

# Student Handbook

## 2023-2024



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**NOBLESVILLE  
HIGH SCHOOL**

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## Confidential Reporting- School Safety

Do your part to keep our school safe and comfortable for everyone. Please report any suspicious activity or inappropriate behaviors (including possible bullying) through the **SpeakUp app**. You can make a difference today!

***All reports are confidential.***

Knowingly submitting false or inaccurate information is harmful to the school climate and could result in disciplinary action.







## **Noblesville High School Main Campus**

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Fax: 317-776-6289

Attendance: 317-776-6256

Athletics: 317-776-6266

Counseling: 317-776-6257

Student Services: 317-776-6277

## **Noblesville Schools Vision**

We are:

- Engaged in intellectual pursuits
- Inspired to challenge the present
- Empowered to adapt, innovate, and succeed today and tomorrow

## **Noblesville Schools Mission**

Noblesville Schools creates an inclusive, learner-centered culture that develops future-ready skills through relevant experiences supported by strong relationships that celebrate diversity and promote equity among students, staff, parents, and the community.

## **Noblesville High School Core Values**

We believe that:

- All individuals have equal value.
- People should treat others with dignity.
- People are responsible for the choices they make.
- Learning is important and all people can learn.



Please note: the use of the word “PARENT” throughout this handbook means PARENT and/or GUARDIAN.

School rules and guidelines may be changed at any time by the administration.



## NHS Administration



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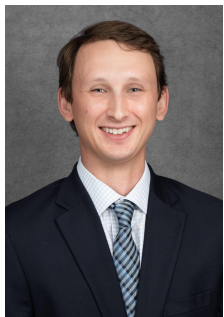
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## SCHEDULES

Each school day is designated either a black or gold day. If a black day is canceled, a black day schedule will be followed when school resumes. If a gold day is canceled, a gold day will be followed when school resumes. E-learning days are always the next cycle in the rotation. The same goes for the day after an E-learning day.

### Daily Bell Schedules



### NHS Block Schedule Black & Gold

TIME	BLACK	GOLD
8:40 -10:10	1	2
10:17 -11:47 J Lunch: 11:30-11:50	3	4
11:54 – 2:03	5	6
Lunch A: 11:47 – 12:18 Class A: 12:23 – 2:03  Class B: 11:54 – 12:23 Lunch B: 12:23 – 12:53 Class B: 12:58 - 2:03  Class C: 11:54 – 12:58 Lunch C: 12:58 – 1:28 Class C: 1:33 – 2:03  Class D: 11:54 – 1:33 Lunch D: 1:33 – 2:03		
2:10 – 3:40	7	AL



## Late Start Schedule Black & Gold

TIME	BLACK	GOLD
9:20 – 10:40	1	2
10:47 – 12:07 J Lunch: 11:30-11:50	3	4
12:14 – 2:13	5	6
Lunch A: 12:07 – 12:37 Class A: 12:42 – 2:13  Class B: 12:14 – 12:39 Lunch B: 12:39 – 1:09 Class B: 1:14 – 2:13  Class C: 12:14 – 1:11 Lunch C: 1:11 – 1:41 Class C: 1:46 – 2:14  Class D: 12:14 – 1:43 Lunch D: 1:43 – 2:13		
2:20 – 3:40	7	AL





## 2-Hour Delay Gold Day

TIME	GOLD
10:40 – 12:06 J Lunch: 11:30-11:50	2
12:13 – 2:07	6
Lunch A: 12:06 – 12:37 Class A: 12:42 – 2:07  Class B: 12:13 – 12:37 Lunch B: 12:37 – 1:07 Class B: 1:12 – 2:07  Class C: 12:13 – 1:07 Lunch C: 1:07 – 1:37 Class C: 1:42 – 2:07  Class D: 12:13 – 1:37 Lunch D: 1:37 – 2:07	
2:14 – 3:40	4



## 2-Hour Delay Black Day

TIME	BLACK
10:40 – 11:35 J Lunch: 11:30-11:50	1
11:42 – 1:35	5
Lunch A: 11:35 – 12:05 Class A: 12:10 – 1:35  Class B: 11:42 – 12:05 Lunch B: 12:05 – 12:35 Class B: 12:40 – 1:35  Class C: 11:42 – 12:35 Lunch C: 12:35 – 1:05 Class C: 1:10 – 1:35  Class D: 11:42 – 1:05 Lunch D: 1:05 – 1:35	
1:42 – 2:37	7
2:44 – 3:40	3

## **Emergency Closings and Notification of Unplanned eLearning Days**

Notifications regarding weather delays and closings for Noblesville Schools will be communicated through the following means:

- Parent/staff email through address on file with district
- Parent/staff phone call through number on file with district
- Parent/staff text through cell phone number on file with district
- Noblesville Schools Facebook page
- Noblesville Schools Twitter page
- Local TV media outlets

All parents-are advised to provide current contact information through the registration process and whenever changes occur since this messenger system will also be used in the case of emergency.

Classroom teachers will communicate eLearning expectations through the Canvas learning management system. Students without access to a device or internet at home will have additional days to complete eLearning work.

## **ParentSquare Family Engagement Platform**

Noblesville Schools uses ParentSquare for building and district communication with families. Following enrollment, parents and guardians should receive an invitation via email to login and set up their account.

Parents and guardians with an existing account may login at

<https://www.parentsquare.com/signin>.

To update your contact information through the ParentSquare website:

1. Sign into ParentSquare
2. Click on your name then My Account in the upper right.
3. Click on Edit Account in the left menu.
4. Add email and phone numbers.
5. Click Save.



To update your contact information through the ParentSquare mobile app:

1. Open the app and choose the 3 lines in the upper left.
2. Choose Account from the left menu then My Account
3. Choose Edit in the upper right.
4. Edit or add phone numbers and emails.
5. Choose Save in the upper right when finished.

## **RULES AND GUIDELINES**

A Code of Student Conduct, as required by Indiana Law and the Board of School Trustees of Noblesville Schools, is presented in this handbook. This information is provided to students, parents, teachers, and administrators so they may fully understand their responsibilities.

Students are expected to conduct themselves at all times in a manner that will contribute to the best interest of the school and not infringe upon the rights of others. Education cannot take place unless there is an atmosphere of order and discipline.

Administrators have a right to provide consequences for a student's choices, to deny school privileges by removing or suspending a student from class, to enlist parental support, and to recommend expulsion. Administrators are responsible for maintaining discipline, for notifying parents of student behavior, and the resulting consequences.

## **Student Code of Conduct**

The student conduct rules listed below apply to student conduct:

- On school property at any time, including immediately before school, during school, or after school hours;
- Whenever the school is being used by a school group;
- During school activities, functions, or events whether on or off school property;
- While traveling to or from school or a school activity, function, or event; and
- While exercising Release privileges.

In addition, a student may be suspended or expelled for engaging in unlawful activity on or off school grounds including unlawful activity during weekends, holidays, other school breaks, and the summer if:

- a. The unlawful activity may reasonably be considered to be an interference with school purposes or an educational function; or
- b. The student's removal is necessary to restore order or protect persons on school property.

### **Grounds for Suspension or Expulsion**

Students may be suspended or expelled under any of the following situations:

- a. Misconduct or substantial disobedience as defined by this Student Code of Conduct;
- b. Engaging in unlawful activity as described in Section I;
- c. Possession of a firearm, destructive device, or deadly weapon at school or on school property;
- d. If the student does not have legal settlement; and
- e. For committing acts of bullying against other students in the school corporation by conduct, action, or use of electronic devices at any time.

## **Misconduct and Substantial Disobedience**

The following include examples of student misconduct or substantial disobedience, but are not limited to:

1. Using violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or other conduct constituting an interference with school purposes, or urging other students to engage in such conduct. The following enumeration is only an illustration and not limited to the type of conduct prohibited by this rule:
  - a. Occupying any school building, school grounds, or part thereof with intent to deprive others of its use.
  - b. Blocking the entrance or exits of any school building or corridor or room therein with intent to deprive others of lawful access to or from, or use of the building, corridor, or room.
  - c. Setting fire to or damaging any school building or property.
  - d. Prevention of or attempting to prevent by physical act the convening or continued functioning of any school or education function, or of any meeting or assembly on school property.
  - e. Intentionally making noise or acting in any manner so as to interfere with the ability of any teacher or any other person to conduct or participate in an education function.
2. Engaging in any kind of aggressive behavior that does physical or psychological harm to another person or urging of other students to engage in such conduct. Prohibited conduct includes coercion, harassment, sexual harassment, bullying, cyberbullying, hazing, or other comparable conduct.
3. Engaging in violence and/or threat of violence against any student, staff member, and/or other persons. Prohibited violence or threatening conduct includes threatening, planning, or conspiring with others to engage in a violent activity.
4. Causing or attempting to cause damage to school property, stealing or attempting to steal school property.
5. Causing or attempting to cause damage to private property, stealing or attempting to steal private property.
6. Causing or attempting to cause physical injury or behaving in such a way as could reasonably cause physical injury to any person.

7. Threatening or intimidating any person for any purpose, including obtaining money or anything of value.
8. Threatening (whether specific or general in nature) injury to persons or damage to property, regardless of whether there is a present ability to commit this act.
9. Failing to report the actions or plans of another person to a teacher or administrator where those actions or plans, if carried out, could result in harm to another person or persons or damage property, when the student has information about such actions or plans.
10. Possessing, handling, or transmitting a dangerous device, knife, firearm or an object that can reasonably be considered a weapon, is represented to be a weapon or looks like a weapon. A dangerous device includes but is not limited to fireworks, handgun, rifle, shotgun, stun gun, paintball gun, taser, knife, mace, pepper spray, BB or pellet gun, explosive, and all other weapons and personal protection devices capable of causing injury or discomfort to a person.
11. Using or possessing gunpowder, ammunition, or a flammable substance.
12. Possessing, using, transmitting, or being affected by any controlled substance, prescription drug, narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, THC oil or any derivative, alcoholic beverage, intoxicant or depressant of any kind, or any substance which is represented to be or looks like the above, or any paraphernalia, including scales, used in connection with the listed substances. Also prohibited is the consumption of any of the stated substances immediately before attending school or a school function or event.
13. Possessing, using, or transmitting any substance which is represented to be or looks like a narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, THC oil or any derivative, alcoholic beverage, stimulant, depressant or intoxicant of any kind.
14. Possessing, using, transmitting, or being affected by caffeine-based substances other than beverages, substances containing phenylpropanolamine (PPA), stimulants of any kind, or any other similar over-the-counter products, or any substance which is represented to be or looks like the above.



15. Offering to sell or agreeing to purchase a controlled substance or alcoholic beverages.
16. Possessing, using, distributing, purchasing, or selling tobacco products of any kind. For the purposes of this policy, use of "tobacco" shall mean all uses of tobacco, including cigars, cigarettes, pipes, snuff, or any other matter or substance that contains tobacco, as well as any other nicotine-based product, including vapor devices or other substitute forms of electronic cigarettes.
17. Failing to comply with directions of teachers or other school personnel during any period of time when the student is properly under their supervision, where the failure constitutes an interference with school purposes or an educational function.
18. Directing toward any student or staff member language that is disrespectful, derogatory, or obscene.
19. Failing to completely and truthfully respond to questions from a staff member regarding school-related matters including potential violations of the student conduct rules or state or federal law.
20. Falsely accusing any person of sexual harassment, or violating a school rule, and/or a state or federal law.
21. Engaging in any activity forbidden by the laws of Indiana that constitutes an interference with school purposes or educational functions.
22. Aiding, assisting, or conspiring with another person to violate these student conduct rules or state or federal law.
23. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, and wrongfully obtaining test copies or scores.
24. Taking or displaying pictures, audio, or video (digital or otherwise) without the consent of the student or staff member in a situation not related to a school purpose or educational function.
25. Engaging in pranks, horseplay, or actions that could result in harm to another person or self.
26. Possessing or using on school grounds during school hours an electronic device, a cellular telephone, or any other telecommunication device in a situation not related to a school purpose or educational

function, or not allowed by the electronic device rules stated later in this handbook.

27. Sending, sharing, viewing, or possessing pictures, text messages, emails, or other material of a sexual nature in electronic or any other form, including the contents of a cell phone or another electronic device.
28. Violating any rules that are reasonably necessary in carrying out school purposes or an educational function, including, but not limited to:
  - engaging in sexual behavior on school property;
  - engaging in sexual harassment of a student or staff member;
  - disobedience of administrative authority;
  - engaging in immoderate or repeated public displays of affection;
  - engaging in speech or conduct, including clothing, jewelry or hair style, that is profane, indecent, lewd, vulgar, or refers to drugs, alcohol, tobacco, sex, or illegal activity;
  - violation of the School's acceptable use of technology policy or rules;
  - violation of the School's administration of medication policy or rules;
  - willful absence or tardiness of students;
  - possessing or using a laser pointer or similar device;
  - taking pictures or video while in a locker room or restroom;
29. Habitually violating school rules or policy.

### **Possessing a Firearm or a Destructive Device**

1. No student shall possess, handle, or transmit any firearm or a destructive device on school property.
2. A firearm is any weapon that is capable of expelling, designed to expel or may readily be converted to expel a projectile by means of an explosion.
3. For purpose of this rule, a destructive device is:

- a. An explosive, incendiary, or overpressure device that is configured as a bomb, grenade, a rocket with a propellant charge or more than four ounces, a missile having an explosive or incendiary charge of more than one-quarter ounce, a mine, a Molotov cocktail or device that is substantially similar to an item described above;
  - b. A type of weapon that may be readily converted to expel a projectile by the action of an explosive or other propellant through a barrel that has a bore diameter of more than one-half inch; or
  - c. A combination of parts designed for use in the conversion of a device into a destructive device. A destructive device is NOT a device that, although originally designed for use as a weapon, is redesigned for use as a signaling, pyrotechnic, line throwing, safety, or similar device.
- 4. The penalty for possession of a firearm or a destructive device: suspension up to 10 days and expulsion from school for at least one calendar year with the return of the student to be at the beginning of the first semester after the one year period. The superintendent or designee may reduce the length of the expulsion if the circumstances warrant such reductions.
  - 5. The superintendent or designee shall immediately notify the appropriate law enforcement agency when a student engages in behavior described in this rule.

