



HIGH SCHOOL ADMINISTRATION

Dr. Jesse Rawls Jr. | Principal

Mr. Rob Martin | Associate Principal, CV9

Dr. Amy Miller | Assistant Principal, Class of 2024

Mr. Adam Andrechik | Assistant Principal Class of 2025

Mrs. Jamie Croft | Assistant Principal, Class of 2026

Mrs. Colleen Staton | Assistant Principal, CV9

Mrs. Donna Rupp | Dean of Students, CV10-12

Dr. Allison LaKari | Dean of Students, CV10-12

CV10-12 Main Office: 717-506-3555

CV9 Main Office: 717-506-3372

CUMBERLAND VALLEY ALMA MATER

My Cumberland Valley High

will teach, will guide my life.

The Alma Mater I love dear

holds high in faith and strife.

Our school has pledged her trust,

for all to understand, a gift of education

Hail, Hail to Cumberland!

CUMBERLAND VALLEY HIGH SCHOOL DIRECTORY

Name	Position	Email	Phone
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Mr. Andrechik	Class of 2025 Assistant Principal	aandrechik@cvschools.org	
Mrs. Croft	Class of 2026 Assistant Principal	jcroft@cvschools.org	
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CV9 Administrative Assistants - MAIN OFFICE: (717) 506-3372			
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TBD	Counseling Center		
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Mrs. Withers	Nurse	gwithers@cvschools.org	
Cumberland Valley School District Transportation - PHONE: (717) 506-3300			
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Mrs. Willman	Transportation Secretary	cwillmann@cvschools.org	3317
Cumberland Valley School District Technology Services			
Help Desk Ticket	Students: https://cvschools.incidentiq.com		
Help Desk Ticket	Guardians: https://cvschools.incidentiq.com/guest/VTEGDF25/guest-ticket		
Help Desk Phone	(717) 506-3393		

CUMBERLAND VALLEY HIGH SCHOOL LINKS

CV9-12	
Educational Trip Form	Click HERE
College Visit Form	Click HERE
Withdrawal Form	Click HERE
CVHS Clubs	Click HERE
CVSD Academic Calendar	Click HERE
Scheduling Information and Program of Studies	Click HERE
Work Permits	Click HERE
Food Service Menus	Click HERE
General Food Services Information	Click HERE
CVSD Board Policies	Click HERE
Student Code of Conduct	Click HERE
CVSD Social Work Assistance	Click HERE
CVSD Community Resources	Click HERE
CV9 ONLY	
Activity Bus Sign Up	Click HERE
Bus Map	Click HERE
Building Map	Click HERE
CV10-12 ONLY	
Bus Map	Click HERE
Building Map	Click HERE
Locker Map	Click HERE
Study Hall Locations	Click HERE
Activity Bus Sign Up	Click HERE
Attendance Information	Click HERE
Student Parking	Click HERE

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MESSAGE FROM THE ADMINISTRATION

We hope this message finds you refreshed, inspired, and eager to embark on another exciting academic journey. As we open the doors to our hallowed halls once more, we, the Principal Team, extend our warmest greetings and a heartfelt "Welcome Back!"

The upcoming year holds boundless opportunities for discovery, growth, and achievement. We have witnessed your resilience, determination, and unwavering spirit through challenging times, and we are incredibly proud of each and every one of you.

This school year, let us stand united, embracing the power of knowledge, friendship, and collaboration. Our classrooms will once again buzz with the thrill of learning, our sports fields will echo with cheers of triumph, and our arts programs will inspire creativity that knows no bounds.

Remember, you are the authors of your own story, and every lesson learned, every challenge overcome, and every friendship forged will shape your future. Seize every moment, explore your passions, and dare to dream big.

Our dedicated faculty and staff are here to guide, support, and inspire you. Don't hesitate to seek their wisdom and counsel as you navigate the academic landscape ahead. Together, we form a strong community committed to your success.

As you step into your classrooms, may you bring with you an open heart, an inquisitive mind, and the enthusiasm to make this school year unforgettable. Let's create memories, conquer new horizons, and foster a spirit of unity that defines our school.

Welcome back, students! Let's make this year one for the books – a year of learning, laughter, and limitless possibilities.

PORTRAIT OF AN EAGLE



ADAPTABILITY

ADAPTS TO A CHANGING ENVIRONMENT

- Works effectively in a changing environment.
- Demonstrates agility in thoughts and actions.
- Shows resilience by responding productively to feedback, praise, setbacks, and criticism.
- Understands, negotiates, and balances diverse views and beliefs to reach workable solutions.



COMMUNICATION

COMMUNICATES EFFECTIVELY

- Articulates thoughts and ideas efficiently and effectively using oral, written, and nonverbal communication skills in a variety of forms and contexts.
- Listens respectfully and effectively to decipher meaning, including knowledge, values, attitudes, and intentions.
- Uses communication for a range of purposes, platforms, and audiences (e.g. to inform, instruct, motivate, and persuade).



CONFIDENCE

POSSESSES CONFIDENCE

- Believes in one's ability to ultimately attain a defined goal.
- Persists to overcome adversity and obstacles to uncover alternate strategies to achieve goals.
- Reflects on successes and failures as a means to refine the path moving forward.
- Takes initiative and acts with purpose and courage.



EMPATHY

DEMONSTRATES EMPATHY

- Demonstrates awareness, sensitivity, concern, and respect for the feelings, opinions, experiences, and culture of others.
- Imagines what others are thinking, feeling, or experiencing and connects to those thoughts, feelings or experiences.



THINKS CRITICALLY

- Identifies and prioritizes information in a variety of forms.
- Elicits diverse perspectives and contributions to more deeply understand a topic or issue.
- Evaluates information to determine its relevance, source, and factual basis.



SOLVES COMPLEX PROBLEMS

- Proposes solutions that are mindful of all potentially positive and negative impacts they may have.
- Reflects critically on a solution and takes appropriate action.
- Seeks, contributes, and responds to feedback to achieve collective outcomes.



ACTS RESPONSIBLY

- Demonstrates care for the interests of the larger community and greater good.
- Honors commitments and owns the outcomes, whether positive or negative.
- Earns trust and respect through honest, principled behaviors.
- Acts with integrity by adhering to a set of core values that are evident in choices and behaviors.
- Knows how to make appropriate personal economic choices.

SCHOLASTIC GUIDELINES AND ACADEMIC INFORMATION

GRADE DEFINITIONS

A = 93 - 100

B = 86 - 92

C = 77 - 85

D = 70 - 76

F = 0 - 69

I = Incomplete Grade

P = Pass

M = Medical

W - Withdraw

WF - Withdraw Failing

GRADUATION (Policy 217)

The Board shall adopt the graduation requirements students must achieve in accordance with state law and regulations.

The Board requires graduation requirements to be published and distributed to students and parents/guardians, and made available in each school building and posted on the District's publicly accessible website. All changes to graduation requirements shall be published and distributed to students and parents/guardians, and made available in each school building and posted on the District's publicly accessible website immediately following approval by the Board.

Diplomas

The Board shall award a high school diploma to every student enrolled in this District who meets the requirements for graduation established by this Board.

A student who has completed the requirements for graduation shall not be denied a diploma as a disciplinary measure, but the student may be denied participation in the graduation ceremony when personal conduct so warrants. Such exclusion shall be regarded as a school suspension.

Students Experiencing Educational Instability

The District shall provide supports to ensure that students experiencing educational instability graduate in a timely manner, in accordance with law and Board policy. A graduation plan shall be developed to facilitate this process for students in grades nine (9) through (12) who are experiencing educational instability.

Students With Disabilities

The Board shall permit a student with a disability, whose Individualized Education Program (IEP) prescribes continued educational services, to participate in commencement ceremonies with his/her graduating class and receive a certificate of attendance, provided that the student has attended four (4) years of high school. The Board shall issue a high school diploma to each student with a disability who completes the graduation requirements established by the Board or the goals established in the student's IEP, as determined by the student's IEP team.

All students will be required to complete ALL graduation requirements in order to participate in the graduation ceremony. Twenty-three (23.0) total credits are required for graduation from Cumberland Valley High School.

English	4.0 Credits
Social Studies	3.0 Credits
Math	3.0 Credits
Science	3.0 Credits
Social Studies, Mathematics, Science	Required 2.0 additional credits from any combination
Health & Phys. Ed.	1.5 Credits

Seniors should be aware of PIAA and NCAA requirements while scheduling their last year's credits.

CLASS RANK (Policy 214)

The Board acknowledges the usefulness of a system of computing grade point averages and class ranking for secondary school graduates to inform students, parents and others of their relative academic placement among their peers under relatively similar circumstances.

The Board authorizes a system of class ranking, by grade point average, for students in grades 9 through 12. All students shall be ranked together.

Class rank shall be computed by the final grade in all subjects.

In order for a student to have an official class rank at Cumberland Valley High School, a student must be in attendance for four (4) semesters. After one marking period a student will have a cumulative grade point average, but the student will not be officially ranked until the end of their fourth semester. To help students who are applying to colleges, guidance counselors will assist in the application process and write letters of explanation to colleges.

Any two or more students whose computed grade point averages are identical shall be given the same rank. The rank of the student who immediately follows a tied position will be determined by the number of students preceding him/her and not by the rank of the person preceding him/her.

A student's grade point average and rank in class shall be entered on his/her record and shall be subject to the Board's policy on release of student records.

Rank in class shall be entered on students' records and on all transcripts where they will be available for review by authorized persons.

HONOR ROLL

Students must have an overall average of 90% or above for the marking period GPA and no incomplete grades (points for weighted courses are not applied to the marking period grade point average). Student academic grades must be a 70% or higher in each subject.

NATIONAL HONOR SOCIETY (WILLIAM R. PIERCE CHAPTER)

A student admitted to the National Honor Society (NHS) at Cumberland Valley High School must meet the following eligibility requirements and qualify through the selection process.

- A student must have and maintain a cumulative weighted GPA of 96.00% or greater.
- A student must be a current participant in at least two current school-sponsored extracurricular activities.
- Attendance and disciplinary issues are not automatic disqualifiers for NHS membership, but they are considered heavily by the NHS faculty selection committee.
- Students become eligible to begin the selection process during the first marking period of their junior year. Eligibility remains open for students up to the beginning of the first marking period of their senior year.
- During the eligibility window, students are notified of informational meetings where they can learn more details about the selection process.
- Students must be enrolled at CVHS for at least one semester before becoming eligible.
- The selection process takes three full marking periods (two for seniors) to complete. During that time, students must maintain their weighted GPA above the required eligibility cutoff and remain in good disciplinary status.
- During the selection process, students are required to get a recommendation from a past teacher, a current teacher, a club advisor or coach, and a service project coordinator.
- During the NHS Selection Process, students must perform at least fifteen hours of community service, whether self-directed or through an organization.

DISCRIMINATION/TITLE IX SEXUAL HARASSMENT AFFECTING STUDENTS (POLICY 103)

The District is committed to the maintenance of a safe, positive learning environment for all students that is free from discrimination by providing all students course offerings, counseling, assistance, services, employment, athletics and extracurricular activities without any form of discrimination, including Title IX sexual harassment. Discrimination is inconsistent with the rights of students and the educational and programmatic goals of the District and is

prohibited at or, in the course of, District-sponsored programs or activities, including transportation to or from school or school-sponsored activities.

Violations of this policy, including acts of retaliation as described in this policy, or knowingly providing false information, may result in disciplinary consequences under applicable Board policy and procedures.

The following employees have been designated to handle questions and complaints of alleged discrimination or sexual harassment:

Compliance Officer: Michelle Zettlemoyer, Director of Human Resources, (717) 506-3339, mzettlemoyer@cvschools.org;

ADA/Section 504 Coordinator: Doris Hagemann, Director of Student Services, (717) 506-3320, dhagemann@cvschools.org.

Individuals with disabilities who require assistance or special arrangements to attend a program or activity sponsored by the Cumberland Valley School District should contact Michael Willis, Director of Business and Support Services at (717) 506-3312 or mwillis@cvschools.org. For TTY, dial 711 for Relay Service.

SPECIAL EDUCATION/PROTECTED HANDICAPPED STUDENTS

The Cumberland Valley School District provides the necessary programs to meet the unique needs of identified children. Such children are identified through a process that is in compliance with federal and state standards. Protected Handicapped Students In compliance with state and federal law, the Cumberland Valley School District will provide each protected handicapped student without discrimination or cost to the student or family, those related aids, services or accommodations which are needed to provide equal opportunity to participate in and obtain the benefits of the school program and extracurricular activities to the maximum extent appropriate to the student's abilities. In order to qualify as a protected handicapped student, the child must be of school age with a physical or mental disability, which substantially limits or prohibits participation in or access to an aspect of the school program. These services and protections for "protected handicapped students" are distinct from those applicable to all eligible or exceptional students enrolled (or seeking enrollment) in special education programs.

Referrals for requesting special services are customarily made by the teacher to the principal and/or counselor of the school. Parent(s) can also refer a child for special services by writing to the principal or counselor assigned to the school where their child attends. Parents may also contact the District Office Special Education Department at 506-3338.

Following a thorough multi-disciplinary evaluation, the team (composed of parents and school personnel) makes recommendations for appropriate programming. If the student is deemed exceptional and in need of special education, an Individual Education Program (I.E.P.) is mutually agreed upon and implemented.

Gifted Program

The Cumberland Valley School District offers a gifted program for K-12 students who require specially designed instruction because some of their instructional needs cannot be met through the standard curriculum. The District has designed a multi-tiered process of identification that seeks input from parents, teachers, counselors, school psychologists, and when appropriate, the student. Parents, teachers, counselors, and the student (him/herself) can make a referral for initial screening for the gifted program. Parental requests for screening can take place at any time by writing to the principal or counselor of the school where the child attends. A comprehensive screening process will determine eligibility. For those students found to be eligible for the gifted program, a report summarizing the findings will be created. The Gifted Individual Education Plan (GIEP) team will then meet to discuss the student's specific needs and appropriate instructional approaches. Parents having questions about the gifted program or the referral process can contact their child's guidance counselor.

STUDENT ASSISTANCE PROGRAM

The Student Assistance Program is a systematic intervention process into the lives of students at risk. An at-risk student is one who has a mental health and/or substance abuse problem. Students may be referred for assistance by other students, staff, or parents. Students may also self-refer. All referrals are confidential. Referral forms can be obtained online or in any of the high school offices.

STUDENTS EXPERIENCING HOMELESSNESS, FOSTER CARE AND OTHER EDUCATIONAL INSTABILITY (POLICY 251)

The Board recognizes the challenges encountered by students experiencing homelessness, foster care and other educational instability. The Board is committed to facilitating the immediate enrollment; eliminating barriers to the attendance, education and graduation; and providing additional supports in compliance with federal and state laws, regulations and Board policy, for such students.

The Board directs the District to collaborate with school staff, other school districts, local agencies and other entities in supporting the needs of students experiencing educational instability.

The Board shall ensure that students experiencing educational instability have equal access to the same educational programs, activities and services provided to other District students.

The Board authorizes the Superintendent to waive specific requirements in Board policies, procedures and administrative regulations to the extent that they create barriers for the enrollment and attendance of students experiencing educational instability. Such waivers include, but are not limited to, requirements regarding:

1. Dress code.
2. Transportation.

3. School-sponsored or extracurricular activities for which students meet placement and qualification requirements, including, but not limited to, clubs, athletics, performing arts, class trips, social events, career and technical education, internships and specialized classes.
4. Fees related to school-sponsored or extracurricular activity participation fees, and other fees including, but not limited to, school identification (badges, cards, etc.), uniforms, materials, lost or damaged items, athletic physical exams, parking or driving, food services, library, locker or padlock rental or replacement, summer school or credit recovery, technology and graduation regalia.
5. Graduation.
6. Registration deadlines.

It is the policy of the Board that no student shall be discriminated against, segregated or stigmatized based on their status as a student experiencing educational instability.

Student Experiencing Educational Instability means a student who has experienced one (1) or more changes in school enrollment during a single school year due to any of the following:

1. Homelessness.
2. An adjudication of:
 - a. Dependency relating to child protective services and juvenile matters
 - b. Delinquency, if disclosed by the student's parent/guardian; or
 - c. As part of court-ordered services under a voluntary placement or custody agreement.

A student experiencing foster care may also qualify as a student experiencing educational instability as defined above, if such circumstances apply.

Enroll or Enrollment means attending classes and participating fully in school activities.

Additional costs means the difference between what the District spends to transport a resident student to the student's assigned school and the cost to transport a child in foster care to the child's school of origin.

Foster care means twenty-four (24) hour substitute care for children placed away from their parents or guardians and for whom the child welfare agency has placement and care responsibility. This includes, but is not limited to, placements in foster family homes, foster homes of relatives, group homes, emergency shelters, residential facilities, child care institutions and pre-adoptive homes. A child is in foster care in accordance with this definition regardless of whether the foster care facility is licensed and payments are made by the state, tribal or local agency for the care of the child, whether adoption subsidy payments are being made prior to the finalization of an adoption or whether there is federal matching of any payments that are made.

Homeless children and youths means individuals who lack a fixed, regular and adequate nighttime residence, and includes:

1. Children and youths who are:

- a. Sharing the housing of other persons due to loss of housing, economic hardship or a similar reason;
 - b. Living in motels, hotels, trailer parks or camping grounds due to lack of alternative adequate accommodations;
 - c. Living in emergency, transitional or domestic violence shelters; or
 - d. Abandoned in hospitals;
2. Children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;
3. Children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations or similar settings;
4. Migratory children who qualify as homeless because they are living in circumstances described above; and
5. School-aged parents living in houses for school-aged parents if they have no other available living accommodations.

School of origin is the school in which the student experiencing educational instability was last enrolled.

- The school of origin for a *homeless child or youth* - the last school in which the homeless child or youth was enrolled when permanently housed or the school in which the homeless child or youth was last enrolled, including preschool.
- The school of origin for a *child in foster care* - the school in which a child is enrolled at the time of placement in foster care. If a child's foster care placement changes, the school of origin is the school the child is attending immediately prior to each change in placement.
- When the homeless child or youth, or child in foster care, completes the final grade level served by the school of origin, the school of origin shall become the designated receiving school at the next grade level for all feeder schools.

Unaccompanied youth means a homeless child or youth not in the physical custody of a parent or guardian. This includes youth who have run away from home; been abandoned or forced out of home by a parent, guardian or other caretaker; or separated from a parent or guardian for any other reason.

ATHLETICS

Attendance

To compete in a scheduled game or practice, a student/athlete must be in attendance by 10:30 AM and remain in school for the remainder of the day. The only exception is an excuse from the doctor's office (original copy), family death, or prior approval from the athletic director or principal.

Eligibility for Participation

Students in grades 9-12 will be eligible for participation by passing a minimum of four credits. Eligibility shall be cumulative from the beginning of a grading period and shall be reported every week. In addition, PIAA requires a quarterly check of grades.

