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.

NOTE: All expectations and procedures in this handbook will be applied in a way that accommodates health and safety considerations related to COVID-19.
Noblesville High School Student Handbook

Main Campus
18111 Cumberland Road
Noblesville, IN 46060
Phone: 317-773-4680
Fax: 317-776-6289
Attendance: 317-776-6256
Athletics: 317-776-6266
Counseling: 317-776-6257
Student Services: 317-776-6277

www.noblesvilleschools.org
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 a learner-centered culture that seamlessly fosters future-ready skills through authentic, interdisciplinary experiences supported by strong relationships 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.

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

Craig McCaffrey
Principal
E-Mail: craig_mccaffrey@nobl.k12.in.us
Phone: (317) 773-4680 ext. 12111

Janae Mobley
Assistant Principal
E-mail: janae_mobley@nobl.k12.in.us
Phone: (317) 773-4680 ext. 12112
Senior Class liaison

Melinda Miller
Assistant Principal
E-Mail: melinda_miller@nobl.k12.in.us
Phone: (317) 773-4680 ext. 12116
Junior Class liaison

Kevin Stuckwisch
Assistant Principal
E-Mail: kevin_stuckwisch@nobl.k12.in.us
Phone: (317) 773-4680 ext. 12113
Sophomore Class liaison
Dan Swafford
Assistant Principal
E-Mail: dan_swafford@nobl.k12.in.us
Phone: (317) 773-4680 ext. 12115
Freshmen Class liaison

Heather Young
Assistant Principal
E-Mail: heather_young@nobl.k12.in.us
Phone: (317) 773-4680 ext. 38110
Miller Success Academy (MSA)

Jeremy Luna
Dean of Students
E-Mail: jeremy_luna@nobl.k12.in.us
Phone: (317) 773-4680 ext. 12114
Discipline and Attendance, grades 10 and 12

Barb Olszewski
Dean of Students
E-mail: barbara_olszewski@nobl.k12.in.us
Phone: (317) 773-4680 ext. 12110
Discipline and Attendance, grades 9 and 11
Table of Contents

Mission / Vision / Core Values...............................................3
NHS Administration.................................................................4
Bell Schedules.......................................................................9

Rules and Guidelines

Code of Conduct..................................................................11
Law Enforcement.....................................................................18
Search and Seizure.................................................................18
Reasonable Suspicion.............................................................19
Use of Canines........................................................................19
Consequences for Violation of Code....................................19
Loss of Driver’s License..........................................................24
Bullying Prevention/Cyberbullying.......................................24
Hazing....................................................................................27
Bus Conduct...........................................................................28
Dress Code.............................................................................30
Technology Use.....................................................................32
Social Media..........................................................................32
Electronic Devices.................................................................33

Attendance

State of Indiana Guidelines / Laws.....................................35
NHS Attendance Guidelines..................................................36
Excessive Absences...............................................................37
Tardy to School.......................................................................39
Student Services

Accident Insurance..................................................44
Dances.....................................................................44
Voluntary Drug Testing Program...........................46
Closing of School....................................................47
Fundraising..............................................................47
Counseling and Social Work Services…………….47
Health Services and Procedures............................48
Junior Senior Release.............................................54
ID Cards..................................................................56
Lockers....................................................................56
Driving Privileges and Parking...............................57
Posters......................................................................59
Release of Information............................................59
Student Conflicts with Scheduled Events..............59
Visitors.....................................................................60
Lost and Found........................................................60

Academics

Cheating / Plagiarism..............................................61
College Application Process..................................61
College / Military / Career Visitation.....................62
Course Descriptions.................................................62
e-Learning Days.......................................................63
Each school day is designated either a black or gold day. If a black day is cancelled, a black day schedule will be followed when school resumes. If a gold day is cancelled, a gold day will be followed when school resumes.

<table>
<thead>
<tr>
<th>Times</th>
<th>Black</th>
<th>Gold</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:40 - 10:10</td>
<td>Block 1</td>
<td>Block 2</td>
</tr>
<tr>
<td>10:17 - 11:47</td>
<td>Block 3</td>
<td>Block 4</td>
</tr>
<tr>
<td>11:54 - 2:03</td>
<td>Block 5</td>
<td>Block 6</td>
</tr>
<tr>
<td>2:10 - 3:40</td>
<td>Block 7</td>
<td>Academic Lab</td>
</tr>
</tbody>
</table>
**Daily Lunch Schedule**

Lunch occurs Monday through Friday during Block 5/6. Students will be assigned to one of four lunch periods (A, B, or C, lunch).

<table>
<thead>
<tr>
<th>Lunch</th>
<th>Class</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>A</td>
<td>11:47 - 12:18</td>
</tr>
<tr>
<td></td>
<td>B</td>
<td>11:54 - 12:23</td>
</tr>
<tr>
<td></td>
<td>C</td>
<td>11:54 - 12:58</td>
</tr>
<tr>
<td></td>
<td>D</td>
<td>11:54 - 1:33</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Lunch</th>
<th>Class</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>B</td>
<td>B</td>
<td>12:23 - 12:53</td>
</tr>
<tr>
<td></td>
<td>B</td>
<td>12:58 - 2:03</td>
</tr>
<tr>
<td></td>
<td>C</td>
<td>1:33 - 2:03</td>
</tr>
<tr>
<td></td>
<td>D</td>
<td>1:33 - 2:03</td>
</tr>
</tbody>
</table>
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 Honor Code 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 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 any 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, e-mails, 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 or 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 may reduce the length of the expulsion if the circumstances warrant such reductions.