## **Possessing a Deadly Weapon**

- 1. No student shall possess, handle or transmit any deadly weapon on school property.
- 2. The following devices are considered to be deadly weapons for purposes of this rule:

- A weapon, Taser device, or electronic stun weapon, equipment, chemical substance, or other material that in the manner it is used, could ordinarily be used, or is intended to be used, is readily capable of causing serious bodily injury;
  - An animal readily capable of causing serious bodily injury and used in the commission or attempted commission of a crime; or
  - A biological disease, virus, or organism that is capable of causing serious bodily injury.
3. The penalty for possession of a deadly weapon: up to 10 days suspension and expulsion from school for a period of up to one calendar year.
  4. The superintendent shall immediately notify the appropriate law enforcement agency when a student engages in behavior described in this rule.

## **Law Enforcement**

The Noblesville Police Department and Noblesville School Corporation have a shared mission to ensure the safety of students while they are at Noblesville High School. School Resource officers employed by the Noblesville Police Department are assigned to Noblesville High School and their offices are located throughout the building. The officers interact with students, staff, and administration on a daily basis to build relationships that help further the safety mission.

They assist in building safety and security, help enforce school rules, enforce parking regulations, respond to crashes in the parking lot, provide jump starts and unlocks, and investigate criminal behavior to name just some of the things they do. In the event a student needs to be questioned by a school resource officer as a suspect in a potential criminal act, the student's parents would be notified and present for any questioning as required by law. Our SRO's have full police authority while inside our buildings.

## **Search and Seizure**

According to Board Policy and Indiana law, a student shall have no expectation of privacy in school facilities such as lockers and desks that are school property provided for student use. A principal/designee may search a student's locker or the locker's content at any time.

Searches of students' vehicles (defined as a vehicle a student has driven to school), person, or personal items should be done with consent. However, if the student does not consent, such a search may be permitted based upon the administrator's reasonable suspicion that such a search could produce evidence of a violation of law, a school rule, or a condition that endangers the safety or health of the student.

Anything found in the course of a search pursuant to this Handbook and/or Noblesville Schools Board Policy that constitutes evidence of a violation of law or school rule may be the basis for discipline as described in this Handbook.

## **Definition of "in possession" for Purposes of the Student Code of Conduct**

Students are required before coming on school property to inspect their possessions and vehicle for the presence of items that may not be possessed on school property. Students are "in possession" of an item for the purposes of these rules when the item is on their person; in their immediate possession such as in their hand, pocket, purse, or backpack; is in a place under their exclusive control; or the student is aware the item is in a place to which the student has access such as a shared locker or vehicle. More than one student may have "constructive possession" of a single item and be responsible for possession of the item.



## **Reasonable Suspicion**

### Drug Testing

If reasonable suspicion exists that a student is under the influence of a substance as listed in the Student Code of Conduct, an administrator may conduct a search of the student's vehicle, book bag, purse, or other containers that are on school property. An administrator may search the student if there is suspicion a search will produce evidence of a violation of law, a violation of a school rule, or a condition that endangers the safety or health of the student. Noblesville High School may, if it has adequate individualized suspicion, test any student for drugs and alcohol. Also, an administrator/designee may call the student's parent and suggest that the student be tested for such use. Failure to cooperate with a search, sobriety check, or drug test will lead to a request for expulsion.

### Use of Canines

The School may ask Noblesville Police Department's canines, other law enforcement agency canines, or use NSC canines to conduct random searches of both student lockers and the school parking lot. If a canine indicates on a car, locker or student article, the school administration will follow through on the basis of reasonable suspicion. This may include but is not limited to a more thorough search of the student's person or belongings, a nurse evaluation of substance-induced symptoms present and a drug screen. Administration will meet with the implicated student to more fully investigate the situation. Parents will be notified about the investigation. Any search conducted by administration shall be conducted in accordance with Board policy, this Student Handbook, and applicable law.

## **Consequences for Violating the Student Code of Conduct**

Recognizing that the behavior of some students may be so disruptive that it interferes with school purposes or educational functions of the school corporation, school officials may find it necessary to provide consequences or to remove a student from school. In this event and in accordance with

Indiana Law, the Board of School Trustees authorizes the following actions and policies.

### **Removal from Class**

A teacher may remove a student from class for a period of up to one class meeting. The administration may permanently withdraw a student from a class with a failing grade (WF) as a disciplinary action if circumstances indicate such an action.

### **Detention**

Students may be detained before and/or after school for up to one hour under the supervision of the teacher assigning the detention. The administration may also assign detentions to be served in the designated detention room. The student will report for detention promptly at the designated time and place. Failure to serve a detention may result in a suspension.

### **Lunch Detention/Lunch Detail**

Students may be assigned to lunch detention as a disciplinary consequence. Lunch detention requires students to eat their lunch in an assigned location separate of the cafeteria.

Students who act inappropriately during lunch (making a mess, cutting in line, horseplay, attempting to steal, leaving their trays, etc.) or have received disciplinary actions that warrant lunch detail may be assigned to help clean and pick up the cafeteria after their lunch or at the end of the lunch block. Students who have lunch detail will not be penalized if they are late returning to class after helping to clean and pick up the cafeteria.

### **Friday Detention**

Friday detentions are assigned to students who have violated school rules. The following rules and procedures apply:

- Friday detentions occur on most Fridays during the school year.  
Students may be assigned a one-hour or two-hour Friday detention.

- The student may be required to show a school ID to the detention supervisor.
- Students are notified in person and in writing of their assignment to Friday detention, and they have the responsibility to inform their parents of this assignment.
- Unavoidable conflicts with the Friday detention assignment must be communicated to a dean or an assistant principal PRIOR to the Friday the detention is to be served. Failure to do so may result in the student being suspended.
- Students are expected to provide enough homework and/or appropriate reading material to work on for the entire length of the detention.
- Sleeping, laying one's head on the desk, visiting, eating and drinking, and other unacceptable behavior is not allowed. This type of behavior may lead to a suspension.

## **Saturday School**

Saturday Schools are assigned to students who have violated school rules. The following rules and procedures apply:

- Saturday Schools occur on most Saturdays during the school year.
- The student may be required to show a school ID to the detention supervisor.
- Students are notified in person and in writing of their assignment to Saturday School and they have the responsibility to inform their parents of this assignment.
- Unavoidable conflicts with the Saturday School assignment must be communicated to a dean or an assistant principal PRIOR to the assigned date. Failure to do so may result in the student being suspended.
- Students are expected to come to Saturday School prepared to complete academic school work or other assignments and curriculum as assigned by the staff member who is leading Saturday School.

- Sleeping, laying one's head on the desk, visiting, eating and drinking, and other unacceptable behavior is not allowed. This type of behavior may lead to a suspension.

## **Saturday Vape School**

Saturday Vape Schools are assigned to students who have violated school rules specific to vaping or possession of vape products. This is an educational opportunity for students to better understand how vaping impacts their body and their brains. The following rules and procedures apply:

- Saturday Vape Schools occur on Saturday mornings during the school year, when scheduled.
- The student may be required to show a school ID to the supervisor.
- Students are notified in person and in writing of their assignment to Saturday Vape School and they have the responsibility to inform their parents of this assignment.
- Unavoidable conflicts with the Saturday Vape School assignment must be communicated to a dean or an assistant principal PRIOR to the assigned date. Failure to do so may result in the student being suspended.
- Prior to being assigned to vape school students must sign a Vape Agreement that states they are choosing to attend vape school in lieu of a 3 days out-of-school suspension.
- Failure to successfully complete vape school will lead to a 3-day out-of-school suspension.
- Students may be assigned Saturday Vape School in addition to other disciplines.
- If a student has a second offense in the same school year they will not be allowed to attend Saturday Vape School and will instead be assigned other discipline.

## **In-School Intervention (ISI)**

A school principal or designee may assign a student to In-School Intervention (ISI). Work completed by students during ISI will receive full credit based upon the teacher's evaluation criteria. When a principal or

designee assigns a student to ISI the following procedures will be followed.

1. A meeting with the student will be held prior to the ISI of any student. At this meeting the student will be entitled to:
  - a. A written or oral statement of the charges;
  - b. If the student denies the charges, a summary of the evidence against the student will be presented.
  - c. The student will be provided an opportunity to explain his or her conduct.
2. Following the ISI, the principal or designee shall send a written statement to the parent of the suspended student describing the student's misconduct and the action taken by the principal.
3. A parent or legal guardian will be notified of the ISI.
4. The student will still be expected to follow all compulsory attendance requirements throughout the ISI.
5. If a student is absent for all or part of a school day in which ISI was to be served, the student will make up the time needed to fulfill the ISI assignment upon their return to school.
6. The student's phone will be held in Student Services during the school day on ISI days.
7. Misbehavior during or failure to complete an ISI assignment may result in further disciplinary action up to and including suspension or expulsion from school.

## **Suspension**

A school principal or designee may deny a student the right to attend school or take part in any school function for a period of up to 10 consecutive school days. Students may be assigned an in-school suspension (ISS), or an out of school suspension to home. Work completed by students during suspension, whether in school or at home, will receive full credit based upon the teacher's evaluation criteria. When a principal or designee determines that a student should be suspended the following procedures will be followed:

1. A meeting with the student will be held prior to the suspension of any student. At this meeting the student will be entitled to:

- a. A written or oral statement of the charges;
  - b. If the student denies the charges, a summary of the evidence against the student will be presented; and
  - c. The student will be provided an opportunity to explain his or her conduct.
2. The meeting shall precede suspension of the student, except when the nature of the misconduct requires immediate removal and/or when the student is unavailable. In such situations, the meeting will follow the suspension as soon as reasonably possible following the date of the suspension.
3. Following the suspension, the principal or designee shall send a written statement to the parent of the suspended student describing the student's misconduct and the action taken by the principal.
4. A parent will be called and notified of the suspension.
5. The student may be required to attend a re-entry meeting with an administrator, counselor, or social worker upon returning to school. Continued violation of school rules could result in expulsion of the student.

## **Expulsion**

Expulsion is disciplinary action whereby a student is separated from school attendance for a period in excess of 10 school days. In accordance with the due process procedures defined in this handbook, a student may be expelled from school for a period no longer than the remainder of the current semester plus the following semester, with the exception of a violation of the rule on firearms or destructive devices listed under the Student Code of Conduct. When a principal or designee recommends to the superintendent that a student be expelled from school, the following procedures will be followed:

1. When a request for expulsion is made, the student will be suspended from school for a period of ten school days pending a request for an expulsion meeting.
2. The student and student's parent will be given notice of their right to appear at an expulsion meeting with the superintendent or

designee. The notice of the right to appear at the expulsion meeting will be in writing, delivered by certified mail or by personal delivery, containing the reasons for the expulsion, the date, time, place, and purpose of the meeting, and the procedure for requesting an expulsion meeting.

3. Failure by a student or a student's parent to appear at this expulsion meeting after receipt of notice of the right to appear forfeits all rights to contest the expulsion.

4. At the expulsion meeting, the principal or designee will present evidence to support the charges against the student. The student or parent will have the opportunity to answer the charges against the student and to present evidence to support the student's position. An attorney may not represent the student at the expulsion meeting, but the attorney may be available for consultation outside the meeting room during the course of the expulsion meeting.

5. The person conducting the expulsion meeting will make a written summary of the evidence heard at the meeting, take any action the individual finds appropriate, and give written notice of the action to the student and the student's parents within ten days.

Note: Expulsion and suspensions shall be noted on student's permanent record, unless the parties have agreed to a probationary agreement otherwise.

## **Loss of Driver's License**

Indiana Law allows the Bureau of Motor Vehicles to refuse to issue a driver's license or learning permit to a student less than 18 years old and to invalidate a driver's license or learning permit of a student less than 18 years old who:

- Has received a second suspension during the school year;
- Is under expulsion;
- Has withdrawn from school in order to avoid expulsion;
- Is considered a dropout under IC § 20-33-2-28.5; or
- Is a habitual truant as defined by Noblesville Schools.



The license may be revalidated 120 days after revocation, at the end of a semester during which the person returns to school, whichever is longer, or when the student becomes 18 years old.

## **Other Disciplinary Rules and Guidelines**

### Bullying Prevention

Noblesville Schools prohibits bullying, including cyber bullying through the use of data or computer software that is accessed through any computer, computer system, or computer network. Students who commit any acts of bullying are subject to discipline including but not limited to suspension, expulsion, arrest, and/or prosecution. Bullying is defined as !overt, unwanted, repeated acts or gestures, including verbal or written communications or images transmitted in any manner (including digitally or electronically), physical acts committed, aggression, or any other behaviors, that are committed by a student or group of students against another student with the intent to harass, ridicule, humiliate, intimidate, or harm the targeted student and create for the targeted student an objectively hostile school environment that:

- places the targeted student in reasonable fear of harm to the targeted student's person or property;
- has a substantially detrimental effect on the targeted student's physical or mental health;
- has the effect of substantially interfering with the targeted student's academic performance; or
- has the effect of substantially interfering with the targeted student's ability to participate in or benefit from the services, activities, and privileges provided by the school.

"Bullying" may not be interpreted to impose any burden or sanction on, or include in the definition of the term, the following:

- Participating in a religious event.

- Acting in an emergency involving the protection of a person or property from an imminent threat of serious bodily injury or substantial danger.
- Participating in an activity consisting of the exercise of a student's rights protected under the First Amendment to the United States Constitution or Article I, Section 31 of the Constitution of the State of Indiana, or both.
- Participating in an activity conducted by a nonprofit or governmental entity that provides recreation, education, training, or other care under the supervision of one (1) or more adults.
- Participating in an activity undertaken at the prior written direction of the student's parent.
- Engaging in interstate or international travel from a location outside Indiana to another location outside Indiana.

