousand dollars or by imprisonment in a house of correction for not more than one year, or by both such fine and imprisonment. The term “hazing” as used in this section and in sections eighteen and nineteen shall mean any conduct or method of initiation into any student organization, whether on public or private property, which willfully or recklessly endangers the physical or mental health of any student or other person. Such conduct shall include: whipping, beating, branding, forced calisthenics, exposure to the weather, forced consumption of any food, liquor, beverage, or drug or other substance, or any other brutal treatment or forced physical activity which is likely to adversely affect the physical health or safety of any such student or other person, or which subjects such student or other person to extreme mental stress, including extended deprivation of sleep or rest or extended isolation.

Notwithstanding any other provisions of this section to the contrary, consent shall not be available as a defense to any prosecution under this section.

Section 18 - Whoever knows that another person is the victim of hazing as defined in section seventeen and is at the scene of such crime shall, to the extent that such person can do so without danger or peril to himself or others, report such crime to an appropriate law enforcement official as soon as reasonably practicable. Whoever fails to report such a crime shall be punished by a fine of not more than one thousand dollars.

Section 19 - Each secondary school shall issue to every group or organization under its authority of operating on or in conjunction with its campus or school, and to every member, plebe, pledge or applicant for membership in such group or organization, a copy of this section and sections seventeen and eighteen. An officer of each such group or organization, and each individual receiving a copy of said sections seventeen and eighteen, shall sign an acknowledgment stating that such group, organization, or individual has received a copy of said sections seventeen and eighteen.

Each secondary school shall file, at least annually, a report with the Board of Education, certifying that such institution has complied with the provisions of this section and also certifying that said school has adopted a Disciplinary Policy with regard to the organizers and participants of hazing. The Board of Education shall promulgate regulations governing the content and frequency of such reports, and shall forthwith report to the attorney general any such institution, which fails to make such report.

Discipline Response:

- Referral to police for possible prosecution
- 10-day out-of-school suspension
- A hearing before the Principal to consider an out-of-school suspension of more than ten (10) days

Title IX of the Education Amendments of 1972

The Foxborough Public Schools does not tolerate discrimination against students, parents, employees, or the general public on the basis of sex. The Foxborough Public Schools is also committed to maintaining a school environment free of harassment based on sex, including harassment based on gender, sexual orientation, gender identity, pregnancy, or pregnancy status. The Foxborough Public Schools' policy of nondiscrimination extends to students, staff, the general public, and individuals with whom it does business; no person shall be excluded from or discriminated against in employment, admission to a public school of Foxborough, or in obtaining the advantages, privileges, and courses of study of such public school on account of sex.

How to Report Sexual Harassment: Individuals are encouraged to report allegations of sexual harassment to the Title IX Coordinator(s) identified below or the Principal. Any report of sexual harassment, as defined under Title IX of the Education Amendments of 1972, will be responded to promptly in accordance with the *District's Title IX Sexual Harassment Grievance Procedures*, available at: [[FPS Title IX Sexual Harassment Grievance Procedure \(1\).pdf \(sharpschool.com\)](#)] Reports of discriminatory harassment not constituting sexual harassment as defined under Title IX of the Education Amendments of 1972, will be initially addressed through the *District's Title IX Sexual Harassment Grievance Procedure* and may, if dismissed under that procedure, be investigated in accordance with the *District's Civil Rights Grievance Procedures*, available at: [[FPS Civil Rights Grievance Procedure.pdf \(sharpschool.com\)](#).]

Upon receipt of a report of sexual harassment, the Title IX Coordinator will: (1) promptly and confidentially contact the complainant to discuss the availability of supportive measures; (2) inform the complainant of the availability of supportive measures with or without the filing of a Title IX Formal Complaint; (3) consider the complainant's wishes with respect to supportive measures; (4) if the school district does not provide the complainant with supportive measures, document the reasons why such response was reasonable; and (5) explain to the complainant the process for filing a Title IX Formal Complaint.

Inquiries about the application of Title IX may be directed to the District's Title IX Coordinator and/or the Assistant Secretary of the U.S. Department of Education, Office for Civil Rights.

The District's Title IX Coordinator(s) are:

Dr. Jon DeMarco, Ahern Middle School 111 Mechanic Street Foxborough, MA 02035, (508) 543-1610, demarcoj@foxborough.k12.ma.us,

Dr. Stephanie Burroughs, Asst. Superintendent 60 South Street,

Foxborough, MA 02035, (508) 543-1660, burroughss@foxborough.k12.ma.us

ATHLETIC PROGRAM HANDBOOK

GENERAL INFORMATION:

The Foxborough High School Athletic Program is available to all students in grades 9-12 who are enrolled at Foxborough High School. Foxborough High School is a member of the Hockomock League and the Massachusetts Interscholastic Athletic Association. Therefore, we support and endorse the MIAA Mission Statement. The Athletic Department staff strives to provide a positive and worthwhile experience for all student-athletes.

Philosophy:

Participation in athletics is a privilege that carries with it a responsibility to teammates, the school, and the community. The Athletic program provides experiences to help student-athletes acquire confidence, self-esteem, and self-discipline. Through competition, the qualities of sportsmanship, leadership, pride, respect, and maturity are fostered. The Athletic program is an extension of the classroom and reflects the philosophy of Foxborough High School.

Foxborough High School has a strong tradition in athletics and when a student-athlete wears “the navy and gold,” they commit themselves to the responsibilities and traditions of the program. Student-athletes automatically assume a leadership role as team members since they are highly visible throughout the community. They are judged by their attitude and conduct both on and off the field.

MIAA Mission Statement:

The mission of the Massachusetts Interscholastic Athletic Association is to serve member schools and the maximum number of their students by providing leadership and support for the conduct of interscholastic activities which will enrich the educational experiences of all participants. The MIAA will promote interschool athletics that provide **lifelong** and **life-quality** learning experiences to students while enhancing their achievement of educational goals.

