

## **GENERAL INFORMATION**

### **Announcements**

Daily announcements will be made at 8:00 a.m. on the ICHS student broadcasting channel. Student club announcements must be in writing and approved by the teacher/sponsor. Announcements must be submitted for administrative approval to the secretary **before 2:00 pm on the day before the announcement is to be made.**

### **Assembly Programs**

Assembly programs are planned for the education and entertainment of all students. Students are to move into the Auditorium, gym, or cafeteria in an orderly manner and sit in their designated grade level areas for assemblies. There should be no talking during a program because it is considered extremely rude to the speaker. Going in and out of the assembly area during any program is restricted to emergencies only. Students should use good taste and common sense to show appreciation for a performance. Applause at the appropriate time is in good taste. Cat calls, chants, and whistles are inappropriate and subject to disciplinary action.

### Cafeteria Prices

The school cafeteria serves breakfast and lunch. For this school year breakfast and lunch will be provided to the students at no cost. Any additional purchases during these meals will be as follows: Breakfast \$1.50, Lunch \$3.50. Also, ala cart items will be sold. Prices for these items will vary. Extra milk is .35 per carton.

### Lockers/Bookbags

1. Lockers are the property of the school. Students may rent a locker for \$5.00 for the year.
2. Students are responsible for the maintenance of clean, safe lockers. Damaged lockers must be paid for.
3. Students are expected to keep their lockers locked at all times.
4. Students who forget their locker combination after the first week of school will be charged a \$1.00 fine to obtain their combination from their advisor and their names will be listed on the fines list.
5. Students cannot share lockers unless they are members of the same immediate family and have administrative approval.
6. Students cannot put stickers on the outside or inside of the lockers.
7. The administration reserves the right to search lockers and students if, in the opinion of the administration, there may be articles in the student's possession that might be detrimental to others at school.
8. No rolling book bags will be allowed on the ICHS campus unless a medical excuse has been received by administration.
9. No book bags of any kind will be allowed inside ICHS classrooms.
10. Bags such as sling-type bags for gym clothes must fit inside or under desks.

### Parking

Parking a car on campus is a privilege. Students are expected to demonstrate sound judgment and maturity in the use of motor vehicles. *The following parking policy applies to all students:*

1. All motor vehicles driven to and from school must be registered in the office. The cost is \$20.00 for the first parking permit and \$15.00 for each additional vehicle.
2. Student parking privileges may be suspended for the remainder of the semester at the time of the sixth (6<sup>th</sup>) unexcused tardy or for any unauthorized departure or truancy from school.
3. If a parking permit is suspended or revoked, it will cost the student \$25.00 to regain the parking permit.
4. Students must have a valid Georgia driver's license to obtain a parking permit.
5. Students must park only on the north campus parking lot in the designated parking spaces.
6. The parking permit must be displayed in the lower left hand corner of the front windshield.
7. The maximum speed in the parking area and on campus is 5 MPH.
8. **School buses and pedestrians always have the right of way.**
9. **Students are not allowed in the parking lot at any time during the school day. Students will not be allowed to remain on campus nor return to school/ parking lot after checking out for the day.**
10. Cars should be **locked** at all times for security. Valuables should not be left in the car.
11. Temporary parking permits for one day only will be issued by an administrator in the main office. **This should be done before 8:00 a.m.**
12. Vehicles may be searched by the administration at any time during the school day when it is deemed necessary to protect the well-being of the entire student body.

### School Pictures

Irwin County High School will use the services of Jostens Photography to help assure quality pictures, fair prices, and a more convenient resolution of problems if they arise. All students will have their pictures made by Lifetouch for the yearbook. Students are not obligated to buy these pictures, but students who wish may purchase packages at the time the pictures are taken.

### Publication of Student Images

Students may be photographed, videotaped, or interviewed by news media or school officials at school or at a school activity or event and such photographs, interviews, and videotapes may be published, including Internet publication. Any parent/guardian who objects to his or her student being photographed, videotaped, or interviewed must present that objection to the principal of the school within ten days after the student's enrollment date.

### Telephone Use

Students are not allowed to use the phone in the office unless it is an emergency. Only students who are ill or have an emergency can request a note from their teacher asking the secretary in the office to make a call on their behalf. The secretary will dial the phone and talk to the student's parent/guardian. No student will be allowed to use any other phone on campus. Unless it is an emergency, parental messages will be sent to students at 9:45 a.m. and 3:00 p.m. in order to avoid disruption of classroom learning.

### Textbooks

Textbooks are the property of the state of Georgia. Books that are lost or damaged must be paid for. Students are expected to protect their books with book covers.

### **Bring Your Own Device - BYOD**

This policy allows students to utilize their smartphones, iPad, Kindle, and/or other technology as a resource.

### **Visitors**

Visitors having business on the campus must report directly to the main office. If a parent/guardian needs to see a teacher, they should make an appointment through the secretary in the office. **Parents/Guardians need to check in at the main office before going to a classroom.** Students are not permitted to have guests at any time during the day unless approved by Administration.