Rules against bullying may be applied regardless of the physical location in which the bullying behavior occurred, whenever the individual committing the bullying behavior and any of the intended targets of the bullying behavior are students attending a school within Noblesville Schools and disciplinary action is reasonably necessary to avoid substantial interference with school discipline or prevent an unreasonable threat to the rights of others to a safe and peaceful learning environment. Noblesville Schools Policy pertaining to bullying prevention includes provisions concerning education, parental involvement, and intervention; a detailed procedure for the expedited investigation of incidents of bullying; and a detailed procedure outlining the use of follow-up services.

### Reporting of Bullying Incidents

Students reporting alleged incidents of bullying may do so to a teacher, administrator, counselor, social worker, or the at-risk coordinator. The confidentiality of reports will be maintained as much as possible. Reports can also be made via the SpeakUp app on all student iPads. Knowingly submitting false or inaccurate information is harmful to the school climate and could result in disciplinary action.

## Threat

Threat means an expression by words or actions of an intent to:

- Unlawfully injure another person or damage property belonging to another;
- Unlawfully confine or restrain another person;
- Commit a crime;
- Unlawfully withhold official action or cause such withholding;
- Unlawfully withhold information or testimony;
- Expose the person threatened to hatred, contempt, disgrace, or ridicule;
- Falsely harm the credit or business reputation of the person threatened;
- Cause the evacuation of a dwelling, a building, another structure, or vehicle;

The following threats/intimidation are classified as Class A misdemeanors and will immediately be reported to local law enforcement. Intimidation occurs when a person communicates a threat to another person with the intent

- That the other person engages in conduct against his will.
- That the other person be placed in fear of retaliation.
- Of causing a dwelling, a building, another structure, or a vehicle to be evacuated.

Class D felony threats include the following and will immediately be reported to law enforcement.

- Threats to commit a forcible felony.
- Threats communicated to a law enforcement officer, court judge or bailiff, a witness (or the spouse or child of a witness) in any pending criminal proceeding against the person making the threat, or an employee of a school corporation.
- Threats made by a person with a prior conviction concerning the victim.
- Threats communicated by using property, including electronic equipment or systems, of a school corporation or other governmental entity.

Threats made while drawing or using a deadly weapon are class C felonies, and law enforcement will immediately be called.

## **Hazing**

Hazing activities are prohibited at all times. Hazing means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm to a person, in order for the student to be initiated into or affiliated with a student organization, or for any other purpose. The term hazing includes but is not limited to any action, activity, or attitude directed toward a student because of his/her relationship with a student organization with or without the student's consent which ridicules, humiliates, embarrasses, confuses, frustrates or causes undue stress as well as any action that may cause physical or mental discomfort and has the potential to cause bodily or psychological damage.

## **Backpacks / Handbags / Purses etc.**

To promote a safe environment and to encourage self-discipline and organization, backpacks, handbags, and large purses may be brought to school but must be stored in students' lockers during the school day (8:40am-3:40pm). Students are permitted to carry small purses and pencil bags provided they don't exceed the size restriction of 4.5" x 6.5", which is approximately the size of an average hand. Students who have a wellness/physical education class must carry workout clothes in a plastic bag to and from the locker rooms or be stored in their assigned physical education locker.

## **Student Statements and Student Incident Reports**

Students may submit statements/incident reports to Student Services regarding concerns or issues relating to school. Administrators may also require students to provide statements regarding school-related incidents or concerns. Students who refuse to provide a statement when directed to do so may face disciplinary action including consideration for suspension or expulsion.

## **Bus Conduct and Safety**

These rules are designed to promote safety on the buses at all times because the safety of all students is the school's top priority. School bus transportation is a privilege, and if this privilege is denied, parents/guardians are responsible for transporting the child to and from school.

Students will ride the bus to which they have been assigned unless other arrangements have been made by the parent and an administrator. At the bus stop, students are to:

- be on time and board the bus only at the regularly assigned stop.
- stay out of the street and away from the road.
- enter the bus when the bus comes to a full stop and the door has been opened by the driver.
- wait their turn and not push when entering the bus.
- refrain from behaviors that are a violation of the school Code of Conduct.

The Noblesville Student Code of Conduct applies while students are on the bus. Additionally, on the bus students are to:

- always obey the driver promptly and respectfully.
- be seated promptly and stay in their assigned seat.
- keep all books on their lap or contained in a pack or bag.
- be courteous and not use inappropriate language.
- speak in low tones.
- never push, shove, scuffle, or engage in horseplay.
- keep all belongings including head, hair, hands and feet inside the bus.
- never smoke or fight.
- never throw objects inside or outside the bus.
- have skateboards off the bus.
- treat bus seats and equipment with care and respect.
- keep the bus clean and orderly.

Inappropriate and/or unsafe conduct on the bus will result in temporary removal from the bus and may result in indefinite removal. Violations of

the NHS Code of Conduct while on the bus may also result in additional discipline that follows the NHS handbook.

An administrator may, at any time, permanently remove a student's privilege to ride the bus if student behavior warrants such action.

## **Arriving and Leaving School**

Doors open 30 minutes prior to the start of school. Students are not permitted to loiter outside the building or in the parking lots after the doors open.

Students who do not have an extracurricular activity beginning immediately after school are required to leave the campus no later than 4:00 p.m. unless under the supervision of a Noblesville Schools employee. Students who leave campus before the end of the school day e.g. Work Experience, JEL, Internship, Cadet Teaching, Flex, Release, etc. are required to leave immediately following their last scheduled class or lunch through Gate 5 until Gate 7 is available.

After school has started all students arriving to school late are required to enter through Gate 5 until Gate 7 is available.

## **Dress Code**

Noblesville High School expects that all students will dress in a way that is appropriate for the school day or for any school-sponsored event. Student dress choices should respect the district's intent to sustain a community that is inclusive of a diverse range of identities. The school district is responsible for seeing that student attire does not interfere with the health or safety of any student, that student attire does not contribute to a hostile or intimidating atmosphere for any student, and that dress code enforcement does not reinforce or increase marginalization or oppression of any group based on race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance, household income, or body type/size.

### Guidelines

The following dress code guidelines shall apply to regular school days and summer school days, as well as any school-related events and activities, such as graduation ceremonies, dances and prom.

**Basic Principle: Certain body parts must be covered for all students at all times.** Clothes must be worn in a way such that genitals, buttocks, and chests are fully covered with opaque fabric.

Students Must Wear\*, while following the basic principle of Section 1 above:

- A shirt (with fabric in the front, back and on the sides under the arms extending to as least the navel AND
- Pants, jeans, skirt, dress or the equivalent (e.g. sweatpants, leggings or shorts) AND
- Shoes (Activity-specific shoes may be required for some classes e.g. athletic shoes for PE and closed-toe shoes for Construction Trades)

Students Cannot Wear:

- Clothing that reveals visible undergarments
- Any item that obscures the students face is expressly prohibited. Head coverings (hats, hoods, caps, beanies) are permitted as long as the student's face is not obscured. A student who obscures his/her face may be permanently prohibited for wearing head coverings while at school. Rolled up ski masks (worn as hats) are expressly prohibited, regardless of how they are worn. Novelty head coverings or any head covering that is distracting to the learning environment is prohibited. Teachers are permitted to require student to remove a hat or hood for the purposes of taking an assessment, to obstruct the view of others, or if the removal of the hat or hood is needed to properly wear safety equipment.
- Swimwear (except as required in class or athletic practice);
- Clothing or cosmetics displaying/promoting profanity, violence, or gang affiliation messages/symbols;
- Clothing possessing pornography or sexually offensive/suggestive messages/symbols or references to other inappropriate topics;
- Clothing that advertises, promotes, or depicts alcohol, tobacco, drugs or other illegal item or activity.

- Clothing possessing images, symbols or language that creates a hostile or intimidating environment based on any protected class or frequently marginalized groups, e.g. hate speech or the Confederate flag.
- Clothing or bags that are manufactured by or affiliated with companies that are known to be related to illegal substances or activities.
- Clothing or bags that and/or have purpose made concealed compartments.

**NOTE:** Restrictions to student attire imposed by the school are necessary to support student safety and security, and the overall educational goals of the school.

As a result of a dress code violation, students will be provided three options for complying with the dress code during the school day:

1. Students will be asked to put on their own alternative clothing, if already available at school, for the remainder of the day.
2. Students will be provided with temporary school clothing, if available for the remainder of the day.
3. Students' parents may be called to bring alternative clothing for the student to wear for the remainder of the day.

If none of those options are available, a student may be required to remain in Student Services for the remainder of the day.

### **Single-Occupant Restrooms / Restroom Stalls**

All single-occupant restrooms and restroom stalls are to contain only one student at a time. Multiple students found in a restroom stall or single-occupant restroom may be subject to disciplinary consequences ranging from suspension for the first infraction to expulsion for multiple infractions.



## **Technology Use**

Technology, software, and internet access are provided to students for educational activities that benefit student education. Consequences for inappropriate use of hardware, software, or the internet include but are not limited to suspension of internet and/or computer privileges; other disciplinary action deemed necessary may be applied.

The Responsible Use Agreement for use of the internet, computer equipment, and other technology at Noblesville Schools remains in effect while enrolled in Noblesville Schools.

For more information concerning the allowable use of electronic devices at school, refer to the Noblesville Schools policy for the use of personal devices at school and the guidelines listed under the Electronic Devices section.

## **Social Media**

### On Campus

Electronic communication using district technology is governed by Noblesville Schools "Responsible Use Agreement, which will be enforced accordingly. Students should not expect privacy in the contents of their personal files on the district's internet system or other district technology, including email. District technology is intended for educational purposes.

### Off-Campus

Use of district or personal technology off-campus may violate the Student Code of Conduct if the school reasonably believes the conduct or speech will cause actual, material disruption of school activities. Off-campus internet usage is largely unrelated to school; however, in certain circumstances, off-campus, online communications may be connected enough to the on-campus learning environment to result in student discipline.

### Safeguards

Everything you post is public information – any text or photo placed online is completely out of your control the moment it is placed online – even if you

limit access to your site. Information (including pictures, videos, and comments) may be accessible even after you remove it. Once you post a photo or comment on a social networking site, that photo or comment becomes the property of the site and may be searchable even after you remove it.

Additionally, what you post may affect your future. Many employers and college admissions officers review social networking sites as part of their overall evaluation of an applicant. Carefully consider how you want people to perceive you before you give them a chance to misinterpret your information (including pictures, videos, comments, and posters).

Do not have a false sense of security about your rights to freedom of speech. Understand that freedom of speech is not unlimited. The online social network sites are not a place where you can say and do whatever you want without repercussions. The information you post on a social networking site is considered public information. Protect yourself by maintaining a self-image of which you can be proud for years to come.

## **Electronic Devices**

NHS seeks to provide a productive learning environment. Electronic devices such as electronic listening devices, cell phones and external speakers may disrupt this environment. Therefore, the use of these devices is restricted. Listening devices with headphones may, with teacher permission, be used in that teacher's class.

Cell phones may not be used to communicate in any manner during class without the teacher's permission. Use of these devices outside of class is permitted provided that such use does not interfere with school operations or disrupt the learning environment.

For more information concerning the allowable use of electronic devices at school, refer to the Noblesville Schools policy for the use of personal devices at school.

The following guidelines must be adhered to by students using a personally owned electronic device at school:

- Internet access is filtered by the district on personal devices in the same manner as district owned equipment. If Internet access is needed, connection must be made to the filtered, wireless network provided by the district.
- Students are expected to follow the Responsible Use Guidelines available on the web at [www.noblesvilleschools.org](http://www.noblesvilleschools.org).
- Personal devices are the sole responsibility of the student owner. The school or district assumes no responsibility for personal devices if they are lost, loaned, damaged or stolen and only limited time or resources will be spent trying to locate stolen or lost items.
- These devices have educational and monetary value. Students are prohibited from trading or selling these items to other students on district property, including school buses.
- Each student is responsible for his/her own device: set-up, maintenance, and charging. District employees will not diagnose, repair, or work on a student's personal device. Staff may require students to place their cell phones in teacher designated areas in order to limit distractions to instruction. Students are required to comply with these requests. Students who do not wish to use these designated areas are required to keep their cell phones in their lockers.
- When a student is in ISS or ISI the expectation is that students will either not bring their phone to school or they will store it in the Student Services phone lockers.
- Administrators and teachers have the right to prohibit use of devices at certain times or during designated activities (i.e. presentations, theatrical performance, or guest speaker) that occur during the school day.
- An administrator may examine a student's personal device and search its contents, in accordance with the law, if the administrator has reasonable suspicion to believe that the device contains evidence of unlawful conduct or conduct that is in violation of school rules. The search, however, will be limited in scope based upon the limitations of the Fourth Amendment and any other applicable legal restriction.

Using electronic devices, such as cell phones or cameras, to take pictures and record audio or video without permission will result in additional disciplinary action.

The guidelines for cheating and plagiarism may be applied when a cell phone or other electronic device is used during class.

School personnel may take electronic devices from students who violate these guidelines and deliver them to Student Services. Parents/guardians may be required to pick up the electronic devices. In addition to having the electronic device taken away students will be subject to progressive discipline.

## **ATTENDANCE**

### **Attendance Policy and ACES Procedures**

Schools are granted, by the State of Indiana, with broad authority to prescribe and enforce procedures relating to student attendance. Indiana attendance law mandates every student enrolled must be in attendance. Excessive absence, as determined by the school administration, is to be acted upon, utilizing due process and procedures which could result in consequences as described below.

### **Indiana Standards and Requirements Provided by Statute**

I.C. 20-33-2-28 Compulsory Attendance/Duty of Parents: It is unlawful for a parent to fail, neglect, or refuse to send his child to a public school for the full term as required under this chapter unless the child is being provided with instruction equivalent to that given in public schools.

I.C. 20-33-2-25 Habitual Truants: The superintendent or attendance officer may report a student who habitually is absent from school in violation of this chapter to an intake officer of the juvenile court.

Noblesville Schools considers a habitual truant to be someone who has accumulated three incidents of truancy per year.

I.C. 20-33-2-44 Penalties: Anyone knowingly violating this chapter commits a Class B misdemeanor which is punishable by imprisonment and/or a fine.

