

WEST WARWICK HIGH SCHOOL

Home of the Wizards

Student Handbook

2021-2022



Mrs. Jessica Hassell

Principal

Mr. Michael Green

Assistant Principal

Mr. Steve Alves

Assistant Principal

Mr. Richard Grenier

Dean of Students



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WEST WARWICK SCHOOL COMMITTEE

Mr. Steven Lawton, Chairperson

Mr. Rene Coutu

Mr. Luis Colon

Mrs. Susan St. Amand

Mr. Joseph DiMartino

ADMINISTRATION

Administrator	Phone
Mrs. Karen A. Tarasevich, Superintendent of Schools	821-1180
Mrs. Jessica Perry, Director of Special Education	822-8432
Mr. James R. Monti, Jr., Director of Educational Reform, Compliance & Technology	822-8435
Mrs. Melissa LeBlanc, Director of Human Resources	822-8437
Mr. Phil Solomon, Director of Secondary Schools	825-6650
Mr. Keith Remillard, Director of Federal Programming and Innovative Practice	822-8435
Mr. Joseph Spagna, Director of Financial Operations	825-6532
Mr. Kenneth Townsend, Director of Property Services & Transportation	822-8443
Mr. Joseph Renzi, Principal of Maisie Quinn School/Assistant Special Education Director	822-8432
Mr. Frank Mealy, Assistant to the Director of Educational Reform, Compliance & Technology	822-8435

HIGH SCHOOL TELEPHONE & FAX NUMBERS

Main Office	821-6596 or 822-8438
Athletic Director	822-8444
Dean of Students	825-6536
Guidance Office	822-8441
Library/Media Center	822-8484
Nurse's Office	822-8483
Main Office Fax	823-8473
Guidance Office Fax	821-8181

Approved by the West Warwick School Committee - May, 2021

WWHS Mission Statement

West Warwick High School is committed to provide rigorous instruction to foster creativity, critical thinking, communication, collaboration and cultural awareness in order for students to become ethical, productive and responsible citizens in a global technological society.

Core Beliefs

WWHS is committed to the following beliefs about learning: All students...

- have the opportunity to become successful.
- embody personal qualities which enhance our school and community.
- can apply critical thinking skills to solve problems.
- will bring best practices to their classroom on a daily basis.
- will have the skills necessary to succeed in a post-secondary educational institution or a career.

Graduation Expectations

Upon graduation it is expected that all students will:

ACADEMIC

- read actively and critically by demonstrating accuracy, fluency, comprehension and confidence.
- use multiple sources of information in diverse formats to make informed decisions and promote critical problem solving skills.
- communicate and collaborate effectively through speaking, listening and writing.
- creatively express and engage themselves in the arts.

SOCIAL and CIVIC

- initiate the process of developing a plan for post-secondary education/career pathway.
- demonstrate appropriate personal, interpersonal and professional skills needed to succeed in a global society.
- demonstrate the habits necessary to maintain a healthy lifestyle.
- recognize and respect the diverse nature and culture of the school population and community.
- make a positive impact by participating in school and community activities/functions.

West Warwick High School Home-School Compact

The West Warwick High School community is committed to helping students achieve and mature. We believe we can accomplish this best when the home and school join forces to work together.

WEST WARWICK HIGH SCHOOL STAFF

The staff is committed to high expectations for themselves and all students. In order to achieve this commitment, they agree to:

- provide a safe, orderly learning environment
- foster a climate stressing respect and responsibility for all
- provide a rigorous, diverse academic program to meet the needs of all students
- provide extra and co-curricular activities to enhance all students' interests
- apprise parents about students' attendance and tardiness
- communicate policies and procedures annually through the Student Handbook
- provide academic progress for all students through interim reports, report cards, and the ASPEN parent portal
- communicate through weekly reports, as needed, with the Guidance Department
- provide news and activities through the WWHS website, the ASPEN parent portal, the Principal's Newsletters, mailings, and electronic messages



If you would like to visit the WWHS Website, just click on the picture above.

WWHS Parent and Teacher Communication Dates for 2021-2022

Open House

This is an opportunity for parents and guardians to visit student classrooms and meet their child's teachers. Individual parent-teacher conferences will be held as stated above. The Open House for this year is to be held:

September 16, 2021 (6:00-8:00) - Details to Follow

Parent-Teacher Conferences

Conferences with staff are encouraged and should be scheduled in advance. Parents and guardians are welcome to make appointments with teachers any time by calling their child's guidance counselor. Parents and guardians should report to the main office upon arrival. Two nights of Parent-Teacher conferences are scheduled during the school year. Parents and guardians will be notified in advance by letter and asked to fill out and return an appointment slip. A half-day release will be conducted for all students on these days. The conferences for this year are to be held:

Fall: TBD

Winter: TBD

Interim Reports

All students receive interim reports halfway through each quarter, which indicate the students' progress academically and behaviorally.

Term 1: October 8, 2021

Term 2: December 17, 2021

Term 3: March 4, 2022

Term 4: May 20, 2022

Report Cards

Report cards are handed out to the students in the Advisory Class.

Term 1: November 12, 2021

Term 2: January 28, 2022

Term 3: April 8, 2022

Term 4: June 15, 2022

First Quarter: August 31, 2021 - November 5, 2021 (47 Days)

Second Quarter: November 8, 2021 - January 21, 2022 (43 Days)

Third Quarter: January 24, 2022 - April 1, 2022 (45 Days)

Fourth Quarter: April 4, 2022 - June 15, 2022 (46 Days)

West Warwick School Department Holidays and Vacations for 2021-2022

September 6, 2021	Labor Day
October 11, 2021	Columbus Day
November 11, 2021	Veteran's Day
November 24-26, 2021	Thanksgiving Recess
December 23, 2020 - Jan 1, 2022	Holiday Recess
January 17, 2022	Martin Luther King, Jr. Day
February 21, 2022	President's Day
February 21-25, 2022	Winter Recess
April 15, 2022	Good Friday
April 18-22, 2022	Spring Recess
May 30, 2021	Memorial Day

Important Dates

August 30, 2021	Teacher Orientation Day
August 31, 2021	First Day for Students (Gr. 1-12)
September 27, 2021	Professional Development/Distance Learning
October 25, 2021	Professional Development/Distance Learning
December 8, 2021	Full Day of School for Students: Parent-Teacher Conference
March 14, 2022	Professional Development/Distance Learning
March 23, 2022	Student Half Day; Parent-Teacher Conference
May 9, 2022	Professional Development/Distance Learning
June 15 2022 or 181 st day	Last Day of School
June 3, 2021	Graduation Day

Terms

1 st Quarter (47 days)	August 31, 2021 – November 5, 2021
2 nd Quarter (43 days)	November 8, 2021 – January 21, 2021
3 rd Quarter (45 days)	January 24, 2022 – April 1, 2022
4 th Quarter (46 days)	April 4, 2022 – June 15, 2022
1 st Semester (90 days)	August 31, 2021 - January 21, 2022
2 nd Semester (91 days)	January 24, 2022 – June 15, 2022

West Warwick High School: Grading Scale

Letter grades are listed on report cards and permanent transcripts. The numeric grade ranges for each letter designation with grade point designations are as follows:

Regular Grade Table

Grade Points	Letter Grade	Grade Scale
4.34	A+	96.5-100
4.00	A	92.5-96
3.67	A-	89.5-92
3.33	B+	86.5-89
3.00	B	82.5-86
2.67	B-	79.5-82
2.33	C+	76.5-79
2.00	C	72.5-76
1.67	C-	69.5-72
1.33	D+	66.5-69
1.00	D	65.0-66*
0.00	F	< 65

Honors Grade Table

Grade Points	Letter Grade	Grade Scale
4.84	A+	96.5-100
4.50	A	92.5-96
4.17	A-	89.5-92
3.83	B+	86.5-89
3.50	B	82.5-86
3.17	B-	79.5-82
2.83	C+	76.5-79
2.50	C	72.5-76
2.17	C-	69.5-72
1.83	D+	66.5-69
1.50	D	65.0-66*
0.00	F	< 65

* - lowest passing grade

F (45-64) - eligible for summer school

F (0-44) - not eligible for summer school

Grades and Credits

High school promotion to the next grade level is based on credit accrual. The following outlines the process of students successfully acquiring a certain number of credits in order to be promoted to the next grade level.