Programs

Cumberland Valley High School offers 28 varsity sports, 14 each for boys and girls. These sports include cross country, football, golf, soccer, water polo, field hockey, tennis, cheerleading, basketball, swimming, wrestling, baseball, softball, lacrosse, volleyball, track and field, and indoor track and field.

ENGLISH AS A SECOND LANGUAGE/ENGLISH LANGUAGE DEVELOPMENT

The Cumberland Valley School District provides an English Language Development (ELD) program for students who require additional instruction or support to master the English language and become proficient in their studies. Students are identified for services by a process that includes completion of the Home Language Survey upon registration, language proficiency screening, and potential testing using the WIDA Screener. ELD instruction may take the place of English class. Although all applicable students must be screened, parents can opt their child out of receiving these services if desired. Questions about the ELD program can be addressed by calling the ELD Program Coordinator at Cumberland Valley High School. The District has established a procedure parents can follow if they feel their questions about the ELD program are not being adequately addressed; however, parents should first contact the building principal regarding their child's program.

FOOD SERVICE

Food Service Overview

The Cumberland Valley Food Service Department subscribes to the National School Lunch Program (NSLP) and the School Breakfast Program (SBP) for all school levels in the district. Our primary mission is to provide all Cumberland Valley students with nutritious menu offerings by using fresh ingredients and quality sourced products. We believe in using recipes that not only taste great but are nutritionally balanced too. Our team of food service professionals provide quality food choices to promote a healthier future for all children.

Meal Payment System

This year breakfast and lunch meals are not free to all students. We encourage families to complete applications as the meal status is used for other benefits as well as the lunch program. SchoolCafe is the district's provider for the meal payment system. The School Café link is on the district website at www.cvschools.org. Go to the website and click on the Food Service page and then go to the tab labeled Schoolcafe. This will open up the School Cafe

website where you can set up an account. By setting up a user account, parents and staff can deposit money into their school meals account, view account balances, set up low balance notifications, and track cafeteria purchases. Meal payments are made by using a credit/debit card or e-check. If you do not wish to use the on-line payment system, you may use cash or write a check made payable to CV School Lunch Account (please list student number [PIN] on your check). This sum will appear on your account and will function as a declining balance account. If you do not wish to prepay, you may still pay with cash each day using your student number (PIN), however cash will only be accepted at the cafeteria registers and not at any of the other service points throughout the high school. There are NO credit card sales on site. Everyone will be required to use their pin number to purchase items in the cafeteria. In our secondary schools, there are no “negative balance” charge sales allowed for ala carte sales. Any unused prepaid amounts at the end of the school year will carry over to the next school year. Students leaving the district may request a refund of any remaining balance. If refunds are \$5.00 or less, the refunds can be requested and given in the school cafeteria. If the refund is above \$5.00, the refund can be requested in the cafeteria, and it will be mailed home via a check.

School Lunch Prices

Breakfast: Student - \$2.25 Adult - \$2.75

Lunch: Student - \$3.50 Adult - \$4.50

Second Meal: Student - \$3.75

Milk: Student - \$0.85 Adult - \$0.85

Procedure

For all purchases, everyone must enter a code.

Breakfast Program

- Monthly breakfast menus are posted on the district website at www.cvschools.org. Go to Quick Links, click on Food Service, and then click on Breakfast Menus.
- We highly encourage students to participate in the School Breakfast Program. Breakfast is the most important meal of the day for children, as it provides the necessary energy for a day of learning and achievement.
- The breakfast program offers students a balanced hot or cold meal consisting of fresh fruits or 100% juice, vegetables, grains, meat/meat alternate, and fluid milk. Students must select three out of four components, and one must be a fruit or vegetable to make it a meal.
- All students are required to return their trays and utensils to the designated area. All trash needs to be placed into the garbage or appropriate recycling containers. No food or beverage is permitted outside of the cafeteria. No student will leave the school during breakfast except by special permission from an administrator.
- Students are responsible for entering their individual PIN numbers to purchase meals.

Lunch Program

Monthly lunch menus are posted on the district website at www.cvschools.org. Go to Quick Links, click on Food Service, and then click on Lunch Menus.

- All grab-n-go ala carte snacks, beverages, and hot and cold lunch options are offered in school cafeterias and other kiosks around the high school. Students must have money in 11 their accounts to purchase items. Cash sales are only allowed in the actual cafeteria, students are not permitted to have a negative balance to buy ala carte items.
- At the secondary level, students can choose from a variety of different entrée selections each day as well as a variety of fruits and vegetables.
- Each day the cafeteria offers all five food components that are identified in the National School Lunch Program. The components are grains, fruits, vegetables, meat or meat alternate, and fluid milk. We encourage all students to take all five components when purchasing a lunch meal but they are only required to take three of the five components and, one must be a fruit or vegetable to make it a meal.
- Students that have medically recognized allergens or intolerances to any food or beverage item must submit written documentation from their physician to the school nurse. If a student has a medically documented milk/lactose allergy, he or she may receive water or juice with their school lunch at no additional cost. The nurse's office will ensure that the Food Service Supervisor is made aware of any student with documented food allergens or intolerances, and their records are kept current during the school year.

Water or juice are not an allowable substitute for milk and can't be given in place of the milk. Free water is available in all cafeterias either by a water fountain or in coolers with cups provide.

Smart Snacks (a la carte options)

The new federal standards, required by the USDA Healthy, Hunger-Free Kids Act of 2010, will allow schools to offer healthier a la carte snacks to children, while eliminating foods with "empty calories." Menu items that meet the new regulations will feature "whole grain rich" grain, and the first ingredient must be a fruit, vegetable, protein, or dairy component. The new mandate will require food items to meet specified nutrient values in calorie, sodium, fat and sugar counts.

HEALTH SERVICES AND REGULATIONS

A primary responsibility of the school is the protection of the health of each child. To ensure this protection, the health services of our schools are extensive and their functioning is well organized. Each of our buildings is always staffed by one of our Certified School Nurses or Registered Nurses. The Health Suite is located in the hallway between the main office and the cafeteria. Students are required to have a pass from a teacher for admittance to the health suite except in cases of emergency. Teachers may log into the daily Google nurse attendance

sheet to view times when a student has signed into the health room and the time they returned to class or were sent home. The Health Suite contains files with student health and dental records. These are filed according to the grade of each student and are maintained in accordance with state rules and regulations.

POSSESSION/ADMINISTRATION OF ASTHMA INHALERS/EPINEPHRINE AUTO INJECTORS (Policy 210.1)

The Board shall permit students in District schools to possess asthma inhalers and epinephrine auto-injectors and to self-administer the prescribed medication in compliance with state law and Board policy.

The Board shall authorize the District to stock epinephrine auto-injectors in the name of the School District for emergency administration by trained employees to a student believed to be experiencing an anaphylactic reaction

In compliance with applicable law and regulations, and Board-approved health and safety plans, the Board shall require that district students submit to health and dental examinations, screenings and health monitoring in order to protect the school community from the spread of communicable disease and to ensure that the student's participation in health, safety and physical education courses meets the student's individual needs and that the learning potential of each student is not lessened by a remediable physical disability.

HEALTH EXAMINATIONS/SCREENINGS (Policy 209)

Each student shall receive a comprehensive health examination conducted by the school physician **upon original entry, in sixth grade, and in eleventh grade.**

Each student shall receive a comprehensive dental examination conducted by the school dentist upon original entry, in third grade, and in seventh grade.

A private health and/or dental examination conducted at the parents'/guardians' request and expense shall be accepted in lieu of the school examination. The district shall accept reports of privately conducted physical and dental examinations completed within one (1) year prior to a student's entry into the grade where an exam is required.

The school nurse or medical technician shall administer to each student vision tests, hearing tests, tuberculosis tests, other tests deemed advisable, and height and weight measurements, at intervals established by the district. Height and weight measurements shall be used to calculate the student's weight-for-height ratio.

Parents/Guardians of students who are to receive physical and dental examinations or screenings shall be notified. The notice shall include the date and location of the examination or screening and notice that the parents/guardians may attend. The notice shall encourage the parent/guardian to have the examination or screening conducted by the student's private physician or dentist at the parent's/guardian's expense to promote continuity of care. Such statement may also include notification that the student may be exempted from such examination or screening if it is contrary to the parent's/guardian's religious beliefs.

Where school health officials or staff have reasonable cause to suspect that a student may be the victim of child abuse, the school employee shall make a report of suspected child abuse in accordance with law and Board policy.

MEDICATIONS (Policy 210)

The Board shall not be responsible for the diagnosis and treatment of student illness. The administration of prescribed medication to a student during school hours in accordance with the direction of a parent/guardian and licensed prescriber will be permitted only when failure to take such medicine would jeopardize the health of the student or the student would not be able to attend school if the medicine were not available during school hours.

For purposes of this policy, medication shall include all medicines prescribed by a licensed prescriber and any over-the-counter medicines.

For purposes of this policy, licensed prescribers shall include licensed physicians (M.D. and D.O.), podiatrists, dentists, optometrists, certified registered nurse practitioners and physicians assistants.

The Board directs all district employees to comply with the Pennsylvania Department of Health's Guidelines for Pennsylvania Schools for the Administration of Medications and Emergency Care.

Before any medication may be administered to or by any student during school hours, the Board shall require the written request of the parent/guardian, giving permission for such administration.

Guidelines

The district shall inform all parents/guardians, students and staff about the policy and administrative regulations governing the administration of medications.

All standing medication orders and parental consents shall be renewed at the beginning of each school year.

Student health records shall be confidential and maintained in accordance with state and federal laws and regulations and the Department of Health Guidelines.

Students may possess and use asthma inhalers and epinephrine auto-injectors when permitted in accordance with state law and Board policy.

Delivery and Storage of Medications

All medication shall be brought to the nurse's office, or the main office if the nurse is in another building, by the parent/guardian or by another adult designated by the parent/guardian. All medication shall be stored in the original pharmacy-labeled container and kept in a locked cabinet designated for storage of medication. Medications that require

refrigeration shall be stored and locked in a refrigerator designated only for medications. The district shall not store more than a thirty-day supply of an individual student's medication.

Medication should be recorded and logged in with the date, name of student, name of medication, amount of medication, and signatures of the parent/guardian or designated adult delivering the medication and the school health personnel receiving the medication.

Nonprescription medication must be delivered in its original packaging and labeled with the student's name.

Prescription medication shall be delivered in its original packaging and labeled with:

1. Name, address, telephone and federal DEA (Drug Enforcement Agency) number of the pharmacy.
2. Student's name.
3. Directions for use (dosage, frequency and time of administration, route, special instructions).
4. Name and registration number of the licensed prescriber.
5. Prescription serial number.
6. Date originally filled.
7. Name of medication and amount dispensed.
8. Controlled substance statement, if applicable.

All medication shall be accompanied by a completed Medication Administration Consent and Licensed Prescriber's Medication Order Form, or other written communication from the licensed prescriber.

Disposal of Medications

Procedures shall be developed for the disposal of medications consistent with the Department of Health Guidelines, which shall include:

1. Guidelines for disposal of contaminated needles or other contaminated sharp materials immediately in an appropriately labeled, puncture resistant container.
2. Processes for immediately returning to parents/guardians all discontinued and outdated medications, as well as all unused medications at the end of the school year.
3. Methods for safe and environmentally friendly disposal of medications.
4. Proper documentation of all medications returned to parents/guardians and for all medications disposed of by the Certified School Nurse or other licensed school health staff. Documentation shall include, but not be limited to, date, time, amount of medication and appropriate signatures.

Student Self-Administration of Emergency Medications

Prior to allowing a student to self-administer emergency medication, the district shall require the following:

1. An order from the licensed prescriber for the medication, including a statement that it is necessary for the student to carry the medication and that the student is capable of self-administration.
2. Written parent/guardian consent.
3. An Individual Health Plan including an Emergency Care Plan.
4. The nurse shall conduct a baseline assessment of the student's health status.
5. The student shall demonstrate administration skills to the nurse and responsible behavior.

The nurse shall provide periodic and ongoing assessments of the student's self-management skills.

The student shall notify the school nurse immediately following each occurrence of self-administration of medication.

Students shall demonstrate a cooperative attitude in all aspects of self-administration of medication. Privileges for self-administration of medication will be revoked if school policies regarding self-administration are violated.

Administration of Medication During Field Trips and Other School-Sponsored Activities

The Board directs planning for field trips and other school-sponsored activities to start early in the school year and to include collaboration between administrators, teachers, nurses, appropriate parents/guardians and other designated health officials.[10]

Considerations when planning for administration of medication during field trips and other school-sponsored programs and activities shall be based on the student's individual needs and may include the following:

1. Assigning school health staff to be available.
2. Utilizing a licensed person from the school district's substitute list.
3. Contracting with a credible agency which provides temporary nursing services.
4. Utilizing licensed volunteers via formal agreement that delineates responsibilities of both the school and the individual.
5. Addressing with parent/guardian the possibility of obtaining from the licensed prescriber a temporary order to change the time of the dose.
6. Asking parent/guardian to accompany the child on the field trip, with proper clearances.
7. Arranging for medications to be provided in an original labeled container with only the amount of medication needed.

Security procedures shall be established for the handling of medication during field trips and other school-sponsored activities.

STUDENT INFORMATION

STUDENT RIGHTS AND RESPONSIBILITIES (Policy 235)

This policy sets forth guidelines by which student rights and responsibilities are determined, consistent with law and regulations.

The Board has the authority and responsibility to establish reasonable rules and regulations for the conduct and deportment of District students. At the same time, no student shall be deprived of equal treatment and equal access to the educational program, due process, a presumption of innocence, and free expression and association, in accordance with Board policy and school rules.

Guidelines

Attendant upon the rights established for each student are certain responsibilities, which include regular attendance; conscientious effort in classroom work and homework; conformance to Board policies and school rules and regulations; respect for the rights of teachers, students, administrators and all others who are involved in the educational process; and expression of ideas and opinions in a respectful manner.

It shall be the responsibility of the student to:

1. Be aware of all policies, rules and regulations for student behavior and conduct him/herself accordingly. Each student shall assume that, until a rule is waived, altered or repealed in writing, it is in effect.[10]
2. Volunteer information in matters relating to the health, safety and welfare of the school community and the protection of school property.
3. Dress and groom to meet standards of safety and health, and not to cause substantial disruption to the educational processes.[12]
4. Assist the school staff in operating a safe school.
5. Comply with federal, state and local laws.
6. Exercise proper care when using District facilities, school supplies and equipment.
7. Attend school daily and be on time to all classes and other school functions.
8. Make up work when absent from school.
9. Pursue and attempt to satisfactorily complete the courses of study prescribed by local school authorities.
10. Report accurately in student media.
11. Not use obscene language in student media or on school property.

Violations of this policy may result in disciplinary action, consistent with the Code of Student Conduct and Board policy.

A listing of students' rights and responsibilities shall be included in the Code of Student Conduct, which shall be distributed annually to students and parents/guardians.

STUDENT SURVEYS (Policy 235.1)

This policy sets forth guidelines regarding the conduct of surveys and collection and use of information for marketing purposes, consistent with law and regulations.

Personal information means individually identifiable information, including a student's or parent's/guardian's first and last name; home or physical address, including street name and the name of the city or town; telephone number; or social security number

For purposes of this policy, protected information, as addressed by the Protection of Pupil Rights Amendment (PPRA), includes:

1. Political affiliations or beliefs of the student or student's parent/guardian.
2. Mental or psychological problems of the student or student's family.
3. Sex behavior or attitudes.
4. Illegal, anti-social, self-incriminating or demeaning behavior.
5. Critical appraisals of other individuals with whom respondents have close family relationships.
6. Legally recognized privileged or analogous relationships, such as those with lawyers, physicians, and ministers.
7. Religious practices, affiliations, or beliefs of the student or student's parent/guardian.
8. Income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.

Surveys conducted by outside agencies, organizations and individuals shall be approved by the Board, based on the Superintendent's recommendation, prior to administration to students.

All surveys and instruments used to collect information from students shall relate to the District's educational objectives.

U.S. Department of Education Funded Surveys

No student shall be required, as part of any program funded in whole or in part by the U.S. Department of Education, to submit to a survey, analysis or evaluation that reveals protected information without written parental consent for students under eighteen (18) years of age or written consent of emancipated students or those over eighteen (18) years of age.

All instructional materials, including teachers' manuals, films, tapes or other supplementary material, that will be used in connection with any survey, analysis or evaluation as part of any program funded in whole or in part by the U.S. Department of Education, shall be made available for inspection by the parent(s)/guardian(s) of the student.

Surveys Funded by Other Sources

Parents/Guardians shall be informed of the nature and scope of individual surveys and their relationship to the educational program of their child and the parent's/guardian's right to inspect, upon request, a survey created by a third party prior to administration or distribution to a student. Such requests shall be in writing and submitted to the building principal.

Parents/Guardians shall be informed of their right to have their child excluded from any research studies or surveys conducted by entities other than a school entity without prior written consent.

Collection of Information for Marketing, Sales or Other Distribution Purposes

The District shall notify parents/guardians of any activities involving the collection, disclosure or use of personal information collected from students for the purpose of marketing or selling, or otherwise providing the information to others for that purpose.

The parent/guardian has the right to inspect the instrument used in collection of personal information for the purpose of marketing or selling that information and opt the student out of participating in any activity that results in the collection, disclosure or use of personal information for purposes of marketing or selling that information.

This provision does not apply to the collection, disclosure or use of personal information collected from students for the exclusive purpose of developing, evaluating or providing educational products or services for, or to, students or educational institutions, such as the following: recruiters, book clubs, curriculum and instructional materials used by schools, sale by students of products or services to raise funds for school-related or education-related activities, or student recognition programs.

The District shall implement procedures to protect student identity and privacy when a survey containing one or more of the items listed under protected information is administered or distributed to a student and in the event of the collection, disclosure or use of personal information for marketing, sales or other distribution purposes.

Student and Parent/Guardian Rights

Under federal law, the rights provided to parents/guardians under this policy transfer to the student when the student turns eighteen (18) years old or is an emancipated minor. These rights do not transfer under state law; therefore, parents/guardians retain their rights to receive notice and to inspect.

ACADEMIC INTEGRITY (Policy 243)

The Cumberland Valley School District is committed to teaching academic integrity to help students develop intellectually, creatively and ethically. Honesty in all assignments is considered essential to the maintenance of such standards.

The Board recognizes that the concepts of academic integrity, plagiarism, and cheating are developmental. Consequences for any violation of this policy shall be crafted at the elementary and middle school levels by the teacher and the building administration. Consequences will be consistent with the guidelines below.

Definitions

Academic Integrity - the pursuit of scholarly activity free from fraud and deception.