According to Noblesville School Board policy, certain absences are considered as excused. The list of excused absences is included in the "ACES" program below.

**NOTE:** All expectations and procedures related to absences and makeup work will be applied with reasonable consideration given to the effects of COVID-19 on students and their families.

## **"Be Present"**

### **ACES Secondary (6-12) Attendance Program**

#### Attending Class Equals Success

Classroom attendance, even when grades are not assigned for the day's activities, provides valuable learning through direct instruction, discussion, group activities, and student interaction. When students are absent, they deprive their classmates of their contributions to the learning process, and they do not derive any benefits themselves from the classroom discussions and interactions among teachers and fellow students. The primary goal of the Noblesville Schools "attendance policy" is to encourage maximum student attendance so that students have every available opportunity to succeed.

Absences that are excused include:

- Personal illness or injury
- Verified car accident
- Court appearances, incarceration, jury duty, service on election day
- Serving as a page for the state legislature
- Medical appointments (documentation preferred)
- Death or serious illness in the family
- College/School visits

- Career job shadowing
- Religious observations
- School sponsored field trips
- Driver's license examination
- Military Service and Commencement
- Participation in the Indiana State Fair for educational purposes

"Unexcused Absence" means an absence from school that is not authorized by the local school administrator or local school corporation rule.

\*According to School Board policy regarding extraordinary circumstances parents may, in rare instances, receive approval of the principal for a student to be absent and excused from school for reasons other than those specified by law and policy.

#### ACES Target Groups:

1. Students with excessive excused or unexcused absences
2. Students refusing to attend school

#### Excessive Absences:

1. When a student misses 7 unexcused days of school an administrator will review the student's attendance. The parent, student, administrator, counselor/social worker and/or nurse (if requested) may be included in the review process. In some cases, the School Resource Officer will be involved. The review team will determine the causes of the student's absences and the student will be encouraged to improve his/her attendance. A letter from the school may be given to the parent indicating an immediate need to improve attendance. Documentation of all communication will be kept on file. An attendance contract may also be completed. In addition, the student's counselor or social worker may refer the family to Noblesville Youth Assistance.

If at any point the school determines a consequence is necessary, then the school may assign a Friday School, In-school suspension, or Saturday out of school suspension.

2. If a student has missed 32 or more unexcused blocks (class periods) from school they will be disqualified from potential entry in to the NHS National Honor Society

3. When a student misses 11 unexcused days of school, the parent may receive by mail or email an attendance letter from the Corporation student services office as well as a request for a physician's certification of a child's incapacity to attend school, or a letter requiring a doctor's note to document the causes of further absences.

4. When a student misses 15 unexcused days of school the student and parent are referred to the Community Prosecutor. The Community Prosecutor will contact the parents to inform the parent and child of a required meeting.

At the meeting the community prosecutor will present information to the parents and students on the following:

- Indiana school law on attendance and educational neglect
- The definition of excused and unexcused absences
- Truancy, delinquency, and increasing the chances for becoming a drop- out
- The consequences of further absences from school

Any further absences will result in a meeting between the community prosecutor, school administration, probation officer, parent and child. A warning of further actions will be communicated if attendance does not improve.

5. If students continue to miss school, a truancy report may be filed with the Community Prosecutor for review and/or that an investigation into educational neglect charges occur.

**\*\*If your student has been referred to ACES in a previous school year, your case may be expedited with the Juvenile Prosecutor's Office.**

## **School Refusal**

Noblesville Schools defines "school refusal" as refusal to attend school and/or remain in classes for an entire day. Students may avoid school to cope with stress or fear for a vast number of reasons.

Absences as a result of school refusal are considered unexcused and/or trancies.

Research on school refusal indicates that the underlying cause could be fueled by a variety of factors and it is important the school and family work together to develop a plan in order to get the student to attend school regularly. Due to the nature of school refusal, collaboration between the school, family, and medical and mental health professionals is strongly encouraged. Additionally, the student's school counselor, social worker, and grade-level administrator should be informed, so they can begin working with the student on coping skills and strategies to continue attending class and considering whether more formal accommodations need to be put in place to help support the student.

Responses to school refusal may include, but are not limited to: Youth Assistance referral, social worker support, school-based therapy referral, referral to Hamilton County prosecutor's office, school resource officer partnership, disciplinary action based on the discretion of the administration, and/or withdraw the student with a failing grade (WF) in regard to the course/courses in question.



## **Tardy to Class**

Students are expected to be in their assigned classrooms with the necessary materials when the bell rings to begin class. Tardiness to a single class will incur the following consequences:

- 1st infraction – Teacher Warning
- 2nd infraction – Teacher Warning
- 3rd infraction – After school detention with the teacher for 30 minutes or communication home with parents at the teacher's discretion.
- 4th and 5th infraction – Lunch detention(s)
- 6th–9th infraction – After school detention(s) and/or Friday detention(s)
- 10th infraction – In-person conference with parents and Saturday School
- 11th + infraction – May be treated as habitually violating school rules and policies as per the student Code of Conduct.

## **Absence Codes**

A Absent

C Court appearance or legal obligation

D Death

E Excused

F Field trip

G Expulsion

HB Homebound

IM Immunization Non-Compliant

II – In-School Intervention

IS In-School Suspension

J Juvenile Services Center

M Medical/hospitalization/doctor ordered home stay

MS Military Service

N Nurse/Clinic

P Present

Q Quarantined

R Religious Observance

S Suspended to home

T Tardy  
TX Excessive Tardy (after 8:55)  
TM Tardy- Medical  
U Unexcused/truant  
VP Virtually Present  
VL Virtually Learning  
XS Expelled receiving services  
Z Office/administrative

## **Noblesville High School Attendance Procedures**

### Reporting Student Absence

- Parents call 317-776-6256 to report a student absence. Whenever possible, the call should be made between 8:00 a.m. and 3:00 p.m.; if that is impossible, a voicemail message may be left at any time.
- Only married students and those who have been legally emancipated may call in for themselves.
- Calls should provide the parent's name and relationship to the student, the student's name and grade in school, and the reason for the absence.
- According to state law, parents may be required by the school to provide documentation from a medical provider for any student absence.
- Absences that are not verified by parents within two days shall be classified as unexcused/truant.

### Leaving School Because of Illness

- The student must report to the Health Clinic.
- The nurse will contact a parent or other authorized person.

- The student must sign out through the attendance office.
- Students who leave school without signing out through the attendance office will be considered truant.

#### Leaving School for Medical/Dental Appointments

- Parents are encouraged to schedule appointments outside of school hours, and they should inform or remind students of their appointments beforehand.
- The student should attend school before and after appointments.
- A parent should call the school and give the student's name and grade level, the doctor's name, date and time of the appointment. Release students may complete this process themselves, but they must provide the attendance office with the doctor's verification of the appointment.
- The attendance office will prepare a pass for the student to pick up and use to leave class for the appointment.
- The student must sign out of school in the attendance office.
- The doctor's verification of the appointment should be submitted to the attendance office when the student returns to school after the appointment, whether that occurs on the same day or on the following day. This verification includes leaving school for an appointment during AL.

The administrator may submit the request to the Attendance Review Committee to determine whether the requested absence will be excused or unexcused.

If the requested absences are unexcused, the student may be assigned a Friday detention for each unexcused absence. The administrator in

charge of attendance will schedule these detentions on the next Friday(s) after the unexcused absence. Such detentions must be served as scheduled.

### Picking Up Students Prior to the End of the Day

Students are not permitted to be picked up from school between 3:20 p.m. and 3:40 p.m. Parents and guardians should plan to pick up students 30 minutes prior to the end of the school day. This is due to the logistics of the end of the school day. The pick-up and drop-off line is long at the end of the day. It takes almost 20 minutes from the time of notification that a student is leaving to contact the teacher, for the student to go to their locker, check out and then leave.

## **Elite Athlete / Performer Course Schedule Guideline**

Noblesville High School recognizes that many NHS student athletes/performance artists have goals and aspirations to continue their craft after high school.

For the purpose of this guideline, an elite athlete or performer is defined as the following:

Students who are at least one of the following:

1. Athlete member of a U.S. National Team,
2. Athlete member of a professional or semi-professional team/competition schedule
3. Performer who is invited to participate with a national organization/production for the arts

Students who meet one of these criteria may work with their counselor to review scheduling options that may support participation in these areas. As NHS student athletes/performance artists, academics will remain the top priority of students enrolled at Noblesville High School. Students are

encouraged to meet the standards for the Jr. and Sr. Academic Lab release and are encouraged to graduate after 6 or 7 semesters to free up time to be part of their respective programs. Any schedule changes or modifications are subject to school approval. NHS does not offer online courses. Parents and students should take into consideration that students excelling in these areas may no longer be able to attend school regularly due to a rehearsal/practice or competition schedule. In cases like this, the student and family may have to consider withdrawing from NHS and pursuing other educational options.

Students and families who qualify for an adjusted schedule under this guideline understand that missing school compromises the student's ability to earn credits toward graduation. Requests that put a student at risk of not earning enough credits to graduate thru NHS will not be approved.

This guideline DOES NOT apply to the following:

1. AAU or Club sports competitions
2. College showcases
3. State/Local performance group affiliations

Students in these categories are required to follow the current attendance policy and procedure for pre-arranged absences which may be considered unexcused.

## **Vacations**

Occasionally students miss school for a reason that is not listed as excused. Absences for vacations, including absences to extend vacations and including partial days, are not excused.

## **After-School and Evening Activities**

To attend any after-school event, students must be present in school for at least half of the day of the event. For events that take place on Saturday or non-school days during the traditional school year, students must have been in attendance for at least half of the school day on the day prior to the event.

## **STUDENT SERVICES**

### **Accident Insurance**

Noblesville Schools makes available a student accident insurance policy which is distributed at the beginning of school. The school will not act as an agent between the insured and the insurance company. The school does not carry insurance for student injuries or loss of personal property.

### **Dances**

Students must be enrolled in the Voluntary Drug Testing Program to attend any NHS dance. Students are required to show an NHS ID card when entering the dance. Outside guests are not permitted at the homecoming dance but may be permitted at prom as per the discretion of the administration.

In order to be eligible to attend Homecoming, Prom, or any other dances, including being a member of a dance court, students must:

- Be enrolled in the drug testing pool.
- Students with out-of-school suspensions may not be permitted to attend a dance.
- Be a current student in good standing. Mid-term graduates are permitted to attend prom as long as they were in good standing when they completed their coursework in December.
- Be in regular attendance at school without excessive unexcused absences or tardies.

## **Outside Guests at Prom**

An NHS student who wants to bring a guest to prom, who is not an NHS student, must register that guest prior to purchasing tickets. Dance guest approval forms are available in Student Services. No guest will be admitted unless the guest form has been completed. Approved guests must be at least ninth grade, but no older than 20 years of age. Guests and students are expected to follow all NHS rules, and the guest's behavior is the responsibility of the NHS student. All students and guests will be breathalyzed before entering the event and may be breathalyzed before leaving the event. This policy applies to dances and may be used at other after-hours school events as well.

## **Voluntary Drug Testing Program**

The purpose of this program is to provide a diagnostic aid in disclosing drug use among Noblesville High School students, not to be academically punitive. It is intended to identify students with drug residues in their bodies, to notify these students "parents, and to guide students toward healthy, safe, and drug-free participation in school activities. The program is an extension of the school's educational substance abuse programs and is not intended to deprive students of school attendance or to impose academic penalties. Students involved in extracurricular and co-curricular activities and who drive to and from school must be exemplary in the eyes of their peers and the community, and they must be free of the primary reason for restricting students from participating in school activities and driving privileges if they test positive during a random screening.

## **Testing Procedure**

Any Noblesville High School student and his/her parent/guardian must submit by September 1st a Voluntary Drug/Substance Abuse Testing Consent form in order for the student to be eligible to participate in any of the following school activities:

- Senior/Junior Release privileges

- Senior/Junior Flex scheduling
- Homecoming, Prom, and other dances
- Extracurricular and co-curricular activities
- Driving to and from school

Once a student enrolls in the program, they remain in the program for the duration of enrollment at NHS unless a Withdrawal of Consent form is submitted to Student Services.

If a student does not enroll in the Voluntary Drug Testing Program by September 1st and later wishes to participate in any of these school activities, the student and parent/guardian must submit the Voluntary Drug Testing Program Consent form and at their expense provide a negative drug screen that has taken place within the last 30 calendar days before the student will be permitted to participate in the activity.

Students who do not participate in any of the above activities may be included in the Voluntary Drug Testing Program by submitting a completed consent form. By submitting a consent form, parents may include their student in the Voluntary Drug Testing Program even though he/she does not participate in any of the above activities. If your student takes a prescribed medication that could be detected in the drug screening process, it is important to add this medication during the online enrollment process or contact the NHS school nurse to document the medication.

If a student tests positive during the random drug screening process, a lab confirmatory test must be completed. The cost of the lab test is at the expense of the parent.

This Voluntary Drug Testing Program does not affect the current policies, practices, or rights of Noblesville High School in regard to the possession or use of alcohol, drugs, and other dangerous substances when reasonable



suspicion is established by means other than the Voluntary Drug Testing Program through this program.

Complete copies of the Voluntary Drug Testing Program and all related forms are available in Student Services or online at [www.noblesvilleschools.org](http://www.noblesvilleschools.org).

## **Emergency Closing and Delay of School**

The decision to close or delay school will be made by 6:30 a.m., and notification will be made via School Messenger.

## **Fundraising**

Fundraising for non-school affiliated groups on school grounds is prohibited. Fundraising on school grounds for school-affiliated groups requires the approval of the building principal or designee.

## **Counseling and Social Work Services**

Noblesville Schools proudly offers school counseling and school social work services to students. NHS's school counselors, school social workers, and at-risk coordinators work diligently alongside students, parents, teachers, administrators, and community members to support the positive growth and development of the whole child. Both students and parents should feel free to consult with counselors about classroom concerns, plans, decisions, or personal problems.

NHS School Counselors are assigned to students alphabetically by last name. The counseling department provides programming in academic development, social/emotional development, and career development. Students may sign up to see a counselor or be referred to a counselor by parents, teachers, other students, and/or administrators.