Rules of Good Sportsmanship:

As student-athletes on a Foxborough High School Athletic Team, students are expected to show good sportsmanship at all times. In order to practice good sportsmanship, the following apply:

- Be generous in winning
- Be graceful in losing
- Be fair at all times
- Follow the rules of the game
- Accept gracefully all the decisions of game officials
- Respect your opponent at all times
- Conduct yourself at all times with honor and dignity
- Recognize the efforts of your teammates and opponents in a positive way

INTERSCHOLASTIC ATHLETICS

FALL SPORTS

Football	Varsity	Field Hockey	Varsity
Cheerleading	Varsity	Golf	Varsity
Soccer	Boys' Varsity Boys' Junior Varsity Boys' Freshman	Soccer	Girls' Varsity Girls' Junior Varsity Girls' Freshman
Cross Country	Boys' Team	Volleyball	Varsity

WINTER SPORTS

Basketball	Boys' Varsity Boys' Junior Varsity Boys' Freshman	Basketball	Girls' Varsity Girls' Junior Varsity Girls' Freshman
Cheerleading	Varsity	Wrestling	Varsity
Indoor Track	Boys' Varsity Girls' Varsity	Hockey	Varsity Girls' Varsity (Co-Op)
Swimming	Boys' Varsity Girls' Varsity		

SPRING SPORTS

Baseball	Boys' Varsity Boys' Junior Varsity Boys' Freshman	Softball	Girls' Varsity Girls' Junior Varsity
Spring Track	Boys' Varsity Girls' Varsity	Lacrosse	Boys' Varsity Boys' Junior Varsity
Tennis	Boys' Varsity Girls' Varsity		Girls' Junior Varsity

Athletic Eligibility:

Foxborough High School student-athletes are bound by MIAA rules for interscholastic athletics. The following rules apply to all student-athletes participating in any of our athletic programs offered at Foxborough High School. Coaches may institute additional rules for the student-athletes playing on their team.

1. Academic Requirements:

- a. A student must be attending full time, as defined by enrollment in six major subjects, and may not be 19 years old before September 1st of the upcoming school year.
 - b. A student must not have 2 or more failing grades in any course from the most recent marking period. Any student who does is not eligible to try out, practice or compete.
 - i. Incomplete grades are considered failing grades for the purposes of determining eligibility
 - ii. Students who are ineligible due to Incomplete grade(s) will be allowed to try out while they work toward resolving the Incomplete grade(s). Upon the conclusion of tryouts, a student will remain ineligible until the Incomplete grade(s) is resolved and they are no longer failing 2 or more courses from the recent marking period.
 - c. Fall academic eligibility is determined based on the previous year's final grades for full-year courses/semester 2 courses.
 - i. For fall sports still competing beyond the close of the 1st quarter grades, a student-athlete could become ineligible following the issuing of 1st quarter report cards.
 - d. Winter and Spring Eligibilities are based upon 1st, 2nd and/or 3rd quarter report card grades respectively.
 - i. Winter student-athletes that are eligible following 1st quarter report cards can become ineligible following the issuing of 2nd quarter report cards or vice versa.
 - ii. Spring student-athletes that are eligible following the 2nd quarter report cards can become ineligible following the issuing of 3rd quarter report cards or vice versa.
2. Attendance Requirements:
- a. A student who is absent from school may not participate in any athletic activity on that day unless [documentation](#) has been submitted and administration has excused this absence in advance.
 - b. A student who is absent on a Friday may not participate in any practices or games on that day or that weekend unless [documentation](#) is submitted to excuse the absence.
 - c. In order to be eligible to participate on a given day, students must be in attendance for all classes scheduled that day considering:
 - i. Student is not more than 20 minutes late for any class (Please see [20-minute](#) in the [Attendance Procedure Section](#))
 - ii. If a student is more than 20 minutes late to school, the student presents appropriate documentation to excuse the tardy (See [Tardiness](#) section of Attendance Procedures)
 - iii. [Dismissals](#) have submitted documentation that conforms to reasons for [excused absences in the Attendance Procedure section](#)
 - d. Seniors who have been approved for "Senior privilege" must follow the rules set forth in [Senior Privilege](#)
 - e. Missing any portion of the school day for a medical appointment or college visit can only be excused by the administration when documentation is submitted to the Main Office or through the Safe Arrivals App.

- f. Coaches may institute more strict policies regarding tardiness to school.

3. Registration for Athletic Participation:

a. **Participation Forms/Permission Slips:**

- i. Parent/guardian of all interested student-athletes must submit a fully completed participation form via FamilyID prior to the appropriate deadline for each sport season in order to participate/try out on the first day. Registration is required prior to each season.
- ii. Requests for late signups can only be approved by the Athletic Department. Decision can be made based on current sign-up numbers, the number of days late, and coach input.

b. **Updated Physical Exam:**

- i. Every student-athlete must have a current physical on file with the Athletic Office prior to participating (consistent with 105 CMR 200.100 (B)(3), Physical Examination of School Children). Physicals are considered valid for 13 months from the date of the physical.
- ii. A student-athlete can become ineligible during the sport season if their physical expires. It is imperative that student-athletes renew their physical within this 13-month period and bring an updated form to the Athletic Office.

4. Preseason Athletic Night:

- a. The Athletic Department hosts an informational night for parent(s)/guardian(s), student-athletes and coaches each season.
- b. This event is mandatory for at least 1 parent/guardian and all student-athletes to review relevant sport specific information as well as allows coaches an opportunity to review their expectations for the upcoming season.

General Rules of Participation:

1. Team Selection:

- a. Choosing members of athletic teams is the sole responsibility of the coach. All coaches are encouraged to keep as many student-athletes as possible without jeopardizing the integrity of their sport.
- b. On a case-by-case basis, some sports will choose to cut players in order to form teams, and others will not.

2. Cutting Procedure: When cuts become necessary, the following procedure will be followed:

- a. All candidates will be given a minimum of 3 try-out sessions
- b. Any candidate who is cut will be informed personally by the coach and will be given reasons for the decision
- c. For candidates who are cut from one program, there are alternative possibilities for participation in another sport and/or other areas of the school activities program.

3. Commitment to the Team - Absence from a Team Due to Involvement in Other School Activities or During a School Vacation:
 - a. Even though it is the hope that students experience a variety of activities while attending high school, student-athletes should realize that the commitment and the responsibility as a team member might limit their availability to participate in some other co-curricular activities.
 - b. If a student-athlete misses a game or practice as a result of participating in another co-curricular activity, they may be given limited playing time or excluded from participating in the next contest.
 - c. Also, during the course of a sports season, some families may decide to go on a vacation during the school vacation period. Although the right of a family to go on a vacation is respected, being a member of a Foxborough High School athletic team carries a commitment. Due to this commitment, all student-athletes are expected to attend any and all practices and games that are held during a school vacation period.
 - d. If a student-athlete misses a game or practice due to a family vacation, they may be excluded from participating in the next contest.