Freshman Status	Grade 9	0 – 4 credits
Sophomore Status	Grade 10.....	5 – 10 credits
Junior Status	Grade 11	11 – 15 credits
Senior Status	Grade 12	16 or more credits

Grade Point Average (GPA) and Class Rank

The cumulative GPA is calculated in the fall of senior year, recalculated after Semester I, and following graduation. Class rank is assigned, provided on all transcripts and updated after each calculation. The GPA is based on an average of final grades for all high school level courses completed and is or may be the basis for final class rank, scholarships, college admittance and other recognitions.

West Warwick High School: Pathway to Graduation

Digital Portfolio, Pathway & End-of-Course Exams

- Acquire 23 Carnegie Units
- Participate in “End-of-Course” exams across discipline areas
- Create and successfully present Graduation Portfolio

Carnegie Credit Requirements

Note: Students will need to successfully complete the following Carnegie credits in the designated content areas: (1 credit = a full year of study)

Department or Discipline	Number of Units for Students Solely Enrolled at WWHS	Number of Units for Students Enrolled in Warwick Career and Technical Center
English	4.0 Credits	4.0 Credits
Mathematics	4.0 Credits of mathematics or 3.0 mathematics courses and 1.0 mathematics-related course	4.0 Credits of Mathematics, including 2.0 credits embedded in WCTC courses.
Social Studies	3.0 Credits to include at least 1 credit of US History	2.0 Credits to include at least 1 credit of US History
Science	3.0 Credits	2.0 Credits
Physical Education, Health & CPR	2.0 Credits	2.0 Credits
Fine Arts (Music, Art, or Drama)	.5 Credits	.5 Credits
Business or Industrial Technology	.5 Credits	.5 Credits
Electives (may include World Languages)	6.0 Credits	9.0 Credits in vocational education with .5 credits in WWHS electives

Note: Students will be required to demonstrate proficiency in English Language Arts, mathematics, science, US history/civics, the fine arts and technology according to the state standards as outlined by the RI Department of Education. Students will be able to meet the English Language Arts, mathematics, science, US history/civics, and technology proficiencies within the present Carnegie Unit requirements. Students will need to take additional musical, visual or drama art courses to meet the art proficiencies solely through courses at WWHS.

Graduation Portfolio Presentation

- All students will present their Graduation Portfolio to a review panel.

Comprehensive Course Assessments

- All students at WWHS will participate in the performance assessment portion of the Comprehensive Course Assessment.
- Guidance counselors and the Principal (or his/her designee) will use the Comprehensive Course Assessments to help determine a student's proficiency level.
- Comprehensive Course Assessments will not be the sole or the primary assessment to establish a student's proficiency level.

Transition Process for Students Entering or Exiting the System

- The issue of transfer students in and out of the West Warwick Public Schools will be handled on a case-by-case basis with the guidance counselor and the Principal (or his/her designee).
- The issue of assessing a student's proficiency level when they transfer into or exit West Warwick High School will be based on any and all data available.
- The student, their legal guardian, the guidance counselor and the Principal (or his/her designee) will determine an appropriate program towards graduation or an exit transition plan for the student regarding an appropriate plan of action in the best interest of the student.

Progress Monitoring of Proficiency Based Graduation Requirements

- Quarterly Report Cards and graduation portfolio progress reports are accessible through the Aspen parent portal.
- Individual Learning Plan (ILP) can be accessed through Way to Go RI.
- All students will receive progress-monitoring benchmarks on a yearly basis giving feedback regarding their progression towards meeting their WWHS Diploma System requirements.
- Intervention plans will be created as needed for students not meeting their PBGR benchmarks.

Senior Year Earned Credits Requirement

- All Seniors **must earn at least 4 credits** during their senior year of classes in order to graduate; regardless of how many total credits they have overall. This is designed to ensure students remain dedicated to academic achievement in their senior year of studies, regardless of their post-high school goals.

Faculty Appeals Process

- Faculty members at WWHS must participate in a variety of activities to ensure a comprehensive Proficiency Based Graduation Requirements system.
- Faculty members can appeal any decisions concerning task development and comprehensive course assessments (regarding issues of fairness and bias, alignment and validation).

Student Appeals Process

- Students through their legal guardian can appeal any decisions concerning a student's graduation status. All appeals will be initiated through the student's guidance counselor.

Policy Adopted: June 2007

Policy Revised: December 2014

STUDENT CLASS STATUS

To be considered a full status member of the sophomore, junior or senior class at West Warwick High School and eligible for all the rights and privileges extended to the respective classes, a student must have successfully earned the following credits:

Full Sophomore Class Status = 5 credits

Full Junior Class Status = 11 credits

Full Senior Class Status = 16 credits

*** 23 CREDITS are needed to GRADUATE**

West Warwick High School: Guidance and School Counseling Services



If you would like to visit the WWHS Guidance Web page, just click on the picture above.

Students are assigned a school counselor who works with the student throughout his or her high school career. School counselors implement a comprehensive school counseling program designed to address individual academic, personal, social, and career development needs to promote student success in school and beyond to afford students opportunities for post-secondary employment and educational pathways. School Counselors work collaboratively with the student support team, including the school nurse, psychologist, social worker, resource officer and other staff who are committed to student success. School Counselors are familiar with community resources and can refer students and families to appropriate support personnel.

Parents are encouraged to contact their child's school counselor by phone or email (see below) to enhance parent-teacher communication. The Guidance Office is open from 7:15 am to 2:00 pm daily. Students **and parents** should make appointments to meet individually with their school counselors. **Parents who arrive at school without a previously scheduled appointment may not be able to meet with their child's school counselor or teacher at that time.**

Add-Drop Policy and Schedule Changes

Changes in schedules must be made within the designated Course Add / Drop days, which include the **4 school days from the start of each semester**. One of the five following criteria must be met to allow for any changes:

1. Students were placed in a course without having completed the necessary prerequisites.
2. Students can demonstrate that they were placed in a course they didn't choose.
3. Students need another course to meet graduation requirements.
4. Students were placed in a course they had already successfully completed.
5. The Principal has given permission.

If one of the above criteria is met, the following procedures are to be followed:

- An appointment must be made to see a guidance counselor.
- The course is to be added or dropped during the designated Course Add / Drop days, which include **the 4 school days** from the start of each semester.
- All parties involved: parents, teachers, department leaders, must provide approval and signatures on appropriate add-drop paperwork.

Guidance and Counseling

Telephone: 822-8441

School counselors available to students:

A - Corn	Ms. Karen Moniz, Guidance Coordinator
Coro - Hou	Mr. Mark Beveridge
How - Pel	Mrs. Christine Bonas
Pem - Z	Mrs. Nancy Lydon

kmoniz@westwarwickpublicschools.com
mbeveridge@westwarwickpublicschools.com
cbonas@westwarwickpublicschools.com
nlydon@westwarwickpublicschools.com

Homework Policy

Homework is an integral part of high school classes to be completed outside of regular instructional times. It might include but not be limited to written assignments, study reviews, research, portfolios, and project preparation. Use of a daily agenda to write assignments down, establish regular study routines to complete all homework, and studying notes and texts is essential for success in high school courses.

Students: Homework is an extension of class activities and must be completed according to the requirements set by the teacher and according to policy guidelines written for the high school.

Parents: Parents and guardians are asked to help reinforce the importance of homework and encourage students to take responsibility for completing their own homework.

Parent Portal Communication: Any student, parent or guardian may access student progress using designated usernames and passwords provided by WWHS at the start of the school year.

Weekly Reports: Any student, parent or guardian may request a paper copy of a weekly report of the student progress from the school counselor. The student takes the report to each class for teachers to enter grades and comments and may provide the school counselor with a copy at the end of the school day. Parents sign the report, and the student returns the signed copy to Guidance on the following Monday.