5. The superintendent 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. 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;
   b. An animal readily capable of causing serious bodily injury and used in the commission or attempted commission of a crime; or
   c. 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 appropriate law enforcement agency when a student engages in behavior described in this rule.
Law Enforcement

The Noblesville High School Police Resource Officer is located in Student Services. The resource officer may confer with a student on school premises in the presence of the student's parent, the building Principal, or his/her designated representative. An attempt will be made to contact parents if questioning occurs. If the parent cannot be reached, an administrator will be present at the questioning. Noblesville High School employs officers who are in charge of security, traffic, and parking regulations and violations. A law enforcement officer may arrest a student and remove him/her from school if necessary.

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 may search a student’s locker or the locker’s content at any time.

Searches of students’ vehicle, 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 Policy 5771 – SEARCH AND SEIZURE that constitutes evidence of a violation or 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

a. 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. The parent may be directed to take the student for a drug screen within a specified period of time. Failure to obtain a drug screen as directed or to cooperate with a search will lead to a request for expulsion.

b. Use of Canines

The School may ask Noblesville Police Department canine division 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 in a timely manner when the investigation is under way. 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 stu-
dent 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 fail-
ing 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.

Friday Detention

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

• Friday detentions occur on most Fridays during the school year from
  3:40pm to 5:40pm.

• The student may be required to show a school ID to the detention supervi-
sor.

• 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 as-
  signment.

• Unavoidable conflicts with the Friday detention assignment must be com-
municated to a dean or an assistant principal PRIOR to the Friday the de-
tention is to be served. Failure to do so may result in the student being sus-
pended.
• 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 will not be tolerated. This type of behavior may lead to a suspension.

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 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. 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 policy, 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, contain 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 individual finds appropriate, and give written notice of the action to the student and the student’s parents within ten days.

6. Within ten days of receipt of a notice of action taken by the individual consider the written summary of evidence and the arguments of the principal
and the student or the student’s parent, and may take action the School Board finds appropriate. The School’s Board decision may be appealed only under I.C. § 20-33-8-21.

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:

1. Has received a second suspension during the school year;
2. Is under expulsion;
3. Has withdrawn from school in order to avoid expulsion;
4. Is considered a dropout under IC § 20-33-2-28.5; or
5. 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:

1. places the targeted student in reasonable fear of harm to the targeted student's person or property;
2. has a substantially detrimental effect on the targeted student's physical or mental health;
3. has the effect of substantially interfering with the targeted student's academic performance; or
4. 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:

1. Participating in a religious event.
2. Acting in an emergency involving the protection of a person or property from an imminent threat of serious bodily injury or substantial danger.
3. 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.
4. 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.
5. Participating in an activity undertaken at the prior written direction of the student's parent.
6. 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 5517.01 – 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:

1. Unlawfully injure another person or damage property belonging to another;
2. Unlawfully confine or restrain another person;
3. Commit a crime;
4. Unlawfully withhold official action or cause such withholding;
5. Unlawfully withhold information or testimony;
6. Expose the person threatened to hatred, contempt, disgrace, or ridicule;
7. Falsely harm the credit or business reputation of the person threatened;
8. 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
1. That the other person engage in conduct against his will.
2. That the other person be placed in fear of retaliation.
3. 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.

1. Threats to commit a forcible felony.
2. 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.
3. Threats made by a person with a prior conviction concerning the victim.
4. 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. Noblesville Schools Policy 5516 –HAZING PROHIBITION includes a detailed procedure for reporting and investigating of incidents of hazing, and school responses to substantiated hazing.
Backpacks / Handbags / Purses

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.

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

Students are required to enter the building immediately upon arriving at school. Students are not permitted to loiter outside the building or in the parking lots. Students who do not have an extracurricular activity beginning immediately after school are required to leave the campus no later than 4:00p.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, IAL, etc. are required to leave immediately following their last scheduled class or lunch.
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.

1. **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.

2. 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 at 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)

3. Students Cannot Wear:
   - Clothing that reveals visible undergarments
• Any item that obscures the face or ears e.g. sunglasses, stocking caps/beanies, hats (front or rear facing), and hoods. Items such as head scarves, headbands, wave caps, and religious head coverings are permitted.

• 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.

**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:

• Students will be asked to put on their own alternative clothing, if already available at school, for the remainder of the day.

• Students will be provided with temporary school clothing, if available for the remainder of the day.

• 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.
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.

• 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. Teachers will not store student devices at any time, nor will any district employee diagnose, repair, or work on a student’s personal device.

• 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.
• 1st violation – Device shall be picked up at the end of the day by the student, and the student will be assigned a 1-hour after school detention.

• 2nd violation – Device shall be picked up by the parent, and the student will be assigned a 2-hour Friday detention.

• 3rd violation – Device shall be picked up by the parent, and the student will serve a 1-day in-school suspension.

• 4th violation – Device shall be picked up by the parent, and the student will serve 1-day out of school suspension or a Saturday School.

**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 commu
ication will be kept on file. An attendance contract may also be completed. In addition, the student's counselor 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. 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.