The laws of confidentiality bind school counselors and school social workers. This means that students have a right to privacy with the information they share as defined by law, ethics, and school rules. School counselors and school social workers are obligated to breach confidentiality if a student

poses an imminent danger to self or others or if information regarding child abuse or neglect is disclosed.

We encourage you to visit the counseling department's website for more information.

## **Health Clinic and Procedures**

To ensure students are healthy and safe a student who becomes ill or who needs medical attention during the school day must request a pass from the classroom teacher to see the nurse. Exceptions are made for emergencies. Students do not need a pass from a teacher before school, during lunch periods, or after school.

Students will not be released from school for health reasons until a parent has been contacted and permission has been obtained for the student to leave or arrangements made. The student will sign out through the attendance office.

If a student contacts a parent/guardian regarding an illness and arranges to go home without first seeing a nurse, their absence will not be excused for health reasons. Further, a student who becomes ill and leaves the campus, without the school's permission and without signing out through the attendance office, will be considered truant.

## **Medications: Pickup/Drop Off**

A nurse will meet a parent in the building's designated area to discuss and obtain the medication, review the physician's orders, and have the parent sign the permission form to administer the medications.

## **Consent/HIPAA Authorization for School Nurse To Treat**

An electronically signed Consent To Treat must be on file prior to the start of each school year in order for a student to receive medical care by a Community Health Network school nurse. The Consent/HIPAA

Authorization School Nurse Health Clinic Services form is located in the PowerSchool Parent Portal under the Forms link located in the left menu.

## **Communicable Diseases**

If a student is ill, has a communicable disease that is transmissible through normal school contacts, or poses a substantial threat to the health and safety of the school community, the school nurse may send the student home. The nurse will communicate with the student's parent/guardian and describe the nature of the illness. The student may return to school when the following criteria are met:

- The student's return to school meets the guidelines in the current edition of the Indiana State Department of Health Communicable Disease Reference Guide for Schools and, if recommended,
- The student or parent provides a letter from the student's medical provider stating it is safe for the student to be readmitted.

## **Confidentiality**

All health information will be treated as confidential, shared only with staff or EMS personnel on a need-to-know basis. Changes in the medical status or medications should be promptly reported to the school nurse throughout the school year. Parents/guardians with additional concerns are encouraged to meet with the school principal and school nurse to ensure the medical and privacy needs of the student are addressed properly.

## **Emergency Medical Treatment**

In accordance with School Board policy C525, if an accident or emergency occurs on school property; off school grounds at a school activity, function, or event; or traveling to or from school for a school activity, function, or event, Corporation employees should take all necessary steps to render assistance to the student in good faith, which

may include summoning medical assistance, administering first aid by persons trained to administer first aid, notifying administration, notifying the student's parent, and filing accident reports. Parents and eligible students have the right to deny emergency medical and dental services. A form to withhold these services is available on the school corporation's website. Your child's school must receive this form within 20 business days of the start of school or within 20 business days of enrolling your student in order to deny emergency medical and dental services.

## **Fever/Illness**

Students may be sent home for illness at the discretion of the school nurse. Reasons to be sent home include but are not limited to, a fever of 100.4 degrees or above, vomiting, and diarrhea. Any student with a fever should be kept home until he/she is fever-free without the use of fever-reducing medication for 24 hours. Students should also have no signs of vomiting or diarrhea for 24 hours prior to returning to school.

## **Health Conditions**

Parents/guardians should plan to provide the school with any medical information including medical diagnoses, medications, unusual illnesses, accidents, and other information needed to best serve each child. If a medical condition requires a health plan, the nurse will meet with the parent/guardian to develop a plan of care and to obtain orders from the child's medical provider.

## **Head Lice**

Parents have the primary responsibility of assisting in the prevention and management of head lice cases through regular checks of their child's hair and starting immediate treatment when head lice are detected. If at all possible, students should not be excluded from school for having head lice. The management of head lice should not disrupt the educational

process of the child. The need to exclude students from school will be determined on a case-by-case basis.

## **Immunizations**

Indiana law, IC 20-34-4-5, requires that each student have either a complete immunization record or a current medical or religious exemption on file in the school nurse's office by the district's deadline date. If beyond the deadline, the student will be excluded from attending Noblesville Schools until the student has met the requirements of Indiana law.

Meningococcal Disease: information located on Noblesville Schools Health Services Department website- Immunizations

Human Papillomavirus (HPV) Infection: information located on Noblesville Schools Health Services Department website - Immunizations

## **Medications at School**

As per Board policy, Noblesville Schools defines medications as FDA-approved medicines, including those prescribed and non-prescribed (over the counter) medications. Non FDA approved products will not be given at school. This includes, but is not limited to, herbal supplements and other homeopathic products. Requests to administer research medication during school hours will be evaluated on an individual basis by the district administration in consultation with the partnering hospital's school nursing consultation team, the student's prescribing physician, and the parent/guardian.

To safeguard the transportation of medication to and from school, all prescription and over the counter medication should be brought into the health center by a parent or guardian. Students are not permitted to carry any medication without a physician's statement in writing. Any unused medication unclaimed by the parent by the last student day of school will be destroyed.

Medication at school must include the following:

Over-the-counter medication must be in the original package with the dosing information present. The nurse can only give the medication as directed on the manufacturer's package label. If your medical provider has ordered your child to take the medication in a different manner than the label instructs, the school nurse will need a prescription order from your medical provider.

Prescription medication must be in a prescription bottle with the most current dosing information and the student's name on the label along with a written order from your medical provider.

School-supplied stocked medication: The school board policy allows students, with prior written permission from parents, to receive stocked medication. The school will provide up to four doses of specified medications if necessary for the child to remain at school. The stocked medication will be available from 10am – 3pm. Please supply medication to the nurse's health center if your child will use more than four doses during the school year.

The following products are available in the nurse's office.

Parents/guardians should notify the school nurse if these products are not acceptable to use for their child.

- Vaseline
- Buffered normal saline solution
- Contact Lens Solution
- Calamine lotion

All final decisions on the administration of medication will be made by Noblesville Schools district administration.

## **Medication for Chronic Disease or Medical Condition**

A student with a chronic disease or medical condition may possess and self-administer medication for the chronic disease or medical condition if the following conditions are met:

The student's parent has filed an authorization with the student's principal for the student to possess and self-administer the medication. The written authorization must include a physician/healthcare provider stating in writing that:

- The student has an acute or chronic disease or medical condition for which the physician has prescribed medication.
- The student has been instructed in how to self-administer the medication.
- The nature of the disease or medical condition requires emergency administration of the medication.

The parent's authorization and physician's order must be filed with the student's principal annually.

## **Vision/Hearing Screenings**

Indiana Public Law requires an annual visual acuity screening of each student enrolled in or transferred to grades kindergarten or first, third, fifth, and eighth. Vision screenings are conducted by the school nurse staff, the Lions Club, and local optometrists. The school nurse will notify a parent/guardian if more comprehensive testing is recommended.

Indiana Public Law requires an annual hearing screening test of each student enrolled in or transferred to grade first, fourth, seventh, and tenth. The hearing screenings are conducted by Noblesville Schools Speech Language Pathologists. The Speech Language Pathologist will notify a parent/guardian if more comprehensive testing is recommended.

## **Noblesville High School Junior and Senior Release**

Please read the following guidelines and rules of our Junior and Senior Release. If you feel your junior or senior student can assume Release responsibilities, complete the online form.

### Junior and Senior Release Eligibility

1. Juniors and seniors must have signed approval from a parent or guardian on file in Student Services.
2. Juniors and Seniors must be enrolled in the Voluntary Drug Testing Program. Forms can be obtained electronically in PowerSchool Forms.

### **Junior and Senior Release Policies**

1. Eligibility for Release starts over each semester. Therefore, if a student loses their Release privileges for any reason, those privileges are lost for the remainder of the semester, and the student will be placed in an AL Study Hall.  
NOTE: If a student is academically ineligible (failing a class) for Release after the second quarter grade check, Release may be lost for the entire second semester.
2. All Junior/Senior Release students are to leave during AL unless required to remain at school. Students should refrain from committing to activities during the traditional school day time. Students who are told to stay during AL are required to stay. Failure to comply may result in the removal of AL Release.
3. Juniors and Seniors with Release who meet the eligibility requirements will be assigned to an AL Release during AL for scheduling purposes. If a student loses privileges, they will be assigned to an AL Study Hall and not be permitted to leave early.
4. Juniors/Seniors who leave for Release are not permitted back in the building for after-school activities until the scheduled day is over. Failure to comply will lead to AL Release being revoked.
5. Juniors/Seniors who permit or encourage underclassmen to leave school during AL will lose access to AL Release.
6. Sophomores who plan to take advantage of Release their Junior year must be in good standing (attendance, grades, discipline, etc.).



## **Identification Cards**

In the event of an emergency at school, student ID cards assist the school and other safety personnel to manage the situation as quickly and effectively as possible.

Students are required to carry their ID cards at all times in school or at school events, and they must produce their ID cards when asked to do so. Not carrying or producing the proper NHS ID card as requested may result in disciplinary consequences.

ID cards may not be altered. Critical information such as the photo and bar code information must be clearly visible. A new ID card must be purchased if the original ID card is altered or lost.

Students may be asked to produce their ID cards as they:

- Walk through the hallways while classes are in session, or before or after school hours.
- Enter or leave the classroom, Academic Lab, and/or Media Center.
- Sign in or out at the Attendance Office.
- Attend NHS dances.
- Exit the building with Release.

Students without ID cards must report to Student Services to obtain a temporary ID. Release privileges are not available to students without their regular ID cards.

## **Lockers**

All lockers and storage areas on school premises remain the property of the school and are provided for student use; they are subject to inspection, access for maintenance, and search. For security reasons, lockers should not be shared. Students are subject to disciplinary action for violating this rule.

Throughout the school year lockers must be kept in the same condition as when they were assigned to the student. Students may use magnets to

customize their lockers; however, no one shall apply stickers, poster tack, tape, or write on the lockers at any time. Periodic locker inspections will be held, and students will be charged for damages attributed to the student during inspections.

## **Driving Safety Rules and Privileges**

Driving to school is a privilege, not a right, and is subject to the safety laws of Indiana and Noblesville High School. Upon arriving at school, students are to lock their vehicles and enter the building. For safety reasons, students are not permitted to congregate in the parking lot.

Students need administrative permission to be in the parking lot during the school day. Students may formally request this permission in Student Services.

Students driving to school are required to purchase an NHS parking tag and park in the designated student parking lots on school grounds.

Because reliable bus service is provided for students, students who assume the responsibility of driving to school or riding with someone else also assume the responsibility of getting themselves to school on time. Tardies to school because of driving or parking problems are excused only when there are extenuating circumstances.

## **Parking**

In order to drive to school and park, students legally eligible to drive must complete and submit an online parking application and pay \$20.00 to Student Services. The application can be found on the NHS homepage. If you plan to drive more than one vehicle registered to the same parking tag, information for all vehicles must be included as part of the application. If you change cars or license plates, you must inform Student Services so they can update your information in PowerSchool.

Parking tags are not reusable, so a new one will need to be purchased each year. New tags must be purchased and displayed from the rearview mirror of student vehicles by the last weekday in August.

The cost of a replacement parking tag is \$20.00. Students purchasing tags after April 1st will pay a prorated fee of \$10.00.

Students may not park in the lots on the north, east, and west sides of the building. Additionally, students may not park in any spaces designated for disabled parking without an approved handicap parking permit. Juniors and seniors will be permitted to park in lots 2, 3, 4, and the South Stadium Lot. Sophomores will be required to park in the South Stadium Lot. This will be denoted on the hang tags that students receive.

Students who drive to school and park on school property agree to the search of their vehicles by administrators who have “reasonable suspicion” that the student’s vehicle contains drugs, alcohol, weapons, or other items not permissible at school. Students are only to park in lots 2, 3, and 4. Refer to the parking map in the back of the Student Handbook.

## **Parking Violations and Consequences**

Students not parking in the designated student areas, not obeying posted traffic signs, not parking properly (e.g. taking up two spaces), or not properly displaying a school-issued parking tag will be issued a \$20.00 fine for each violation. This does not include the cost of a new tag if one is required. Note: All parking fines must be paid to Student Services within one week of the citation.

Repeat offenders may lose driving privileges and receive other disciplinary consequences.

Driving a vehicle to school after privileges have been revoked or failing to pay a fine in a timely manner will result in a wheel boot being placed on the vehicle or being towed at the owner’s expense. The boot must be removed by a School Resource Officer. A \$75 fine, as well as all other outstanding fines, must be paid before the boot is removed. Criminal

charges may be filed if the boot is damaged or if an attempt is made to remove it.

It is a criminal violation not to report accidents. Failure to report could result in disciplinary action. Please report all incidents to a school resource officer. Knowingly submitting false or inaccurate information is harmful to the school climate and could result in disciplinary action.

## **Posters / Flyers / Advertisements**

The use of paper-based advertising on walls is not permitted.

All advertising for school clubs, student interest clubs, academic teams, athletic teams, other extra-curricular activities, and co-curricular activities will occur via the following methods:

- Submission to be read on video announcements.
- Submission for distribution via school video monitors. Video monitor content may only contain the name of the group, date, time, and location of the meeting. Noblesville Schools approved logos and branded art are permitted to be used on the advertisement. Refer to the branding tab on the Noblesville Schools Marketing and Communications webpage for approved marks. The use of all other logos and pictures is NOT permitted in the advertisement.
- Questions about advertising should come from the club sponsor and be directed to the administrator over clubs or the administrator over facilities. Students are not permitted to secure advertising permission.
- The principal or designee may approve alternative advertising methods for items of common interest or need for all students or a large group of students.
- Non-school affiliated groups/companies/organizations are not permitted to advertise on school grounds in any manner.

## **Release of Information**

Federal law requires local educational agencies to provide students' "names, addresses, and telephone listings" to military recruiters. Noblesville High School will comply with this requirement by releasing the above information for juniors and seniors when requested. Parents may opt out of this public, non-consensual disclosure of directory information by hand-delivering or mailing the request in writing to the school within 14 days of the start of school.