Exam Procedures

In order to graduate from WWHS, all students must fulfill the requirements of the Diploma System as outlined in the West Warwick High School Program of Studies. This includes successful completion of required departmental end of course exams given at the end of the first and second semesters. Grades are averaged into the student's course grade so it is very important that students prepare and are present for exams. A special exam schedule will be provided for students and parents before exam dates. The following must be adhered to regarding exam participation:

- Students must be in school at the assigned times for exams. The only acceptable excuses for missing exams are those approved by an administrator, such as a funeral or documented medical excuse from a physician.
- Students are not allowed in the corridors during exams. Once a student enters an exam room, he or she must remain there until the end of the exam period. No hall passes will be issued.
- Students who **miss exams due to an unexcused absence will be penalized 10% per calendar day** after the regularly scheduled exam date.
- Students must turn in the textbook assigned to them and are responsible for paying for lost or damaged texts. Payment should be made prior to exam day so that exam time will not be interrupted.
- The WWHS Electronic Device's Policy is fully enforced during the entire exam period.

Make-Up Work

Students who have an excused absence from class will be given the opportunity to make up missed work in accordance with the following:

1. All make-up work is the responsibility of the individual student.
2. Upon returning to school from an absence, a student shall meet with each individual teacher within five (5) days to establish a schedule for completing make-up work due to absence, giving consideration to the length of student's absence, etc.
3. Any student who misses class as a result of a disciplinary infraction, ie., "class cut," etc., may be denied the right to make up missed work. Any student who misses class due to a non-discipline related unexcused absence will be allowed to make up missed work, but may be penalized 10 percentage points each day.
4. Make-up work will normally be completed outside regularly scheduled class time.

West Warwick High School: Student Recognition

West Warwick High School recognizes the many accomplishments of its students. Students will receive recognition for honor roll, perfect attendance, and other academic, athletic and musical achievements.

National Honor Society



The purpose of this organization is to create enthusiasm for scholarship, stimulate the desire for service, promote leadership, and develop character in the students of West Warwick High School.

To be a Member of the National Honor Society:

- Student Interest form to be completed: [Interest Form Here](#)
- Each Student must submit three teacher referral forms to become a member. [Teacher Reference Form Here](#)
- Membership is an honor bestowed upon a student. Selection for membership is determined by a Faculty Council and is based on outstanding scholarship, character, leadership, and service. Once selected, members have the responsibility to continue to exhibit these qualities
- To be eligible for membership one must be a member of the sophomore, junior or senior class.
- Selection procedures shall be determined in accordance with procedure established by the Faculty Council and may be changed as necessary.
- To be eligible for membership one must have a cumulative grade point average of 3.67 or A- or above. Students will be eliminated from the selection process if they, at any time, drop a course after receiving a failing grade at the quarter of semester marking period.
- A student is ineligible for membership if (s)he has received an unsatisfactory conduct or effort grade for one half or more of the marking period for a particular course.
- The student will be asked to complete a written essay in which (s)he demonstrates how (s)he have participated in co-curricular activities, which is an activity at a school in addition to the normal course of study, participated in community service, leadership, worthy character and why (s)he should invited to join NHS
 - The following website will help you to be able to write a good essay to be considered for National Honor Society: <https://essayclick.net/blog/national-honor-society-essay>

The application will be reviewed by the Faculty Council and rated according to the following point system:

1. **Grade Point Average (GPA) - 70%**
2. **Teacher Recommendation- 20%**
3. **Essay- 10%**
4. **A student must have a 90% or higher to become a member of NHS**

Timeline and Due Dates:

- [Interest Form](#), letter of intent and 3 teacher [Reference form](#) due by May 7th
- Notification of acceptance (via school email): May 18th
- Virtual National Honor Society Night: May 25th 7:00pm

National Honor Society Faculty Advisor: Mr. Terrance Prohaska

Rhode Island Honor Society

The purpose of the Rhode Island Honor Society is to recognize exemplary character and scholarship of Rhode Island high school students. Seniors who meet the following requirements are eligible and must submit an official transcript for consideration:

- grade 12 students with cumulative GPA of B+ (3.33) or above for all subjects combined after semester 1 of senior year
- no failing grade in any subject; cannot be failing at the time of award distribution
- student membership at WWHS for at least one semester
- has not dropped a class after receiving a failing grade at the quarter or semester
- has not received any “unsatisfactory conduct” grades for one half or more of the grading period
- student participation in extracurricular activities and community service
- student cannot be on social suspension

West Warwick High School: Schedule Rotation for Semester One Academic Year 2021 – 2022

Day A	Day B	Day C	Day D	Day E	Day F	Day G
1	7	3	2	1	3	2
2	1	7	3	2	1	3
3	2	1	7	3	2	1
4	6	5	4	7	6	5
5	4	6	5	4	7	6
6	5	4	6	5	4	7

West Warwick High School: Schedule Rotation for Semester Two Academic Year 2021 – 2022

Day A	Day B	Day C	Day D	Day E	Day F	Day G
4	6	5	4	7	6	5
5	4	6	5	4	7	6
6	5	4	6	5	4	7
1	7	3	2	1	3	2
2	1	7	3	2	1	3
3	2	1	7	3	2	1

West Warwick High School: Bell Schedule for 2021-2022

Regular Bell Schedule for Monday, Wednesday & Thursday

PERIOD	TIME
1	7:30 – 8:28
2	8:32 – 9:28
3	9:32 – 10:28
4	10:33 – 12:07
Lunch 1: 10:33 – 10:55 Lunch 2: 10:57 – 11:19	Lunch 3: 11:21 – 11:43 Lunch 4: 11:45 – 12:07
5	12:11 – 12:56
6	1:00 – 1:45

Advisory Bell Schedule for Tuesday & Friday

PERIOD	TIME
1	7:30 – 8:18
2	8:21 – 9:09
3	9:12 – 10:00
Advisory	10:03 – 10:29
4	10:33 – 12:07
Lunch 1: 10:33 – 10:55 Lunch 2: 10:57 – 11:19	Lunch 3: 11:21 – 11:43 Lunch 4: 11:45 – 12:07
5	12:11 – 12:56
6	1:00 - 1:45

West Warwick High School
2021 – 2022
School Closings and Delays

When weather conditions warrant closing or delay in the opening of school, television and radio stations will be notified by 6:00 a.m. **Parents and students should listen to these broadcasts or check the news station websites rather than call the school.** The following schedule will be used on any school day when an **one hour delay** is in effect.

One-Hour Delay: Bell Schedule & Period Rotation

Note: There will be no Advisory Period. We will still abide by the seven period schedule with “one period” dropped daily.

Warning Bell:	8:25	Instructional Time
1 st Period:	8:30 – 9:10	40 minutes
2 nd Period:	9:14 – 9:54	40 minutes
3 rd Period:	9:58 – 10:38	40 minutes
4 th Period:	10:43 – 12:17 (94 minutes)	70 minutes
	Lunch 1: 10:43 – 11:05 (22 minutes)	
	Lunch 2: 11:07 – 11:29 (22 minutes)	
	Lunch 3: 11:31 – 11:53 (22 minutes)	
	Lunch 4: 11:55 – 12:17 (22 minutes)	
5 th Period:	12:21 – 1:01	40 minutes
6 th Period:	1:05 – 1:45	40 minutes
Student Dismissal: 1:45		Total Time of Instruction: 270 minutes

West Warwick High School: Advisory Program

Note: Students will participate in our Advisory Program on Tuesday and Friday (10:03 - 10:29).

The Rhode Island Department of Education defines advisories as a structure by which every student is assigned to a responsible adult who is knowledgeable about that student and tracks his or her progress. A primary focus of advisories in the West Warwick School System will be the development of self-concept among students. The objective of forging advisor-advisee relationships and participation in advisory activities will be dedicated to the facilitation, development and refinement of while developing relationships and community awareness.

While developing self-concept, students will take an objective and critical view of past progress and future goals as students, workers and community members. The individual learning plan (ILP) will be developed and maintained during the advisory period and guidance counselors. Through the ILP process, students will assess and enhance their current academic, career, and personal-social skills. They will work to define goals for life after high school.