Academic Dishonesty - includes, but is not limited to, cheating, plagiarism, fabrication of information or citations, facilitating acts of academic dishonesty by others, having unauthorized possession of examinations, submitting work of another person or work previously used without informing the instructor, or tampering with the academic work of other students. The person who gives another person answers on an exam or writes a paper for another student, is equally guilty of academic dishonesty with the person for whom the answers or papers are provided.

Cheating - includes, but is not limited to, a student copying an assignment or test and submitting it as his/her own; allowing someone to copy an assignment or test and submitting it as his/her own; unauthorized possession of a teacher's materials for assignments, tests, etc; unauthorized use of, or communication with, notes, calculators, computers, textbooks, cell phones, etc. during any assessment, including projects; telling other students what is on a quiz, test, or other assessment, or providing specific questions and/or answers.

Plagiarism - the presentation of ideas or statements of another writer without crediting the original source. Plagiarism is theft, even when it is unintentional.

LEVELS OF ACADEMIC DISHONESTY and CONSEQUENCES

	Description	Consequences
LEVEL 1	Academic dishonesty (intentional or unintentional) that involves a student's use of phrases or a few lines of text or a paragraph without proper citation. Most of the student's work is still his/her own. This includes assignments of any type.	<ul style="list-style-type: none"> • Teacher-student conference (teachable moment) • Student required to correct error(s) • Parent/guardian notified (teacher discretion) • Warning documented in Skyward (teacher discretion)
LEVEL 2	<p>Academic dishonesty that is more serious than Level 1 Academic Dishonesty. It involves the student's use of multiple paragraphs of someone else's work, the use of someone else's ideas without the proper attribution, and/or repeated paraphrasing without proper attribution. While some of the work is the student's own, it is clear that significant portions of the student's work are not his/her own.</p> <p>Level 2 includes any degree of cheating on quizzes, tests, or other graded assessments through the use of one or more types of academic dishonesty.</p> <p>With respect to acts of plagiarism, it shall be the teacher's discretion, in consultation with the grade-level principal, to determine whether the act of plagiarism constitutes a Level 1 or Level 2 violation.</p>	<ul style="list-style-type: none"> • Student required to resubmit assignment or retake test/quiz • Academic penalty of 50% of grade earned after resubmission or retake • Teacher submits discipline referral in Skyward <u>and</u> contacts parent/guardian • Virtual Academic Integrity lesson assigned by administrator • Denial/removal from National Honor Society • NOTE: Taking or forwarding unauthorized photos/videos of an assessment and/or removing a hard copy of an assessment from the classroom is a Level 2 infraction and will result in academic and disciplinary consequences, including suspension.
LEVEL 3	Level 3 occurs when the student has plagiarized or cheated, in any way, for the second time (and any additional times thereafter).	<ul style="list-style-type: none"> • Student receives a zero (0%) for the assignment or test/quiz • Teacher submits discipline referral in Skyward <u>and</u> contacts parent/guardian • Possible hearing with parent/guardian, student, and the principal • Possible denial of course credit • Possible removal from the course

TYPES OF ACADEMIC DISHONESTY

All Cumberland Valley High School teachers have access to and may use plagiarism and/or Artificial Intelligence detection software at their discretion when grading student work.

Type	Definition	Example
Plagiarism	Copying someone else's work and passing it off as your own, without giving proper credit.	<p>Copying and pasting content from a website or book without citation.</p> <p>Paraphrasing someone else's work without acknowledging the original source.</p> <p>Using another student's assignment or essay and submitting it as your own.</p>
Cheating	Using unauthorized resources or devices to help you achieve an outcome you wouldn't have on your own	<p>Looking at another student's answers during an exam.</p> <p>Using unauthorized materials or devices during a test.</p> <p>Collaborating with others on an individual assignment without permission.</p>
Contract Cheating	Paying or bribing someone to help you cheat	Paying someone to write an essay for you
Facilitation of Academic Dishonesty	Helping others cheat	Giving a friend exam answers; sharing exam answers in a group chat
Collusion	Working together with others to cheat (including through the use of social media or text messages)	<p>Texting your friends during an online exam to compare answers</p> <p>Receiving answers to a test in a group chat</p>
Fabrication	Misrepresenting or falsifying information, data, or research	<p>Making up research findings or experiments.</p> <p>Inventing citations or references for sources that do not exist.</p>

		Modifying data to support desired outcomes in research or lab reports.
Deceit	Lying or falsifying information	Fabricating an illness to get out of taking an exam
Artificial Intelligence	Using AI software, including AI rewriting programs, to partially or fully write, rewrite, and/or outline an assignment and submit it as your own writing	Using ChatGBT to write an essay Using AI software to outline an essay Using AI software to generate research or data
Multiple Submissions	Submitting the same work for multiple assignments or courses without prior approval	Submitting a paper previously submitted for another class. Reusing a lab report or research project without permission. Using the same assignment for different courses without making necessary modifications.

ACCEPTABLE USE OF ELECTRONIC RESOURCES (Policy 815)

The Cumberland Valley School District (School District) provides employees, students, and Guests (Users) access to technology resources, including, but not limited to, electronic communications systems, computers, computer networks, networked devices, hardware, software, internet access, mobile devices, peripherals, copiers, and cameras.

The Board supports the use of the District's technology resources to facilitate teaching and learning, to provide access to information, to aid in research and collaboration, to foster the educational mission of the District, and to carry out the legitimate business and operation of the District.

The use of the District's technology resources is for appropriate school-related educational and operational purposes and for the performance of job duties consistent with the educational mission of the District. Use for educational purposes is defined as use that is consistent with the curriculum adopted by the District as well as the varied instructional needs, learning styles, abilities and developmental levels of students. All use for any purpose must comply with this policy and all other applicable codes of conduct, policies, procedures, and rules and must not cause damage to the District's technology resources.

All employees and students are responsible for the appropriate and lawful use of the District's technology resources. This policy is intended to ensure that all users continue to enjoy access to the District's technology resources and that such resources are utilized in an appropriate manner and for legitimate purposes.

District Technology Resources - means all technology owned, operated, and/or licensed by the District, including computers, projectors, televisions, video and sound systems, mobile devices, calculators, scanners, printers, cameras, portable hard drives, hardware, software, accounts, routers, and networks, including the Internet.

User - means anyone who utilizes or attempts to utilize District technology resources while on or off District property. The term includes, but is not limited to, students, staff, parents and/or guardians, and any visitors to the District that may use District technology.

The Board establishes that access to and use of its technology resources is a privilege, not a right, which may be revoked at any time. The District's technology resources are the property of the District. The District provides these resources for educational and operational purposes as stated herein and are not provided as a public access service or to provide a public forum.

The School District makes no warranties of any kind, either expressed or implied, for the service it is providing through its various technology resources. The District is not responsible, and will not be responsible, for any damages, including loss of data resulting from delays, non-deliveries, missed deliveries, or services interruption. Use of any information obtained through the District's technology resources is at the user's own risk.

Use of Personal Electronic Devices

The use of personal electronic devices on the District network is permitted only on designated networks. When a user connects a personal electronic device to a District network or District technology resources, this policy and its guidelines apply. Users are subject to the same levels of monitoring and access as if a District-owned device were being utilized. Users who connect a personal electronic device to a District network explicitly waive any expectation of privacy in the content exchanged over the District technology resources.

Privacy

The District reserves the right to monitor any user's utilization of District technology resources. Users have no expectation of privacy while using District technology resources whether on or off District property. The District may monitor, inspect, copy, and review any and all usage of District technology resources including information transmitted and received via the internet to ensure compliance with this and other District policies, and state and federal law. All e-mails and messages, as well as any files stored on District technology resources may be inspected at any time for any reason. The District may decrypt and inspect encrypted internet traffic and communications to ensure compliance with this policy.

Internet Filtering and Children's Internet Protection Act ("CIPA") Compliance

The District utilizes content and message filters to prevent users from accessing material through District technology resources that has been determined to be obscene, offensive,

pornographic, harmful to minors, or otherwise inconsistent with the District's educational mission. The Superintendent or his/her designee shall establish a procedure for users to request that a legitimate website or educational resource not be blocked by the District's filters for a bona fide educational purpose. Such requests must be either granted or rejected within three school days pursuant to the established procedure.

The Board directs that the Superintendent or his/her designee ensure that students at the elementary, middle school, and high school levels are educated about appropriate online behavior including interacting via social networks and in chat rooms, cyber-bullying, and disclosure of personal information.

Monitoring

District technology resources shall be periodically monitored to ensure compliance with this and other District policies including monitoring of users' online activities. The network administrator designated by the Superintendent shall ensure that regular monitoring is completed pursuant to this section. However, the Superintendent, or his/her designee, shall also implement procedures to ensure that District technology resources are not utilized to track the whereabouts or movements of individuals, and that remotely activated cameras and/or audio are not utilized except where necessary to recover lost or stolen District technology.

District Provided Resources

District technology resources may be assigned or allocated to an individual user for his or her use (e.g. individual e-mail accounts, laptop computers, etc.) Despite being allocated to a particular user, the technology resources remain the property of the District and may be revoked, suspended, or inspected at any time to ensure compliance with this and other District policies. Users do not have an expectation of privacy in any District provided technology resource or any of its contents.

Prohibitions

The use of the School District's CIS systems for illegal, inappropriate, unacceptable, or unethical purposes by Users is prohibited. Such activities engaged in by Users are strictly prohibited and illustrated below. The School District reserves the right to determine if any activity not appearing in the list below constitutes an acceptable or unacceptable use of the CIS systems.

These prohibitions are in effect any time School District resources are accessed whether on School District property, at School District events, while connected to the School District's network, when using mobile commuting equipment, telecommunication facilities in protected and unprotected areas or environments, directly from home, or indirectly through another ISP, and if relevant, when an employee or student uses their own or another entity's equipment.

General Prohibitions

The following uses of District technology resources are prohibited:

1. Use of technology resources to violate the law, facilitate illegal activity, or to encourage others to do so.
2. Use of technology resources to violate any other District policy.
3. Use of technology resources to engage in any intentional act which might threaten the health, safety, or welfare of any person or persons.
4. Use of technology resources to cause, or threaten to cause harm to others or damage to their property.
5. Use of technology resources to bully, or to communicate terroristic threats, discriminatory remarks, or hate.
6. Use of technology resources to communicate words, photos, videos, or other depictions that are obscene, indecent, vulgar, rude, profane, or that advocate illegal drug use.
7. Use of technology resources to create, access, or to distribute obscene, profane, lewd, vulgar, pornographic, harassing, or terroristic materials, firearms, or drug paraphernalia.
8. Use of technology resources to attempt to interfere with or disrupt District technology systems, networks, services, or equipment including, but not limited to, the propagation of computer “viruses” and “worms”, Trojan Horse and trapdoor program codes.
9. Altering or attempting to alter other users’ or system files, system security software, system or component settings, or the systems themselves, without authorization.
10. The attempted physical harm or attempted destruction of District technology resources.
11. Use of technology resources in a manner that jeopardizes the security of the District’s technology resources, or in a manner that attempts to circumvent any system security measures.
12. Use of technology resources to intentionally obtain or modify files, passwords, and/or data belonging to other users or to the District.
13. Use that conceals or attempts to conceal a user’s identity, including the use of anonymizers, or the impersonation of another user.
14. Unauthorized access, interference, possession, or distribution of confidential or private information.
15. Using technology resources to send any District information to another party, except in the ordinary course of business as necessary or appropriate for the advancement of the District’s business or educational interests.
16. Use of technology resources to commit plagiarism.
17. Installing, loading, or running software programs, applications, or utilities not explicitly authorized by the District technology staff.
18. Installing unauthorized computer hardware, peripheral devices, network hardware, or system hardware onto technology resources.
19. Copying District software without express authorization from a member of the District’s technology staff.

20. Use of technology resources for commercial purposes.
21. Use of technology resources for political lobbying or campaigning, not including student elections (e.g. student government, club officers, homecoming queen, etc.)
22. Use of District technology resources to tether or otherwise connect to a non-District owned device to access an unfiltered and/or unmonitored internet connection.
23. The use of proxies or other means to bypass internet content filters and monitoring.
24. The use of technology resources to gamble.
25. Unauthorized access into a restricted system or changing settings or access rights to a restricted system or account.
26. The use of encryption software that has not been previously approved by the District.
27. Sending unsolicited mass-email messages, also known as spam.
28. Scanning the District's technology resources for security vulnerabilities.

Consequences for Inappropriate, Unauthorized and Illegal Use

Violations of this policy may result in the temporary or permanent revocation of a user's right to access District technology resources. Additionally, students may be subject to other forms of disciplinary actions for violations of this policy and/or local, state, and/or federal law.

ACTIVITY BUS

Four (4) activity buses leave CVHS at approximately 4:30 p.m. Mondays through Thursdays during the school year. Activity buses are not available on Fridays. Each of the four buses transports students to the four district townships: Middlesex, Monroe, Silver Spring, and Hampden.

CV9 students who are involved in athletics, clubs, or any other legitimate/approved reason will be transported to the CVHS at the end of the school day (depart CV9 at 2:40 PM). At the conclusion of the extracurricular activity, students may ride the activity bus home or have parent pick-up.

Students are required to sign up for the activity bus by 1:00 p.m. on the day they plan to ride it home. In addition, students will be required to show the bus driver an Activity Bus Pass. This pass will be provided by the adult who is supervising the student during the after school activity. For safety and security reasons, students who do not follow these procedures will not be transported home on an activity bus.

Students waiting for the activity bus or a ride home should wait in the bus lobby at CVHS or outside of the building.

ATTENDANCE

With the PA Legislature's passage of Act 138 (2016), Cumberland Valley's attendance procedures have been modified to reflect changes in PA's truancy laws. When a student is absent from school, the absence is considered unlawful until the school receives a submitted

excuse from the parent/guardian. After three school days without a submitted acceptable excuse per School District Policy, the absence is considered unlawful.

The District will send letters indicating an unlawful absence. If a student accumulates a fourth unlawful absence, the parent will receive a reminder from the District stating the number of unlawful absences and an invitation to participate in a School Attendance Improvement Conference (SAIC). At the conference, a School Attendance Improvement Plan (SAIP) will be created. The goal of this meeting and creation of the plan is to form a partnership between parents, student, and school personnel to improve school attendance.

If a student accumulates six unlawful absences, the student is considered habitually truant. At this time, the child may be referred to a community or school based program, Cumberland County Children and Youth, and/or be issued a truancy citation with the District Magistrate. **With any absence for any reason: It is the student's responsibility to meet with the teacher to determine how to make up missed work, and it is the student's responsibility to get the work completed within the given timeline.**

Absentee Reporting

1. Unless the District is aware of an absence at least one day in advance, an automated telephone call will be sent to the home of any student on the day of their absence.
2. When a child is absent from school, the parent/guardian is responsible for submitting an excuse in Skyward stating the reason for the absence. If an excuse is not received within three (3) school days after an absence, the absence will be marked truant/unlawful according to the Pennsylvania Department of Education's revised truancy policy. The District prefers that parents use Skyward to submit excuses.
3. Students will not be excused for absences during State Mandated Testing. Educational trip forms will not be accepted at this time unless granted special permission from the building principal.

Assignment Requests When Absent

Counselors will obtain assignments from teachers, upon request of a parent, **after a student has been absent because of illness three consecutive days**, or when there is assurance from a physician that an absence of more than three days due to illness is expected. Assignments may be picked up in the Counseling Office. When a student is absent for three or fewer days, work may be obtained by contacting the teacher directly through email.

Career/Job Shadowing

Students are granted an excused absence for a total of two (2) days per year for the purpose of career/job shadowing. Students must complete the appropriate form and have it approved by their school counselor. Forms are available in the Attendance Office and the Guidance Office for students to take with them. Forms may be printed from the web page. College Visitation Students are granted an excused absence for a total of two (2) days per year for

the purpose of college visitations. Forms are available in the Attendance Office and the Guidance Office for students to take with them. Forms may be printed from the web page.

College Visitation

Students are granted an excused absence for **a total of two (2) days per year** for the purpose of college visitations. Forms are available in the Attendance Office and the Guidance Office for students to take with them. Forms may be printed from the web page.

Forms must be signed by a parent and a college official to confirm the visitation and to have the absence excused - A business card or other documentation should be attached. In the absence of a CVHS form, a letter from the school on their letterhead may be submitted. College Visitations shall not be approved during any State Mandated testing in which the student is participating unless granted permission from the building principal.

Funerals and Family Emergencies

Attending a funeral will be considered an excused absence with a parent excuse submitted on Skyward. 20 A student may be excused from school due to a family emergency. The parent should submit an excuse on Skyward explaining the reason for the absence. If the parent would rather not state the nature of the emergency, they should indicate they would rather receive a call from the appropriate principal. Determination to excuse the absence is at the principal's discretion.

Compulsory School Attendance (Policy #204)

The Compulsory School Attendance Law of Pennsylvania states that when a child enters first grade he/she comes under the compulsory attendance laws.

The policy stipulates that **EXCUSED** absences include the following:

1. Illness
2. Family emergencies (an excuse must explain nature of emergency)
3. Prearranged doctor and dentist appointments (with a medical excuse)
4. Authorized school activities
5. Approved student educational trips (forms available online).
6. College visitations – two (2) days per year.
7. Once a student has reached ten (10) days of cumulative unlawful, unexcused, or lawful absences, all future absences will only be excused with a note from a physician. Exceptions may be made for educational trips, college visits, and at the discretion of the grade-level principal.

UNEXCUSED absences include the following:

1. Absences from school with parents' consent, for reasons other than those considered excusable.
2. Leaving school during school hours without permission.

3. Absences for which the School District has not received a written excuse within three (3) days of the absence. The District prefers that parents use Skyward to submit excuses.
4. Students shall not be excused during school hours for non-school activities such as private music lessons, dancing lessons, scouts, etc.

When a student is absent from school, parents have three school days to return an excuse to the school. Failure to do so will move a possible lawful absence to an unlawful/truant absence. When a student has accumulated unlawful/truant absences, the parent will receive notification from the District indicating the number of unlawful absences. If a student accumulates 4 unlawful absences, a Student Attendance Improvement Plan (SAIP) will be created in an attempt to resolve truant behavior. Additional unlawful/truant absences will result in an attendance citation being filed with the District Justice.

Possible Discipline for Excessive Unexcused/Unlawful Absences

- Student Conference
- Formal Student Attendance Improvement Conference
- Loss of Participation in School Events/Extracurriculars/Sports
- Attendance Contract
- Denial of Course Credit

Dismissal from School (Appointments and Illness)

1. Students will be released from school only with the permission of authorized persons.
2. A student who becomes ill during the school day must report to the nurse to be dismissed. Students making their own arrangements will not be excused, and will receive consequences for leaving campus without permission.
3. Requests for release time for dental and medical appointments shall be honored when impossible to arrange them on non-school time. A written request from the student's parents or guardians is necessary. The request should be turned into the Attendance Office at least one day in advance of the dismissal. The early dismissal will not be excused unless the student returns with documentation from the appointment (ie: provide a doctor's note in addition to or in place of a parent note.)