4. Make-Up School Work/After-School Help:
 - a. Make-up schoolwork, after-school help, and teacher detention take priority before students are allowed to participate in co-curricular activities, including athletic practices and games. Student-athletes are encouraged to seek the academic help that they need and are asked to bring a note from the teacher if they are going to be late for a practice or game. No student will be penalized for receiving extra help and arriving late to practice.

5. Changing Sports:
 - a. Once a student-athlete has played in an official contest, that student is not allowed to change sports. This is also an M.I.A.A. and Hockomock League rule.

6. Playing Time:
 - a. Playing time for all sports and all levels is to be left up to the discretion of the coach. The Athletic program at Foxborough High School is an interscholastic program and not an intramural or recreational program.

7. Transportation:
 - a. All student-athletes must travel to and from away contests by school transportation. Part of being a member of a team is developing team camaraderie and unity.
 - b. If there are extenuating circumstances in which a student-athlete needs to be driven to or from a contest by a parent/guardian, or potentially drive themselves, the following procedure should be followed:

- i. In all scenarios, the student-athlete should speak with their coach to ask permission in advance and explain the reasons why they cannot travel with the team
- ii. Private Transportation to an event or contest
 - a. Parent/Guardian must notify the Athletic Director and Coach in writing at least 24 hours prior to the contest requesting permission and explaining who will be providing transportation
- ii. Private Transportation after an event or contest
 - a. Preferably, a parent/guardian should notify the Athletic Director and Coach at least 24 hours in advance of the contest requesting permission and explaining who will be providing transportation
 - b. In the cases where advance notice is not provided, coaches will have forms for parents to sign if a student is traveling home separately from the team which also includes the reason for traveling separately.

8. Uniforms/Equipment:

- a. Student-athletes are responsible for any uniforms and/or equipment issued to them. All student-athletes must return all uniforms and/or equipment at the conclusion of their season. Student-athletes who fail to return equipment become ineligible to participate in athletics until restitution is made or the uniforms and/or equipment is returned.

9. Unsupervised Use of School Building:

- a. At no time may a student-athlete use the wellness center, gymnasiums, or any other school facility without adult supervision. No student-athlete should be in the building unsupervised. All Coaches are responsible for following and enforcing this policy.
- b. Violation of this policy can result in school discipline, including suspension from school, as well as athletic consequences.

COMMUNICATION AND CONFLICT RESOLUTION PROTOCOL:

Expectations of Parents/Guardians and Fans:

Any parent/guardian or fan deemed by any Foxborough High School representative to be acting in an inappropriate or in an unsportsmanlike manner may be asked to leave the event and may be prohibited from attending any further athletic events, either at home or at an away site. Taunting or calling a player by name or number will not be tolerated. The Principal may also decide on any further disciplinary action that may be deemed appropriate. Parents/guardians and fans are expected to demonstrate the following behaviors:

- Respect all fans, coaches, and participants
- Respect the decisions made by game officials
- Respect the entire playing of the National Anthem
- Keep winning and losing in a proper perspective.

Parent/Guardian-Coach Communication:

By establishing communication and an understanding of the roles of parents/guardians and coaches, all involved are better able to accept the actions of the other and provide greater benefit to our student-athletes. It is understood that at times, things may not proceed in the manner that a parent or student-athlete desires. Parents and guardians should be realistic as to their child's skill and ability level. Coaches make decisions based on what they believe is best for the team and for all of the student-athletes involved. If there are concerns, a discussion with the coach is encouraged under the following guidelines:

Areas of concern that should be discussed with a coach:

1. Ways to help your child improve
2. Concerns about your child's behavior, or the treatment of your child

Areas of concern that are not appropriate to discuss with the coach:

1. Playing time
2. Team strategy or play calling
3. Comments relative to other student-athletes and team members

If a student-athlete and/or a parent/guardian have a concern with a coach, the following protocols should be observed at all times:

1. Student-Athlete Contacts Coach:
 - a. One of the most important teaching and learning opportunities in educational athletics is for young people to learn to address and resolve issues and problems affecting them. Therefore, unless there are extenuating circumstances, parents should only approach a coach regarding an issue after the student-athlete has spoken to the coach and attempted to resolve the issue.
2. Parent/Guardian Contacts the Coach:
 - a. In order for the discussion to be productive, the following times to approach must be avoided:
 - i. Either prior to or immediately following a game/match/contest
 - ii. During a practice session
 - iii. During a time when other teammates are present
 - iv. A time when it is apparent that there will not be sufficient time to allow for complete discussion.
 - b. The Parent/Guardian should email or call the coach to set up an appointment.
3. Student-Athlete or Parent/Guardian Contacts the Athletic Director:
 - a. If the coach cannot be reached or if after meeting with a coach, a student-athlete and/or their parent/guardian feel that the issue has not been satisfactorily resolved, then the student-athlete and/or parent/guardian should contact the Athletic Director to set up a meeting
4. Student-Athlete or Parent/Guardian Contacts the Principal:
 - a. If the student-athlete and/or parents/guardians still do not feel that the issue has been resolved, then the student-athlete and/or parent/guardian should contact the Principal. A meeting will be arranged with the student-athlete, parent/guardian, coach, Athletic Director and the Principal.

ATHLETICS - CODE OF CONDUCT AND DISCIPLINE RESPONSES

A continual violator of the Code of Conduct will be subject to suspension and/or removal from all co-curricular activities, including athletics. Any behavior that occurs during school or at a school-sponsored event that violates the spirit of positive participation in student life may cause the administration or Athletic Director to take further disciplinary action, including temporary suspension and/or removal from the co-curricular activity. These offenses may include but are not limited to the following: any act that compromises the reputation of Foxborough High School; assault and/or fighting, vandalism, insubordination, theft, academic dishonesty, disruption of school; outstanding school bill for owed materials and/or continual disregard of school rules.