Students who develop and continually refine their self-concept become more goal-oriented and cognizant of the positive and negative consequences of their actions. By viewing themselves in the context of how they relate with fellow students, advisors, the community and the world of work, they define who they are and who they want to become. The end result of a successful advisory program is an increased number of students who understand the relationship of academics to the world of work, life at home, and in the community and internalize the importance of succeeding in school.

West Warwick High School: 2021-2022 Clubs & Activities

Broadcasting Club	Mock Trial
Chess Club	National Honor Society
Chorus	Rhode Island Honor Society
Concert Band	SADD/DARE Role Models
Drama Club	Ski Trip
French Club	SMILE
Gay/Straight Alliance	Spanish Club
Interscholastic League Sports	STEM Club
Italian Club	Student Council
Jazz Band	Tri-M Music Honor Society
Leadership Circle	VASSA
Magic Club	Visual Arts Honor Society
Magic Word (Student Newspaper)	World Language Honor Society
Math Club	Yearbook (West Warwick Chronicle)

West Warwick High School: Warwick Career and Technical Center

It is a privilege for students to attend the Warwick Career and Technical Center (WCTC). Students may apply after they have earned five 5 high school credits and complete an assessment and selection process. Students attending the Warwick Career Center must adhere to the following:

- West Warwick High School students must use the bus transportation provided to and from the WCTC. Refusal to comply with this provision will result in disciplinary consequences.
- Excessive student absences while attending the vocational program may result in program dismissal.
- Students must maintain a “C” average or better to remain in the vocational program.
- Inappropriate behavior or language while at the WCTC or on the bus will not be tolerated. Appropriate consequences will be enforced.
- (Semester 2) Senior students participating in approved internships off-campus will be allowed to provide their own transportation with parental approval and completed permission forms.
- Students are reminded that the vocational program is preparation for a career that will bring many opportunities for success. Many students are rewarded for accomplishments through scholarships to colleges or technical schools, VICA awards and other recognitions.

The West Warwick School Department, in conjunction with the State Department of Education and the Warwick Career and Technical Center, is offering a unique opportunity to those students who wish to begin their career preparation in Grade 10.

Accepted students will attend classes at the designated career center location for three periods per day and attend WWHS three periods per day. Specific career center programs are offered at WCTC Complex, Pilgrim High School, Warwick Veterans High School, and West Warwick High School.

The purpose of this program is to provide students with opportunities to gain specialized career training, skills and internship experience within their high school curriculum. After three years of in-depth training, students are ready to choose further education in colleges or technical schools after graduation or may join the workforce. Students should apply through their WWHS guidance counselors.

Career Opportunities at the Career & Technical Center

Academy of Finance

Advertising Design

Automotive Technology

Aviation

Children and the Elderly

CISCO Academy

Commercial Food Preparation

Computer Technology

Construction Trades

Cosmetology

Electronics/Computer Repair

Electricity

Engineering Graphics Technology

Facilities Operations & Management

Fashion Merchandising

Health Occupations

Machine Skills

Marine Trades

Travel and Tourism

West Warwick High School: School Dances, Social Events, & Athletic Events

School Dances & Social Events

School dances are normally held on a Friday or Saturday night. Major dances of the school year include the Homecoming Dance, the Winter Ball, the Freshmen/Sophomore Semi Formal, the Junior Prom and the Senior Ball. Classes and clubs sponsor student dances throughout the year. Students attending dances must arrive at the event within 30 minutes of the start of the dance and stay for the entire evening.

- Appropriate dress is required at all school functions.
- Students must be in school on the day of the dance. For dances held on Saturday, students must be in school all day on Friday. **Students on social suspension, in-school suspension or out-of-school suspension are not eligible to attend.**
- Students and guests of WWHS who are attending high school functions must be age appropriate, not enrolled below Grade 9, or over the age of 20.
- All guests of WWHS students must fully complete a guest voucher and provide a picture ID for each dance they are attending.
- No grinding on a dance partner or engaging in other dancing that is either dangerous or viewed as sexual in nature will be allowed.
- Couples must face each other while dancing.
- If a student is no longer attending WWHS or any other recognized high school during or before their year of graduation, they will not be allowed to attend any WWHS dances for the entirety of that school year.
- A breathalyzer test will be administered to all students and their guests upon entering all dances and post-prom events.
- Students and guests who are in violation of any WWHS dance rules or policies will be asked to exit the event and will not be allowed to attend another WWHS dance for the remainder of the school year and/or the following school year.

Sporting Events

All in attendance at West Warwick High School Sporting Events, **both home and away**, will be expected to strictly adhere to the rules and regulations detailed below. (*RIIL Rules and Regulations Article 12, Section 3, Clause F*)

The Parent/Spectator:

1. Will respect the integrity and judgment of game officials.
2. Will be respectful of all players, coaches, officials and other spectators.
3. Will never target anyone for abuse whether it be physical, verbal or emotional.
4. Will never engage in name-calling, taunting, harassment, obscenities, and any other disrespectful language or gestures.
5. Will always be a positive role model for other spectators and your child.
6. Will cheer for your team, not against your opponent.
7. Will make an effort to know and understand the rules of the game.
8. Will recognize that attending a middle or high school athletic contest is a privilege, not a license to verbally assault officials, coaches or opposing team(s) and their spectators.
9. Will recognize and show appreciation for an outstanding play by either team.
10. No parent / spectator is ever allowed onto the court or playing field unless directed to do so by a coach or school official.

Note: Any violation of these rules will result in immediate ejection from our stands, our building, our school property, and result in the loss of having the privilege to attend any future West Warwick Public School Events.

West Warwick High School: Interscholastic League Athletics



If you would like to visit the WWHS Athletic page, just click on the picture above.

The Interscholastic League athletics offered at WWHS:

Baseball (Co-Ed)	Tennis (Boys & Girls)
Basketball (Boys & Girls)	Competitive Cheerleading (Co-Ed)
Cross Country (Boys & Girls)	Game Day Cheerleading (Co-Ed)
Football (Co-Ed)	Gymnastics (Co-Ed)
Softball (Girls)	Soccer (Boys & Girls)
Indoor Track (Boys & Girls)	Wrestling (Co-Ed)
Outdoor Track Track (Boys & Girls)	Volleyball (Boys & Girls)
Golf (Co-Ed)	Unified Basketball (Co-Ed)
Ice Hockey (Co-Ed)	

Eligibility Policy

To participate in any interscholastic athletic event:

- All students must maintain passing grades. Three or more F's earned in the last grading period for quarters 1, 2, and 3 or superseded by three or more Fs as cumulative yearly grades in quarter 4 will render a student ineligible immediately for the current or upcoming sports season. These grades will be used to determine academic eligibility.
- All incomplete grades caused by excused absences may be made up, outside of regular class time. Per RIIL Policy, all incomplete grades will be calculated as failing grades until course grades are entered.
- Students must be in good standing; unbecoming behaviors may result in temporary or permanent revocation of athletic privileges. All co-curricular activities are seen as an extension of our school, therefore, all school rules and behavioral expectations extend into all co-curricular activities.
- Students added to social suspension in the 4th quarter of the school year will be prohibited from participation in all summer activities and will remain on social suspension until the first day of the following school year. Violations will result in removal from the activity and loss of team privileges in the upcoming school year.

To participate in any athletic event or practice held after school on a particular day:

- Students must be marked present and in school at least half of the school day.
- If a student has an unexcused dismissal they will not be eligible to participate in any athletic related event or activity unless approved by a building administrator. The building principal will be the final arbitrator in all daily eligibility instances.
- Students must participate in physical education, unless a medical excuse is received. The building administrator may grant permission in extenuating circumstances.
- If a student is suspended from school, they are not to participate in any athletic related events including games, practices, scrimmages, matches, etc. for the duration of the suspension. The building principal will be the final arbitrator in all daily eligibility instances.
- Every student must satisfactorily pass a physical examination from a school or private physician.
- **Students must complete the West Warwick School Department Interscholastic school participation forms (RIIL Assumption of Risk Form) and have school-approved insurance (see page 18).**
- All student-athletes must participate in a mandatory substance abuse meeting each season.

[Rhode Island Interscholastic League Website \(Forms\)](#)

Health Insurance

A group accident insurance plan is available to all students at a low cost. Students will be covered to and from school, during the school day, at school-sponsored events, and on authorized field trips. **It is required that athletes purchase this insurance or sign a form waiving this requirement.** In the event of injury, students must immediately report the incident to the coach and, on the next school day, to the school nurse.