Educational Trips (Policy #204)

A student will be permitted to take not more than two educational trips per school year, not to exceed a total of five school days with his/her parents/guardians and receive an excused absence provided parents/guardians comply with program requirements. When an educational trip is planned which will require a student to be absent from school, an Educational Trip Form should be completed and returned to the office **one week prior to the trip**. Neglecting to gain prior approval for the educational trip will result in the recording of unexcused daily absences for those days absent. Educational trips shall not be approved during any State Mandated and final exam testing period in which the student is participating. Educational trips shall only be approved during the last or first ten school days under special circumstances and with special permission from the main office.

Tardy To School

1. It is a requirement of each student to appear at the school premises at the time assigned for arrival. It is a violation of this expectation for a student to arrive at the school premises later than the time assigned for arrival.
2. A student in violation of the Tardy to School expectation will receive an appropriate 22 consequence.
3. A tardy student shall report directly to the office.

Note: The accumulation of unexcused minutes tardy to school can be added to the total number of minutes unexcused from school and could result in a citation for unlawful absence. (Students who demonstrate considerable improvement in their tardiness to school may receive a pardon for some of the tardiness to school from earlier in the school year.)

BULLYING/CYBERBULLYING (Policy 249)

The Board is committed to providing a safe, positive learning environment for district students. The Board recognizes that bullying creates an atmosphere of fear and intimidation, detracts from the safe environment necessary for student learning, and may lead to more serious violence. Therefore, the Board prohibits bullying by district students.

Bullying means an intentional electronic, written, verbal or physical act or series of acts directed at another student or students, which occurs in a school setting and/or outside a school setting, that is severe, persistent or pervasive and has the effect of doing any of the following:

1. Substantially interfering with a student's education.
2. Creating a threatening environment.
3. Substantially disrupting the orderly operation of the school.

Bullying, as defined in this policy, includes cyberbullying.

School setting means in the school, on school grounds, in school vehicles, at a designated bus stop or at any activity sponsored, supervised or sanctioned by the school.

The Board prohibits all forms of bullying by district students.

The Board encourages students who believe they or others have been bullied to promptly report such incidents to the building principal or designee.

Students are encouraged to use the district's report form, available from the building principal, or to put the complaint in writing; however, oral complaints shall be accepted and documented. The person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the student filing the complaint or those accused of a violation of this policy.

Title IX Sexual Harassment and Other Discrimination

Every report of alleged bullying that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination shall be

handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Title IX Coordinator/Compliance Officer.

If, in the course of a bullying investigation, potential issues of discrimination are identified, the Title IX Coordinator/Compliance Officer shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged bullying.

Confidentiality of all parties, witnesses, the allegations, the filing of a complaint and the investigation shall be handled in accordance with applicable law, regulations, this policy and the district's legal and investigative obligations.

Reprisal or retaliation relating to reports of bullying or participation in an investigation of allegations of bullying is prohibited and shall be subject to disciplinary action.

Consequences for Violations

A student who violates this policy shall be subject to appropriate disciplinary action consistent with the Code of Student Conduct, which may include:

1. Counseling within the school.
2. Parental conference.
3. Loss of school privileges.
4. Transfer to another school building, classroom or school bus.
5. Exclusion from school-sponsored activities.
6. Detention.
7. Suspension.
8. Expulsion.
9. Counseling/Therapy outside of school.
10. Referral to law enforcement officials.

CLUBS AND ACTIVITIES

Students interested in starting a club must complete and submit the online club application form located on the CV webpage. After the form is completed, a principal will meet with prospective club leaders to discuss and determine approval. All clubs must have a Cumberland Valley Staff Member serve as an advisor who will supervise all club activities. Club advisors will be required to follow the guidelines outlined in the Club/Activity Procedures and Instructions Manual.

For a complete and current list of all clubs and activities, please reference the high school tab on the District web page at www.cvschools.org. To compete in an activity or practice, a student participant must be in attendance by 9:30 AM or have the building principal's approval. Once in school, the student must remain in school for the remainder of the day.

CUTTING CLASS

Class cuts include anytime a student is absent from a class without permission or anytime a student is “missing” due to the fact that he/she is in an area of the building without proper supervision or authorization.

Nurse Office and Counseling and Career Center

When students enter these areas, they are required to both sign in and sign out using their student ID. Failure to sign out, even if it is at the end of the period, may result in a class cut. Students must be able to demonstrate that they were in these areas for the duration of the period.

Use of Hall Passes

It is expected that students who have a corridor pass are coming from and going to the areas indicated on the pass. For example: any student who obtains a pass to the library and goes to a different location, will be considered as cutting class.

Illness

Students who are ill need to utilize the nurse office. Staying in the bathroom because of illness (a headache or throwing up) is considered cutting class.

DICE, GAMBLING, AND OTHER GAMES OF CHANCE

Students are not permitted to have dice or other games of chance during the school day. We ask students to leave these items at home. Items listed or used to play games of chance will be taken from the student or students involved. Parents will be able to pick the items up at school at the grade-level assistant principal's office.

DRESS AND GROOMING (Policy 221)

The Board recognizes that each student's mode of dress and grooming is a manifestation of personal style and individual preference.

The Board has the authority to impose limitations on students' dress in school. The Board will not interfere with the right of students and their parents/guardians to make decisions regarding their appearance, except when their choices disrupt the educational program of the schools or constitute a health or safety hazard.

Students may be required to wear certain types of clothing while participating in physical education classes, technical education, extracurricular activities, or other situations where special attire may be required to ensure the health or safety of the student.

Dress Code for School Dances

A committee of students and administrators met to discuss and agree upon a school dance dress code that would promote a healthy, safe, and enjoyable event for all involved. This dress

code is intended to cover all CVHS dances including, but not limited to, Homecoming, and Prom.

- Strapless/spaghetti strap clothing is allowed.
- Bottoms of outfits must be an acceptable length.
- Slits in clothing must not be so high that body parts or undergarments are exposed.
- Backless to waist is permitted. Below waist is not permitted (opposite your belly button).
- No garters or other exposed lingerie undergarments.
- No sheer/see-through outfits and no see-through sides or bare sides.
- No excessively low cut clothing which exposes personal body parts
- Shirts must remain on.
- No bandanas.
- Please note the following: Once students are admitted into the dance, if they alter their attire in such a way as to violate the specific dress code standards, they will be removed from the dance and will lose the privilege to participate in the next dance. Parents will be notified. Students who are unsure if their attire meets dress code standards should see their principal prior to the dance. *If you have a guest, it is your responsibility to be sure he or she is aware of the dance dress code.

DRUG AND ALCOHOL TESTING/AWARENESS (Policy 227)

The Board recognizes that the misuse of drugs and alcohol is a serious problem with legal, physical and social implications for the whole school community. This policy and its associated guidelines are intended to protect the health, safety and welfare of all students.

In keeping with the mission of the district, the role of this drug and alcohol abuse prevention policy and programs is to build partnerships between faculty, administrators, coaches, parents/guardians and students in order to reduce alcohol and other drug-related barriers to academic, athletic and personal development. Cumberland Valley School District provides a multifaceted approach to drug and alcohol prevention. This approach focuses on the establishment of strong partnerships between faculty, administrators, coaches, parents/guardians, students and the community. Therefore, it is the Board's intent to promote nonuse behavior and provide policies that emphasize that the use of alcohol and drugs will not be tolerated.

The purpose of this policy is to establish rules and regulations intended to prevent the use of drugs and alcohol as follows:

1. To prevent student participants in athletics, extracurricular and/or co-curricular activities, and students receiving driving privileges to and from school from using drugs or alcohol.
2. To protect the health and safety of all students.
3. To prevent accidents and injuries resulting from the use of drugs or alcohol.
4. To provide an effective Student Assistance Program for students who are using drugs or alcohol.

5. To empower students to make responsible choices relating to the use of drugs or alcohol.

For purposes of this policy, the following terms shall be defined as follows:

Alcohol - Alcoholic beverages including, but not limited to, beer, wine, liquor and any beverage subject to the control and jurisdiction of the Pennsylvania Liquor Control Board and any substance containing ethyl alcohol to the extent that it can impair judgment or function if taken in sufficient quantities.

Drugs - shall include all of the following:

1. Controlled substances as defined in the Controlled Substance, Drug, Device and Cosmetic Act, as otherwise prohibited by federal and state law.
2. Prescription or patent drugs (over-the-counter drugs), except those for which permission for use or possession in school has been granted pursuant to Board policy.
3. Anabolic and non-anabolic steroids.
4. Look-alike drugs.
5. Drug paraphernalia.
6. Any solvents or inhalants, such as but not limited to glue and aerosol products.

Examples of the above include, but are not limited to, anabolic steroids, non-anabolic steroids, marijuana, hashish, cocaine, chemical solvents, glue, look-alike substances, and any capsules or pills not registered with the nurse, annotated within the student's health record, and/or taken in accordance with Board policy for the administration of medication to students in school.

Drug Paraphernalia - Any utensil, device or item that in the school's judgment can be associated with the use of drugs. Examples may include, but are not limited to, cigarette-rolling papers, roach clips, pipes, and bowls.

Look-Alike Drugs - Any noncontrolled substance that in its overall finished dosage appears substantially similar in size, shape, color, marking or packaging to a specific drug.

Student Assistance Program ("SAP") Team - A multidisciplinary team composed of a building administrator, a guidance counselor, a school nurse, and at least one (1) teacher. A central office administrator, school psychologist, alternative education teacher, and student assistance coordinator may act as consultants to the team. This team has been trained to understand and work on the issues of adolescent chemical use, abuse, and dependency and will play a primary role in the identification and referral process of students coming to its attention through the procedures outlined in this policy and its guidelines. A drug and alcohol specialist from the Cumberland/ Perry Drug and Alcohol Commission and a TeenLine counselor from Holy Spirit Hospital will assist the Student Assistance Teams.

Student Assistance Coordinator - The coordinator is responsible for the development, implementation and administration of all policies and procedures related to the Student Assistance Program.

Outside Referral - Referral to an education or treatment agency not operated by the school district wherein students are evaluated in an effort to determine the extent of the drug/alcohol problem and appropriate intervention techniques to be applied. (Examples: Cumberland Perry Drug and Alcohol Services)

Student Athlete - This term shall include any student who is participating in, or may reasonably be expected to participate in, an interscholastic sport. The term also includes cheerleaders. For the purposes of this policy, students participating in any of the preceding activities shall be referred to as “athlete.”

Co-curricular Activities - Those activities that are sponsored by the Board, are offered for credit toward graduation, and have required components of their programs that require attendance at and participation in activities scheduled during nonschool hours. A list of co-curricular activities is included in the student handbook and may be supplemented during the year as approved by the Superintendent and reported to the Board.

Extracurricular Activities - Those activities that are sponsored by the Board but are not offered for credit toward graduation. An activity shall be considered sponsored by the Board when it has been approved by the Superintendent and reported to the Board for their information. A list of extracurricular activities is included in the student handbook and may be supplemented during the year as approved by the Superintendent and reported to the Board.

School District Property - Buildings, facilities and grounds on any school or vocational-technical campus, school bus, school bus stop, school parking area, and any facility being used for a school function or school-sponsored trip. In addition, students shall be considered under the control of this policy while they are traveling to and from school.

Parking Privileges - The privilege of driving to and from school and parking a motor vehicle on school district property granted to students, after having been issued a parking permit from the building administration.

Medical Review Officer - An accredited physician selected by the district who receives the results of the drug tests, interprets the findings, notifies the student athlete, the student athlete’s parents/guardians, and authorized school district personnel of positive findings, and makes the determination of whether the findings could have been altered by medical reasons.

Sports Season - During any single school year, the period of time established by the coach of any sport within the parameters established by the school and, as appropriate, by the Pennsylvania Interscholastic Athletic Association (P.I.A.A.), from the first scheduled practice date of that sport and the completion of the last competition scheduled for that sport, including playoff contests.

Section I: Conduct Prohibited - All Students

The Board prohibits any student from possessing, distributing, selling, using or being under the influence of any drug or alcohol while on school district property, while in school vehicles

or vehicles leased by the district, including school district contracted or chartered buses, and while at school activities or at any school-sponsored function.

Reasonable Suspicion Drug and Alcohol Testing

If, based on observable behavior or symptoms, a school employee has a reasonable suspicion that a student is under the influence of a drug or alcohol, as defined herein, the employee shall report the matter to the building principal and the student shall be escorted to the school nurse's office for an examination that may include checking the student for abnormal vital signs.

If, based on the student's observable behavior, medical symptoms, vital signs or other factors, school administrators have a reasonable suspicion that the student is under the influence of a drug or alcohol, and if after being questioned by the school administrators the student denies using or consuming a drug or alcohol, the student shall be required to submit to drug or alcohol testing. The testing may include but is not limited to the analysis of blood, urine, saliva, or the administration of a "breathalyzer" test.

If the student is required to submit to drug or alcohol testing, the testing will be done in the following manner:

1. The administration will attempt to contact the student's parent/guardian before the student is tested.
2. In the case of suspected drug use, testing will be done by a medical professional or clinic with appropriate testing facilities approved by the district, or in the case of suspected alcohol consumption, breathalyzer testing will be performed by any medical professional, law enforcement officer, or district employee certified to administer such test. Testing shall be completed within a one (1) hour time limit (or as soon as possible, if not practicable within the one (1) hour time limit). The parent/guardian of the student may exercise the right to choose a different qualified medical professional or clinic capable of administering the test within the one (1) hour time limit. If the parent/guardian exercises the right to choose another medical professional or clinic, the parent/guardian will pay for the cost of the testing. In addition, the parent/guardian shall consent to allowing the medical professional or clinic to disclose the results of the test to the administration.
3. The testing will be conducted in a reasonable manner using a method that takes into account the factors of the student's age, sex, and the degree of intrusiveness involved in collecting a sample for testing.
4. Disclosure of drug or alcohol testing results will be limited to the student, the student's parent/guardian, and appropriate district administrators for the purpose of providing counseling or taking appropriate disciplinary action.

The Board may require participation in drug and alcohol counseling, rehabilitation, testing or other programs as a condition of reinstatement into the school's educational, extracurricular or athletic programs resulting from violations of this policy.

Penalties for Violations of Section I

Any student who violates this Section I shall be subject to disciplinary action in accordance with the procedures set forth in Policy No. 218.

Section II: Conduct Prohibited - Student Athletes, Students Involved in Extracurricular and co-curricular Activities, and Students With Parking Privileges

The Board recognizes that drug and alcohol use by students poses a substantial and significant threat to the health, safety, and welfare of all students, teachers, and members of the community. In addition, the inherent risks associated with drug and alcohol use are heightened in many cases when students are playing, participating in, or engaging in their respective activities while under the influence of or experiencing the effects of certain drugs or alcohol. The Board desires to create and maintain a school environment which is free of the presence and effects of drugs and alcohol, and where student athletes, students involved in extracurricular and co-curricular activities, and students with parking privileges, can serve as role models to other students and participate in their respective activities free from peer pressure to use drugs and alcohol.

In furtherance of these goals, the Board prohibits any student athlete, whether in-season or out-of-season, any student participating in extracurricular or co-curricular activities, or any student with parking privileges from possessing, using, distributing or selling any drug or alcohol. This conduct is prohibited at any time and at any place; whether during or after school hours, and whether on or off school property. Any student subject to this Section II who tests positive for illicit drug use through random drug testing shall be subject to the penalties set forth herein.

Random Drug Testing

The Cumberland Valley School District considers participation in athletics, extracurricular and co-curricular activities, and driving to and from school to be a privilege and a voluntary activity available to every student. Students volunteering to participate are expected to accept the responsibilities granted to them by this privilege.

As a representative of the school district, students become role models for young children and their peers, and are viewed as special representatives of the community. The student athletes, those participating in extracurricular and co-curricular activities, and those having parking privileges have chosen to accept this role and, with it, the responsibility of a drug and alcohol free lifestyle.

Administrators, teachers, and coaches recognize that drugs and alcohol have a damaging effect on motivation, memory, judgment, reaction time, coordination, and performance. These concerns, in conjunction with the health and safety concerns for our student participants, and the recognition that drug and alcohol use and abuse exists throughout all facets of our student population, have compelled the development of this policy. To this degree, this policy is viewed as a viable drug and alcohol prevention program.

Requirements and Procedures

Every student participating in a Cumberland Valley School District athletic team (including managers and statisticians), those participating in extracurricular and co-curricular activities, and those with parking privileges must consent to random drug testing.

At the beginning of each school year and prior to engaging in any such activity, every student athlete, every student participating in an extracurricular or co-curricular activity, and every student granted parking privileges, and each student's parent/guardian will be required to sign a contract agreeing that the student shall submit to random drug testing at any time and without prior warning. Drug testing shall be performed by analyzing urine samples produced by randomly selected students. Samples will be collected by trained personnel in a manner that balances the values of privacy and confidentiality with the accuracy of the tests. In order to ensure the accuracy of the tests, samples will be collected in a designated area. Techniques will be adopted to prevent tampering. A certified laboratory will be used for the testing of the collected samples. All costs associated with the testing will be paid by the school district.

Students subject to random drug testing under this Section II shall be eligible for random selection for drug testing throughout the entire school year. In addition, students participating in an athletic program or extracurricular or co-curricular activity which engages in practice or competition before or after the school year (e.g. summer football practice or summer band camp) shall be eligible for random drug testing during that period as well. Individual students will be randomly selected to participate in the drug test. In addition, athletic teams, extracurricular and co-curricular groups, and the entire group of students with parking privileges, shall be subject to team-wide or group-wide, as the case may be, drug testing during the athletic season or while the extracurricular or co-curricular group is in session, whereby an athletic team, extracurricular group or co-curricular group (including the group of students with parking privileges) may be randomly selected, thereby requiring all students who are members of that team or group to submit to drug testing as set forth herein.

Should a student athlete, a student participating in an extracurricular or co-curricular activity, or a student granted parking privileges at any time refuse to produce a sample for testing or give an altered sample for testing, this action will be treated as a violation of this Section II, and shall be considered a first, second or third offense, as set forth below, depending upon whether prior violations have occurred. Student samples will be screened for the illegal use of drugs. The results of the tests will be disclosed only to the student, the student's parents/guardians, and of the following school personnel: the Athletic Director, the principal, the Student Assistance Team, the coach or activity director, and any other school district officials or employees who have a legitimate need to know. It is the responsibility of the school representatives to protect the confidentiality of the test results.

If the student tests positive for drugs, the following responses will be activated:

1. A confirmation test (second test) will be conducted utilizing the original sample. If the result of the confirmation test (second test) is negative, no further action will be taken. If the results of the confirmation test (second test) are positive, the Medical Review

Officer will contact the student's parent/guardian to discuss the results seeking to determine if there is a valid medical reason why the detected drug should be present. After considering the information obtained, the Medical Review Officer will issue a final report to the district.