3. 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 dropout
- 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.

4. 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 truancies.

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 attending 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 School (Unexcused)

When students arrive in class between 8:40 and 8:55, teachers will record these tardies and apply consequences as listed in the section below entitled “Tardy to Class.” When students arrive after 8:55, they must sign in at the office and obtain a late pass to class. The attendance clerk will write a discipline log entry for these late arrivals, and an administration will assign the following consequences:

- **First:** Warning with parent phone call within 48 hours...One hour detention without parent call
- **Second:** Two hour-long detentions
- **Third:** Three hour-long detentions, parent contact made
Fourth: Friday detention
Fifth: One-day suspension
Sixth: Two-day suspension

Students arriving after 10:10 may be considered truant.

Tardy to Class

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

First: Warning
Second: Warning
Third: The teacher will assign a 30-minute detention after school and contact the parent.
Fourth: The teacher will submit a discipline report, and an administrator will assign one hour-long detention.
Fifth: The teacher will submit a discipline report, and an administrator will assign three hour-long detentions.
Sixth: The teacher will submit a discipline report, and an administrator will assign a Friday detention.
Seventh: The teacher will file a discipline report and an administrator will suspend the student for one day.
Eighth: The teacher will file a discipline report and an administrator will suspend the students for two days and lose all parking privileges at NHS.
Ninth: The teacher will file a discipline report and an administrator will suspend the students for three days. Additionally, the student’s driver’s license or driver’s permit may be suspended for 120 days and/or any work permit may be revoked.
Students accumulating a tenth tardy in a single class will be considered habitually tardy. Further discipline will be determined by an administrator, including possible loss of credit for the course.

**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
IS In-school suspension
J  Juvenile Services Center
M  Medical/hospitalization/doctor ordered home stay
MS Military Service
N  Nurse/Clinic
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
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 voice mail 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 which 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. Honor Code 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.

• Students who miss scheduled detentions due to appointments must provide doctor’s verification.

Requests for Excused Absence

The parent should review the NHS attendance guidelines outlined at the beginning of the attendance section.

If a parent believes that a student should be excused from school because of extraordinary circumstances, s/he should submit an Absence Request Form to an administrator in charge of attendance. The request should be made at least five days prior to the date of absence(s). The form is available www.noblesvilleschools.org, under Forms for Students and Parents.

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.
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.
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. They may be required to show an NHS ID card when entering the dance. An NHS student who wants to bring a guest who is not an NHS student must register that guest in Student Services prior to the dance. Any student must pick up a request form in Student Services. No guest will be admitted unless the guest form has been completed. Approved guests must be at least 9th 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.

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.
- Have no suspensions (in or out of school) for the current or previous school year.
- Be a good representative of NHS in and out of school.
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 1 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 Honor Code 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.

This Voluntary Drug Testing Program does not affect the current policies, practices, or rights of Noblesville High School in regard to 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.

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
There will be no direct sale of items at NHS except by permission of the principal.

Counseling and Social Work Services
Noblesville Schools proudly offers school counseling and school social work services to students. NHS’s school counselors, school social worker, and the 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, and 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, exceptions made for emergencies, 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. 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.

Health Services COVID-19

Fever/Illness: Noblesville Schools will observe the 100 degree temperature as the fever threshold for illness.

- With signs and symptoms of COVID-19 without alternate explanation or diagnosis, a student must remain home for at least 10 days from the first day symp-
toms appear AND be fever-free for 24 hours without fever-reducing medicine and with improvement of respiratory symptoms.

- With signs and symptoms of COVID-19 with alternate diagnosis such as strep throat, influenza, ear infection, seasonal allergies, a student with a fever should be kept home until he/she is fever-free without the use of fever-reducing medication for 24 hours.

- With signs and symptoms of COVID-19 and a negative PCR test, a student may return to school after he/she is fever-free without the use of fever-reducing medication for 24 hours as long as the student is not a known close contact to a COVID-19 positive.

- COVID-19 may require a student to remain at home for a specified number of consecutive days. If this situation occurs, then your child’s school and the health department will be in contact.

Please contact the school nurse with concerns or questions about your student’s current health symptoms.

**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 orders, and have the parent sign the permission form to administer the medications.

Nebulizer Treatments: Until further notice, NS will suspend nebulizer treatments at school. If your child receives a prescription for a nebulizer treatment, please contact your child’s school nurse.

Stocked over the counter (OTC) medication: For the school year Noblesville Schools will provide up to four doses of specified medications with parent permission electronically on file. The stocked medication will be available from 9am – 2pm for elementary and 10am –3pm for secondary students. If your child will use more than four doses of school-supplied OTC medication during the school year, please supply to the nurse’s clinic your student’s personal OTC medication.
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 provide 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. Parent/Guardian 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 case of an accident or serious illness, the school will make every effort to contact the parent/guardian. If the school is unable to reach parent/guardian, the school will notify emergency personnel for treatment and/or transport.

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, fever of 100 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 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 prime 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 schools 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 the 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

Per policy 5330, 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 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. Parent/Guardian 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’ ESC 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:

1. 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 the following:
   a. A physician/healthcare provider states in writing:
      i. The student has an acute or chronic disease or medical condition for which the physician has prescribed medication.
      ii. The student has been instructed in how to self-administer the medication.
iii. 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. Students must show/scan their ID each time they take advantage of Jr./Sr. Release privileges. Staff members, including door monitors, school administrators, and police liaison officers, will check student IDs. Failure to show an ID will result in a Friday Detention and/or loss of Release privileges for the remainder of the semester.