West Warwick High School: Health and Safety

Medical Assistance

- Any student who becomes ill requires a pass from his or her teacher to report to the clinic.
- Upon a nurse dismissal, the student's parent or guardian will be contacted. In the event the nurse is unavailable, students are to report to an administrator, who will contact the parent or guardian.
- Parents are responsible for providing transportation for the student in the event of illness.
- No student is allowed to leave the building without the permission from the nurse or a school administrator.
- If a student has an unexcused absence for the day, he or she will be ineligible to participate in any school-sponsored activity scheduled for that day.
- Thundermist Health Services is available for all students of families who have enrolled and applied for health services. Students must report to the high school nurse first to schedule an appointment.
- Any dismissal before 10:30 a.m. is designated an absence for the school day.

Medication Policy

No medication of any kind (prescription or **over the counter such as Tylenol**, etc.) will be given to a student without a permission form signed by a parent or guardian. These forms are available in the WWHS clinic.

Fire Drill, Evacuation and ALICE Protocol

Regularly scheduled drills are required by law and are an important safety precaution. Fire and evacuation drills require all parties to exit the building. A lockdown drill requires lockdown of the building. It is essential that when the first signal is given, students respond quickly and quietly. At the beginning of the year, teachers will review the evacuation and lockdown procedures as well as the ALICE protocols with all students to ensure their safety. Evacuation plans are posted in every classroom.

For safety's sake, it is imperative that the building exit process is quiet, orderly and quick. **Teachers must take attendance during drills, so students should remain with their teachers as directed. During a lockdown, be certain the "ALL CLEAR" announcement is made prior to resuming the schedule.**

Disabled students should report to the **"area of refuge"** as follows:

1st Floor – Administrator's Offices

2nd Floor – Top of stairs near the Media Center/Library

ELEVATORS ARE NOT to be used during Fire Drills or Evacuations!

West Warwick High School: Student Procedures & Policies

Before and After School Hours

There will be no loitering in school or on school grounds at the beginning or end of the school day and/or at the end of a school activity. Students will not be permitted to enter the school building before 6:30am. Students waiting for a ride after school must wait in the front foyer of the building and must exit the building and school grounds no later than 2:45pm. Students waiting for a sibling who attends Deering Middle School must have a permission slip signed by a parent and returned to a West Warwick High School Administrator. Students in violation of this policy will receive disciplinary consequences up to and including out of school suspension.

Cafeteria Procedures

- Breakfast and lunch are available in the cafeteria for high school students.
- Students are assigned designated lunch times.
- **No food or drink is allowed outside the cafeteria** including water or drink bottles.
- Milk, drinks and snacks are to be consumed at the cafeteria tables, not in hallways or classrooms.
- Students are expected to show school pride by keeping their cafeteria, hallways and classrooms clean.
- Free or reduced lunches are available to those who qualify through applications from the main office.
- **All students must reapply for free or reduced lunches each school year before October 1.**

Computers and Chromebooks

Students using computers for purposes other than academics **will lose the privilege** of computer use and access. School issued devices may be confiscated for a length of time deemed appropriate by an administrator.

Dress Code Policy

All students at West Warwick High School are expected to keep in mind that they are attending an educational facility. Good grooming and proper attire contribute to the learning environment. This aspect of learning prepares students to know how to dress appropriately for the future workplace.

Note: Final judgment regarding the appropriateness of a student's attire as it relates to the learning environment belongs to the Administration.

- **Immodest or revealing clothing is not to be worn to school.** Shoulders, backs, and stomachs must be covered. Halter tops, muscle shirts, spaghetti straps and other sleeveless shirts are not allowed. Shoulders must be covered at all times.
- Head gear of any sort is not allowed to be worn in the building.
- Accessories with potential for inflicting bodily harm are not allowed. (chains, pointed jewelry, dog collars, picks, etc.)
- Clothing, insignia, buttons, jewelry, labels, arm bands, signs, etc. that criticize, insult, degrade or have potential to incite any individual, group, profession, or religious or political group are not allowed.
- Coats and jackets are not to be worn in the classroom.
- Electronic ear accessories, sunglasses or accessories that cause distractions are not to be visible in the school building.
- Clothing worn during physical education is not to be worn in the classroom.
- Pants must be worn waist-high so as not to reveal underwear.
- Shorts and skirts should be appropriate length of mid-thigh as defined by the end of one's thumbs when arms are fully extended and resting by one's sides. This also applies to rips and slits in shorts, skirts and pants.
- Footwear should be worn at all times.
- Clothing and body art which promotes alcohol, drugs, tobacco, violence or sexual innuendo is not permitted on school property.

Electronic Devices

The use of cell phones or any electronic device that is non school related are NOT permitted during the school day. Any such use or possession will result in confiscation and/or disciplinary consequences.

1st incident: confiscated items will be returned to the student at the end of the school day, the student will be added to the electronic violations list and the parent will be notified.

2nd incident: confiscated items will be returned to the parent/guardian and there will be disciplinary consequences.

3rd incident: may result in an in-school suspension or 10 detentions in a week.

4th incident: will result in an out of school suspension with placement on social suspension for the remainder of the academic quarter, and/or prolonged confiscation of the device.

Students refusing to comply will face further consequences.

Hall (Written or Electronic) Passes

Before a student can be excused from class, he or she must have a hall pass signed by the classroom teacher with name, date, time and destination. Students walking the halls without passes are subject to disciplinary action that may include a Restricted Pass.

Lost and Found

All lost or found items should be reported to the main office. Students should check with the office periodically for lost or stolen articles. **Lockers should be kept locked at all times**, and belongings secured during gym classes. Although every attempt will be made to assist students **the school cannot be responsible for articles lost or stolen from lockers.**

Media Center

The Media Center is open from 7:00 AM to 3:00 PM. In order to go to the Media Center, students must have a pass from a subject teacher or sign up with the librarian before school. Students are to sign in and out of the Media Center with their name, date, and time of the visit.

The high school media center program supports, supplements, and expands the curriculum through its mission to encourage lifelong learning so that students might achieve their full potential as literate, productive, ethical and responsible members of the community.

Students may borrow materials for a period of ten days. The collection is available online through RILINK, an interactive group of Rhode Island school libraries developed to encourage resource sharing for West Warwick students with other high school libraries. Students are responsible for the care and condition of books loaned to them throughout the school year. All books should be returned to their teachers or librarian in good condition at the end of each semester before they take their exams. Lost or stolen books must be paid for before taking exams.

Phone Calls

Parents are asked **not to contact their child directly during the school day.** Parents should always call the school and leave a message for students.

Restrooms and Lavatories

Restrooms and lavatories are available for student use. During class time, students must have hall passes from a teacher to go to the lavatory. Students should use lavatories before school, during lunch and after school. Students on Restricted Pass may only go to the lavatory when escorted by a faculty member.

Student Lockers

Every student has the use of a locker and must bring a lock to secure his or her own locker.

- Students are responsible for keeping their lockers secure and locked.
- Contraband of any kind is strictly prohibited.
- Students must use the lockers that are assigned to them and are fully responsible for all its contents. Students using lockers they were not assigned will receive disciplinary consequences.
- Students should plan to access their lockers before school, before lunch, and at the end of the day; locker use is not a valid excuse for being late to class.
- Students are not to “paper” their lockers, inhibiting locking and increasing vulnerability to theft.
- The administration reserves the right to open lockers at any time. If a lock has to be cut off by the administration in case of an emergency, the administration will replace it with a school-issued lock.
- Students should not store money or other valuables in their lockers.

Transportation: Automobile Usage

- WWHS is not responsible for student parking. Students park at their own risk. Damaged vehicles and/or any items stolen from vehicles parked on school grounds are not the responsibility of the West Warwick School Department.
- All students must park in the **student parking lot** adjacent to the Civic Center. Students parking in **TEACHER parking lot** will receive disciplinary consequences and the car may be towed.
- Students are not to walk through the staff parking area.
- Students should use the sidewalks provided.
- Violations of any parking restrictions may result in the illegally parked car being cited by the West Warwick police and being towed at the owner’s expense.
- Students are not to leave school to go to the parking lot or their cars during the day.
- Students are not to loiter in their cars or in parking areas.
- Parents needing temporary medical passes to drop students at the front door can secure them from the front office.