See Federal Family Educational Rights and Privacy Act (FERPA) in the General Information section of the handbook for more information.

## **Student Conflicts with Scheduled Events**

If a conflict arises between a school-sponsored event and an event related to a school course, all parties involved will discuss whether accommodations can be made to allow the student to participate in both events.

If an agreement is not reached in this manner, the student and parents will decide how to proceed. Teachers, sponsors, and coaches will assign alternative work or activities in place of the missed event. No grade penalty will be assigned to the alternative work, and no punitive physical workouts will be required.

If a conflict involves an event related to a school course and non-school activities such as jobs or club sports, the course-related event must be given priority over the non-school activity. If a student misses an event related to a school course because of a conflict with a non-school activity, course consequences may apply.

## **Visitors**

Bringing visitors to school is not permitted. Parents and community members will be required to show identification at all times before they will be allowed

to enter the school. Please enter all Noblesville Schools buildings via the main entrance and follow safety procedures that are posted, and/or that are shared by staff members in the main office of each school.

## **Lost and Found Items**

Lost and found items will be located in the Student Services office. All unclaimed items will be donated to local charitable organizations if not claimed within one week of the item being turned in.

## **Student Interest Club Formation**

The school accepts applications for student interest-based clubs in August and January of each academic year. In order to submit an application, the student must find a volunteer staff sponsor and work with them on the completion of the application process. Student interest-based clubs that are duplicates or have overlapping objectives/intentions will not be approved.

## **Restricting Passes During Classtime**

Students may have their passes restricted during class time due to issues with peers, extended passes (over 10 minutes), excessive use of passes, or by administrative discretion. This may lead to a set number of passes available per day, no passes, or restrictions based on peers currently on a pass.

# **ACADEMICS**

## **Accreditation**

The faculty and community of Noblesville are proud of the high standards of excellence that the school has achieved and strives to maintain. Noblesville

Schools have been granted Full Accreditation by the Indiana Department of Education.

## **Academic Dishonesty**

Academic dishonesty is deceitful or misleading behavior in an academic setting such as cheating or plagiarism. Cheating is the deceitful or fraudulent storage, retrieval, or use of information in preparation of or during any assignment or assessment. Plagiarism is the unauthorized use of another's work (peer or professional).

- 1st Offense: The student may receive an F for the assignment or assessment, and the parent will be notified by the teacher.
- Further offenses of academic dishonesty in any class may result in a failing grade for the grading period and/or further disciplinary action.
- Students who knowingly assist others in the academic dishonesty process may also receive a failing grade and/or disciplinary consequences.

Subject Departments and/or course-specific PLCs may establish content-specific policies and consequences.

Any cheating or plagiarism infraction during a student's high school career may disqualify them from entry into the NHS National Honor Society.

## **College Application Process**

Noblesville High School CEEB Code 152615

1. Complete your college application:
  - Apply using the Common Application
  - Apply online at the college website
2. Log in to Naviance using Clever at [www.connection.naviance.com](http://www.connection.naviance.com) and request your transcript be sent to the colleges to which you've applied. Your counselor will fill out the Counselor Recommendation form through Naviance.

3. See your counselor for instructions if the college you are applying to does not accept electronic transcripts via Naviance.
4. If you need recommendation letters, allow at least three weeks prior to your personal due date for letters of recommendation from your teacher, counselor, coach, etc. to be completed.
  - Letters of recommendation can be requested on Naviance.

## **College/Military/Career Visitation**

Juniors and seniors are allowed three visitation days per semester. Forms are available in the counseling and attendance offices and are available on the counseling website. In order for visitation days to be excused, these steps must be completed.

- Download a College, Career, & Military Visit Form or pick one up in the counseling office.
- A parent calls the attendance office (317-776-6256) to notify the school of the planned visit.
- The form is signed by a representative of the college, military, or business to verify that the visit occurred.
- The form is submitted to the attendance office immediately upon return to school.

## **Course Descriptions/Course Planning Guide**

Course descriptions and expectations can be found online at [www.noblesvilleschools.org](http://www.noblesvilleschools.org) under the high school tab and then under the Counseling tab. Please refer to the Course Planning Guide for information on flex scheduling, schedule changes, retaking courses, auditing courses, GPAs, receiving credit from middle school classes, college and career readiness requirements, graduation requirements, graduation qualifying exams, and graduation pathways.



## **eLearning Days**

eLearning days provide an opportunity for students to learn online in a self-directed manner outside the four walls of the classroom, while teachers spend the day at school writing curriculum and participating in professional development activities that emphasize the integration of 21st Century skills into their classroom.

### Full eLearning Days

- Students are not required to come to school.
- Students who choose to attend school will be served lunch, and supervision will be provided while they complete their online work.
- There will be no bus transportation provided to or from school on full eLearning days.
- Teachers are available online from 1:30pm – 3:40pm to assist students with their classwork.

## **Financial Assistance**

Financial assistance forms for lunch, book rental, and fees are available to all students and may be requested in the main office at any time during the school year. Applications are also available online. If using paper applications, parents must complete the forms and return them to the Educational Service Center. Families that do not qualify will be notified. Students who are unable to pay book rental and fees will not be penalized if the appropriate form is completed and the family qualifies. Students who receive free/reduced lunch are also eligible for fee waivers for some college courses, ACT and SAT fees, and AP course test fees.

## **Foreign Exchange Student Program**

The administration will determine the number of exchange students that will be enrolled yearly. Administration may not approve any exchange

students in years where the school is at or over capacity or if it is deemed that adding these students would put a strain on the school's resources.

Students must have completed a minimum of two years of secondary education or be in grade 11 or higher to be accepted as a foreign exchange student. These students will not receive a diploma but are encouraged to take courses with a heavy emphasis on academics and exploration.

Exchange students are also encouraged to participate in student activities and may participate in commencement exercises if they fulfill all requirements for an NHS diploma.

Host families must live within the District and have a host student enrolled at Noblesville High School for the duration of the placement.

## **Grading and Grade Reporting**

Teachers at NHS are required to use assessment and grading methods that reflect best or common practices in the field of education.

All grading methods will be communicated to students and parents via classroom syllabi, PowerSchool descriptions, email, and/or teacher newsletters. Parents or students who have questions regarding any specific assessment/grading method should refer those directly to the teacher.

Grade reports are generated each semester. Parents may view their students' grades and attendance online at any time via PowerSchool.

## **Grade Point Average**

The GPA is calculated by adding the quality points of all grades received and dividing by the total credit points attempted. Noblesville High School will have a 3-tiered system for weighted grades. Weighted courses will receive a weight of 1.0 point, 0.75 points, or 0.5 points as indicated in the NHS Course Planning Guide.

## **Incomplete Grades**

A student will be given an "I" for Incomplete if extended illness or some other reason beyond the student's control prevents him/her from completing coursework on time. Incompletes will only be used for extenuating circumstances and must receive approval from the administration.

An "I" counts as a failure in computing academic athletic eligibility. A student will be given one class for each class absent to make up the work. This guideline may be altered at the discretion of the principal or their designee and teacher if the absenteeism is excessive or if it appears unreasonable for the student to complete all missing work within the allotted time.

The maximum limit for completing work will be two weeks, after which the "I" will become an "F". The student has the responsibility to communicate with the teacher to determine what work is expected and the date it is due.

## **AP Testing**

The state of Indiana requires students to sit for AP exams in order to qualify for the Academic Honors Diplomas as well as the new Graduation Pathway requirements. Therefore, any student at Noblesville High School enrolled in a College Board Advanced Placement course will be required to sit for the corresponding exam. Cumulative grade point averages will be recalculated retroactively without the grade weight for students who do not take the exam.

The cost of AP assessments is decided by the College Board every year and will be communicated to students and/or parents.

## **Graduation/Commencement**

Members of the graduating class are encouraged to participate in Commencement exercises. Commencement practice is mandatory for participation in the Commencement program.

Students must complete all graduation requirements to participate in the Commencement program. Students who require extra time to complete their requirements may participate in the first Commencement following completion of the requirements. All school fees should also be paid at the time of Commencement in order to participate in the Commencement program.

NHS recognizes graduates using the “Latin” honor system described below to celebrate student performance based on an academic standard.

- Summa Cum Laude – all students with a grade point average of 4.0 and higher will wear a gold cord during the commencement ceremony.
- Magna Cum Laude – all students with a grade point average of 3.75–3.99 will wear a silver cord during the commencement ceremony.
- Cum Laude – all students with a grade point average of 3.5–3.74 will wear a white cord during the commencement ceremony.

Commencement speakers will be chosen through an application and audition process. There will be no class rank and no valedictorian or salutatorian recognition.

Students who end the school year while under suspension/expulsion or not in good standing will be denied the opportunity to participate in school-related activities, including Commencement.

## **Outside Virtual /Correspondence Credit**

A student wishing to complete additional courses via virtual or correspondence-based secondary institutions other than NHS shall first obtain the approval of the principal or designee. NHS will allow credit only for

courses from accredited institutions. Courses must be completed, and grades received at NHS, at least two weeks prior to the NHS commencement ceremony. The principal shall make the final determination regarding the acceptance of transfer credits if questions arise.

## **Transfer Credits**

Students currently enrolled at NHS are permitted a limited number of transfer credits from other accredited schools, colleges, or universities to be applied to their Noblesville High School transcript and graduation pathways. Students may request to transfer up to three courses from accredited programs. Approval to transfer these courses must meet at least one of the following criteria:

- the student takes an IDOE-approved course that is not offered at NHS.
- the student does not have enough room in their schedule to take all graduation required courses (non-required electives, flex blocks, and release blocks do not meet this criteria).
- the student is transferring from another state and/or school with different graduation requirements that require a need to get caught up on credits.

Courses offered at NHS and with room in a student's 4-year schedule will not be approved. College-level courses from 2-year or 4-year colleges may be exempted from this limit. The school administration shall make the final determination regarding the acceptance of transfer credits and how credits will be applied to the student's transcript if questions arise. Students must consult their school counselor and gain the appropriate approvals before signing up for classes from a college or university. It should be noted that courses from colleges and universities will be transcribed as elective advanced college coursework.

## **Library/Media Center (LMC)**

- The library is open from 8:10 a.m. to 4:00 p.m. on regular school days.
- Students who go to the library individually during a class period must have a pass from their teacher and sign in using the

computer. Students with a free period or flex time do not need a pass but must sign in on the computer. All students should check out with library staff before leaving.

- Students who go to the library during lunch must get a pass from the lunch monitor. No food or drink is permitted except in the Library Café.
- Students who need to work in the library during Academic Lab (AL) must get a pass from a library staff member before the end of Block 6. The library staff member will add the student to the shared AL Google sheet for teacher reference. Students report to the library at 2:40 and return to AL at 3:30.
- School ID number is required to verify student identity while checking out library books and textbooks.
- The circulation period for library books is three (3) weeks.
- Lost/damaged materials will be replaced at the student's cost.

## **Makeup Work**

The responsibility for making up work rests with the student. When a student is absent it is recommended that assignments and homework be obtained from the course Canvas page, or by contacting the teacher. The general rule is that a student has one class meeting for each missed class meeting to complete makeup work.

Students are not expected to locate teachers to obtain makeup work on days when their classes with those teachers do not meet. When students do obtain makeup work, teachers should communicate the due dates for that work. To ensure fairness to all students, however, teachers may require the submission of major assignments on the published due date. Students absent on the due date may be instructed to make arrangements to have the assigned work delivered to the teacher.

Students who are not in attendance the day before a scheduled test/quiz shall take the test/quiz the first day they return to class unless otherwise arranged with the teacher.

If absences are due to extraordinary circumstances, students shall discuss the absences with their teachers and complete makeup work as directed by the teacher. Teachers shall not be required to provide makeup work prior to a scheduled student absence.

Tests, quizzes, and other comparable assignments should be made up before school, after school, or during Academic Lab.

All work missed because of absence is expected to be completed. Assignments missed because of unexcused absences or truanancies are to be completed.

## **Transcripts**

Transcripts are available through Naviance. All requests must be submitted on Naviance for college admissions. Requests for the NCAA Eligibility Center should be made through your NCAA Eligibility Center account. Students requesting transcripts for scholarships and other reasons should see the secretary or registrar in the NHS Counseling Office.

## **Miller Success Academy**

Miller Success Academy (MSA) is an alternative educational setting for Noblesville High School students (10–12th grade) that is located in the Noblesville Community Center.

What is Miller Success Academy?

- MSA is designed for students who struggle in the traditional setting.
- MSA is a **referral**-based program for students who are eligible based on state-approved indicators and recommendations from the multidisciplinary team (administration, counselors, and social workers).
- MSA is NOT an online program; students attend daily on-site while using a computer-based program.

- MSA offers student-centered, academic learning via online curriculum (Edmentum) in addition to other individualized programming where students are able to work at their pace with progress monitoring embedded to keep students on track.
- Small learning environment (1:15 teacher-student ratio). Currently, we have 2 highly qualified teachers.
- MSA provides a full-time social worker.
- Provides continued collaboration with the NHS administration and counseling teams.
- Students who attend MSA are Noblesville High School students and are afforded the same privileges as long as they are in good standing.
- Students who complete graduation requirements at MSA participate in NHS Commencement.
- The student's diploma and transcripts indicate NHS.

## **GENERAL INFORMATION**

### **Civil Rights Compliance Statement**

Noblesville Schools has a policy of providing equal opportunity. All courses are open to all students regardless of age, race, color, sex, handicapping condition, national origin, or limited English proficiency.