2. 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.

3. All Junior/Senior Release students are to leave during AL unless requested to remain at school. (It is recommended that students do not commit to a job or any other activities during this time in case they are required to remain at school.

4. 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.

5. Juniors/Seniors who leave for Release are not permitted back in the building for after school activities until the scheduled day is over.

Junior and Senior Release Privileges

1. Juniors and Seniors with Release are allowed to leave campus during AL.

2. Students must show/scan their ID, or they will not have permission to leave the building.
Identification Cards

In the event of an emergency at school, student ID cards assist 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 consequences such as detention or Friday detention.

ID cards may not be altered. Critical information such as the photo, bar code, and Senior Honor 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 Senior Honor Code.

Students without ID cards must report to Student Services to obtain a temporary ID. Senior Honor Code 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 in 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 $15.00 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 $15.00. Students purchasing tags after April 1st will pay a prorated fee of $5.00.
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.

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.

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 also be subject to the following disciplinary consequences:

- 2nd violation: loss of driving privileges and/or removal of IAL for no less than 2 weeks
- 3rd violation: loss of driving privileges and/or removal of IAL for no less than 4 weeks
- 4th violation: loss of driving privileges and/or removal of IAL for the remainder of the semester

Driving a vehicle to school after privileges have been revoked or failure 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 or use the SpeakUp app. Knowingly submitting false or inaccurate information is harmful to the school climate and could result in disciplinary action.
Posters

Any materials posted at NHS must be posted only in the cafeteria and/or commons areas, and they should be removed after the date of the event. Posters must promote a school-sponsored event or have administrative approval to be posted.

If materials promote a non-school event, they must list the sponsoring group. The sponsoring group must be local, must be clearly named on the posters, and must be a not-for-profit organization. The event itself must be educational in nature.

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, nonconsensual 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.

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 before they will be allowed to enter the school at all times. Please enter all Noblesville school 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 items will be kept in the office for 30 days. All unclaimed items will be donated to local charitable organizations.
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.

Cheating/Plagiarism
Cheating/Plagiarism is detrimental to student learning. Cheating is defined as the deceitful or fraudulent storage, retrieval, or use of information in preparation of or during any assignment or assessment. Plagiarism is the presentation as one's own the ideas, wording, image, or information created by another person. A first instance of cheating or plagiarism will result in a zero for the assignment or exam, and the parent will be notified by the teacher. Further offenses in any class may result in a failing grade for the grading period and/or additional disciplinary action. Students who knowingly assist others in the cheating process, but are not enrolled in the course, will be disciplined accordingly. Departments and individual teachers may create more extensive policies and consequences.

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.

1. Download a [College, Career, & Military Visit Form](#) or pick one up in the counseling office.

2. A parent calls the attendance office (317-776-6256) to notify the school of the planned visit.

3. The form is signed by a representative of the college, military, or business to verify that the visit occurred.

4. The form is submitted to the attendance office immediately upon return to school.

**Course Descriptions**

Course descriptions and expectations can be found online at [www.noblesvilleschools.org](http://www.noblesvilleschools.org) under the high school tab then under the Counseling tab.
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 1:00 pm – 3:00 pm 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.

Flex Scheduling

We encourage students who are planning on pursuing a post-secondary education to take courses that will prepare them for the rigors of a college schedule. To help upperclassmen prepare for the next stage of their lives, we are providing those students who take a rigorous course load the option of having a flex schedule (Flex
During flex time, students will make choices about the use of discretionary time, but they will be required to maintain academic proficiency, follow established procedures, and manage their flex time well.

To qualify, all applicants must meet the following requirements:

- The student must follow all school policies and procedures, including timely completion of the required College and Career Readiness activities, or risk forfeit of this privilege.
- Student must be enrolled in random drug testing.
- Student must be in and remain in good standing.
- Parents must sign an agreement allowing the student on a flex schedule to leave school grounds.

**Seniors** must ALSO...

- Be on track to graduate on time with a Core 40 or Honors diploma and have 40 credits at the completion of grade 11.
- Take four or more in-house Noblesville High School flex qualified courses. Qualified courses = AP courses, Dual-Credit courses, PLTW Capstone Courses, PLTW Dual Credit Courses, NHS Internship Program (only counts as one course regardless of the number of credits earned).
- Maintain academic proficiency in the qualified courses. Failure to maintain a C or higher each semester in all courses will result in the loss of Flex 12.

**Juniors** must ALSO...

- Be on track to graduate, with 26 credits by the end of grade 10, and be pursuing a Core 40, AHD, or THD diploma.
- Have a GPA of 3.25 or higher at the end of the 10th grade year.
• Take two or more in-house Noblesville High School flex qualified courses. Qualified Courses = AP courses, Dual-Credit courses, PLTW Capstone Courses, and/or PLTW Dual Credit Courses.

• Maintain academic proficiency in all courses. Failure to maintain a C or higher on 9-week grade checks all courses will result in the loss of Flex 11 Academic Lab.