Code of Conduct – Unacceptable Behavior as a Student-Athlete:

1. All of the following behavior is unacceptable and will result in discipline ranging from suspension, dismissal from team and potentially disqualification from athletic participation. All circumstances will be reviewed by the Athletic Director and may be reviewed by the administration.
 - a. Insubordination to a coach by a student-athlete will be taken very seriously.
 - b. Any use of foul language or the use of an obscene gesture directed towards an official, opponent or spectator.
 - c. Any student-athlete who uses a slur based on race, ethnicity, disability, religion, or sexual orientation or gender identity, whether verbal or in symbolic form, before, during or after a contest, whether directed at an opposing player or anyone else, will in addition to any consequence imposed under the FHS Code of Conduct, be subject to athletic consequences.
 - d. Theft of personal or Athletic Department property will result in dismissal from the team while in season.
 - e. Deliberate destruction of personal or Athletic Department property, before, during or after an athletic event or practice.
 - f. Any other acts deemed inappropriate by coaching staff or the administration while representing Foxborough High School.
 - g. Unexcused absence from practice.
 - h. Unexcused absence from a game/contest/match.
2. Procedure for removing a player from a team:
 - a. This does NOT need to be a gradual process; one incident could result in removal from the team.
 - b. The coach, Athletic Director and/or Principal has the right to remove a player from a team.
 - c. A meeting will be held with the student-athlete, parent/guardian, coach and Athletic Director to inform them of the decision to remove the student-athlete from the team and provide reasons for this decision.

Effect of School Issued Discipline on Athletic Participation

1. Assignment to a D-Hall during the season will result in the following:
 - a. **1st offense:** Suspension from practice or game on the D-Hall or suspension day.
 - b. **2nd offense:** One game suspension immediately following the D-Hall or suspension day.

- c. **3rd offense:** Expulsion from the team for the remainder of the season.
2. A student-athlete who is suspended from school will be subject to the following:
 - a. May not practice or play while serving the suspension. The suspension ends on the day the student-athlete returns to school.
 - b. Suspension occurring prior to a vacation period may be reviewed by the administration.

AWARDS:

1. Certificates of Participation:
 - a. All student-athletes who complete the sports season in good standing will be awarded a certificate of participation from the coach at the end of the season.
2. Varsity Letter:
 - a. All student-athletes who participate in varsity practices and contests, regardless of playing time or points earned/scored during the season, and finish the season in good standing will receive varsity credit with the following exception:
 - i. For sports that have a League Championship competition (i.e. cheer, cross-country, indoor track and field, swimming, wrestling and outdoor track and field), members must qualify for those competitions or similar competitions to earn varsity status
 - b. Student-athletes must fulfill the commitment expectations of THEIR coach to be considered in good standing.
 - i. These expectations will be reviewed at the beginning of the season.
 - c. If we only offer a sport at the varsity level, but a student-athlete has the opportunity to compete in freshmen, JV or exhibition level contests, it will be up to the coach's discretion whether or not that student-athlete has earned varsity credit.
 - d. If a sub-varsity player is brought up to the varsity team for post-season play, it will be up to the coach's discretion whether or not that student-athlete has earned varsity credit.
 - e. Student-athletes will receive 1 varsity letter for each sport they play at the varsity level. Each year after that, the student-athlete will receive a pin to add to their letter.
3. Selection of Captains:
 - a. Captains are elected by team members and/or coaches. Prior to the selection, coaches will inform the team members of the selection criteria and obligations of the position. The position of team captain is one of honor, leadership, and responsibility. Captains are elected/selected to be leaders of not only their teams, but the school. As a result, they are expected to be role models for others and conduct themselves in an exemplary manner both in and outside school – IN SEASON AND OUT OF SEASON!!! **The tenure of a captain is defined from the moment of election/selection through the completion of the final game of captaincy.**
 - b. Expectations of Captains

- i. Refrain from violating the Athletic Code of Conduct and refrain from being suspended from school during their tenure as captain.
 - 1. Violations of the Athletic Code of Conduct and/or suspension from school may result in the loss of their captaincy
 - ii. Refrain from violating the Chemical Health Policy.
 - 1. If a captain violates the Chemical Health Policy at any point during their tenure as captain, they will lose their captaincy.
 - iii. Remain academically eligible at all times.
 - 1. If a captain becomes academically ineligible, regardless of whether it is in or out of season, they will lose their captaincy
 - iv. Model good citizenship and respectful behavior at all school events.
 - c. Removal of Captaincy
 - i. The Coach, Athletic Director and/or Administration reserves the right to remove a student's captaincy for poor decision-making and/or behavior.
 - 1. The Athletic Director and/or the Coach will provide the student with the reasons for the proposed removal and offer an opportunity to respond.
 - 2. The Principal/Assistant Principal may review the decision at the request of the student.
 - ii. A student removed as captain will not be allowed to hold another leadership position for the remainder of the school year.

4. Additional Awards:

- a. End of Season Awards
 - i. Any awards recognized at an end of season banquet is at the discretion of the Coach (i.e. Team MVP, Unsung Hero, etc...)
- b. Senior Games
 - iii. These events are not required, but represent a nice way of recognizing our seniors and their parents/guardians for years of commitment and dedication. However, the following guidelines must be followed:
 - 1. We cannot interfere with the normal proceedings of the game out of fairness to our opponents and officials.
 - 2. Recognition should be limited to announcing the student-athlete's name and any family who will be accompanying the student-athlete.
 - 3. Coaches are not required to start or play all seniors during these games.

Hockomock Awards

- i. The Hockomock League Head Coaches meet at the end of each season to award a League MVP, League All-Stars and League Honorable Mentions.

- ii. Recipients will receive a plaque (MVP and/or All-Stars) or a certificate (Honorable Mentions) from the Athletic Department.

5. College Athlete Breakfast:

- a. On the final National Letter of Intent Signing Day (usually in April), the Athletic Department will host a breakfast for our student-athletes who have committed to playing a sport at college the following year.
- b. Parent(s)/Guardian(s) and Head Coaches will be invited to attend this celebration.

MEDICAL INFORMATION:

1. Injuries:

- a. All injuries and illnesses should be reported to the coach and Athletic Trainer immediately. During games and practices, the Athletic Trainer will determine if a student-athlete is able to continue to participate or not.
- b. If a student-athlete is sent to a doctor or hospital due to an injury or illness, the student will not be allowed to resume participation unless they have written medical clearance and authorization by a physician. This medical note must be reviewed by the Athletic Trainer.
- c. Upon clearance from a medical doctor, our Athletic Trainer will manage that student-athlete's return to athletics.
- d. In the event that, when advised, a student-athlete refuses to visit a doctor for an injury or illness, the Athletic Trainer has discretion to limit/prohibit athletic participation.