Educational services, program, instruction, and facilities will not be denied to anyone in Noblesville Schools as a result of his or her age, race, color, sex, handicapping condition, national origin, or limited English proficiency. For further information, clarification, or complaint please contact:

Shelley Bethel  
 Noblesville Schools Executive Director of Equity and Inclusion  
 18025 River Road  
 Noblesville, IN 46062



## **Notification of Rights Under FERPA**

The Family Educational Rights and Privacy Act (FERPA) affords parents and students who are 18 years of age or older ("eligible students") certain rights with respect to the student's education records. These rights are

1. The right to inspect and review the student's education records within 45 days after Noblesville Schools receives a request for access. Parents or eligible students who wish to inspect and review education records should write to the school principal, clearly identifying the records they want to inspect and review. Noblesville Schools will contact the parent or eligible student when the education records are ready for inspection and review, pursuant to FERPA and special education regulations.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA. Parents or eligible students who wish to ask Noblesville Schools to amend a record should write to the school principal, clearly identify the part of the record they want changed and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
3. The right to provide written consent before the school discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without prior consent.

FERPA authorizes disclosure without consent if the disclosure is to school officials with legitimate educational interests. A school official is a

person employed by the school as an administrator, supervisor, instructor, or support staff member or a person serving on the school board. A school official also may include a volunteer or contractor outside of the school who performs an institutional service of function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as a technology service provider, attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities.

Upon request, Noblesville Schools discloses education records without consent to officials of another school corporation in which a student seeks or intends to enroll or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer.

FERPA authorizes disclosure without consent if the information is designated as "directory information." "Directory information" is information contained in an educational record of a student that would not generally be considered harmful or an invasion of privacy if disclosed. Directory information shall not be provided to any organization for political or profit-making purposes. Noblesville Schools has designated these types of PII as "directory information":

- Student's name
- Student's age
- Student's address and phone number
- Student's date and place of birth
- Major field of study
- Grade level, school, class assignment, and teacher
- Earned or received awards (including Honor Roll)
- Participation in officially recognized activities and sports, and weight and height of members of athletic teams

- Dates of attendance and date of graduation
- A school photograph
- Student work for display at school at discretion of the teacher
- Videotape of children participating in school activities
- Photo(s) of a student taken during school activities to be used on Noblesville Schools' or Noblesville Schools PTO website(s) or social media accounts, publications (such as newsletter or brochures), or media coverage of school day activities (such as newspapers or television) shall not be identified by full name in the photographs unless express parental consent has been received in advance.
- Student ID number if the ID number cannot be used to gain access to educational records except when used in conjunction with one or more factors that authenticate the user's identity.

Parents and eligible students have the right to request the withholding of any or all of this "directory information." A form to withhold any or all of this information is available on the school corporation's website. This form must be received by your child's school within 20 business days of the start of school or within 20 business days of enrolling your student in order to withhold information.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by Noblesville Schools to comply with the requirements of FERPA.

## **Pupil Protection Rights Amendment**

The Protection of Pupil Rights Amendment (PPRA) affords parents certain rights regarding our conduct of surveys, collection, and use of information for marketing purposes, and certain physical exams. These include the right to consent before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED):

- Political affiliations or beliefs of the student or student's parent;
- Mental or psychological problems of the student or student's family;
- Sex behavior or attitudes;
- Illegal, anti-social, self-incriminating, or demeaning behavior;
- Critical appraisals of others with whom respondents have close family relationships;
- Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
- Religious practices, affiliations, or beliefs of the student or parents; or
- Income, other than as required by law to determine program eligibility.

Receive notice and an opportunity to opt a student out of:

- Any other protected information survey, regardless of funding;
- Any nonemergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
- Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

Inspect, upon request and before administration or use:

- Protected information surveys of students;
- Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
- Instructional material used as part of the educational curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under state law.

Noblesville Schools has adopted a policy regarding parental access to instructional materials and surveys. Instructional Materials, in consultation

with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. Noblesville Schools will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. Noblesville Schools will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation in the specific activity or survey. Noblesville Schools will make this notification to parents at the beginning of the school year if the Corporation has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

- Collection, disclosure, or use of personal information for marketing, sales, or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED.
- Any nonemergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with the Family Policy Compliance Office U.S. Department of Education 400 Maryland Avenue, S.W. Washington, D.C. 20202-8520

## **Equal Opportunity Statement**

Noblesville Schools' educational services, programs, instruction, and facilities will not be denied to anyone in Noblesville Schools because of age, race, color, sex, disability, ethnicity, transgender status, sexual orientation, gender identity, gender expression, marital status, socio-economic status, immutable physical appearance, religion,

ancestry, genetic information, national origin, or limited English proficiency. Refer to Policy A100 for more details.

### **Complaint Coordinator**

For further information, clarification, or to file a complaint, complete the Complaint Form located on the Noblesville Schools' website [here](#) or contact Shelley Bethel, Executive Director of Equity and Inclusion, 18025 River Road, Noblesville, IN 46062, (317)773-3171 or email at: [student\\_discrimination@nobl.k12.in.us](mailto:student_discrimination@nobl.k12.in.us)

### **Indoor Air Quality Coordinator**

The Indoor Air Quality (IAQ) Coordinator is a person designated by the school to serve as a lead contact person for issues relating to indoor air quality for students, staff, parents, visitors, and the state department. The Corporation is responsible for maintaining good indoor air quality. In order to maintain this, the state inspector investigates any condition contributing or that could contribute to poor indoor air quality, including, but not limited to, carbon dioxide levels, humidity, evidence of mold or water damage, and excess dust. Noblesville Schools has designated Mr. David Hortemiller, Chief Financial Officer, as the Indoor Air Quality Coordinator. He can be reached at (317)773-3171; 18025 River Road, Noblesville, IN 46062.

### **Notification of Asbestos Management Plan**

This information is being published to comply with the 40 CFR 763 subpart E-asbestos containing materials in schools. This regulation, commonly known as the "AHERA" rule, requires local education agencies, such as this one, to perform certain tasks in regard to the presence and control of asbestos containing materials in the buildings under the jurisdiction of the local agency. These include, but are not limited to:

- Developing an asbestos management plan, which is designated to outline procedures and guidelines for the inspection, re-inspection, and

periodic surveillance of asbestos-containing materials that are present in the buildings.

- Providing awareness training and additional training to selected employees.
- Periodically notifying all workers and occupants, or their local guardians, parent-teacher organizations, and collective bargaining organizations of the availability of asbestos management plans, the location of same, and the times that plans may be reviewed.

This notification is to advise all patrons, occupants, or their legal guardians, collective bargaining organizations, and parent-teacher organizations, that the asbestos management plans required under this act are available for review upon request. A copy of the plans for all buildings under the jurisdiction of this local education agency are located in the administration building which is located at 18025 River Road, Noblesville, IN 46062; telephone number (317)773-3171. Plans for individual schools and other buildings are located in the administration office of each building. Any person can view the plans during normal business hours of the particular school. Interested parties wishing to inquire about the hours and times that the plans are available should call the above number.

At this time, the management plans can provide information regarding inspections, response action, and post-response action activities, including periodic reinspection and surveillance activities that are planned or in progress. Any inquiries regarding any facet of the regulation or the management plans should be directed to Mr. David Hortemiller, Chief Financial Officer, at the above number during regular business hours.

## **Pest Control and Use of Pesticides**

Noblesville Schools is committed to providing a safe environment for students. It seeks to prevent children from being exposed to pests and pesticides. While pesticides protect children from pests that may be found in the school and its surrounding grounds, under some circumstances they may pose a hazard to children. Therefore, pest control practices may involve a variety of chemical and non-chemical

methods that are designed to control pests effectively while minimizing potential pesticide exposure.

The Corporation will:

- Annually inform parents and staff members of the Corporation's pest control policy at the time of student registration as a provision in the staff and/or student handbook;
- Contact the Operation Department for information regarding pest control (317)773-3171
- Establish a registry of parents and staff members who want to receive advance notice of all pesticide use and provide such notice at the time of enrollment;
- Provide notice of planned pesticide applications to parents and employees who have requested advance notice;
- Maintain a written record for ninety days of any pesticide applications.

The Corporation will provide notice to those in the registry at least two school days prior to the date and time the pesticide application is to occur unless an emergency is declared. The notice will include the date and time of the pesticide application, the general area where the pesticide is to be applied, the principal target pest and the telephone number to contact for more information. In case of an emergency, the school shall give written notice as soon as possible. The Corporation may provide for training of school employees to become certified pest control applicators. Financial support for such training may be provided by the Corporation subject to budgetary constraints of the Corporation.

## **Multi-Tiered System of Supports**

Noblesville Schools uses a tiered approach to academics and behavior called Multi-Tiered System of Supports to ensure all students achieve their highest potential. This structure provides the necessary instruction and support for all students to achieve their academic, social, emotional, and behavior goals. Noblesville Schools staff utilizes a variety of data in



order to identify and assist students needing additional instruction and/or supports. These data include but are not limited to, grades, NWEA assessments, attendance, standardized scores, and discipline reports.

Noblesville Schools believes that children do well when they can. If a student is having difficulty academically, socially, or behaviorally, school personnel work to assist the student with skills that will help him/her improve the skills not yet mastered.

As supplemental supports become more intense, results are used to make decisions about the need for further research-based instruction and possible educational evaluation for special education services. Noblesville Schools places an emphasis on early identification through universal screenings, supplemental supports and self-advocacy supports for student learning.

## **Special Education**

The Noblesville Schools Special Education Department believes in providing learning experiences that align with the district's mission and vision. The department addresses academic standards and develops skills that are necessary in order for students to have the same opportunities as their general education peers. It is always assumed that a student can benefit from the general education curriculum, and evidence is required before a more restrictive placement is considered (Article 7, 511 7-42-10).

Parents who think their child may need special education services should contact the child's school. More information on Noblesville Schools Special Education programs and services are available on our website [here](#).

## **Non-Discrimination and Anti-Harassment**

It is the objective of Noblesville Schools to provide members of its school community with an atmosphere conducive to the achievement of their objectives in work and in learning in the activities within its jurisdiction.

Harassment or discrimination of any member of the school community is inconsistent with the objective and will be prevented where possible and sanctioned as necessary to prevent its recurrence. Refer to Policy A100 for more details.

## **Seclusion and Restraint**

Noblesville Schools believes in maintaining an orderly and safe environment is conducive to a healthy learning environment, and is an appropriate expectation of all students and employees within the school corporation. The Board recognizes that there are times when it becomes necessary for employees to use reasonable physical restraint and/or isolated time out/seclusion to protect a student from causing harm to him/herself or to others. In accordance with the law, Noblesville Schools has adopted a Seclusion/Restraint Plan to establish guidelines for the use of seclusion/restraint. The Noblesville Schools Seclusion/Restraint Plan can be found on the Noblesville Schools website.

## **Wellness Policy**

Noblesville Schools recognizes that good nutrition and regular physical activity affect the health and well-being of our students. In accordance with the law, Noblesville Schools has adopted a Wellness Policy to establish good health and nutrition habits in our students. The District policy relating to school wellness can be found [here](#).

All food and beverage items for sale at school or on school grounds during the school day must meet USDA's "Smart Snack" standards. The use of food and/or beverages as incentives and rewards for students should be infrequent and approved by the principal/designee. Student birthdays will not be celebrated with food items.

## **Nutrition & Food Services**

Noblesville Schools Nutrition & Food Service Department knows that good nutrition and learning go hand in hand. It is our goal to properly prepare

and serve nutritious, appealing meals that meet Federal Dietary Guidelines. Our Nutrition & Food services staff is committed to the students' total educational experience by meeting their nutritional needs and reinforcing healthy eating habits in a sanitary and friendly environment. To assure we are providing the best meals possible, all our menus are created and analyzed by a Registered Dietitian.

All schools offer breakfast every day in their cafeteria beginning approximately 15 minutes before the first bell. Breakfast will also be available when there is a 2 hour delay. Studies show that students who eat breakfast have improved classroom behavior, attendance and test scores. Students learn and perform best when they have eaten this important meal. More information regarding menus, lunch prices, nutritional information, meal assistance, and much more is available [HERE](#).

Students have the option of bringing their own lunch from home and purchasing a carton of milk and other food items in the school cafeteria. Meals from fast food restaurants are not to be brought into the cafeteria. Students are expected to practice good table manners and be responsible for the cleanliness of their place at the table.

A student must have permission of an administrator in order to leave with a parent or guardian during lunch.

Visit our [website](#) for more information regarding menus, lunch prices, nutritional information, meal assistance and much more.

## **Forms of Payment**

All school cafeterias utilize a pre-pay system. Money should be on account before purchasing meals. Deposits can be made at the school with cash or check in a sealed envelope with the student's first and last name or by visiting <https://www.k12paymentcenter.com/> the Family Portal at <https://family.titank12.com/>. An account is free of charge and provides options such as viewing lunch account balances and activity,

setting up customized low balance reminders and transferring funds between children.

## **Free and Reduced Priced Meals**

Free and reduced-price meals are available to families who qualify. A new application must be completed every school year after July 16 unless the parent/guardian is notified that a student has been pre-approved through Direct Certification. Direct Certification notifications are sent to households by email before applications are available to complete. Only one (1) free or reduced-price meal application is required per family, but all children must be listed in order to be certified.

A family who chooses to apply has two ways to do so:

1. Complete an online application on the [Parent Portal](#). If a portal login is created, families can view their application and approval status and reprint certification letters.
2. Pick up a paper application at any school or at the Educational Services Center, 18025 River Rd, Noblesville, IN 46062. All completed paper applications can be submitted to any school office, cafeteria or at the Educational Services Center.

Applicants will be notified by email of a student's status within 10 working days. Until this notification is received, the child must bring a home lunch or money to pay for lunch. Students who attended Noblesville Schools and were approved for free/reduced status will retain that status for the first 30 days of the school year or until a new application is approved. Approval for free or reduced meals also waives curricular material fees.

## **Lunch Charge Procedures**

Noblesville Schools Nutrition and Food Service Department wants to ensure that every student has access to meals daily. Per USDA guidelines, Noblesville Schools is not allowed to incur debt from unpaid meal charges. We do recognize that there can be extenuating circumstances that may cause a student to not have money in their lunch account, so policy exists to ensure students may charge a school meal to their lunch account. Students will not be allowed to charge additional snacks or beverages items if money is not available on account.

It is very important that students, parents, and staff work together to ensure that students have money in their account to purchase meals. Emails will be sent regularly when a student's account goes negative. Parents also have the option to create an account in the [Family Portal](#) to manage customizable spending restrictions and balance alerts. This service is free of charge.