College and Career Readiness Requirements

**NOTE:** Students will be required to submit proof of participating in two (2) of the following activities per semester:

• College and university representative presentations

• College and university visits to campus

• “Colleges I am Thinking About” (juniors)/Career Interest Profiler (seniors) module in Naviance

• Resume placed/updated in Naviance

• CCR workshops (Financial Aid Night, College Night,N.I.C.E. Fair, College Application Bootcamp)

• SAT/prep program on Kahn Academy

• Taking SAT or ACT

Additional information concerning the 2019-20 Senior Flex Schedule, including the application can be found [here](#).

Additional information concerning the 2019-20 Junior Academic Lab Flex Schedule, including the applications, can be found [here](#).

**Foreign Exchange Student Program**

The administration will determine the number of exchange students that will be enrolled yearly.
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 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 a 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 practice 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. Algebra, Geometry and World Language transferred from grade 8 will appear on the official high school transcript and will be calculated in the credit count and GPA calculations upon receipt of the High School Letter of Agreement form received in the NHS Counseling Office no later than the first day of school following the student’s 8th grade year.
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 attached List of Weighted Courses.

<table>
<thead>
<tr>
<th>Grade Point Average Quality Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Letter Grade</td>
</tr>
<tr>
<td>A</td>
</tr>
<tr>
<td>A-</td>
</tr>
<tr>
<td>B+</td>
</tr>
<tr>
<td>B</td>
</tr>
<tr>
<td>B-</td>
</tr>
<tr>
<td>C+</td>
</tr>
<tr>
<td>C</td>
</tr>
<tr>
<td>C-</td>
</tr>
<tr>
<td>D+</td>
</tr>
<tr>
<td>D</td>
</tr>
<tr>
<td>D-</td>
</tr>
<tr>
<td>F</td>
</tr>
</tbody>
</table>

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.

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 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.

In order for teachers to provide information via email or fax about students' grades, parents must file a permission form to allow this information to be transmitted through these insecure electronic methods.
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 are decided by the College Board and are currently $98 with a $7 administration fee at Noblesville High School for courses in Art, Social Studies, and World Language. All other exam fees are currently covered by the State of Indiana and are therefore, subject to the $7 administration fee only.

Graduation/Commencement

Members of the graduating class are expected to participate in Commencement exercises. Any waiver of this obligation requires the consent of the Principal. 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 must 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 that celebrates 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.
For the class of 2020 and beyond, 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 shall be denied the opportunity to participate in school-related activities, including Commencement, during the suspension/expulsion period.

Graduation Requirements (Class of 2022, 2023, 2024)

The Indiana General Assembly made completion of the Indiana Diploma with Core 40 designation a requirement for all students beginning with those who entered high school in the fall of 2007. The law includes an opt-out provision for parents who determine their students could benefit more from the Indiana Diploma with General Designation. The legislation also made Core 40 a minimum college admission requirement for the state’s public four-year universities beginning in the fall of 2011.

To earn an Indiana Core 40 Diploma, students in the graduating classes of 2021-2024 must:

- Meet NHS course and credit requirements; and
- Pass the Graduation Qualifying Exam (GQE), qualify for a GQE waiver, or complete the Graduation Pathways (see below)

NHS Course Requirements

- English, 8 credits.
  
  Eight (8) credits must be earned in English 9, 10, 11, and 12.

- Mathematics, 6 credits.
  
  Two (2) credits must be earned in Algebra I.
  Two (2) credits must be earned in Geometry.
  Two (2) credits must be earned in Algebra II.
- Science, 6 credits.
  Two (2) credits must be earned in Biology.
  Two (2) credits must be earned in Chemistry, Physics, or Integrated Chemistry-Physics
  Two (2) credits must be earned in any Core 40 Science course.
- Social Studies, 6 credits.
  Two (2) credits must be earned in World History/Civilization or Geography/History of the World
  Two (2) credits must be earned in U.S. History.
  One (1) credit must be earned in Government.
  One (1) credit must be earned in Economics.
- Health and Wellness, 1 credit.
- Physical Education, 2 credits.
- Direct Electives, 5 credits
- Electives, 12 credits

Total Credits Required = 46

Explanation of Credits
A student shall not be permitted to earn more than eight (8) credits towards graduation in any one semester unless approved by the principal or designee.

Requirements to earn the Indiana Core 40 Diploma, Core 40 with Academic Honors Diploma and Core 40 with Technical Honors Diploma may be found at https://www.doe.in.gov/student-services/student-assistance/indiana-graduation-requirements.

Semester Attendance Requirement-State law says that to be graduated from a high school, a pupil shall attend at least six (6) semesters in grades 9 – 12. Students who plan to graduate after six (6) semesters of study must petition the high
school administration. Students must complete a graduation plan with their counselor.

Transfer Credit

A student wishing to complete courses by correspondence or through attendance at evening or summer school at a secondary school 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.

Graduation Qualifying Exam

Class of 2022:

Students must pass the ISTEP+ Grade 10 and must take the Science portion of ISTEP+. If students fail to meet these requirements for graduation, a diploma waiver requires the following:

- C- average in 34 required courses
- 95% 4-year average attendance rate, excluding excused absences
- retake the failed portion of the ISTEP+ at least one time per year
- master standards in English 10 and Algebra I

Graduation Pathways

Beginning with the graduating class of 2023, Indiana high school students must satisfy all three of the Graduation Requirements listed below. The State allows students in the class of 2022 to opt into Graduation Pathways.