2. The laboratory performing the drug screening services and the Medical Review Officer will report the results of the drug screen to the student, the student's parent/guardian, and the district in accordance with the provisions set forth herein.
3. The administration will provide the student and parent/guardian with written confirmation of the positive results. Said correspondence will outline the imposed penalties and the effective beginning and end dates of the penalties.
4. The student should participate in a drug assessment program through one (1) of the following programs:
 - a. A Prevention/Intervention Specialist from Cumberland/Perry Drug and Alcohol Commission or TeenLine Counselor assigned to the Cumberland Valley School District through the Student Assistance Team. This service is free to the student and to his/her family.
 - b. A licensed Drug and Alcohol Treatment facility to be evaluated by a Licensed Treatment Specialist or a Certified Addictions Counselor (CAC). This service is not free. All fees are the responsibility of the parent/guardian of the student.

Failure to participate in one (1) of these programs will result in dismissal from all athletic, extracurricular and/or co-curricular participation. Student drivers will have their driving privileges revoked for failure to participate.

5. The student will be assigned a mentor from the Student Assistance Team. The student must meet with this mentor at least weekly to discuss the student's progress toward fulfilling his/her responsibilities to the school.
6. A positive drug test, i.e. a drug test indicating the presence of drugs in the student's body, resulting from a random drug test administered under this Section II will not result in suspension or expulsion from school.
7. No student will be penalized academically for testing positive to the illegal use of drugs. This includes students who are suspended from participation in the nonschool hour components of co-curricular activities. The results of positive drug tests will not be disclosed to criminal or juvenile authorities absent legal compulsion by valid and binding subpoena or other legal process, which the district will not solicit.

Penalties for Violations of Section II

The Board prohibits any student athlete, whether in-season or out-of-season, any student participating in extracurricular or co-curricular activities, or any student with parking privileges from possessing, using, distributing or selling any drug or alcohol. This conduct is prohibited at any time and at any place – whether during or after school hours, and whether on or off school property. Any student athlete, any student participating in extracurricular or co-curricular activities, or any student with parking privileges who tests positive for illicit drug use pursuant to the random drug testing policy set forth herein, shall not be subject to student discipline under the Code of Student Conduct in Policy 218, but shall be subject to the following penalties:[1][7]

1. First Violation - For a first offense of this Section II, the principal shall suspend the student from all extracurricular activities, co-curricular activities, athletic competition, and parking privileges for a period of sixty (60) calendar days beginning with the date the Medical Review Officer notifies the School District. The sixty (60) day suspension may be reduced to a thirty (30) day suspension beginning with the date the Medical Review Officer notifies the School District if the student immediately begins and continues through the Student Assistance Program. During this suspension period, the student may not attend or participate in any athletic events, extracurricular activities, and co-curricular activities, including performances and competitions.
2. Second Violation - For a second offense of this Section II, the principal shall suspend the student from attending and participating in all athletic, extracurricular, and co-curricular activities, and shall rescind parking privileges for a period of one (1) year (365 days) beginning with the date the Medical Officer notifies the School District.
3. Third Violation - For a third offense of this Section II, the principal shall permanently suspend the student from attending and participating in all athletic, extracurricular, and co-curricular activities, and shall rescind parking privileges for the remainder of the student's years while attending Cumberland Valley School District beginning with the date the Medical Officer notifies the School District.

Section III: Conduct Prohibited - All Students Attending School-Related Functions

As previously discussed in this policy, the Board recognizes that drug and alcohol use by students poses a substantial and significant threat to the health, safety, and welfare of all students, teachers and members of the community. Consistent with state and national reports of an increase in the use of drugs and alcohol among high school students, the Cumberland Valley School District has experienced substantial documented cases of students possessing, consuming, or being under the influence of drugs or alcohol, particularly with respect to students attending school dances, including but not limited to the homecoming dance, "Winter Gala," the prom, etc., after having consumed or being under the influence of alcohol.

The Cumberland Valley School District considers student attendance at and participation in school dances to be a privilege and a voluntary activity available to every student. Students electing to participate in such school dances are expected to accept the responsibilities

granted to them by this privilege, including the responsibility of refraining from possessing, consuming, or being under the influence of alcohol.

Random Breathalyzer Testing

As yet another tool in the district's overall program to educate students on the harms of substance abuse and to deter and prevent alcohol abuse by its students, the Board has approved the implementation of random breathalyzer testing of students attending school dances, which includes: the homecoming dance, "Winter Gala", "Spring Fling", the prom, and any other student dance approved by the high school administration (hereinafter referred to collectively as "school dances" or individually as "school dance"). The Board authorizes the district administration to conduct random breathalyzer testing of students attending school dances, on such occasions and at such times as deemed appropriate by the Superintendent. Random breathalyzer testing shall occur only at school dances and may not be expanded to apply to other school-related activities beyond school dances, unless first approved by the Board. Random breathalyzer testing is not intended to replace, nor does it replace, breathalyzer testing which may be administered based upon reasonable suspicion pursuant to Section I above.

Every student attending any school dance must consent in advance to participate in random breathalyzer testing. At the beginning of each school year, every student and his/her parent/guardian will be asked to sign a consent form, to be developed by the administration, agreeing to submit to breathalyzer testing if randomly selected while attending any school dance and consenting in advance to such test. In order for any student to enjoy the privilege of attending any school dance, the student and the student's parent/guardian must submit the signed consent form to the district in advance of the school dance. If the student and student's parent/guardian fail to submit a valid consent form signed by the student and student's parent/guardian, the student will be denied the privilege of attending the school dance

Breathalyzer testing shall be performed upon students selected at random and shall be tested prior to allowing the student to enter the school dance. The Superintendent shall designate one (1) or more administrators to oversee and implement random breathalyzer testing at each school dance at which the Superintendent has determined to conduct such testing. The administration, with the approval of the Superintendent, shall devise a method by which students attending school dances will be randomly selected for breathalyzer testing. In all cases, administrators are encouraged to randomly test between five percent (5%) and fifteen percent (15%) of all students attending such school dance, taking into account such practical considerations as the number of students attending such function and the number of persons available to administer and assist with the administration of breathalyzer tests, etc.

Breathalyzer testing shall be performed in a respectful and dignified manner. In all cases, breathalyzer tests shall be administered to students in a location offering privacy and separated from other students. An administrator or district employee shall accompany the student at all times during the breathalyzer testing process.

Breathalyzer testing shall be administered by an individual properly trained or certified in the use of such breathalyzer testing devices and administration of such tests. Persons administering breathalyzer tests shall use breathalyzer testing devices which are properly calibrated and are of the type commonly utilized by law enforcement agencies for field sobriety testing, such as portable breath testers.

In the event a student tests positive for alcohol, the student shall be denied entry into the school dance, and the administrator in charge of overseeing the random breathalyzer testing shall contact the student's parent/guardian regarding the positive test result. Furthermore, the administrator shall arrange for the student to be transported home by the parent/guardian, or, if exigent circumstances dictate, seek medical attention for the child.

Penalties for Violations of Section III

Any student who tests positive in a randomly-administered breathalyzer test shall not be subjected to student discipline under the Code of Student Conduct. However, a student who tests positive in a randomly-administered breathalyzer test may be subjected to other consequences, including, but not limited to penalties arising from violations of the "good citizen standards" set forth in Policy 122, which may result in the student being suspended from participating in extracurricular activities for a period of time. In addition, any student who tests positive in a randomly-administered breathalyzer test shall be prohibited, after administrative consultation with the Superintendent or designee, from attending any school dances for a maximum period of one (1) year from the date of infraction.

EARLY RELEASE/LATE ARRIVAL (CV10-12 ONLY)

Early Release: This program is primarily available to 11th and 12th grade students who have study hall 9th period or consecutive 8th and 9th period study halls. A parental permission form must be approved. Students must leave the school building before the next academic period begins and should remain off campus for the rest of the school day. If students wish to remain in the building, they may do so provided they have a purpose for not leaving and they are accounted for by signing into a study hall. Students who plan to return to the High School for after-school activities should return no earlier than dismissal time. **On rare occasions, the school may operate on a different schedule than normal - periods will be rearranged and PM classes may be held in the AM, and AM classes may be held in the PM. On those occasions, students will not be excused for early release without special permission.**

Late Arrival: This program is primarily available to 11th and 12th grade students who have 1st period study hall or consecutive 1st and 2nd period study halls. A parental permission form must be approved. Late arrival privileges may be revoked at any time as a result of disciplinary problems, including tardiness to school. On rare occasions, the school may operate on a different schedule than normal - periods will be rearranged and PM classes may be held in the AM, and AM classes may be held in the PM. On those occasions, students will not be excused for late arrival without special permission. If a teacher gives any student permission to meet with him/her for any purpose when the student is supposed to be off campus due to

early release or late arrival, the teacher must issue the student a pass or he or she may not be permitted in the building.

Note: Late arrival and early release may be available for 10th grade students under the following scenarios:

- The student has an open period EVERY cycle day periods 1 or 8.
- The parent/student understand that this is a permanently scheduled daily event. Students cannot decide to stay in the building or leave when convenient. They must be off campus as their schedule indicates.
- The student must have dependable transportation daily.
- If there are any academic or behavioral issues which arise, the student's schedule will be reevaluated and, most likely, early release and/or late arrival will be removed from the schedule.
- Student schedules will not be rearranged to accommodate early release and/or late arrival once the schedule has been created.

ELECTRONIC DEVICES (Policy 237)

The Board adopts this policy in order to support an educational environment that is orderly, safe and secure for District students and employees, while also recognizing that electronic devices may provide a positive contribution when used for educational purposes.

Electronic devices shall include all devices that can take photographs; record, play or edit audio or video data; store, transmit or receive calls, messages, text, data or images; operate online applications; or provide a wireless, unfiltered connection to the Internet.

Building principals, in consultation with the Superintendent and in compliance with Board policy, administrative regulations and rules, are authorized to determine the extent of the use of electronic devices within their buildings and programs, on District property, and/or while students are attending school-sponsored activities.

The Board prohibits use of electronic devices in locker rooms, bathrooms, health suites and other changing areas at any time.

The District shall not be liable for the loss, damage or misuse of any electronic device.

Electronic Images and Photographs

The Board prohibits the taking, storing, disseminating, transferring, viewing, or sharing of obscene, pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer or other means, including but not limited to texting and emailing.

Because such violations may constitute a crime under state and/or federal law, the District may report such conduct to state and/or federal law enforcement agencies.

Violations of this policy by a student shall result in disciplinary action and may result in confiscation of the electronic device.

Cell Phone Guidelines

Cell phone use is permitted during the following times: before first period, passing time (between classes), in study halls, at lunch, in the library, and after dismissal.

The following conditions apply:

- At no time should students use cell phones to capture images (camera or video) unless with specific permission from a teacher or administrator.
- At no time should cell phones be seen, heard, or used during academic classes, unless for instructional purposes with specific permission by the teacher.
- Phones should be set to silent (not vibrate) or turned off during all classes and study halls.
- Checking the time is not an acceptable reason to access a phone during class time.
- Cell phone use is not allowed in ISS, detention, lunch detention, or in other disciplinary settings.
- Cell phones must be turned off and stored when students are in restrooms, locker rooms, and in other areas where individuals would have similar expectations of privacy.
- Cell phones may not be used to conduct any activities which violate state and/or federal law, Board policy (Acceptable Use Policy #815, Academic Policy #243, and Bullying Policy #249) or school rules.
- Cell phones may not be used to access and/or view Internet websites that contain “inappropriate matter” as defined in the district’s Acceptable Use of Computer Network Policy and Social Media Policy.
- To invade the privacy rights of any student or employee, violate the rights of any student or staff member, or harass, threaten, intimidate, bully or cyberbully any student, employee, or guest, or promote or engage in violence are violations of the acceptable use policy. Actions include, but are not limited to, taking an individual’s photo without consent, recording an individual’s voice or image without consent, or storing/accessing personal and/or academic information/data without consent.
- To create, send, share, view, or disseminate sexually explicit, lewd images or video content, as such acts may be a crime under state and/or federal law.
- Students should have no expectation of privacy when using the district-owned Electronic Communication Devices and when using the district’s WiFi or other service(s). In addition, students should have no expectation of privacy when they use Personal Electronic Communication Devices on the district’s WiFi or other service(s).
- Any student possessing and/or sending assessments of any form, including homework, to others will be in violation of the Academic Integrity Policy.
- If asked by an adult to turn over a phone, students are expected to comply respectfully and discuss any concerns with the grade-level principal.
- During Keystone and other mandated tests, cell phones are not permitted in the testing area. Violation will result in suspensions.
- Failure to relinquish the phone, disrespectful interactions, and/or repeated violations will result in additional and progressive disciplinary consequences, including suspension.
- Any electronic device suspected of containing illegal content may be handed over to law enforcement.

- Violations of the code of conduct by using an electronic device or social media during the school day will be treated as any other violation of the code of conduct. This includes name calling, harassment, bullying, or dissemination of inappropriate material.
- **The school is not responsible for cell phones that are damaged, lost or stolen on school property.**

Consequences (CV9)

Violations of the above conditions will result in the following:

- 1st offense: The teacher will verbally tell the student to put the cell phone away.
- 2nd offense: The teacher will confiscate the phone and return it to the student at the end of the period.
- 3rd and additional offenses: Confiscated phones will be sent to and kept in the grade level office until picked up by a parent or guardian during the hours of 7:30 AM - 3:15 PM. If a parent or guardian cannot pick up the phone, it will remain in the grade-level office for one week. At the end of one week, the phone will be returned to the student.

Consequences (CV10-12)

Violations of the above conditions will result in the following:

- Lunch Detention
- After-School Detention
- In-School Suspension
- Confiscation of Device

Portable Music Devices/Speakers

Portable music devices are permitted to be used during school time in the following instances: before first period, study halls, in the cafeteria during lunch, in the library, in the halls at any time, and after dismissal. Furthermore, portable music devices are permitted during class time at the discretion of the teacher.

Music devices are not permitted in ISS, detention, and other disciplinary settings. It is expected that students will practice accepted etiquette with respect to volume and use of these devices. Failure to do so may result in loss of privileges. **Portable speakers are not permitted during the school day.**

The school is not responsible for items that are lost or stolen on school property.

While listening to music it is important that students are able to hear any alerts that may occur in their surroundings. For example: if a student is walking in the halls and listening to music using ear buds, he/she should be able to hear someone call his/her name or hear if an alarm is activated.

EXTRA-CURRICULAR ACTIVITIES (Policy 122)

The Board recognizes the educational values inherent in student participation in extracurricular activities and supports the concept of student organizations for such purposes as building social relationships, developing interests in a specific area, and gaining an understanding of the elements and responsibilities of good citizenship.

For purposes of this policy, extracurricular activities shall be those programs that are sponsored or approved by the Board and are conducted wholly or partly outside the regular school day; are marked by student participation in the processes of initiation, planning, organizing, and execution; and are equally available to all students who voluntarily elect to participate.

For purposes of this policy, an athletic activity shall mean all of the following:

1. An athletic contest or competition, other than interscholastic athletics, that is sponsored by or associated with the school, including cheerleading, club-sponsored sports activities and sports activities sponsored by school-affiliated organizations.
2. Noncompetitive cheerleading that is sponsored by or associated with the school.
3. Practices, interschool practices and scrimmages for all athletic activities.

Off-Campus Activities

This policy shall also apply to student conduct prohibited by the Code of Student Conduct which occurs off school property if any of the following circumstances exist:[9]

1. The conduct occurs during the time the student is traveling to or from school or traveling to or from a school-sponsored activity, whether or not via school District furnished transportation.
2. Student expression (e.g. social media) or conduct materially and substantially disrupts the educational environment of the school.
3. The conduct has a direct nexus to attendance at school or a school-sponsored activity, for example, a transaction conducted outside of school pursuant to an agreement made in school, that would violate the Code of Student Conduct if conducted in school.
4. The conduct involves the theft or vandalism of school property.

Any student who engages in any conduct prohibited by the Code of Student Conduct while off-campus, under circumstances other than those listed above, may be suspended or prohibited from participating in extra-curricular activities for a period of time in accordance with Board Policy 122.

Equal Access Act

The District shall provide secondary students the opportunity for noncurriculum-related student groups to meet on the school premises during noninstructional time for the purpose of conducting a meeting within the limited open forum on the basis of religious, political, philosophical, or other content of the speech at such meetings. Such meetings must be

voluntary, student-initiated, and not sponsored in any way by the school, its agents or employees.

Noninstructional time is the time set aside by the school before actual classroom instruction begins, after actual classroom instruction ends, or during the lunch hour.

The District retains the authority to maintain order and discipline on school premises in order to protect the well-being of students and employees and to ensure that student attendance at such meetings is voluntary.

FIELD TRIPS (Policy 121)

For purposes of this policy, a field trip shall be defined as any trip by students away from school premises that is an integral part of approved planned instruction, is conducted as a first-hand educational experience not available in the classroom, and is supervised by a teacher or District employee.

The Board shall approve annually a list of potential field trips. All proposed field trips not listed must be approved individually by the Superintendent or designee.

Students on field trips remain under the supervision and responsibility of this Board and are subject to its rules and regulations.

The Board does not endorse, support nor assume responsibility in any way for any District staff member who takes students on trips not approved by the Board or Superintendent. No staff member may solicit District students for such trips within District facilities, on District grounds, or using District technology without Board permission.

The Superintendent shall have the authority and discretion to cancel any field trip without prior notice if the Superintendent determines that canceling the field trip is in the best interest of the health, safety, or welfare of the field trip attendees. By way of example, the Superintendent may cancel field trips in response to declared states of emergency, extreme weather conditions, terror alerts issued by the U.S. Department of Homeland Security, etc.

Decisions regarding administration of medication during field trips and other school-sponsored programs and activities shall be based on the student's individual needs.

Medication shall be administered in accordance with applicable laws, regulations, Board policies and District procedures.

FOOD AND DRINK

Food and drink may be consumed in the classroom at the teacher's discretion. The expectation is for students to maintain a clean environment in the school by throwing away their own trash and cleaning up accidental messes.

GANGS

Definition: A "gang" is a group of people, including students, which initiates, advocates, or promotes activities that threaten the safety or well-being of persons or property on school grounds or which disrupt the school environment. Any student wearing, carrying, or displaying gang paraphernalia, or exhibiting behavior or gestures which symbolize gang membership, or causing and/or participating in activities which intimidate or affect the attendance of another student will be subject to disciplinary action.

STUDENT FUNDRAISING (Policy 229)

The Board acknowledges that solicitation of funds from students must be limited because compulsory attendance laws make the student a captive donor and such solicitation may disrupt the educational program of the schools.