2. Insurance:

- a. It is recommended that all student-athletes be covered with an adequate program of health insurance. The Foxborough Public Schools has insurance coverage for all student-athletes who are not covered by insurance, which covers claims that are not specifically covered by the student-athlete's own health insurance. Claim forms can be obtained at the office of the School Business Administrator in the central office.

THE PREVENTION AND MANAGEMENT OF HEAD INJURIES AND CONCUSSIONS IN CO-CURRICULAR ATHLETIC ACTIVITIES

Policy Adopted 1-30-12

A concussion is a head injury to the brain and concussions are serious. A concussion may be defined as the immediate and transient impairment of neurological function. It may be a consequence of an athlete's head striking an object (such as a floor or another head), an object striking the head (such as a ball, bat, stick, or another head), or as a result of a sudden change in the direction of the head and neck (such as in a whiplash type of injury). Concussions generally cause specific signs that can be observed by others and symptoms that are reported by the athlete. Recognition and proper management of concussions can prevent further injury and even death. Recognition and appropriate management of concussions requires coordinated effort of a number of people as outlined in M.G.L.c.111, section 222 and 105 CMR 201.00.

Notification of Parents of Suspected Head Injury or Concussion

The Athletic Trainer or coach shall notify the students' parent/guardian in person, or by telephone, immediately following the practice or competition in which a player has been removed from play due to a suspected head injury, concussion, signs and symptoms of a concussion or loss of consciousness.

Annual training for coaches is required per 105 CMR 201.007 regarding the prevention and recognition of sports-related head injury and associated health risks including second impact syndrome, utilizing the online course developed by the National Federation of High School Coaches located at this website:

<http://nfhs.learn.com/courses/concussion-in-sports-2>

Annual training for parent(s)/guardian(s) and students is included in FamilyID. Parent(s)/Guardian(s) and students must sign off that they have read and understand the information found at:

http://www.cdc.gov/headsup/pdfs/highschoolsports/parents_fact_sheet-a.pdf

ImPACT Testing:

All freshmen and junior student-athletes along with any student-athlete that is new to Foxborough High School Athletics are required to take an ImPACT Test prior to athletic participation.

What is ImPACT?

ImPACT is a computerized neurocognitive assessment tool to help licensed healthcare providers evaluate and manage a suspected concussion. ImPACT is the industry leader in concussion management and trusted by teams and organizations around the world.

ImPACT comes in two forms:

Baseline Test – Administered by a licensed healthcare provider or a trained baseline administrator before the start of a sport season, school year, or other activity. Baseline scores are collected and stored on our privacy compliant servers. ImPACT Applications recommends re-administering the baseline test every two years.

1. **Post-Injury Test** – Administered by a licensed healthcare provider when a concussion is suspected. Test results are compared to baseline scores and normative data scores as part of a healthcare provider's assessment of the injury. Multiple post injury tests may be given to an individual during the course of treatment and rehabilitation. (Source – ImPACT Applications, Inc)

Medical Clearance and Return to Play:

Each student who is removed from practice or competition and subsequently diagnosed with a concussion shall have a written graduated reentry plan for return to full academic and co-curricular athletic or marching band activities. The plan will be developed by the student's teachers, the student's guidance counselor, school nurse, certified athletic trainer, neuropsychologist if available or involved parent, members of the building-based support and assistance team or individualized education program team as appropriate and in consultation with the physician who is managing the student's recovery and will be responsible for clearing the student to return to academic and co-curricular athletic activities. The student must be completely symptom free and medically cleared in order to begin graduated re-entry to co-curricular athletic or marching band activities.

MIAA RULES AFFECTING DISCIPLINE AND ELIGIBILITY

MIAA Rule #62 - Chemical Health Rule: Student (and Coach) Eligibility:

Chemical Health/Alcohol/Drugs/Tobacco:

62.1 From the earliest fall practice date, to the conclusion of the academic year or final athletic event (whichever is latest), a student shall not, regardless of the quantity, use, consume, possess, buy/sell, or give away any beverage containing alcohol; any tobacco product (including e-cigarettes, VAP pens and all similar devices); marijuana (including synthetic); steroids; or any controlled substance. (Broadening this window from “in season” to the “entire academic year” reflects that chemical health of our students is not simply a seasonal concern). This policy includes products such as “NA or near beer.” It is not a violation for a student to be in possession of a legally defined drug specifically prescribed for the student’s own use by their doctor. This MIAA statewide minimum standard is not intended to render “guilt by association”, e.g. many student-athletes might be present at a party where only a few violate this standard. This rule represents only a minimum standard upon which schools may develop more stringent requirements.

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

Minimum PENALTIES:

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

Second and subsequent violations: When the Principal confirms, following an opportunity for the student to be heard, that a violation occurred, the student shall lose eligibility for the next consecutive interscholastic contests (regular season and tournament) totaling 60% of all interscholastic contests in that sport. All decimal part of an event will be truncated i.e. All fractional part of an event will be dropped when calculating the 60% of the season. If after the second or subsequent violations the student of their own volition becomes a participant in an approved chemical dependency program or treatment program, the student may be certified for reinstatement in MIAA activities after a minimum of 40% of events provided the student was fully engaged in the program throughout that penalty period. The high school Principal in collaboration with a Chemical Dependency Program or Treatment Program must certify that student is attending or issue a certificate of completion. If student does not complete program, penalty reverts back to 60% of the season. All decimal part of an event will be truncated i.e. All fractional part of an event will be dropped when calculating the 40% of the season.

Penalties shall be cumulative each academic year, but serving the penalty could carry over for one year. Or, if the penalty period is not completed during the season of violation, the penalty shall carry over to the student’s next season of actual participation, which may affect the eligibility status of the student during the next academic year. (e.g. A student plays only football: he violates the rule in winter and/or the spring of same academic year: he would serve the penalty [ies] during the fall season of the next academic year).

If a student is not an athletic participant for one full year after affirmation of a violation, then the penalty period would close and the student would face no consequence.

Prior to any chemical health violation, a student's request for and enrollment in a substance abuse treatment shall not in and of itself constitute a violation of the chemical health/alcohol/drugs/tobacco Rule 62.

Note: First or second offenses may carry a permanent suspension from co-curricular activities/sports programs, and loss of captainship, if applicable. A decision to exclude a student after either offense will be at the discretion of the Principal and based on the student's discipline record.