1. Earn one (1) of the following Indiana High School Diploma designation options.
   - Core 40 designation
   - Academic Honors designation
• Technical Honors designation
• General designation (students must opt-out of the Core 40 Diploma designation in order to earn the General designation)

2. Learn and Demonstrate one (1) of the following Employability Skills options:
   • Completion of a project-based learning experience
   • Completion of a service-based learning experience
   • Completion of a work-based learning experience

3. Demonstrate at least one (1) of the following Postsecondary-Ready Competencies.
   • Honors designation: Fulfill all requirements of either the Academic or Technical Honors designation
   • ACT: Earn the college-ready benchmark scores
   • SAT: Earn the college-ready benchmark scores
   • Armed Services Vocational Aptitude Battery (ASVAB)
   • State- and Industry-recognized Certification
   • Federally-recognized Apprenticeship
   • Career-Technical Education Concentrator (C average or higher in at least six (6) high school credits in a career sequence)
   • AP/Dual Credit (C average or higher in three (3) courses)

ASVAB

The State of Indiana has new requirements for graduation that will apply to the class of 2023 called Graduation Pathways. The State allows students in the classes of 2022 to opt into the new Graduation Pathways system which does not require the ISTEP exam. The new Graduation Pathways system offers multiple ways to show graduation proficiency one of which is the ASVAB exam. The ASVAB is a career identification type assessment used by schools and the United States Mili-
Students taking this exam need to score a 31 in order to meet one of the qualifications under the new Graduation Pathways system.

**Library/Media Center (LMC)**

- The library is open from 8:20 a.m. to 3:50 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 at the circulation desk.
- Students who go to the library during lunch must have a blue pass from the cafeteria monitor and sign in at the circulation desk. No food or drink is permitted in the library, with the exception of water in a sealed container.
- Students who need to work in the library during Academic Lab (AL) must have a pass from the assigning teacher and check in with a librarian. The assigning teacher must add the student to the shared AL Google sheet.
- School ID is required to checkout library and textbooks.
- Library Books: The circulation period for library books is three (3) weeks. If library materials are not returned promptly by the student, that student will be restricted from circulation of additional materials until overdue items and fines have been submitted and all obligations have been met. Lost/damaged materials will be replaced at the student's cost.

**Makeup Work**

The responsibility for making up work rests with the student after communication with the teacher. When a student is absent for one or two days, it is recommended that assignments and homework be obtained from the course Canvas page, or by contacting the teacher or a classmate. If the absence is for a period of three days or more, parents should check assignments online or contact teachers by phone or email. This makeup work may be picked up in the NHS Counseling Office.

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 due dates for that work. To insure 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 truancies are to be completed.

**Schedule Changes**

Noblesville High School students are encouraged to invest quality time in planning their schedules for the following school year. Such planning should consist of consultation with parents, school personnel, fellow students, college personnel, and anyone who might provide insight in helping students make wise decisions in planning their academic programs.

Noblesville High School provides ample time for every student and their parents to make a firm decision regarding the student’s program plan for the following year. Each student is given the time from their initial scheduling meeting with their counselor in January/February until the last student day of the school year to make revisions to their schedule for the following school year. Once summer break begins, changes will generally only be made as a result of changes in a student’s career/college planning, academic misplacement, or past failure of a
course. All other changes will be made sparingly and will require administrative approval.

The rationale for adhering to these standards is based upon: 1) maintaining the academic rigor of the student’s schedule; 2) the expectation that the parent and student carefully studied the courses in choosing the best curricular preparation; 3) the enrollment imbalance that results when large numbers of changes are granted; 4) the fact that staffing decisions are based upon student course selections and course changes could affect the balance of our staffing efforts.

**Note:** Requests to change a student’s teacher or the student’s lunch period will not be granted.

**Retaking Courses**

Students who wish to retake a course in order to improve the grade may do so in consultation with their counselor and/or grade-level administrator. Students may only retake a course one time.

When retaking a course, the original grade and the grade earned when the class is retaken will both appear on the student’s transcript. The higher grade will be associated with the credit and factored into the student’s GPA. The lower grade will remain on the transcript with a notation “R” that the course was retaken but it will not be included in the calculation of the student’s GPA.

Incoming ninth graders receiving a C+ or lower in Spanish I, Algebra I, or Geometry in eighth grade will automatically be scheduled to retake those courses at Noblesville High School during their freshman year.

Parents who wish to forego the recommended placement of a student for a class may seek approval to do so by completing and submitting a Course Recommendation Override Form, which is available in the Counseling Office.

A request to retake a course may be denied if the course or its equivalent is no longer available or if placing a student in a particular class causes the class size to be excessive as determined by school administration.
Auditing Courses

Students transferring to Noblesville High School may audit a class for no grade and no credit if deemed appropriate. The teacher of the requested course, the student’s counselor, and an administrator must give consent for the student to audit a course.

A student auditing a course is required to adhere to the attendance, testing, and any other course requirements as established by the instructor in the specific course being audited. An audited course is not counted or used when calculating GPA, but will show up on the student’s transcript as “AU.”

An administrator may withdraw consent at any time during the course.

Charges for Curricular Materials

Textbooks can be checked out from the library and are available for the student’s use during the semester(s) that they are enrolled in the class.