Account balances remaining at the end of the school year will carry over and be available for use the following year. Negative owed balances will be set to \$0 and a bill of the owed balance will be sent home. If this amount goes unpaid, it will go to collection efforts.

## **USDA Child Nutrition Programs Full Nondiscrimination Statement**

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to

obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at:

<https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

- mail:  
U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or
- Fax: (833) 256-1665 or (202) 690-7442; or
- Email: [Program.Intake@usda.gov](mailto:Program.Intake@usda.gov)

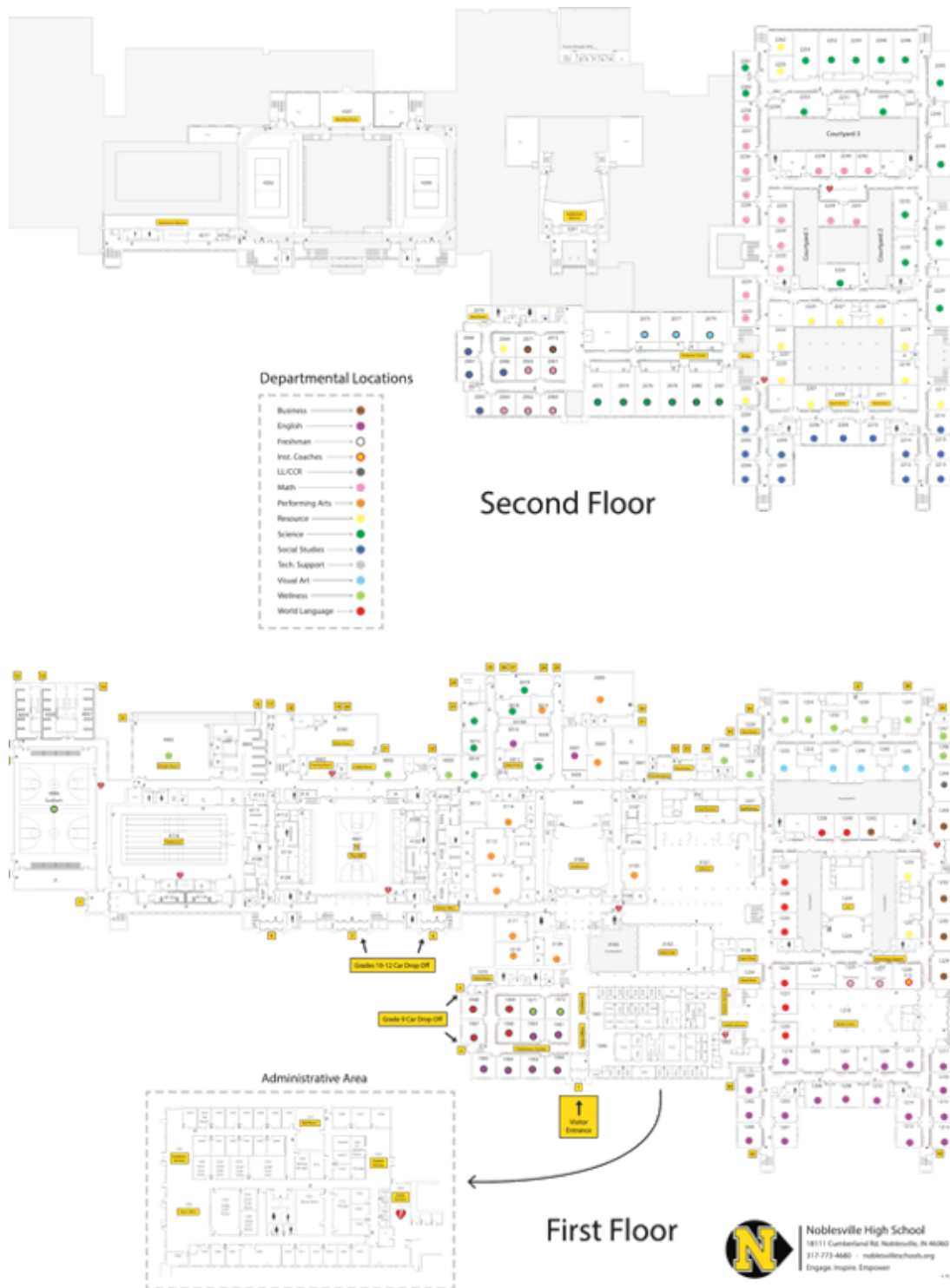
## NHS School Song

Noblesville, Oh, Noblesville Noblesville, we're all for you!  
We will fight for our royal colors and the glory of NHS (Rah! Rah!)  
Never daunted, we cannot falter through the battle so brave and true.  
Noblesville, Oh, Noblesville, Noblesville, we're all for you!



# Maps

## Noblesville High School

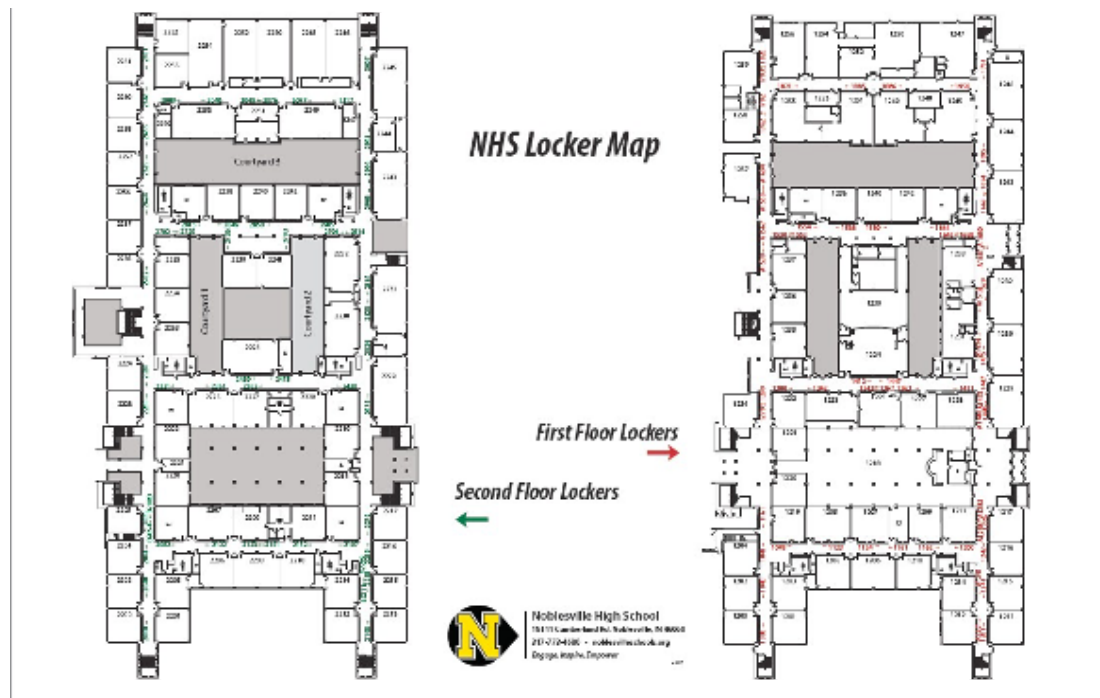




## NHS Freshman Center Area of Building



## Locker Information



### Grades 10 - 12 Locker Location Sheet

Lockers that begin with a "1" or an "A" are on the first floor.

Lockers that begin with a "2" or a "B" are on the second floor.

FIRST FLOOR	
Locker #	Your Locker is Close to Room(s)
1000 - 1077	1204, 1202, 1200
1078 - 1200	1205, 1207, 1211
1201 - 1278	1217, 1216, 1215, 1213
A1201 - A1283	1214, 1212
1279 - 1299	1234
1300 - 1411	1223, 1225, 1227
1412 - 1447	1224, Across from 1225
A1448 - A1519	Across from 1229, 1230, 1232
1448 - 1529	1229, 1230, 1232
1530 - 1668	Across from 1238, 1240, 1242
A1530 - A1604	1237
1554 - 1644	1238, 1240, 1242
1645 - 1668	1233
A1669 - A1681	1230, 1231
1669 - 1761	1243, 1244, 1246
1762 - 1820	1258, 1259
1821 - 1950	1255, 1253, 1251, 1249, 1248, 1245

SECOND FLOOR	
Locker #	Your Locker is Close to Room(s)
2000 - 2081	2205, 2204, 2202, 2200
B2054 - B2080	Across from 2205
2082 - 2197	2207, 2209, 2211
2198 - 2279	2213, 2215, 2216, 2217
B2211 - B2239	2214
2280 - 2320	2223, 2224
2321 - 2436	2225, 2227, 2228
2439 - 2475	2226, Across from 2227
2476 - 2561	22, 292, 231
2562 - 2701	2236, 2237, 2256, 2257, 2558, 2260, 2261
2702 - 2814	2239, 2241, Across from 2238, 2240, 2242
2815 - 2905	2238, 2240, 2242, Across from 2239 and 2241
2906 - 3007	2243, 2244, 2245
3008 - 3117	2253, 2251, 2249, 2247

### Freshman Center Locker Location Sheet

All Freshman Center lockers begin with an "F".

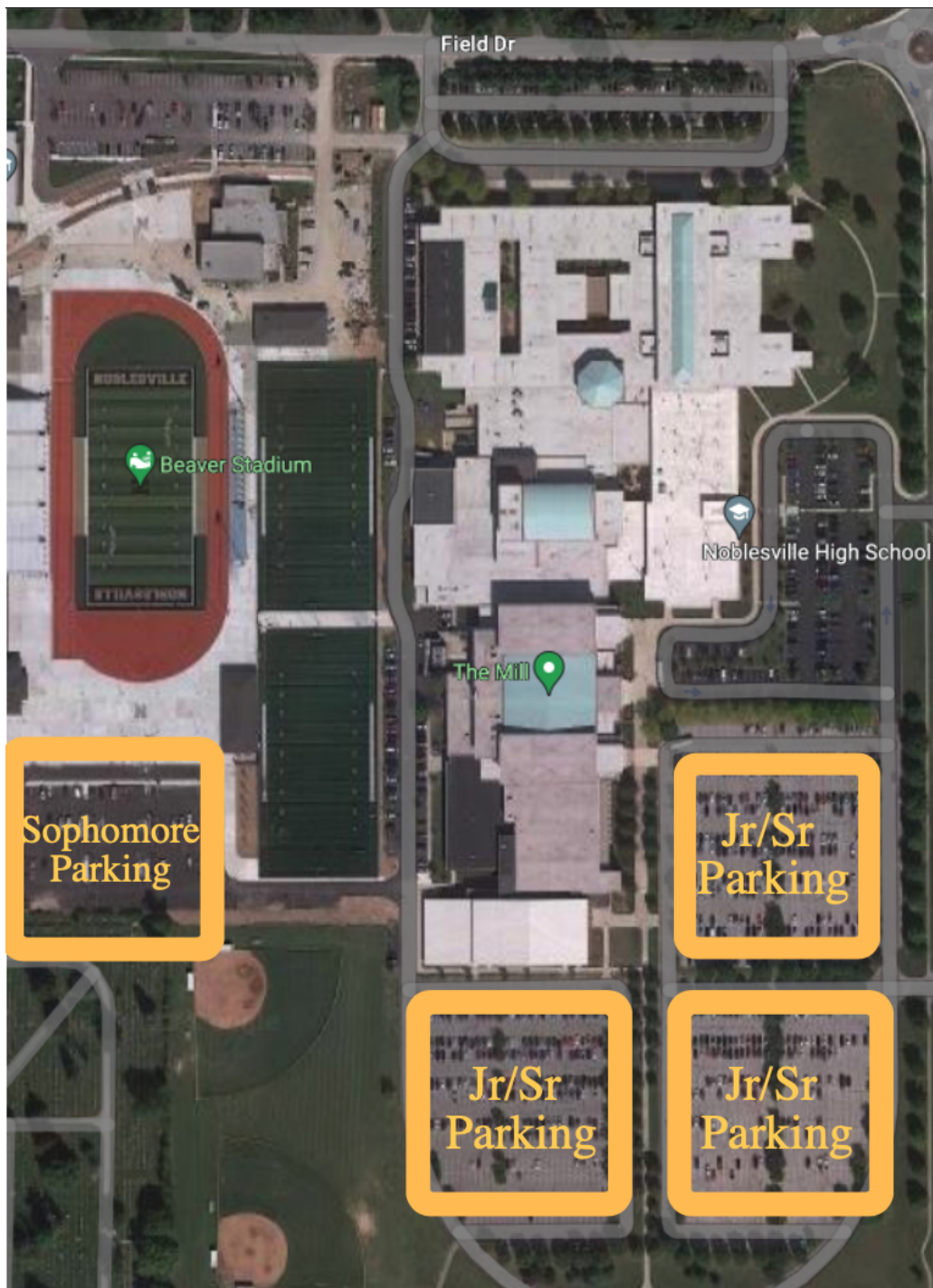
Lockers that begin with a "1" are on the first floor.

Lockers that begin with a "2" are on the second floor.

FIRST FLOOR	
Locker #	Your Locker is Close to Room(s)
F1000 - F1061	1060, 1062, 1064, 1065
F1062 - F1128	1061, 1063, 1066
F1129 - F1170	1066, 1069
F1171 - F1212	1067, 1068
F1213 - F1216	1070
F1217 - F1284	1070, 1071, 1072

SECOND FLOOR	
Locker #	Your Locker is Close to Room(s)
F2000 - F2085	2081, 2080, 2078, 2076,
F2086 - F2133	2074, 2073
F2134 - F2230	2079, 2077, 2075
F2231 - F2276	2075, Across from 2073 and 2074
F2277 - F2338	2060, 2062, 2064
F2339 - F2406	2061, 2063, 2066
F2407 - F2448	2066, 2069
F2449 - F2490	2067, 2068
F2491 - F2494	2070
F2495 - F2562	2069, 2071, 2072

## Parking





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**NOBLESVILLE  
HIGH SCHOOL**

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