Transportation: Safe Bus Transportation

Bus transportation is available for any student who lives outside a two-mile radius of the high school. School buses will pick up students at stated times and locations. Specific information is published in the newspapers shortly before the start of the school year, or is available at 828-8510.

Proper behavior is important if the health and safety of all students are to be protected. **Students who do not behave acceptably on the bus or are found guilty of smoking, vaping, vandalism, or bullying are subject to disciplinary action and loss of bus privileges.** In order to ensure the safety of all drivers, aides and students, the following regulations apply:

- The driver is in full charge of the bus and students. Students must obey the driver promptly and respectfully. Seats may be assigned by driver.
- Students must ride their assigned bus unless granted permission in writing by school administration.
- Students arriving by bus are not to leave campus or go to student parking areas. They are to proceed directly into school.
- Outside of ordinary conversation, classroom conduct should be observed. Standing, yelling, obscene language and harassment of others will not be tolerated and will result in disciplinary action and/or loss of bus transportation.
- Students are asked to keep the bus clean and not throw any trash on the floor or out of windows.
- Smoking, lighting matches or lighters, vaping, juuls, and e-cigarettes on the bus are strictly prohibited.
- No student should at any time put his or her hands, arms or head out the windows whether the bus is in motion or not.
- Windows may only be opened with the permission of the bus driver.
- Students should possess nothing that could cause injury to another, such as sticks, rocks, straps, breakable containers,

- any type of weapon, and buckles or pins extending from their clothing.
- Students causing damage to seats or any part of the bus are responsible for paying for damages.
- All books and personal belongings should be kept out of the aisle. Special permission may be granted by school authorities for large items.
- Students are not to talk to or distract the driver unless absolutely necessary.
- Students are to remain seated while the bus is in motion and are not to get off the bus until it has come to a complete stop.
- Students are to leave the bus in an orderly manner and should not cross the street without the driver's permission. When boarding or leaving the bus, students should be in full driver's view at all times.
- Students should cross the street at least 10' in front of the bus; never behind it.
- Students should not stand or play in the roadway while waiting for the bus.
- Students should allow time to arrive at the bus stop before the bus is due.
- Self-discipline is expected of all students at the bus stop; pushing and shoving is not permitted.
- Students who have to walk some distance along the road to and from the bus stop should – when practical – walk on the left-hand side facing oncoming traffic.

Visitors

Visitors are not allowed in classes during the school day, unless invited as a guest speaker, etc. by the teacher and approved by the principal and superintendent. Upon arrival, all visitors must stop at the office counter to sign in and receive a visitor's badge, which must be worn at all times while in the building. School personnel will escort you to your destination. **Please call 822-8441 to arrange a conference or schedule an appointment to meet with any student's teachers.**

West Warwick High School: Attendance Policy

“The mission of West Warwick High School is to instruct students in practical knowledge to foster creativity, critical thinking, communication, collaboration and cultural awareness in order to become ethical, productive and responsible citizens in a global technological society.”

I. RATIONALE:

In order to achieve our mission to produce productive citizens who are ready for any chosen post secondary pathway (career or college bound) students need to be in school all day, every day.

Note: [RI LAW Title 16-19-1 requires every child under the age of 18 to attend school every day.](#)

II. PROGRESSIVE INTERVENTION

Tier 1: Students who are absent or tardy will receive a telephone call home that day to notify parents.

1. Students who are tardy unexcused after the first class period will receive one office detention.

Tier 2: Students with 5 unexcused absences, tardies and/or dismissals from classes or the school day will:

1. Be placed on social suspension (see Attendance Probation) for one quarter or nine weeks.
2. Meet with their guidance counselor.
3. Receive a copy of the district attendance policy.
4. Sign district attendance policy where parents and administrator receive a copy with meeting notification.

Tier 3: Students with 10 unexcused absences, tardies and/or dismissals from classes or the school day will:

1. Continue on social suspension for nine weeks
2. Meet with an administrator and parent
3. Develop an intervention plan
4. Sign agreement to document meeting
5. Be referred to truancy court (for ten absences only)

Tier 4: Students with fifteen (15) or more unexcused absences, tardies and/or dismissals from class or the school day per semester may lose privilege to participate in Career Technical Programs or other specialized courses, as well as the potential to not earn credit for the course. A meeting with the building principal may be held.

Tier 5: Students with twenty (20) or more unexcused absences, tardies and/or dismissals from class or the school day will:

1. Be referred to Central Office administration
2. Meet with parent/guardian and Central Office Administration
3. Develop new educational plan including possible alternate placements

III. **COLLABORATION EFFORTS**

A. **School Personnel Responsibilities:**

1. Guidance Counselor
 - a. Monitor attendance
 - b. Communicate with students and families
 - c. Keep teachers and administration informed
2. Teachers/advisor
 - a. Provide make-up work when requested
 - b. Notify guidance and administration of attendance irregularities

B. **Student Responsibilities:**

1. To attend school every day and be on time
2. Make up missed work (see school handbook for guidelines) by asking teacher for missing assignments
3. Seek assistance if needed
 - a. Supports available for attendance issues (or other school concerns)
 1. Administrator
 2. Guidance counselor
 3. School resource officer (SRO)
 4. Social worker and psychologist
 5. Advisors and teachers
 6. Nurse

C. **Family Responsibilities:**

1. Encourage child and ensure school attendance every day
2. Communicate with school personnel if your child will be absent (for any reason)
3. Notify guidance if your child will have an extended absence
4. Contact your child's guidance counselor for support

IV. **SUMMER SCHOOL ELIGIBILITY**

In order for a student to be eligible for either summer school or tutoring, she or he must attend school a minimum of 150 days for a year-long course and 75 days for a semester course. A student must have a minimal average of 45% in the subject they have failed in order to be eligible for summer school. The decision of eligibility can also be determined by the Summer School Coordinator and Building Principal.

V. **APPEAL'S PROCESS**

All appeals for consideration to participate in summer school and/or tutoring should be made to the school principal by June 20 of each school year. Failure to do so forfeits student rights to obtain course credit during the summer

West Warwick High School: BYOD Policy

The West Warwick Public Schools recognizes that its students need to be engaged in activities that promote 21st Century learning skills. Communication and collaboration are central tenets of the 21st Century learner. Students' lives today are filled with media that provides mobile access to information and resources whenever and wherever needed.

The West Warwick Public Schools has developed a secure, centrally-managed wireless infrastructure that can support personal wireless devices. The West Warwick Public Schools will allow students to use personal technology devices after they and their parents or guardians have signed the BYOD student user agreement. For the purpose of this program, the word "device" means a privately owned wireless and/or portable electronic piece of equipment that includes laptops, netbooks, tablets, slates, iPod Touches, smart phones and all devices that can connect to a wireless infrastructure. Students wishing to participate must follow the policies stated in the WWPS Acceptable Use Policy (AUP) as well as meet the following:

- Any student who wishes to use a personally owned electronic device within the West Warwick Public Schools must read and sign the BYOD agreement, as well as their legal guardian, and submit it to the building principal. If the student intends to use multiple devices they will need to sign multiple copies of this document with the relevant information.
- This policy must be renewed by students and parents at the start of each new school year with the appropriately updated information.
- The student accepts full responsibility for his or her device and shall keep it with him or herself at all times. The WWPS Department is not responsible for the security of the device.
- The student shall be responsible for the proper care of their personal device, including any costs of repair, replacement or any modifications needed to use the device at school.
- The school reserves the right to inspect a student's personal device if there is reason to believe that the student has violated WWSC policies, administrative procedures, school rules or has engaged in other misconduct while using their personal device.
- Violations of any WWSC policies, administrative procedures or school rules involving a student's personally owned device may result in the loss of device use in school and/or disciplinary action.
- The student may only use the device with a teacher's permission and the student shall comply with teacher's requests to shut down the device.
- Personal devices shall be charged prior to bringing it to school and shall be capable of running off its own battery while at school.
- The student shall not use the devices to record, transmit or post photos or video of a person or persons on campus, nor shall any images or video recorded at school be transmitted or posted at any time without the express written permission of the appropriate school official.
- The student shall only use their device to access relevant files in accordance with our Student AUP.
- The student will use the guest wireless network. Use of wireless connections (3G, 4G) via an outside telecommunications carrier shall not be allowed.