Students are charged for curricular materials that will be used in classes for which they have enrolled. The charges are based on individual courses chosen by the student.

Invoices for rental and purchase of curricular materials will be available on the PowerSchool Parent Portal by early September. Payment can be made online with credit card (Visa or MasterCard) or electronic check. Payment may also be made by check or cash through the school treasurer.

Transcripts for scholarships and other reasons should see the secretary or registrar in the NHS Counseling Office.

Students who withdraw from school may receive a prorated refund of their charges for curricular materials. However, many consumable materials used in classes lose all of their value once they have been used for any part of a class.
Textbooks must be returned at the end of the semester/school year, as appropriate. Fines and fees may be assessed if books are determined to be damaged beyond normal usage.

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.
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:

Laura Denis, Director of Student Services
18025 River Road
Noblesville, IN 46062
(317) 773-3171

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 the school principal, clearly identifying the records they want to inspect and review.
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.

   a) Parents or eligible students who wish to ask Noblesville Schools to amend a record should write 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.

   a) 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.
b) 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.

c) 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”:

i) Student’s name

ii) Student’s age

iii) Student’s address and phone number

iv) Student’s date and place of birth

v) Major field of study

vi) Grade level, school, class assignment, and teacher

vii) Earned or received awards (including Honor Roll)

viii) Participation in officially recognized activities and sports, and weight and height of members of athletic teams

ix) Dates of attendance and date of graduation

x) A school photograph

xi) Student work for display at school at discretion of the teacher

xii) Videotape of children participating in school activities

xiii) Photograph of student taken during school activities to be used on Noblesville Schools’ or Noblesville School 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). Students shall not be identified by
full name in the photographs unless express parental consent has been received in advance.

xiv) 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.

xv) 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 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) -

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

Receive notice and an opportunity to opt a student out of -
1. Any other protected information survey, regardless of funding;
2. 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
3. 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 -
1. Protected information surveys of students;
2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
3. Instructional material used as part of the educational curriculum.

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

Noblesville Schools has adopted Policy 9131 – Right to Inspect Certain 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 of 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 Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, S.W.
Washington, D.C. 20202-8520

Equal Opportunity Statement

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

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

**Title IX Coordinator (sex)**
Laura Denis, Director of Student Services, 18025 River Road, Noblesville, IN 46062, (317)773-3171.

**Section 504 Coordinator (disability)**
Laura Denis, Director of Student Services, 18025 River Road, Noblesville, IN 46062, (317)773-3171.

**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 Mrs. Robin Phelps, Chief Financial Officer as the Indoor Air Quality Coordinator. She 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:

1. 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.

2. Provide awareness training and additional training to selected employees.

3. 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 Mrs. Robin Phelps, 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

A. 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;

B. Provide the name and phone number of the person to contact for information regarding pest control;

C. 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;

D. Provide notice of planned pesticide applications to parents and employees who have requested advance notice;

E. Maintain 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 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 (Article 7, IDEA), 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 at


**Non-discrimination and Anti-Harassment**

It is the objective of the Board of School Trustees 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 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.
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 by clicking the following link: https://drive.google.com/file/d/0B8XChazxCYhJWjZEOHFS-M3hKSm8/view

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 Wellness Policy (8510) can be found by clicking on the following link: http://www.neola.com/noblesville-in/search/policies/po8510.htm

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.

Students have the option of bringing their own lunch from home and purchasing a variety of drinks 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 at https://www.noblesvilleschools.org/domain/43 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. We encourage families to utilize https://www.k12paymentcenter.com for quick and convenient online payments. The payment center allows families to view account balances, transfer funds between students, and customize low balance reminders. Cash and checks will only be accepted in Student Services prior to meal service and must be in a sealed envelope with the student’s first name, last name, and account number.

Free and Reduced Priced Meals

Both breakfast and lunch will be free to all students for the entire school year. While meals may be free, it is still important to complete a free and reduced meal application. If approved for free or reduced meals, you’ll also receive free circular materials. A new application must be completed every school year after July 16, unless you are otherwise notified that your student has been pre-approved through
Direct Certification. Only one (1) free or reduced meal application is required per family. If your family chooses to apply there are two (2) ways to do so:

Complete an application online for quick processing. Please visit: [https://www.lunchapplication.com/](https://www.lunchapplication.com/)

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 returned to any school office, cafeteria, or mailed to the Education Services Center. You will be notified by e-mail of your student's status within 10 working days.

**Lunch Charge Policy**

Students will not be permitted to charge snacks or beverages. Money must be on account for these purchases. School meals will be free to all students regardless of meal status. To learn what makes a meal and view menus visit us at: [https://www.noblesvilleschools.org/Page/8631](https://www.noblesvilleschools.org/Page/8631).

**Non Discrimination Statement**

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact
USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: How to File a Complaint, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

1. Mail: U.S. Department of Agriculture
   Office of the Assistant Secretary for Civil Rights
   1400 Independence Avenue, SW
   Washington, D.C. 20250-9410;

2. Fax: (202) 690-7442; or

3. Email: program.intake@usda.gov

**Noblesville 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!
Freshman Center
## Locker Locator Sheet

"Where is my locker?"