MIAA Rule #45 - Loyalty to the High School Team: Bona Fide Team Members (MIAA Rule # 45):

A bona fide member of the school team is a student who is consistently present for and actively participates in all high school team practices and competitions. Bona fide members of a school team are precluded from missing a high school practice or competition in order to participate in a non-school athletic activity/event in any sport recognized by the M.I.A.A. Students cannot be given special treatment (late arrival, early dismissal, etc.) for non-school athletic programs.

1st Offense: Student-athlete is suspended for 25% of the season.

2nd Offense: Student-athlete is suspended for an additional 25% of the season and is ineligible for tournament play immediately upon confirmation of the violation.

- i. A student-athlete must be a Team Member for 50% of the regular season schedule for that sport to participate in any MIAA Tournament competition (team member: any student-athlete who attends practices or games for their sports teams – e.g. freshman basketball player moved to JV and then to Varsity)
- ii. If ineligible, cannot be in uniform. Attendance at event to be determined by the High School Principal.

MIAA Rule #48 - Sportsmanship: Taunting

48.1 Taunting includes any actions or comments by coaches, players, or spectators which are intended to bait, anger, embarrass, ridicule, or demean others, whether or not the deeds or words are vulgar or racist. Included is conduct that berates, needles, intimidates, or threatens based on race, gender, ethnic origin or background, and conduct that attacks religious beliefs, size, economic status, speech, family, special needs, or personal characteristics.

Examples of taunting include but are not limited to: "trash talk", defined as verbal communication of a personal nature directed by a competitor to an opponent by ridiculing their skills, efforts, sexual orientation, or lack of success, which is likely to provoke an altercation or physical response; and physical intimidation outside the spirit of the game, including "in the face" confrontation by one player to another, standing over/straddling a tackled or fallen player, etc.

48.2 Athletic participants may wear sun glare black only under their eyes.

48.3 In all sports, officials are to consider taunting a flagrant unsportsmanlike offense that disqualifies the offending bench personnel or contestant from that contest/day of competition. In addition, the offender shall be subject to all existing MIAA Disqualification Rules. A review of the MIAA taunting policy and a warning shall be given to both teams by game officials prior to each contest.

48.4 At all MIAA contest sites and tournament venues, contest management may give spectators one warning for taunting. Thereafter, spectators who taunt players, coaches, game officials, or other spectators should be ejected.

MIAA Rule #49 - Sportsmanship: Athlete and Coach Contest Disqualifications/Suspensions:

49.1 The contest official who disqualifies a student or coach under the provision of this rule should immediately inform the coach of each team, official scorer (if any), and state the violation. If the game official fails to file a written coach/student contest disqualification form, the individual is nevertheless bound by the suspension. An Official who fails to complete the form required as a result of an athlete or coach disqualification shall be suspended from officiating any MIAA contest in that sport for at least two weeks or until the form is completed and received by the Principal of the disqualified athlete or coach. Judgments of game officials are not subject to appeal. If the event does not have officials (e.g. golf, tennis) it is the responsibility of the site manager to report any disqualification to the Athletic Director who in turn will complete the MIAA Coach or Student Contest Disqualification Form.

49.2 The Athletic Director in charge of the contest, or their designee, is responsible for: (1) having the official disqualification forms available for game officials, and (2) sending copies to the Principal of each school involved, the Athletic Director of each school involved, and the Executive Director of the MIAA. Contest official(s) should complete the forms before leaving the site of the contest.

49.3 Any student-athlete, who is disqualified from a competition, including a jamboree, scrimmage, etc., shall not participate in the next scheduled interscholastic competition that is part of their regular season schedule, or in tournament play. The disqualified student-athlete is ineligible to participate in any contest at the same level of play in that sport until the next contest, or the next two (2) contests in the sports of baseball, ice hockey, and soccer, have been completed. (Note: In the sport of wrestling, the disqualified student-athlete is ineligible to participate in any and all contests during the next scheduled date of competition). Disqualifications in the following sports per specific sport rules: field hockey - Rule 68.3; basketball-five (5) personal fouls; girls' lacrosse (2) yellow cards; ice hockey - six (6) minutes in penalties and game misconduct (Rule 72.16); wrestling-technical disqualification, do not apply to the above prescribed penalties. During the suspension the disqualified student may not be in uniform and their attendance at the competition site is determined by the high school Principal.

49.3.1 A two (2) game suspension will be given to any student-athlete who is ejected from any contest for the following reasons:

- o Fighting
- o Punching or kicking an opposing player
- o Spitting at someone

49.4 Any coach disqualified by an official from an inter-school competition (including a jamboree, scrimmage, etc.) is ineligible to coach any competition in that sport at the same level (e.g. junior varsity, varsity, etc.) until the next contest, or the next two (2) contests in the sports of baseball, ice hockey, and soccer, has/have been completed. (Note: In the sport of wrestling, the disqualified coach is ineligible to participate in any and all contests during the next scheduled date of competition). During the suspension the disqualified coach may not be present at the competition site. Whenever a coach is disqualified by an official from an inter-school competition, the official shall file a written report of the incident with the coach's Principal. The coach also shall file the completed form designated for that purpose. Both reports should be completed and forwarded by the official and coach within 24 hours of the competition. The Principal should immediately forward copies of the reports to the Athletic Director, Superintendent, and MIAA Executive Director. If the game official fails

to file a report, the coach is still bound by the suspension. An official who fails to complete the form required as a result of an athlete or coach ejection shall be suspended from officiating any MIAA contest in that sport for at least two weeks or until the form is completed and received by the Principal of the disqualified athlete or coach.

49.5 A student or coach ruled out of a contest (pre-season, scrimmage, jamboree/play-day, regular season or MIAA Tournament) twice in the same season shall be suspended from further participation in that sport and in all sports during that season for a year from the date of their second disqualification. A senior and/or a student in their last year of eligibility, who has a second disqualification at any point in the season, will be penalized during the next season in which they are a participant. (Exception: See soccer rule 78.2.6 and 78.2.7).

49.5.1 A coach who is twice disqualified in a season must officially enroll in the Coaches' Education course or recognized MIAA certified program before returning from suspension. The course must be completed before the start of the next season for that sport (also see Rule 49.11).

49.6 A student or coach who physically assaults an official shall be expelled from the activity immediately and banned from further participation or coaching in all sports for one year from the date of the offense.

49.7 Any student in any sport who willfully, flagrantly, or maliciously attempts to injure an opponent shall be removed from the contest immediately and shall be ineligible in all sports for one year from the date of the incident. ("Fighting" does not apply to this section unless warranted in the judgment of the game official.)