West Warwick High School: Cheating and Plagiarism Policy

Academic dishonesty cannot be tolerated. Cheating and plagiarism of any kind will result in no academic credit and disciplinary consequences. Plagiarism is an especially egregious form of cheating. Plagiarism, according to the Webster New College Dictionary, is defined as “to steal and use the ideas or words of another as one’s own.” Plagiarism can be easily avoided by never claiming an idea obtained from another as original and by crediting correctly any existing source of information.

The following are types of plagiarism:

- Turning in a paper from a “free term paper” website
- Buying a paper from a research service or term paper mill
- Turning in another student's paper with or without that student's knowledge
- Turning in a paper a peer has written for the student
- Copying a paper, or any part of a paper, from a source text without proper acknowledgment (i.e. parenthetical notation, works cited page, quotation marks)
- Paraphrasing materials from a source text without appropriate documentation (i.e. parenthetical notation, works cited page)

The following steps will be taken, with consequences for all cases of cheating and plagiarism:

- The student will receive zero for the assignment and the teacher will notify the parent.
- Make-up assignments will not be provided.
- The chairperson of the appropriate department will be notified.
- The advisor and faculty board of the National Honor Society will be notified for any current member or candidate for induction. Plagiarism and cheating directly violate “worthy character” expectations.
- An administrator will be notified which may result in possible disciplinary action.

The WWHS Principal is the final arbiter for all issues dealing with plagiarism and cheating.

Peer Tutoring

West Warwick High School has a peer-tutoring program. Students who are successful in a particular academic area volunteer to work with their peers who are having difficulty. Students interested in tutoring or being tutored should contact their guidance counselors for more details.

West Warwick Public Schools

West Warwick High School: Social Suspension Policy

I. Rationale: Participation in extra and co-curricular activities is a privilege: therefore, the right to participate may be revoked due to academic, attendance, or disciplinary issues.

II. Social Suspension Definition: Social suspension is the suspension of the right to participate in activities conducted on an extra-curricular or co-curricular basis in the West Warwick School Department due to academic, attendance, or disciplinary issues.

A. Academic Probation

Students will be placed on academic probation for failing to meet the academic standards for eligibility as defined by failing any three classes at the end of an academic quarter. If a student who is on Academic Social Suspension at the start of an academic quarter is passing all classes at the Interim Report Date of that quarter, they will be removed from social suspension for the remainder of the quarter. Students will however continue to be ineligible for participation in any Rhode Island Interscholastic League team and / or event, per RIIL rules and regulations. This will take effect the day interims are distributed in advisory.

B. Attendance Probation

1. Students will be placed on attendance probation when they have accumulated a combination of five (5) unexcused absences, tardies and/or dismissals per quarter. Once placed on social suspension, they will remain on social suspension for the remainder of that quarter.

2. If a student should accumulate eighteen (18) or more unexcused absences, tardies and/or dismissals, they will be automatically placed on social suspension for the remainder of the year.

Note: Students on attendance probation may be removed from social suspension by serving five (5) morning detentions, for every unexcused tardy BEFORE 8:00AM. Any other unexcused absence, tardy, or dismissal is non-negotiable. Eligible students must sign a “Social Suspension Redemption” contract.

3. Early dismissal: Any student dismissed from school must bring a doctor’s note or another form of verification (as outlined in the student handbook) for their early dismissal to be considered excused. Students will be placed on attendance probation when they have accumulated a combination of five (5) unexcused early dismissals per quarter. Once placed on social suspension, they will remain on social suspension for the remainder of the quarter.

Attendance Redemption Program: Students wishing to utilize the [Attendance Redemption Program](#) to be removed from Social Suspension must:

1. Meet with an administrator.
2. Enter into an [ATTENDANCE CONTRACT](#)
3. Have a contract signed by the student, parent, and an administrator.
4. Attend all morning detentions without any blemishes.

C. Disciplinary Probation

1. Students will be placed on disciplinary probation when any of the following disciplinary sanctions have occurred:

- a. Three (3) or more unserved detentions in a quarter
- b. Two (2) out of school suspensions in one quarter
- c. One ten (10) day suspension in a quarter
- d. Two (2) or more visits to ISS (in school suspension) in one quarter

- e. When the off campus behavior of a student is conduct unbecoming of a WWHS student and / or results in the student being criminally charged and is directed at a student or employee or negatively impacts the school's environment.

III. Consequence: Students who are placed on social suspension may not participate in or attend any extra-curricular or co-curricular activities. These include athletic programs, clubs, school dances, senior events, and student government activities.

IV. Term: Unless they are enrolled in the Attendance Redemption Program, or are on Academic Probation and are passing all classes at the Interim Report Date, Social Suspension shall be assigned for one quarter (9 - 10 weeks) or the equivalent of one quarter. It shall only be extended if the problems(s) continue and the student and parent are duly notified. Students added to social suspension in the 4th quarter of the school year will be prohibited from participation in all summer activities and will remain on social suspension until the first day of the following school year. Violations will result in removal from the activity and loss of team privileges in the upcoming school year.

Social Media Policy

Social Media is defined as any web-based or mobile technologies that turn communication into a dialogue. Social media takes on many different forms and uses a variety of technologies including but not limited to blogs, Google chats, internet forums, wall postings, picture-sharing, video sharing, email, and instant messaging. To promote respectful discussion within these forums, students are expected to be polite, courteous, and avoid comments that are profane, obscene, offensive, sexually explicit, inappropriate, inflammatory or otherwise objectionable. Students who participate in online interactions must remember that their posts reflect the entire West Warwick community and, as such, may be subject to school consequences (see page 65 under "Investigation").

- To protect the privacy of students and faculty, students may not, under any circumstances, create digital video recordings of WWHS community members either on campus or off-campus for online publication or distribution unless it is authorized by a member of the WWHS administration.
- The illegal, improper, unkind, or unethical use of technology, including but not limited to chromebooks, mobile devices, as well as all venues on social media, etc., is strictly forbidden.
- Students may not use social media sites to publish disparaging or harassing remarks about WWHS community members or athletic or academic contest rivals from another school community, area, etc.
- Students who choose to post editorial content to websites or other forms of online media must ensure that their submission does not reflect poorly upon our school or any member of our school community.
- Any student or a group of students who organize a campaign of shunning or harassment against another student through the use of social media will receive disciplinary consequences. If said harassment negatively impacts our school environment, there will be disciplinary consequences, regardless of whether the infraction occurred outside of school hours.

Failure to abide by this policy, as with other policies at WWHS may result in disciplinary action determined by WWHS Administration and the Office of the Dean of Students.

West Warwick Public Schools
District Policies: Codes of Conduct
Grades 6-12

In line with various state initiatives and mandates and our own mission statements, discipline is inescapably heading in a more personalized and corrective direction. We recognize that all students are different and all actions and reactions are very personal in nature, further increasing the need for flexibility and creativity within a system of discipline. We are now faced with the realization and acceptance that the status quo did not and will not continue to work for many students.

When rethinking and reshaping the West Warwick Public Schools' discipline policy, it is imperative that we always keep in mind the ultimate goal of any worthwhile discipline policy by formulating a set of rules and regulations that curb acts of disruption and or violence while generating positive student behavior and maintaining a productive school environment.

We recognize that long gone are the days of purely punitive one-size-fits-all types of disciplinary systems. Punitive disciplinary responses alone cause resentment rather than reflection. Punishment does not repair relationships between those in conflict and indeed can make them worse. Using the action as a "teachable moment" focuses upon the action and not the individual. True disciplinary action is to correct the behavior, not just punish the offender.