For purposes of this policy, student fundraising shall include solicitation and collection of money by students in exchange for goods or services.

Classes, clubs, and other organizations must clear all money-raising activities through the High School office. Bake sales must also be cleared through the High School office. Each club or class is allowed to sponsor two fund-raising activities in a school year. Other school organizations may sponsor fund-raising activities upon the approval of the administration. Each activity must be properly chaperoned.

HALL PASSES

Except during the passing of classes, a student in the hall must have a pass to go anywhere with the exception of the restroom. Students using the restroom during class must sign out in the classroom before leaving and sign back in when they return to class.

In order for a student to go to another room for any reason, he/she must first obtain a pass from the teacher whom he/she wishes to see. Students placed in a study hall must obtain a subject pass from a teacher in order to be permitted to use the library during their study hall periods.

Students must have a pass to leave study hall to go see a teacher. Students should sign out identifying their name, the date, the class period, and their destination. Sign-out records will be carefully maintained by the teacher.

HANGING POSTERS OR SIGNS

Any student who desires to hang posters/signs in the building must receive permission from the administrators in the main office.

HAZING (Policy 247)

The purpose of this policy is to maintain a safe, positive environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the district and are prohibited at all times.

Hazing occurs when a person intentionally, knowingly or recklessly, for the purpose of initiating, admitting or affiliating a student with an organization, or for the purpose of continuing or enhancing membership or status in an organization, causes, coerces or forces a student to do any of the following:

1. Violate federal or state criminal law.
2. Consume any food, liquid, alcoholic liquid, drug or other substance which subjects the student to a risk of emotional or physical harm.
3. Endure brutality of a physical nature, including whipping, beating, branding, calisthenics or exposure to the elements.
4. Endure brutality of a mental nature, including activity adversely affecting the mental health or dignity of the individual, sleep deprivation, exclusion from social contact or conduct that could result in extreme embarrassment.
5. Endure brutality of a sexual nature.
6. Endure any other activity that creates a reasonable likelihood of bodily injury to the student.

Aggravated hazing occurs when a person commits an act of hazing that results in serious bodily injury or death to the student and:

1. The person acts with reckless indifference to the health and safety of the student; or
2. The person causes, coerces or forces the consumption of an alcoholic liquid or drug by the student.

Organizational hazing occurs when an organization intentionally, knowingly or recklessly promotes or facilitates hazing.

Any activity, as described above, shall be deemed a violation of this policy regardless of whether:

1. The consent of the student was sought or obtained, or
2. The conduct was sanctioned or approved by the school or organization.

Student activity or organization means any activity, society, corps, team, club or service, social or similar group, operating under the sanction of or recognized as an organization by the district, whose members are primarily students or alumni of the organization.

For purposes of this policy, **bodily injury** shall mean impairment of physical condition or substantial pain.

For purposes of this policy, **serious bodily injury** shall mean bodily injury which creates a substantial risk of death or which causes serious, permanent disfigurement, or protracted loss or impairment of the function of any bodily member or organ.

The Board prohibits hazing in connection with any student activity or organization regardless of whether the conduct occurs on or off school property or outside of school hours.

No student, parent/guardian, coach, sponsor, volunteer or district employee shall engage in, condone or ignore any form of hazing.

The Board encourages students who believe they, or others, have been subjected to hazing to promptly report such incidents to the building principal or designee.

Title IX Sexual Harassment and Other Discrimination

Every report of alleged hazing that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Title IX Coordinator/Compliance Officer. If, in the course of a hazing investigation, potential issues of discrimination are identified, the Title IX Coordinator/Compliance Officer shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged hazing.

Complaint Procedure

A student who believes that they have been subject to hazing is encouraged to promptly report the incident to the building principal or designee.

Students are encouraged to use the district's report form, available from the building principal, or to put the complaint in writing; however, oral complaints shall be accepted and documented. The person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the student filing the complaint or those accused of a violation of this policy.

Referral to Law Enforcement and Safe Schools Reporting Requirements

For purposes of reporting hazing incidents to law enforcement in accordance with Safe Schools Act reporting, the term **incident** shall mean an instance involving an act of violence; the possession of a weapon; the possession, use, or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use, or sale of alcohol or tobacco; or conduct that constitutes an

Confidentiality of all parties, witnesses, the allegations, the filing of a complaint and the investigation shall be handled in accordance with applicable law, regulations, this policy and the district's legal and investigative obligations.

Reprisal or retaliation relating to reports of hazing or participation in an investigation of allegations of hazing is prohibited and shall be subject to disciplinary action.

Consequences for Violations

Safe Harbor: An individual needing medical attention or seeking medical attention for another shall not be subject to criminal prosecution if the individual complies with the requirements under law, subject to the limitations set forth in law.

Students: If the investigation results in a substantiated finding of hazing, the investigator shall recommend appropriate disciplinary action up to and including expulsion, as circumstances warrant, in accordance with the Code of Student Conduct. The student may also be subject to disciplinary action by the coach or sponsor, up to and including removal from the activity or organization. The fact of whether a student qualified for and received safe harbor under a criminal investigation shall be considered in assigning discipline.

Nonstudent Violators/Organizational Hazing: If the investigation results in a substantiated finding that a coach, sponsor, or volunteer affiliated with the student activity or organization engaged in, condoned or ignored any violation of this policy, the coach, sponsor, or volunteer shall be disciplined in accordance with Board policy and applicable laws and regulations. Discipline could include, but is not limited to, dismissal from the position as coach, sponsor, or volunteer, and/or dismissal from district employment.

If an organization is found to have engaged in organizational hazing, it shall be subject to the imposition of fines and other appropriate penalties. Penalties may include rescission of permission for that organization to operate on school property or to otherwise operate under the sanction or recognition of the district.

Criminal Prosecution: Any person or organization that causes or participates in hazing may also be subject to criminal prosecution.

LIBRARY

Information on library procedures may be obtained in the library.

LATE WORK (Policy is currently under review by teachers and administrators)

At Cumberland Valley High School, we value the importance of learning and growth and want to ensure our teachers are able to provide meaningful and timely feedback to our students. Due dates are established because student work is aligned to standards addressed in class and teachers are not able to identify gaps in knowledge and learning when work is not submitted on time. Therefore, the school has adopted the following late work policy.

Student work is to be submitted on the due date provided on the assignment itself, Schoology page, or course calendar. **Student work will be accepted two weeks after the published due date. Work turned-in after the due date will be eligible for a maximum grade percentage of 80%. After the two-week window, the student will lose the opportunity to make-up the assignment that received a grade of zero.** Tests, quizzes, and small daily assignments graded for completion are not included in the late work policy.

In the case of absent students, the teacher will follow the district's attendance policy as it relates to make-up work. The minimum required amount of time for make-up work is equal to the number of days absent unless the absence was prearranged in which case arrangements would be coordinated with the teacher in advance.

Teacher discretion and flexibility are permitted due to extenuating student circumstances.

LOCKERS

Grade-level offices assign lockers and keep records of locker assignments. Students are not to change their locker assignment without permission from administration. Students are not permitted to write or place stickers on their lockers. Students are not to give their combination to or share their locker with anyone. Lockers are the property of Cumberland Valley School District and as such are subject to search. The Board authorizes the administration to conduct random general searches of lockers when the District has a compelling interest in protecting and preserving the health, safety or welfare of the school population.

LOCKER ROOMS

No student is permitted in any locker room during unauthorized times (or in unauthorized areas) unless he or she is accompanied by an adult. Unauthorized times would be any times that the student does not have a physical education class or is participating in a sanctioned athletic event.

LOITERING BY STUDENTS

To loiter is to remain in a particular place, wait around idly, or be in an area without apparent purpose. It is unacceptable for students to loiter in school restrooms. If the restroom facilities are full, students should wait outside the room until others have left.

No student is permitted in school after school hours unless under the supervision of a staff member. Students under the supervision of a staff member are restricted to the area of their activity. Students are not to have the unsupervised use of school keys and/or pass cards. Students waiting for transportation should wait in the bus or main office lobbies. Students are not permitted to wander the building while waiting for transportation. Violators will be subject to discipline.

Students who are traveling from one area of the building to another are expected to take the most direct route. Students who remain in the halls or other areas without any specific educational purpose will be considered to be loitering.

MAKE-UP WORK

It is the responsibility of each student to make up work missed during his/her absence. The student should inquire of the teacher what must be made up on the day the student returns. **The minimum required amount of time for make-up work is equal to the number of days absent unless the absence was prearranged in which case arrangements would be coordinated with the teacher in advance.** For example, if a student is absent two (2) days from a class, then the make-up time is also two (2) days.

PARKING - USE OF MOTOR VEHICLES (Policy 223)

The Board regards the use of motor vehicles for travel to and from school by students as an assumption of responsibility by parents/guardians and students.

The Board shall permit the use of motor vehicles by secondary students in accordance with District administrative regulations, provided that such students:

1. Are licensed drivers.
2. Have followed established procedures and obtained the required permit.
3. Have parental permission when they are minors.
4. Have been granted permission by the building principal to drive a motor vehicle on school grounds.

The Board prohibits the use of skateboards and mini-bikes on school property.

The Board shall not be responsible for motor vehicles that are lost, stolen, or damaged, or for injuries arising from their use.

The building principal or designee shall disseminate administrative regulations for operating and parking of authorized motor vehicles to affected students.

The building principal or designee shall establish standards for granting permits, which contain the warning that infraction of rules may result in revocation of the permit. In order to obtain a parking permit, each student and the student's parents or guardian must complete and submit an application for the issuance of a parking permit.

Students are strictly prohibited from bringing onto campus any contraband in violation of state law, Board policy, or the Code of Student Conduct, including but not limited to weapons, explosives, alcohol, drugs, and drug paraphernalia. As a condition of having the privilege of driving motor vehicles to school, students and their parents or guardian shall be required to consent to random searches of vehicles driven by students to school and parked on campus. Random searches of student vehicles may be conducted from time to time, by the high school administration, using certified drug dogs in cooperation with local law enforcement, in accordance with Board policy no. 226 and administrative procedures promulgated thereunder. The student parking permit application, to be completed and signed by both student and parents or guardian, shall include an acknowledgement whereby the student and parents or guardian consent to random drug dog searches. In the event any contraband is discovered in any vehicle driven by students while on school property, whether during the execution of a random drug dog search or otherwise, the student may be subject to disciplinary action under the Code of Student Conduct, and the matter may be referred to law enforcement for prosecution.

In the event a drug dog indicates the presence of a controlled substance during a random search of student vehicles and the student refuses to consent to a vehicle search, the student's parking permit shall be revoked immediately and the student shall be subject to disciplinary action under Board policy no. 122 regarding participation in extracurricular and co-curricular activities.

Students are permitted to park on campus only in those areas designated by the high school administration for student parking.

Cumberland Valley School District, its employees, officers, directors, and agents will not be responsible for motor vehicles which are lost, stolen, or damaged.

Secondary principals have the right to regulate the use of motor vehicles on school property.

When students are permitted to drive to school, vehicles should be locked and inaccessible during school hours except by permission from the school office.

Failure to comply with regulations may result in denial of driving privilege on school property and/or suspension from school.

If requested by the principal, the District will arrange to sign complaints concerning trespassing, excessive vehicle speed, and other motor vehicles offenses before the local magistrate on behalf of the School District.

The principal may make immediate contact with police to apprehend offenders where speedy action is necessary.

Parking Guidelines

Student parking is available as a **privilege** to **seniors** and **juniors**, who may park on campus after purchasing a parking permit. Students must sign the consent form to participate in random drug testing in order to receiving a parking permit.

- Students may not purchase a permit until they have a PA valid driver's license in their possession. A learner's permit will not be accepted in substitution for the official driver's license. Only Juniors and Seniors may purchase a parking permit. Permits must be purchased online (www.cvschools.org) using a credit card, a debit card, or an e-check.
- Students must bring a valid driver's license when picking up the parking permit (hang tag). (Random drug testing consent forms must be acknowledged on Skyward when available.) Acknowledging Policies 223 and 226 will also be required on the online registration form. Parking spots are limited and permits will be on sale until all spots are sold. Once all permits have been sold, students may have their name placed on a waiting list for any spots which may become available during the school year. At that point, priority will be given to students who have late arrival, early release, and internships on their schedules.
- Shared parking is permitted; however, if one student violates a rule which results in the suspension of the driving privilege, both students will lose the privilege to park on campus during the suspension.
- Searches – Per CVSD School Board Policy 226, the administrative procedures and guidelines shall include procedures for randomly selecting a subset of student vehicles to be searched using certified drug dogs, based on time constraints and available resources, and minimizing disruption to students and teachers.

Parking Rules and Regulations

1. There may be parking restrictions for being unexcused/unlawfully tardy to school as outlined in the student handbook. Students who drive must allow enough time to arrive at school without being late. Students may be unexcused/unlawfully tardy to school up to 3 times each semester before they receive any parking restrictions. The administration feels that three incidents per semester is sufficient to accommodate for unforeseen circumstances such as traffic jams, weather related delays, or vehicle maintenance issues.
2. There may be parking restrictions for unexcused/unlawful absences as outlined in the student handbook.
3. Leaving school without permission may result in parking privileges being suspended, in addition to other school discipline. The first offense will result in a 10 day suspension of the parking privilege. The second offense will result in a 20 day suspension of the parking privilege. The third offense will result in permanent suspension of the parking privilege.
4. If a student's parking privileges are suspended for a period of time, that student may not park anywhere on campus. Any student parking on campus while privileges are suspended will automatically receive the next level of discipline and parking suspension.
5. All legal driving laws and courtesies must be observed while on school property. Anyone driving in a dangerous or reckless manner will be subject to having parking privileges revoked for the remainder of the school year and a possible citation. If requested by the principal, the District will arrange to sign complaints concerning trespassing, excessive vehicle speed, and other motor vehicle offenses before the local magistrate in behalf of the School District.
6. Possession or use of any tobacco product or e-cigarette as outlined in CVSD School Board Policy 222 is not permitted at any time in the parking lots, including while vehicles are entering or exiting the campus. Tobacco products are not permitted in any student vehicle. Anyone who violates the tobacco policy on campus will have his or her parking privilege revoked on the first offense in addition to being subject to other penalties. Students with a parking permit who allow other students to smoke in their vehicles, while on school property, will be subject to the same penalty as if they were smoking themselves.
7. The following items are not permitted in students' cars while on school property under any circumstances: weapons, banned substances (i.e. alcohol, marijuana, illegal drugs), and any other items identified by school policy. Anyone caught with any of these items in their vehicle will immediately have his or her parking privileges revoked for the remainder of the school year in addition to being subject to other penalties.

8. Students are not permitted to loiter in the parking lot.
9. Cars parked in the District Office parking lot or other designated non-student spots, following the suspension of a permit, may be towed at the expense of the owner.
10. Cars parked illegally (fire lane, handicapped, etc.) may result in police notification and possible towing.
11. Students who lose their parking permit will be required to purchase another one. Students who lose their parking permit more than two times will lose their parking privilege.

PORNOGRAPHY

Possession/distribution of pornography is a violation of policy and will be addressed accordingly.

PUBLIC DISPLAYS OF AFFECTION

Public displays of affection, other than the holding hands, are not acceptable in the school environment. Please be respectful of others and the educational environment.

REPORT CARDS

Report Cards will be electronically released at the end of each nine-week grading period through the Parent Portal of Skyward. Report Card release dates are listed in the District Calendar, but these dates may be delayed if schools must be closed due to inclement weather or other emergencies. Parents may request a printed copy of their child's report card from the individual buildings.

SKATEBOARDING

Skateboarding, roller blading, scootering, and like devices These devices are not permitted on the school campus without permission.

STUDENT DISCIPLINE (Policy 218)

The Board recognizes that student conduct is closely related to learning. An effective educational program requires a safe and orderly school environment.

The Board shall establish fair, reasonable and nondiscriminatory rules and regulations regarding the conduct of all students in the District.

The Board shall adopt a Code of Student Conduct to govern student discipline, and students shall not be subject to disciplinary action because of race, sex, color, religion, sexual orientation, national origin or handicap/disability. Each student must adhere to Board policies and the Code of Student Conduct governing student discipline.

The Board shall approve the inclusion of restorative practices in the Code of Student Conduct to address violations where applicable.

The Board prohibits the use of corporal punishment by District staff to discipline students for violations of Board policies, the Code of Student Conduct and District rules and regulations.

Any student disciplined by a District employee shall have the right to be informed of the nature of the infraction and the applicable rule or rules violated.

When suspensions and expulsions are imposed, they shall be carried out in accordance with Board policy.

In the case of a student with a disability, including a student for whom an evaluation is pending, the District shall take all steps required to comply with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.

On and Off-Campus Activities

This policy and the Code of Student Conduct apply to the behavior of students at all times during the time they are under the supervision of the school or at any time while on school property, while present at school-sponsored activities, and while traveling to or from school and school-sponsored activities or at other times while riding in school-provided means of transportation (“on-campus”). This policy and the Code of Student Conduct also apply to student behavior that occurs at other times and places (“off-campus”) when:

1. The conduct involves, threatens or makes more likely violence, use of force or other serious harm directed at students, staff or the school environment;
2. The conduct materially and substantially disrupts or interferes with the school environment or the educational process, such as school activities, school work, discipline, safety and order on school property or at school functions;
3. The conduct interferes with or threatens to interfere with the rights of students or school staff or the safe and orderly operation of the schools and their programs;
4. The conduct involves the theft or vandalism of school property; or
5. The proximity, timing or motive for the conduct in question or other factors pertaining to the conduct otherwise establish a direct connection to attendance at school, to the school community, or to a school-sponsored activity. This would include, for example, but not be limited to, conduct that would violate the Code of Student Conduct if it occurred in school that is committed in furtherance of a plan made or agreed to in school, or acts of vandalism directed at the property of school staff because of their status as school staff.

Referral to Law Enforcement and Reporting Requirements

For reporting purposes, the term incident shall mean an instance involving an act of violence; the possession of a weapon; the possession, use, or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use, or sale of alcohol or tobacco; or conduct that constitutes an offense listed under the Safe Schools Act.

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents committed by students on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.

The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident as a victim or suspect immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the local police department that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.

When a student's behavior indicates a threat to the safety of the student, other students, school employees, school facilities, the community or others, District staff shall report the student to the threat assessment team, in accordance with applicable law and Board policy.

The Superintendent shall report to the Board the methods of discipline imposed by administrators and incidences of student misconduct, in the degree of specificity required by the Board.

STUDENT FINANCIAL OBLIGATIONS

Textbooks, equipment, and some supplies are furnished free to all students. Each student has an obligation to keep these items in good condition while they are in their charge. Students must reimburse the school for the damage they have caused or allowed to happen.