49.8 Fighting and unsportsmanlike conduct penalties will be within the authority of the official at all times at the contest site. The official's authority extends to pre and post-game oversight.

49.9 Some of the reasons that an official may disqualify a student or coach from a contest that would lead to a game disqualification are:

49.9.1 Fighting

49.9.2 Flagrant unsportsmanlike conduct which is defined but not limited to violent action toward a player, official, or spectator, the use of foul or abusive language, taunting, trash talk, and the like.

49.10 If a coach or student is ruled out of the last contest, or the next to last (in some sports) contest, of the season, the penalty carries over to the following year in that same sport season. However, if a team is playing in tournament competition, it is considered an extension of the sport season. A senior and/or a student in their last year of eligibility who is disqualified from the last contest, or the next to last contest, of the season will be penalized at the start of the next season in which they are a participant.

49.11 Any coach who is disqualified from an MIAA interscholastic athletic contest or had three (3) student-athlete disqualifications during their sport season will be required to attend a Sportsmanship Compliance meeting before being eligible to coach interscholastic events the following year in that sport or before coaching any other sport at any MIAA member school.

49.11.1 Any coach who fulfills the Sportsmanship Compliance meeting requirement stated in rule 49.11 and is then suspended from another MIAA interscholastic athletic contest, either in the same sport or a different sport, or had three (3) student-athlete disqualifications during their sport season, will be required to officially enroll in the Coaches' Education course or a recognized MIAA certified program. The course must be completed before the start of the next season for any sport that the coach is eligible.

49.11.2 Any third and subsequent coach contest disqualification (over their coaching career) will result in the school Principal, Athletic Director and coach being required to meet with the MIAA Sportsmanship Committee on the coach's eligibility.

49.12 In addition to being in violation of Massachusetts General Laws, hazing is a most flagrant example of lack of respect for both self and others. Massachusetts General Law Chapter 269, section 17-19 was enacted in 1988. The law requires that secondary schools provide all school groups (e.g. athletic teams) a copy of the law.

49.13 Any student-athlete who is disqualified (see Rule 49.3) from any interscholastic contest must complete the National Federation Sportsmanship on-line course – "Sportsmanship", before reestablishing eligibility. This course is free.

ALL OF THE ABOVE M.I.A.A. RULES FOR INAPPROPRIATE BEHAVIOR ARE REVIEWABLE BY THE PRINCIPAL AND THE ATHLETIC DIRECTOR.

COLLEGE/CAREER GUIDANCE:

College Athletic Scholarships:

The NCAA offers athletic scholarships for Division I and II colleges and universities. There are no athletic scholarships given at the Division III level of colleges and universities. The college recruiting process starts in earnest at the end of a student-athlete's junior year in high school. We are fortunate to have a knowledgeable coaching staff with tremendous expertise in dealing with the collegiate recruiting process. The Athletic Department strongly discourages any student-athlete's paying a fee to a collegiate recruiting company. The coaching staff, Athletic Department, and guidance staff are very capable of facilitating any recruiting process. If there are any questions regarding athletics and college, the coach should be contacted at the end of the student's junior year. If additional information is needed, contact the Athletic Department at 508-543-1632.

NCAA Clearinghouse Information:

If a student is fortunate enough to be a college scholarship athlete, they will need to submit a clearinghouse form to the NCAA during the senior year of high school to verify their academic record. Failure to submit the clearinghouse form will make a student-athlete ineligible to participate in college until it is complete. Students should see their guidance counselor during senior year for additional information.

APPENDIX A - INTERNET ACCEPTABLE USE POLICY **(AUP)**

Foxborough Public Schools

It is the goal of the Foxborough Public Schools to provide a world-class education to all students. The Internet is one of the many information resources available to students as part of that process. Through the Internet, students can access data from colleges and universities, scientific research facilities, government resources and many other informative sites throughout the world. Due to the global nature of the Internet and the lack of effective control over its content, access brings with it the potential for misuse and abuse. The Foxborough Public Schools will make every reasonable effort to ensure the Internet is used responsibly and will take every reasonable step to control access to inappropriate material. The Foxborough Public Schools expect all students to use the Internet in an appropriate and responsible manner.

Access to the Internet is a privilege offered to the students at the discretion of the administrators and staff at each school. While at school, students may only log on using the school account, and/or appropriate accounts for educational use. The Foxborough Public School account is to be used for authorized educational purposes only, including research for school projects and intellectual inquiry.

The school district will educate all students about appropriate online behavior, including interacting with other individuals on social media and cyberbullying awareness and response. Age-appropriate training on online behavior/cyberbullying will be conducted annually through the district's technology skills curriculum and social skills curriculum. Students are expected to use the Internet in a responsible manner. Students are not to transmit, receive, submit, publish or otherwise access information deemed inappropriate, including, but not limited to, material that is defamatory, inaccurate, abusive, obscene, profane, racially or gender offensive, unethical, sexually oriented, or illegal.

Foxborough Public Schools technology exists solely for authorized educational purposes. Any use of school technology that results, or is reasonably predicted by School Administration to result, in any disruption or disorder to the school environment is subject to school disciplinary policies and/or loss of privileges. Unauthorized game playing is prohibited. Hacking [any attempt to gain prohibited access to or malicious attempt to harm or destroy data or to upload, download or otherwise create computer viruses] will not be tolerated.

Students are expected to conform to accepted social behavior in their use of the Internet ("netiquette"). Users shall refrain from plagiarizing the works of others obtained over the Internet and are to respect copyrighted material and to properly credit all works cited from Internet resources. Students must immediately notify their teacher and/or system administrator if a security problem is discovered.

Inappropriate behavior on the part of any student while using a Foxborough Public School's computing device, software, data and network and Internet connectivity shall result in the loss of privileges or disciplinary actions. Under appropriate circumstances, law enforcement officials may be notified. The Foxborough Public School system, along with any other persons or organizations associated with the school Internet connectivity, will not be liable for the actions of anyone connecting to the Internet through the school. All users shall assume full liability, legal, financial or otherwise, for their actions while

connected to the Internet. In addition, the Foxborough Public Schools takes no responsibility for any information or materials accessed or transferred from the Internet. Parents or guardians agree to accept financial responsibility for any damages or expenses incurred as a result of inappropriate or illegal student activity while using Foxborough Public School technology.