### 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**

<table>
<thead>
<tr>
<th>Locker #</th>
<th>Your Locker is Close to Room(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1000 - 1077</td>
<td>1204, 1202, 1200</td>
</tr>
<tr>
<td>1078 - 1200</td>
<td>1205, 1207, 1231</td>
</tr>
<tr>
<td>1201 - 1278</td>
<td>1217, 1216, 1215, 1213</td>
</tr>
<tr>
<td>A1201 - A1283</td>
<td>1214, 1212</td>
</tr>
<tr>
<td>1279 - 1299</td>
<td>1234</td>
</tr>
<tr>
<td>1300 - 1411</td>
<td>1223, 1225, 1227</td>
</tr>
<tr>
<td>1412 - 1447</td>
<td>1224, Across from 1225</td>
</tr>
<tr>
<td>A1448 - A1519</td>
<td>Across from 1229, 1230,1232</td>
</tr>
<tr>
<td>1529 - 1529</td>
<td>1229, 1230, 1232</td>
</tr>
<tr>
<td>1530 - 1666</td>
<td>Across from 1238, 1240, 1242</td>
</tr>
<tr>
<td>A1654 - A1668</td>
<td>1238, 1240, 1242</td>
</tr>
<tr>
<td>1645 - 1646</td>
<td>1233</td>
</tr>
<tr>
<td>A1669 - A1681</td>
<td>1230, 1231</td>
</tr>
<tr>
<td>1669 - 1761</td>
<td>1243, 1244, 1246</td>
</tr>
<tr>
<td>1762 - 1820</td>
<td>1258, 1259</td>
</tr>
<tr>
<td>1821 - 1950</td>
<td>1255, 1253, 1251, 1249, 1248, 1245</td>
</tr>
</tbody>
</table>

**SECOND FLOOR**

<table>
<thead>
<tr>
<th>Locker #</th>
<th>Your Locker is Close to Room(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2000 - 2061</td>
<td>2205, 2204, 2202, 2200</td>
</tr>
<tr>
<td>B2054 - B2080</td>
<td>Across from 2205</td>
</tr>
<tr>
<td>2062 - 2197</td>
<td>2207, 2209, 2211</td>
</tr>
<tr>
<td>2198 - 2279</td>
<td>2213, 2215, 2216, 2217</td>
</tr>
<tr>
<td>B2211 - B2239</td>
<td>2214</td>
</tr>
<tr>
<td>2280 - 2320</td>
<td>2223, 2224</td>
</tr>
<tr>
<td>2321 - 2348</td>
<td>2225, 2227, 2228</td>
</tr>
<tr>
<td>2439 - 2475</td>
<td>2226, Across from 2227</td>
</tr>
<tr>
<td>2476 - 2561</td>
<td>22,292, 231</td>
</tr>
<tr>
<td>2562 - 2701</td>
<td>2236, 2237, 2256, 2257, 2258, 2260, 2261</td>
</tr>
<tr>
<td>2702 - 2814</td>
<td>2239, 2241, Across from 2238, 2240, 2242</td>
</tr>
<tr>
<td>2815 - 2905</td>
<td>2236, 2240, 2242, Across from 2239 and 2241</td>
</tr>
<tr>
<td>2906 - 3007</td>
<td>2243, 2244, 2245</td>
</tr>
<tr>
<td>3008 - 3117</td>
<td>2253, 2251, 2248, 2247</td>
</tr>
</tbody>
</table>

### 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**

<table>
<thead>
<tr>
<th>Locker #</th>
<th>Your Locker is Close to Room(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>F1000 - F1061</td>
<td>1060, 1062, 1064, 1065</td>
</tr>
<tr>
<td>F1062 - F1128</td>
<td>1061, 1063, 1066</td>
</tr>
<tr>
<td>F1129 - F1170</td>
<td>1066, 1069</td>
</tr>
<tr>
<td>F1171 - F1212</td>
<td>1067, 1068</td>
</tr>
<tr>
<td>F1213 - F1216</td>
<td>1070</td>
</tr>
<tr>
<td>F1217 - F1234</td>
<td>1070, 1071, 1072</td>
</tr>
</tbody>
</table>

**SECOND FLOOR**

<table>
<thead>
<tr>
<th>Locker #</th>
<th>Your Locker is Close to Room(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>F2000 - F2085</td>
<td>2081, 2080, 2078, 2076</td>
</tr>
<tr>
<td>F2086 - F2133</td>
<td>2074, 2073</td>
</tr>
<tr>
<td>F2134 - F2230</td>
<td>2079, 2077, 2075</td>
</tr>
<tr>
<td>F2231 - F2276</td>
<td>2075, Across from 2073 and 2074</td>
</tr>
<tr>
<td>F2277 - F2358</td>
<td>2060, 2062, 2064</td>
</tr>
<tr>
<td>F2359 - F2406</td>
<td>2061, 2063, 2066</td>
</tr>
<tr>
<td>F2407 - F2448</td>
<td>2066, 2069</td>
</tr>
<tr>
<td>F2449 - F2490</td>
<td>2067, 2068</td>
</tr>
<tr>
<td>F2491 - F2494</td>
<td>2070</td>
</tr>
<tr>
<td>F2495 - F2562</td>
<td>2069, 2071, 2072</td>
</tr>
</tbody>
</table>
Locker Map

Main Campus

NHS Locker Map

First Floor Lockers

Second Floor Lockers