A student who has an outstanding obligation will have his/her report card and/or diploma held in the high school office until the assigned obligation has been paid. In addition, a student MAY lose the opportunity to participate in extra-curricular activities such as athletics, homecoming, THON, prom, and commencement. Students who owe an obligation WILL NOT be issued a parking pass.

STUDENT ID CARDS

It is expected that students have their student identification card with them at all times while in school or at school events. Failure to show a valid Cumberland Valley Student ID Card may result in a student not being permitted to attend an activity or not being able to conduct certain school business. Students may be required to present their ID Card at various times during the day such as when entering the library, the nurse, the Career and Counseling Center, and entering or leaving the building. Students should not share their ID Card. If someone uses another student's ID, both students will be given consequences. It is expected that students will identify themselves if asked by any adult (employee) in school or on school property.

STUDENT INSURANCE

Each student enrolled at one of the Cumberland Valley District's schools has the option to purchase student insurance at a special school rate. This policy covers any accident while on the way between home and school, while within a school building or on the school grounds, or as a member of a group participating in a school sponsored activity- also on field trips. In the event of an accident, the student (or parents) should contact the school nurse for a claim form. However, any question concerning coverage should be directed to the insurance company, or the company's agent listed on the insurance company's brochure.

STUDENT RECORDS (Policy 216)

All requests for access to student records by parents/guardians or adult students shall be in writing and directed to the appropriate building principal. All such requests shall be acted upon and access granted within 45 days after receipt of the written request. However, if the child is a special education student, the School District must comply within thirty (30) days of the request.

The District reserves the right to charge a reasonable per page fee for copies of records requested by parent/guardians or adult students. This fee is currently set and may be adjusted by decision of the School Board.

The School District will not divulge, in any manner, any information to any person other than the parents/guardians, students, and those defined in the Policy #216 (Student Records) without receiving written consent from the student's parent/guardians or the adult student. Said consent shall be dated, signed, and shall specify the records to be released. Policy 216 (Student Records) Policy 216.1 (Student Records - Exceptional Students) and Policy 216.2 (Student Records - Supplemental Discipline Records) are available from the building principal and on the District web page.

TELEPHONES/MESSAGES

Parents/Guardians may call and leave messages with a secretary during the school day; however, no messages, other than emergencies, will be given to students or teachers during the time that classes are in session. Students will not be permitted to make telephone calls from the office unless it is urgent. Parents should only call or text their child's cellular telephone during the time designated for student cellular telephone use.

THREAT ASSESSMENTS (Policy 236.1)

The Board is committed to protecting the health, safety and welfare of its students and the school community and providing the resources and support to address identified student needs. The Board adopts this policy to address student behavior that may indicate a threat to the safety of the student, other students, school employees, school facilities, the community and others.

The Board directs the Superintendent or designee, in consultation with the School Safety and Security Coordinator, to establish a threat assessment team and develop procedures for assessing and intervening with students whose behavior may indicate a threat to the safety of the student, other students, school employees, school facilities, the community and others.

Information for Students, Parents/Guardians and Staff

The District shall annually notify students, staff and parents/guardians about the existence and purpose of the threat assessment team through posting information on the District website, publishing in handbooks and through other appropriate methods.

The threat assessment team shall make available age-appropriate informational materials to students regarding recognition of threatening or at-risk behavior that may present a threat to the student, other students, school employees, school facilities, the community or others and how to report concerns, including through the Safe2Say Something program and other District reporting hotlines or methods. Informational materials shall be available for review by parents/guardians.

The threat assessment team shall make available informational materials for school employees regarding recognition of threatening or at-risk behavior that may present a threat to the student, other students, school employees, school facilities, the community or others and how to report concerns, including through the Safe2Say Something program and other District reporting hotlines or methods. Information for school employees shall include a list of the staff members who have been appointed to the threat assessment team.

The District shall annually provide mandatory training for school staff on identification or recognition of student behavior that may indicate a threat to the safety of the student, other students, school employees, other individuals, school facilities or the community, in accordance with law, Board policy and the standards specified by the state's School Safety and Security Committee.

Reporting and Identification

The threat assessment team shall document, assess and respond to reports received regarding students whose behavior may indicate a threat to the safety of the student, other students, school employees, school facilities, the community or others.

The threat assessment team shall assist in assessing and responding to reports that are received through the Safe2Say Something Program identifying students who may be a threat to themselves or others.

The threat assessment team shall assist in assessing and responding to reports of students exhibiting self-harm or suicide risk factors or warning signs, as identified in accordance with applicable law and Board policy.

When the threat assessment team has made a preliminary determination that a student's reported behavior may indicate a threat to the safety of the student, other students, school employees, school facilities, the community or others, the team shall immediately take the following steps:

1. Notify the Superintendent or designee and School Safety and Security Coordinator of the reported threat.
2. Notify the building principal of the school the student attends of the reported threat, who shall notify the student's parent/guardian of the reported threat.

When a reported student's behavior indicates that there may be an imminent threat to the safety of the student or others, or an emergency situation, a threat assessment team member shall take immediate action, which may include promptly reporting to the appropriate law enforcement agency and school administration.

Where a threat assessment team member has reasonable cause to suspect that a reported situation indicates that a student may be a victim of child abuse, the member shall make a report of suspected child abuse in accordance with law and Board policy.

Inquiry and Assessment

In investigating, assessing and responding to threat reports, the threat assessment team shall make a determination if the report should be addressed under one or more specific Board policies or administrative regulations, based on the subject matter of the report and the requirements of law, regulations and Board policy, including, but not limited to, reports involving:

1. Discrimination/Title IX Sexual Harassment.
2. Bullying/Cyberbullying.
3. Suicide Awareness, Prevention and Response.
4. Hazing.

Members of the threat assessment team shall engage in an assessment of the reported student behavior that may indicate a threat, in accordance with training and established procedures. This process may include, but is not limited to:

1. Interviewing the student, other students, staff, parents/guardians or others regarding the subject(s) of the reported threat.
2. Reviewing existing academic, health and disciplinary records and assignments, as appropriate, regarding the subject(s) of the report.
3. Conducting searches of lockers, storage spaces, and other possessions on school property as applicable, in accordance with applicable law, regulations and Board policy.
4. Examining outside resources such as social media sites, in coordination with law enforcement, or contacting law enforcement, juvenile probation, or community agencies to request additional information about the subject(s) of the report, in accordance with law, regulations and Board policies.
5. Where appropriate, convening the appropriate team to assess and/or address the situation that is the subject of the report, such as the Individualized Education Program (IEP) team, Section 504 Team, Behavior Support team, Student Assistance Program team, or others.

The threat assessment team shall establish and implement procedures, in accordance with the District's Memorandum of Understanding, to address situations where the investigation of a reported threat shall be transferred to the appropriate law enforcement agency.

The threat assessment team may request that the county agency or juvenile probation department consult and cooperate with the team in assessing the student who is the subject of a preliminary determination regarding a threat.

When assessment of a student's behavior determines that it is not a threat to the student, other students, school employees, school facilities, the community or others, the threat assessment team shall document the assessment and may refer the student to other appropriate resources such as a child study team, the Student Assistance Program team, an IEP or Section 504 Team or other District supports and services.

Response and Intervention

The threat assessment team shall develop an Individualized Management Plan for each student identified and assessed as posing a threat to the student, other students, school employees, school facilities, the community or others. The plan should document the team's evaluation of the threat and recommendations for disposition of the threat, including the information gathered during the assessment and recommendations for response and intervention.

Following notification to the student's parent/guardian, the threat assessment team may refer the student to an appropriate program or take action to address the reported situation in accordance with applicable Board policy, which may include, but is not limited to:

1. A referral to the Student Assistance Program.
2. A referral to the appropriate law enforcement agency.
3. An appropriate evaluation to determine whether the student is a qualified student with a disability in need of a Section 504 Service Agreement or in need of special education services through an Individualized Education Program (IEP), in accordance with applicable law and Board policy.
4. A referral to the student's IEP Team to review and address the student's IEP and/or Positive Behavior Support Plan. This could include, but is not limited to, a manifestation determination or functional behavioral assessment in accordance with applicable law, regulations and Board policy.
5. A referral to the student's Section 504 Team to review and address the student's Section 504 Service Agreement and/or Positive Behavior Support Plan.[26]
6. With prior parental consent, a referral to a behavioral service provider, health care provider or county agency.
7. Addressing behavior in accordance with applicable discipline policies and the Code of Student Conduct.
8. Ongoing monitoring of the student by the threat assessment team, a child study team, Student Assistance Program team or other appropriate school personnel.
9. Taking steps to address the safety of any potential targets identified by the reported threat.

Monitoring and Management

If a student has an Individualized Management Plan, the threat assessment team shall monitor the Individualized Management Plan and coordinate with the designated team or resource to provide support and follow-up assessment as necessary. Follow-up assessments, referrals, re-entry plans and other supports shall be documented as part of the student's Individualized Management Plan.

The threat assessment team, in coordination with other appropriate teams and supports, shall determine when the student's Individualized Management Plan is no longer needed for disposition of the threat(s), and may transfer appropriate information in accordance with applicable law, regulations and Board policy.

Records Access and Confidentiality

In order to carry out their duties and facilitate the timely assessment of and intervention with students whose behavior may indicate a threat, the threat assessment team shall have access to the following student information to the extent permitted under applicable law and regulations:

1. Student health records.
2. Prior school disciplinary records.
3. Records related to adjudication under applicable law and regulations.
4. Records of prior behavioral or mental health or psychological evaluations or screenings maintained by the District.
5. Other records or information that may be relevant to evaluating a threat or determining treatment or referral options for a student that are maintained by the District.

The threat assessment team shall use all information or records obtained in fulfilling the team's duty in accordance with law to evaluate a threat or to recommend disposition of a threat. Team members shall not redisclose any record or information obtained or otherwise use any record of a student beyond the purpose for which the disclosure was made to the team, in accordance with law.

The threat assessment team shall maintain confidentiality and handle all student records in accordance with applicable law, regulations, Board policy, the Student Records Plan and the District's legal and investigative obligations.

Threat assessment members whose other assignments and roles require confidentiality of specific student communications, in accordance with law, shall ensure that all confidential communications and information are addressed in accordance with applicable law, regulations, Board policy and administrative regulations.

TOBACCO AND VAPING PRODUCTS (Policy 222)

The Board recognizes that tobacco and vaping products, including the product marketed as Juul and other electronic cigarettes, present a health and safety hazard that can have serious consequences for users, nonusers and the school environment. The purpose of this policy is to

prohibit student possession, use, purchase and sale of tobacco and vaping products, including Juuls and other electronic cigarettes.

State law defines the term tobacco product to broadly encompass not only tobacco but also vaping products including Juuls and other electronic cigarettes (e-cigarettes). Tobacco products, for purposes of this policy and in accordance with state law, shall be defined to include the following:

1. Any product containing, made or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed or ingested by any other means, including, but not limited to, a cigarette, cigar, little cigar, chewing tobacco, pipe tobacco, snuff and snus.
2. Any electronic device that delivers nicotine or another substance to a person inhaling from the device, including, but not limited to, electronic nicotine delivery systems, an electronic cigarette, a cigar, a pipe and a hookah.
3. Any product containing, made or derived from either:
 - a. Tobacco, whether in its natural or synthetic form; or
 - b. Nicotine, whether in its natural or synthetic form, which is regulated by the United States Food and Drug Administration as a deemed tobacco product.
4. Any component, part or accessory of the product or electronic device listed in this definition, whether or not sold separately.

The Board prohibits possession, use, purchase or sale of tobacco and vaping products, including the product marketed as Juul and other e-cigarettes, regardless of whether such products contain tobacco or nicotine, by or to students at any time in a school building; on school buses or other vehicles that are owned, leased or controlled by the School District; on property owned, leased or controlled by the School District; or at school-sponsored activities that are held off school property.

The Board prohibits student possession or use of products marketed and sold as tobacco cessation products or for other therapeutic purposes, except as authorized in the Board's Medication policy.

The Board prohibits student possession of any form of medical marijuana at any time in a school building; on school buses or other vehicles that are owned, leased or controlled by the School District; on property owned, leased or controlled by the School District; or at school-sponsored activities that are held off school property.

The Board authorizes the confiscation and disposal of products prohibited by this policy.

A student who violates this policy shall be subject to prosecution initiated by the District and, if convicted, shall be required to pay a fine for the benefit of the District, plus court costs. In lieu of the imposition of a fine, the court may admit the student to an adjudication alternative.

Tampering with devices installed to detect use of tobacco or vaping products shall be deemed a violation of this policy and subject to disciplinary action.

TRANSPORTATION

School Video/Audio Surveillance (Policy 810.2)

The Board recognizes the need to maintain proper standards of conduct for the safety of students who ride district buses and attend schools. All provisions developed under the Student Code of Conduct (Policy 218) are in force and govern student conduct in school, at bus stops, during the time spent in travel to and from school, during school activities, and any off-campus conduct that adversely affects the on-campus educational environment.

The use of a video/audio recording is intended to assist the administration, contractors and drivers in observing behavior, preventing violation of bus rules school rules, regulations, district policies and Pennsylvania law; and utilizing and/or dispensing such surveillance when required for disciplinary, civil and/or criminal matters.

The Board authorizes the use of video and audio recording on school buses and school vehicles for disciplinary and security purposes.

The Board prohibits the use of audio recording on any school bus or school vehicle that is not being used for a school-related purpose.

Bus Information

Bus route information is available through the Skyward Parent Portal account under the “Transportation” tile. The tile will display drop-off and pick-up times and bus stop locations.

Requesting Additional Bus Assignment or Change of Bus Stop Location

- Requests for additional bus stops due to parental custody matters must be submitted using the Shared Custody Transportation Request form found on the district website at cvschools.org > Support Operations > Transportation > Shared Custody Transportation Request Form. Instructions for completion are noted on the form page.
- Requests to change the physical location of the bus stop must be submitted using the Request to Change Location of Bus Stop form found on the district website at cvschools.org > Support Operations > Transportation > Request to Change Location of Bus Stop.
- No location changes will occur the first three weeks of school.
- All requests will be reviewed by the Transportation Manager.
- Review of request may take 4 weeks and will be responded to in order received.
- Response will be written.

Students may ride a bus other than their assigned bus in emergency situations only. To do so, a Districtwide Bus Pass must be submitted for principal or their designees approval prior to the day of use. The pass may be found on the district website at cvschools.org > Support Operations > Transportation > Districtwide Bus Pass tab and should be printed out. The approved note must then be given to the bus driver when boarding. Only under emergency circumstances will a telephone call to the building requesting a bus change be accepted.

Riding Guidelines

The following material is to inform the passenger of several basic rules and procedures. The following guidelines will be followed:

1. Previous To Loading
 - a. Be on time at the designated bus stop. Arrive five minutes before the bus is due. Busing schedules do not allow the drivers the time to wait at each stop.
 - b. Respect the property rights of people who reside at or near the bus stops.
 - c. Do not get into private vehicles with strangers.
 - d. Wait until the bus comes to a complete stop before attempting to enter the bus. Enter the bus in an orderly manner and take your seat. Bus drivers may assign seats.
 - e. Tobacco use is not permitted on the bus or at any bus stop. Violators will be subject to charges/fines.
2. Behavior on the Bus
 - a. Observe regular classroom conduct except for ordinary conversation and follow the bus driver's instructions. Bullying and bullying type behaviors will not be tolerated on the bus. The bus driver has the same authority on the bus as the teacher has in the classroom.
 - b. Remain in your seat, facing forward at all times. Do not change seats at bus stops.
 - c. Keep your hands, head and feet inside the bus at all times.
 - d. Keep the aisle clear.
 - e. Live animals, water guns, fireworks, and similar items that may divert the driver's attention are not permitted on the bus.
 - f. Scuffling, fighting, eating and drinking, the use of tobacco products, and the use of profane language are strictly forbidden.
3. Animals on the Bus
 - a. It is the District's standard operating procedure that we do not allow animals to accompany students on District-provided transportation unless the animal is documented and confirmed as a service animal by the District Office. Principals and teachers are not authorized to allow students to bring an animal on any bus or van. If there is a project or any other District event in which a student wishes to transport an animal to school, the student will have to obtain their own transportation.
4. Bus Riding Conduct
 - a. Any pupils involved in an act of misconduct that is detrimental to the health and safety of other pupils, bus driver, vehicle, or person(s) outside the vehicle shall have their riding privilege reviewed as indicated:
 - i. First Offense (Warning): A conference between the bus driver and offender will be held.
 - ii. Second Offense (Misconduct Report): Riding privileges may be revoked 1-5 days and/or suspension/detention. Parents will be notified.
 - iii. Third Offense: Riding privileges may be revoked 1-10 days and/or detention/suspension. Parents will be notified.
 - iv. Fourth Offense (Indefinite Bus Suspension): Parents are informed that their child is suspended from the school bus for an indefinite period of

time. Students must remain on campus or in the custody of the school once they get on the bus or arrive on campus.

Career and Technical Center Transportation

The District provides transportation to/from the Cumberland-Perry Area Career and Technical Center (CPACTC). The following special circumstances may occur:

- On days of early dismissal from CV but students have a full day at CPACTC, transportation to and from CPACTC from Cumberland Valley High School will be provided. If students want to stay at CPACTC until normal dismissal time, CV will transport them back to CV from CPACTC, but parents will be responsible to pick students up from the bus loop at Cumberland Valley at 3:00 PM.
- On days when Cumberland Valley is not in session but CPACTC is in session, transportation will be provided to and from CPACTC from the Cumberland Valley High School bus loop. Parents are responsible to take their child to and from CV. Note: If students are unable to acquire transportation to or from CV on days when CV is not in session or when CV has an early dismissal, then parents must write a note stating transportation was not available. This note should be presented at CPACTC the day following or in advance of the absence. This note may not be an acceptable reason for absence for students who drive to CV on a daily basis and have purchased a parking permit
- On days when CV has a special schedule, such as a two-hour delay, CV students must make certain to eat lunch at CV prior to leaving for CPACTC. Students who normally eat fifth period lunch should make arrangements to eat lunch during period 4 or NEST.
- For CV early dismissals, lunch will not be served at CV. If CPACTC is in session all day, students should bring a packed lunch and make arrangements to eat if prior to arriving at CPACTC.
- As a rule, students who attend other programs (CPACTC, CASA, etc.) and are suspended will be suspended from both schools unless otherwise noted by an administrator.

TERRORISTIC THREATS (Policy 218.2)

The Board recognizes the danger that terroristic threats by students present to the safety and welfare of District students, staff and community. The Board acknowledges the need for an immediate and effective response to a situation involving a terroristic threat.

Communicate - shall mean to convey in person or by written or electronic means, including telephone, electronic mail, Internet, facsimile, telex and similar transmissions.

Terroristic threat - shall mean a threat communicated either directly or indirectly to commit any crime of violence with the intent to terrorize another; to cause evacuation of a building, place of assembly or facility of public transportation; or to otherwise cause serious public inconvenience, or cause terror or serious public inconvenience with reckless disregard of the risk of causing such terror or inconvenience.