The Foxborough Public School system makes no guarantee, implied or otherwise, regarding the validity of information accessed on the Internet, nor does it guarantee protection against corruption of electronic files when information is downloaded. The Foxborough Public School system reserves the right to monitor local network and Internet traffic. This includes information sent or received through our online connections or stored on our computer systems. Students should not expect their use to remain private. The Foxborough Public School system reserves the right to modify these guidelines at any time.

SOURCE: Foxborough High School Handbook

CROSS-REFS.: JICFB Bullying Prevention
IJNDB-R Acceptable Use Policy – Technology
JIC Student Conduct and Discipline
M.G.L. Chapter 71:82

Policy adopted: 11-3-08

Policy adopted as revised: 6-4-12

Policy adopted as revised: 8-24-15

Policy adopted as revised: 11-16-15

APPENDIX B - STUDENT PRIVACY

Laws and Policy:

Children's Online Privacy Protection Rule ("COPPA")

COPPA imposes certain requirements on operators of websites or online services directed to children under 13 years of age, and on operators of other websites or online services that have actual knowledge that they are collecting personal information online from a child under 13 years of age.

<https://www.ftc.gov/enforcement/rules/rulemaking-regulatory-reform-proceedings/childrens-online-privacy-protection-rule>

Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education

<http://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html>

Massachusetts Law about Student Records

<http://www.mass.gov/courts/case-legal-res/law-lib/laws-by-subj/about/studentrecords.html>

In the News:

Protect student privacy - ACLU Massachusetts

<https://aclum.org/our-work/aclum-issues/privacy/protect-student-privacy/#media>

How to evaluate student privacy?

Prior to using software or online resources:

- evaluate the resource for instructional appropriateness
- review the “Terms of Service” for appropriateness
- review the “Privacy Policy” for appropriateness.

Ask for parent permission when:

- the resource is not part of the district’s educational program
- the student is 13 years of age or younger
- when required by the “Terms of Service” or “Privacy Policy”
- when you will create an account for individual students
- when students will create their own accounts
- when personally identifiable information is shared.

Permission slips should include:

- An explanation of how the student will use the resource in support of your curriculum
- A statement asking/recommending parents to review the website or application “Terms of Service” and “Privacy Policy”

- A link to the website with the “Terms of Service” and “Privacy Policy”
- A statement explaining that the student must have Parent/Guardian permission
- Permission slips should be kept on file by teacher for the duration of use.

APPENDIX C

SYNOPSIS OF FEDERAL CIVIL RIGHTS LAWS AND DISTRICT COORDINATOR INFORMATION

SYNOPSIS OF LAWS

Title VI of the Civil Rights Act of 1964 Coordinator: Mr. William F. Yukna, School Business Administrator (508) 543-1665

Statute prohibits discrimination on the grounds of race, color or national origin by recipients of federal financial assistance. This statute ensures that individuals are not excluded from participation in programs or activities receiving federal funds (or the benefits of) on account of their membership in one of these protected categories (42 USC S2000d). This statute has been interpreted to prohibit the denial of equal access to education because of a language minority student's limited proficiency in English.

Dr. Jon DeMarco, Ahern Middle School (508) 543-1610

Title IX of the Education Amendments of 1972 Coordinators: Dr. Stephanie Burroughs, Asst. Superintendent (508) 543-1660

Title IX of the Education Amendments of 1972 provides that no individual may be discriminated against on the basis of sex in any education program or activity receiving federal financial assistance. Title IX requires that schools adopt and publish a policy against sex discrimination and have grievance procedures through which students can complain of alleged sex discrimination, including sexual harassment. State law requires Massachusetts employers to have a policy against sexual harassment. (M.G.L. Ch 151B, S3A)

Section 504 of the Rehabilitation Act of 1973 Coordinator: Mr. Cory Mikolazyk, Director of Student Services (508) 543-1645

Section 504 provides that no otherwise qualified individual with a disability shall solely by reason of his/her disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. The regulations implementing Section 504 require that public schools provide a free appropriate public education to each qualified handicapped person who is in the recipient's jurisdiction, regardless of the nature or severity of the person's handicap. (34 CFR 104.33)

Americans with Disabilities Act of 1990 Coordinator: Mr. William F. Yukna, School Business Administrator (508) 543-1665

The regulations implementing the ADA proved that: "A public entity that employs 50 or more persons shall designate at least one employee to coordinate its efforts to comply with and carry out its responsibilities under this part, including any investigation of any complaint communicated to it alleging its noncompliance with this part or alleging any actions that would be prohibited by this part. The public entity must make available to all interested individuals the name, office address and telephone number of the employee or employees designated pursuant to the paragraph." (34 CFR 35.107(a))

EQUAL EDUCATIONAL OPPORTUNITIES LAWS

Equal Educational Opportunities Act of 1974 Coordinator: Dr. Amy A. Berdos, Superintendent of Schools (508) 543-1660

This federal statute prohibits states from denying equal educational opportunities to an individual based on certain protected classifications including national origin. It specifically prohibits denying equal educational opportunities by failing to take appropriate action to overcome language barriers that impede equal participation by its students in its instructional programs. (20 USC S 1203(f))

Mass. General Laws CH. 76, S5 (also known as Chapter 622) Coordinator: Mr. William F. Yukna, School Business Administrator (508) 543-1665 This state law provides that "no person shall be excluded from or discriminated against in admission to a public school of any town, or in obtaining the advantages, privileges and courses of study of such public school on account of race, color, sex, religion, national origin, or sexual orientation.

Title I of the Elementary and Secondary Education Act of 1965 Coordinator: Ms. Karen MacKinnon, Title I Director

(508) 543-1610 Designed to help disadvantaged children meet challenging content and student performance standards. Staff should know that special education students are not deemed ineligible for Title I services simply because they receive special education services. Also, school districts must ensure that Title I funds are not being misused (e.g. referring a limited English proficient student to a Title I program in order to meet the student's language needs rather than providing an ESL program/class).

SPECIAL EDUCATION

Chapter 688 (transition planning) Coordinator: Mr. Cory Mikolazyk, Director of Student Services (508) 543-1645

School districts file a Chapter 688 referral for students with severe disabilities who will need continued services and supports after their eligibility for special education ceases. School districts must make Chapter 688 referrals at least 2 years before the student is expected to graduate from school or turn 22 years of age. This allows time to determine the student's eligibility for adult services and for agencies to include the anticipated cost of services for the student in its budget request that it submits to the state legislature each year.

Updated: July 1, 2023