The Board prohibits any District student from communicating terroristic threats directed at any student, employee, Board member, community member or property owned, leased or being used by the District.

VISITOR GUIDELINES

Please assist us in keeping our building secure for our students and staff. Due to the concern for the safety of all of our students, visitors during school hours are discouraged. Any exceptional situations must receive prior approval from a principal.

Former students must make arrangements to visit after school hours. Students who are attending other area high schools will not be granted permission to visit. Parents/Guardians of CV students are welcome as long as they have made an appointment in advance.

All visitors must report directly to the main office to obtain a visitor's identification badge, which must be worn and visible at all times. People who enter the buildings without knowledge and consent of the administration may be subject to trespass regulations. A valid driver's license is required to obtain a visitor's badge. Students from other area schools will not be permitted on campus without permission from a building administrator. ⇒ All visitors must be escorted while in the building during the school day. **Students are not permitted to let others in any door of the building.**

WEAPONS (Policy 218.1)

The Board recognizes the importance of a safe school environment relative to the educational process. Possession of weapons in the school setting is a threat to the safety of students and staff and is prohibited by law.

Weapon - the term shall include but is not limited to any knife, cutting instrument, cutting tool, nunchaku, firearm, shotgun, rifle, replica of a weapon, and any other tool, instrument or implement capable of inflicting serious bodily injury.

Possession - a student is in possession of a weapon when the weapon is found on the person of the student; in the student's locker or assigned storage area; or under the student's control while on school property, on property being used by the school, at any school function or activity, at any school event held away from the school, or while the student is coming to or from school.

The Board prohibits students from possessing and bringing weapons and replicas of weapons into any District buildings, onto school property, to any school-sponsored activity, and onto any public vehicle providing transportation to or from school or a school-sponsored activity, or while the student is coming to or from school.

The Board shall expel for a period of not less than one (1) year any student who violates this weapons policy. Such expulsion shall be given in conformance with formal due process proceedings required by law and Board policy.

The Superintendent may recommend modifications of such expulsion requirement on a case-by-case basis.

In the case of a student with a disability, including a student for whom an evaluation is pending, the District shall take all steps required to comply with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.

In accordance with federal law, possession or discharge of a firearm in, on, or within 1,000 feet of school grounds is prohibited. Violations shall be reported to the appropriate law enforcement agency.

When the District receives a student who transfers from a public or private school during an expulsion period for an offense involving a weapon, the District may assign that student to an alternative assignment or may provide alternative education, provided the assignment does not exceed the expulsion period.

WITHDRAWAL FROM SCHOOL

Withdrawal from school is done via electronic forms. Students who need to withdraw from school should visit the counseling center to begin the process.

WORK PERMITS

The state of Pennsylvania requires a work permit for any person age 14 to 18. Application forms may be obtained in the high school office during school hours, 7:30 AM through 3:30 PM. The student MUST bring with them evidence of age. Documentary evidence of age accepted will be birth certificates, baptismal certificates, passports, or military IDs, and driver's license.

DISCIPLINE PROCEDURES

Searches

The Board reserves the right to authorize its employees to inspect a student's locker or any district property at any time, based on reasonable suspicion, for the purpose of determining whether the locker is being used improperly for the storage of contraband, a substance or object the possession of which is illegal, or any material that poses a hazard to the safety and order of the schools. The High School administration will coordinate random drug dog searches of student lockers each academic year as needed. Furthermore, as a condition of obtaining a parking permit under Policy #223, each student applying for a parking permit, and each student's parent or guardian, shall consent to random searches of vehicles driven by students to school and parked on campus in designated student parking areas. Random searches of student vehicles shall be conducted by the High School administration, in conjunction with local law enforcement, using trained drug dogs. The High School administration will coordinate random drug dog searches of student vehicles each academic

year as needed. Searches conducted by the administration may include but not be limited to utilization of certified drug dogs, metal detection units, or any device used to protect the health, safety and welfare of the school population.

Searches (Policy 226)

The Board acknowledges the need to respect the rights of students to be free from unreasonable searches and seizures while fulfilling the District's interest in protecting and preserving the health, safety and welfare of the school population, enforcing rules of conduct, and maintaining an appropriate atmosphere conducive to learning.

School officials have the authority to lawfully search students or their belongings, including lockers, automobiles, electronic devices, purses, backpacks, clothing, and other possessions, without a warrant, when in school, on school grounds or when otherwise under school supervision, if there is a reasonable suspicion that the place or thing to be searched contains prohibited contraband, material that would pose a threat to the health, safety and welfare of the school population, or evidence that there has been a violation of the law, Board policy, or school rules. The scope and extent of searches must be reasonable in relation to the nature of the suspected evidence, contraband or dangerous material and to the grounds for suspecting that it may be found in the place or thing being searched.

The District has a compelling interest in protecting and preserving the health, safety and welfare of the school population, which under certain circumstances may warrant general or random searches of students and their lockers, vehicles or other belongings without individualized suspicion, for the purpose of finding or preventing entry onto school property of controlled substances, weapons or other dangerous materials.

Individualized Suspicion Searches

Students or their belongings, including lockers, automobiles, electronic devices, purses, backpacks, clothing, and other possessions, may be searched without a warrant when in school, on school grounds or when otherwise under school supervision, if there is a reasonable suspicion that the place or thing to be searched contains prohibited contraband, material that would pose a threat to the health, safety and welfare of the school population, or evidence that there has been a violation of the law, Board policy, or school rules. The scope and extent of searches must be reasonable in relation to the nature of the suspected evidence, contraband or dangerous material and to the grounds for suspecting that it may be found in the place or thing being searched.

In determining whether reasonable suspicion exists, the principal or designee always should be able to articulate what is being looked for, and why it is thought to be located in the particular place to be searched. The scope of a search should be limited to the place or places the item sought is believed to be.

Examination by school staff of text messages, call logs, files, images or other data contained in a student's mobile telephone or other electronic device, without the student's consent, normally constitutes a search that must be justified by reasonable suspicion that material in

violation of law, District policy or school rules, or evidence of such a violation, is contained in the particular files, directories or other data locations being examined in the device.

Random or General Searches Without Individualized Suspicion

Under certain circumstances, random or general searches of students and their belongings, including student lockers or vehicles parked on school property, may be conducted during the school day or upon entry into school buildings or school activities, in the absence of suspicion focused on a particular student or students, for the purpose of finding or preventing entry onto school property or activities of controlled substances, weapons or other dangerous materials. Such searches normally will be conducted in a minimally intrusive manner using screening methods such as dogs or other animals trained to detect controlled substances, explosives or other harmful materials by smell, as well as metal detectors and other technology. When such screening methods provide a reasonable suspicion that particular students, items or places possess or contain controlled substances, weapons or other dangerous material, screening may be followed by physical searches of those particular students, items or places on an individualized basis.

Random or general searches for weapons may be conducted when there are circumstances, information or events tending to indicate increased likelihood that students may be armed or headed for physical confrontation because of community strife or tensions, or as a continuation or escalation of a prior incident, in or out of school, which threatens to spill over into school, into a school-sponsored activity, or into other times and places that students are under school supervision.

Random or general searches for controlled substances may be conducted when there are circumstances, events or information tending to indicate significant drug use, possession or trafficking among students in school.

Random or general searches not based on individualized suspicion must be approved in advance by the Superintendent or designee, in consultation with the District solicitor. Coordination with law enforcement officials will be accomplished as provided in the memorandum of understanding with the applicable law enforcement agency.[8]

Searches Upon Consent

Searches may be conducted at any time, with or without reasonable suspicion, if the student has given knowing and voluntary consent specific to the place to be searched.

The Administration may establish rules and procedures governing certain privileges enjoyed by students, such as the privilege of parking a vehicle on school grounds, that make the student's consent to random searches or inspections a condition of access to the privilege.[6]

Searches by or at the Request of Law Enforcement Officials

The legal standards governing searches initiated by school officials are less strict than the standards applicable to law enforcement authorities in many situations. When searches of

students, student belongings, vehicles or lockers are conducted by or at the request of law enforcement officials, with or without the involvement of school staff, the law enforcement officials are solely responsible for ensuring that a warrant has been issued or that the circumstances otherwise permit the search to be lawfully conducted in accordance with the standards applicable to law enforcement actions. School staff will not interfere with or obstruct searches initiated by law enforcement, but may assist when law enforcement officials have requested such assistance and have represented that a warrant has been issued or that they otherwise have proper authority for a lawful search.[8]

Locker Inspections and Searches

Lockers are assigned to or otherwise made available to students as a convenience for the safe storage of books, clothing, school materials and limited personal property, and to facilitate movement between classes and activities and to and from school. Such lockers are and shall remain the property of the School District, and to the extent students have any expectation of privacy of lockers at all, it is very limited.

No student may place or keep in a locker any substance or object that is prohibited by law, Board policy or school rules, or that constitutes a threat to the health, safety or welfare of the occupants of the school building or the building itself. Students are required to ensure that their lockers do not contain spoiled food items or beverages, or soiled clothing which may attract pests, create odors or cause unhealthy conditions. A student locker may be opened and inspected for cleanliness, with or without the consent of the student, whenever there are odors, pests or other indications that a locker contains spoiled food, soiled clothing in need of laundering or similarly unhealthy matter.

Students are exclusively responsible for locking their assigned lockers to ensure the security of their personal belongings and school property entrusted to them. Students are permitted to secure their assigned lockers only with locks provided by the District, or if the District does not provide locks, personal combination locks for which the combination has been provided to designated school staff.

Prior to an individual locker search or inspection, the student to whom the locker is assigned shall be notified and be given a reasonable opportunity to be present. However, when there is a reasonable suspicion that a locker contains materials which pose a threat to the health, welfare or safety of the school population, student lockers may be searched without prior notice to the student.

The principal or a designated staff person shall be present whenever a student locker is inspected for cleanliness or is searched. The principal or designee shall maintain written records of all occasions when a locker is searched or inspected. Such records shall include the reason(s) for the search, persons present, objects found and their disposition.

Searches Involving Removal of Clothing or Examination Beneath Clothing

Searches of students involving the removal of undergarments or examination beneath undergarments are subject to stricter standards than are required to justify other searches of

a student's person or belongings. Such searches are permitted only when the basis for suspicion establishes either:

1. That the reasons for believing that the items being searched for are concealed specifically inside undergarments are stronger reasons than grounds that would support only a more general reasonable suspicion that the student is in possession of the items or has them somewhere on the student's person; or,
2. That the quantity or nature of the items being sought present a higher level of danger to the school population than other kinds of contraband.

Searches involving the removal of or examination beneath any clothing of a student, other than jackets, coats or other outerwear, shall be conducted only by a staff person of the same gender as the student, with at least one (1) other staff person of the same gender present as a witness, and in a location assuring privacy from observation by persons not involved in the search or of the opposite sex.

Searches involving the removal of undergarments or examination beneath undergarments will be conducted only after consultation with the District solicitor.

Handling and Disposal of Items Found in the Course of Searches

Any items or material found during a search or inspection, the student's possession of which is in violation of law, District policies or school rules, or otherwise is evidence of such a violation, may be confiscated, and may be used as evidence in student discipline proceedings or a criminal investigation, even if such items or material were not the original objective of the search or inspection.

The principal shall be responsible to ensure that confiscated items or material are properly inventoried and secured until the conclusion of disciplinary action, if any, and are then properly disposed of if not appropriate to be returned to the student. Items or materials that are evidence of a criminal offense, or that are not lawful for ordinary citizens to possess will be promptly turned over to proper law enforcement authorities for custody or disposal.

Responsibility Chat

A responsibility chat is a documented proactive conversation held between a student and a teacher, staff member, or principal. It is based on the philosophical belief that relationships and the exchange of ideas are important steps toward making progress and change. The purpose of the 44 conversation is to help the student acknowledge the impact of his/her behavior on others (including self) and empower the student to resolve an issue prior to it escalating to the point of the assignment of tangible disciplinary consequences. During the process the student will be given an opportunity to respectfully process his/her thoughts and decisions by asking and answering questions, exploring personal feelings, and determining next steps.

After-School Detention and Lunch Detention

An administrator may assign a student to administrative detention as a consequence for the student's inappropriate behavior. The student's grade-level principal will contact the parents and give the student advance notice so he/she can make any necessary transportation arrangements.

- **CV9:** Administrative After-School Detention is held Tuesday thru Thursday from 3:10 PM until 4:20 PM. CV9 students assigned to detention travel on the Activity Bus to CVHS for detention in Room 305.
- **CV10-12:** Administrative After-School Detention is held Tuesdays and Thursdays from 3:10 PM until 4:20 PM in Room 305.
- The only excusable reasons for missing detention are:
 - pre-arranged medical/dental appointments,
 - illness,
 - family emergency,
 - absence from school. The reason for missing detention should be confirmed with a written note from the parent and/or guardian.
- A student who does not serve Administrative Detention can be assigned to additional consequences.
- Detention will be operated with the following in effect:
 - The student is expected to arrive on time.
 - The student may not talk with others and must remain seated.
 - The student may not sleep.
 - The student may not possess food, drink, cards, games, or electronic devices.
 - The student may not use a computer.
 - Students may use the time to make-up tests or assignments if the teacher is available to proctor.

Any student who refuses to abide by the guidelines will be required to leave without receiving any credit for the time served that day and may earn additional consequences.

Saturday Work Program

An administrator or judge may assign community service hours to be completed at the Cumberland Valley High School campus for various Code of Conduct and/or attendance violations.

In-School Suspension

While in suspension it is expected that students will work on academics the entire time. Students sit in a checkerboard formation when possible (i.e., no one directly beside, behind or in front of another student) and are to remain seated at all times. Students must keep their heads up and eyes open at all times. Students may only use a computer for academic purposes and with permission from the ISS teacher. Electronic devices may not be used, and food and drink are not permitted. Students are expected to complete the work that a teacher

assigns to be completed while the student is in ISS. If he or she fails to complete the work, he or she may be assigned detentions until the work is completed. If a student has in-school suspension, he or she is not permitted on campus or to attend any school events after dismissal on that day unless prior arrangements have been made with an administrator. 45

Out of School Suspension

While suspended out of school students are not permitted on campus or to attend any school events unless prior arrangements have been made with an administrator. It is the student's responsibility to make up any school work missed or assigned while he or she is suspended. Building-level Hearing A building-level hearing is scheduled by the grade-level principal any time a student's discipline reaches a level beyond what is normally considered standard grade-level misconduct. A building level hearing is held with the student, the student's parent(s)/guardian(s), the grade-level principal and either the associate principal or the building principal. The purpose of the hearing is to review the student's current situation and discuss and implement a plan for moving forward. The plan may address behavior, attendance, or academic concerns and may include the assignment of consequences or an outline of consequences and/or a contract for future infractions. Once the hearing has been held, the administrative team will continue to monitor the student for success.

Corporal Punishment

The District does not condone or permit the use of corporal punishment as a means of dealing with behavioral problems. Notwithstanding anything to the contrary herein above provided, reasonable force may be used by teachers and school authorities to quell a disturbance, to obtain possession of weapons or other dangerous objects, for the purpose of self-defense, or for the protection of persons or property.

Building-level Hearing

A building-level hearing is scheduled by the grade-level principal any time a student's discipline reaches a level beyond what is normally considered standard grade-level misconduct. A building-level hearing is held with the student, the student's parent(s)/guardian(s), the grade-level principal and either the associate principal or the building principal. The purpose of the hearing is to review the student's current situation and discuss and implement a plan for moving forward. The plan may address behavior, attendance, or academic concerns and may include the assignment of consequences or an outline of consequences and/or a contract for future infractions. Once the hearing has been held, the administrative team will continue to monitor the student for success.

STUDENT SELF CARE RESOURCES

If you are a child or teenager in crisis and need help immediately, please consult one of the following toll-free national hotlines or contact your local police or emergency services. All hotlines are free.

Boys Town National Hotline (1.800.448.3000) Crisis and support line for children, youth and their parents, 24/7 and Spanish available. Multi-topic and issue assistance.

Childhelp (1.800.4ACHILD) Provides 24/7 assistance in 170 languages to adults, children and youth with information and questions regarding child abuse. All calls are anonymous and confidential.

National Runaway Safeline (1.800.RUNAWAY) Crisis line for youth thinking about running away, for youth already on the run and for adults worried about a runaway. 24/7 help available.

Loveisrespect.org (1.800.331.9474) Peer advocates available 24/7 to support teens with concerns about dating violence. Chat available thru their website, or text loveis to 22522.

Trevor Project Lifeline (1.866.488.7386) Provides 24/7 crisis intervention and suicide prevention services to lesbian, gay, bisexual, transgender, and questioning youth.

National Suicide Prevention Lifeline (1.800.273.TALK) Support and assistance 24/7 for anyone feeling depressed, overwhelmed or suicidal.

YOUTH FRIENDLY SUBSTANCE USE ONLINE RESOURCES

Kelty Mental Health Resource Centre: Resources are available on this website for youth and teens about substance use, including in-depth information on various substances and concurrent disorders, as well as steps to seek help. <http://keltymentalhealth.ca/substance-use>

Partnership for Drug-Free Kids: This website works to reduce substance abuse among adolescents by supporting families and engaging with teens. <http://www.drugfree.org/>

Truth Campaign: This campaign provides information and uses videos and social media to engage youth in taking action against tobacco and tobacco companies.
<http://www.thetruth.com/>

SUPPORT GROUPS

Al-Anon Family for Teens: A group for problem drinkers who can find understanding and support through group meetings, podcasts, and other resources.
<http://www.al-anon.alateen.org/for-alateen>

Alcohol Anonymous: The AA website can help young people find AA meetings near them and has brochures directed at young people. http://www.aa.org/pages/en_US

Narcotics Anonymous: The NA website can help young people find NA meetings near them and has resources including brochures for young addicts. <http://www.na.org/>

Smart Recovery: SMART Recovery is a leading self-empowering addiction recovery support group. The website provides resources for teens and youth support programs, meeting locations, and an online community. <http://www.smartrecovery.org/teens/>



SafetoSay: Safe2Say Something is a youth violence prevention program run by the Pennsylvania Office of Attorney General. The program teaches youth and adults how to recognize warning signs and signals, especially within social media, from individuals who may be a threat to themselves or others and to “say something” BEFORE it is too late. With Safe2Say Something, it’s easy and confidential to report safety concerns to help prevent violence and tragedies. <https://www.safe2saypa.org/>



The **Student Assistance Program (SAP)** is a systematic intervention process into the lives of students at risk. An at-risk student is one who has a mental health and/or substance abuse problem. Students may be referred for assistance by other students, staff, or parents. Students may also self-refer. All referrals are confidential. Referral forms can be obtained online or in any of the high school offices. Click [HERE](#) to learn more about SAP at Cumberland Valley High School.