Educational environments that have had most success in the implementation of a restorative approach are those that have seen it as part of an ongoing plan to develop relationship skills, emotional intelligence, health and wellbeing and distributed leadership opportunities. In educational environments this also includes participatory and collaborative teaching and learning and peer support. By seeking to build cohesive, compassionate communities wherever people live and work together, restorative approaches also address community cohesion in practical and pragmatic ways.

Rules and Regulations

It is expected that students will:

- be at school on time.
- sign in at the front desk if arriving late.
- be in class on time.
- attend all classes.
- not fight, be aggressive or exhibit threatening behavior.
- behave properly in class.
- not leave the building at any time without administrative authorization.
- not smoke, use tobacco products or e-cigarettes on school or adjacent town properties.
- not possess drugs or alcohol on school or adjacent town properties.
- be in school on a daily basis.
- act in a proper manner respecting our school, its staff, and students.
- participate appropriately in all aspects of school.
- dress in a manner which does not disrupt the educational environment and does not present health or safety concerns.

West Warwick Public Schools
District Policies: Codes of Conduct - Levels of Infractions 1& 2
Grades 6-12

LEVEL 1 Definition: Any behaviors that occur in the classroom or under the direct supervision of the classroom teacher and are managed by the teacher. Examples include but are not limited to:

- Cheating and Dishonesty (minor)
- Cutting Teacher Detention
- Defiance and Disrespect
- Disruption
- Dress Code Violation (minor)
- Food and Drink Violation
- Gambling
- Inappropriate Language
- Physical Contact or Aggression
- Property Misuse
- Public Display of Affection
- Tardy to class
- Technology Violation (minor)

Student engagement in any other problem behavior that does not fall within the above categories

Violation of Level 1 Infractions may result in the following:

- Alternative Assignments
- Behavior Reflective Writing
- Change of Seat
- Deduction of Points or Grade
- Differentiate Class Work
- Loss of Privileges
- Parent Contact and/or Conference
- Refer to an Administrator
- Referral to Guidance
- Restorative Conference with Student
- Review Rules and Expectations
- Student meets with the Team Teachers
- Teacher Detentions
- Teacher Warning
- Time out of Activity or Class

LEVEL 2 Definition: Repeated Level 1 violation(s). Acts that interfere with normal classroom operation, school operation, and/or bus operation. Examples include but are not limited to:

- Aggressive Behavior
- Dress Code Violation (major)
- Expulsion from Class
- Gambling
- Improper Care/Loss of School Property
- Improper Care/Loss of Textbooks/Library Books
- Obscene Language
- Plagiarism
- Possession of Electronic Devices for Unauthorized Usage
- Unauthorized Departure from Class
- Repeatedly Cutting Class or Detention

Student engagement in any other problem behavior that does not fall within the above categories

Violation of Level 2 Infractions may result in the following:

- Assigned to Restorative Classroom
- Behavior Reflective Writing
- Confiscation of Item(s)
- Extended Detention
- In-School Detention
- Office Detention
- Parent Notified
- Referral to Guidance
- Referral to Teacher Support Team
- Restitution
- Restorative Conference with Student
- Restorative Justice Circle
- Social Suspension
- Up to 3 Days Suspension
- Withdrawal of Privileges (Restricted Pass)

West Warwick Public Schools
District Policies: Codes of Conduct - Level of Infractions 3 & 4
Grades 6-12

LEVEL 3 Definition: Repeated violations of Level 1 and Level 2. Deliberate or intentional behaviors that disrupt or compromise the safety of the learning climate of the classroom, school, and/or bus operation.

Examples include but are not limited to:

- Any Display of Inappropriate Behavior to Other Students
- Bullying, Harassment, Hazing, Ridiculing or Taunting
- Destruction or Defacing of school property or vandalism
- Disorderly Conduct (major class disruption)
- Forging, Falsifying, Altering, or Illegal Possession of School Records
- Gambling
- Gross Insubordination/Disrespect to or about a Staff Member
- Leaving School Grounds
- Possession, Sale, or Use of Tobacco, E-Cigarettes, or all Related Products (Vaping) and Paraphernalia
- Stealing, larceny, theft
- Throwing of objects in a manner which could cause harm to persons and/or personal property
- Trespassing

Student engages in any other problem behavior that does not fall within the above categories

Violation of Level 3 Infractions may result in the following:

- 1-10 Day(s) Suspension
- Education Plan required upon re-entry to school
- In-School detention
- Loss of privileges (Restricted Pass)
- Office Detentions
- Parent Conference required
- Police Notification
- Possible referral to the Superintendent of Schools
- Restorative Conference with Student
- Referral to Guidance
- Referral to Response to Intervention Team (RTI)
- Referral to Student Assistance Counselor
- Social Suspension

LEVEL 4 Definition: Repeated Level 1, Level 2 or Level 3 violations. Any behaviors or acts that would endanger the health and safety of others in the school and/or in violation of the law. Examples include but are not limited to:

- Arson
- Assault on a Staff Member
- Bomb Threats or False Alarms
- Breaking and Entering
- Extortion
- Gang Activity
- Implied or Stated Threats to a Staff Member (see harassment definition)
- Possession of Combustibles or Explosives
- Possession, Distribution, use or under the Influence of Controlled Substances including but not limited to Alcohol, Drugs, Tobacco, E-cigarettes, or all related products (Vaping) and Paraphernalia
- Restorative Conference with Student
- Student Fighting, Assaulting, or repeatedly Threatening another Student
- Tampering with Fire-fighting equipment and Communication Systems
- Weapon Possession

West Warwick Public Schools
District Policies: Codes of Conduct - Level of Infraction 4 (cont.)
Grades 6-12

Violation of the Level 4 Infractions will result in the following:

- Up to 10 days of suspension
- Education Plan required upon re-entry to school
- Loss of Privileges with implementation of Restricted Pass
- Parent Conference required
- Police Notification
- Referral to Teacher Support Team
- Risk Assessment
- Referral to Student Assistance Counselor
- Social suspension
- Referral to the Superintendent of Schools and/or School Committee for further disciplinary actions; Zero Tolerance Policy

Suspension for Ten Days or Less:

- The student shall be given oral and/or written notice of the charges against said student.
- If charges are denied, the student shall be given an explanation of the evidence in the possession of the school administration.
- The student shall be given the opportunity to present his or her version.
- Notice and hearing will be given to the student prior to suspension, if feasible; however, if the student's presence endangers persons or property, or threatens disruption of the academic process, the notice of hearing shall follow as soon as possible.
- Oral notice will be given to the parents, if feasible, prior to the suspension with the opportunity to be present at the hearing. Written notification is to follow.

Special Rules for Students with Disabilities

Students with disabilities as defined by the Individuals with Disabilities Education Act (20 USC Section 1415) will be subject to the provisions of this policy to the extent permitted by the Individuals with Disabilities Act. These regulations and procedures are further defined on Pages 12 and 13 of the Regulations of Board of Regents for Elementary and Secondary Education governing the special education of students with disabilities and on Page 41 of the West Warwick Special Education Procedures Manual.

In any of the above instances, the student's parents or guardians must petition the Superintendent for permission to re-enter the school system for the next academic year.

West Warwick Public Schools

Zero Tolerance Policy

The West Warwick School Committee and the Superintendent of Schools has zero tolerance for weapons and violence in schools. Students will be suspended for violations. This includes the possession of guns, knives, explosives, and other dangerous weapons, or replicas of weapons, or violence of any nature. The safety of each student and faculty member is the goal of our community. Help us maintain the integrity of our community by not allowing drugs, weapons, and violence in our schools.

Any West Warwick Student carrying a FIREARM to school will be SUSPENDED for up to ONE YEAR.

Zero Tolerance

The West Warwick Public Schools and its students are governed by the Gun Free Schools Act (Federal legislation) and with corresponding RI General Laws 16-21-18 and 6-21-19 relating to Gun Free Schools.

RI General Laws 11-47-60, 11-47-60.2 and 11-47-42 provide further definition of a weapon, and students shall be governed by the same. When a student is found in possession and/or control of a weapon (as defined in 11-27-42 or a firearm or replica of same), he/she shall be subject to exclusion proceedings from school. The Superintendent, as is the case in the Administration of the Gun Free Schools Acts, shall have the authority to modify the duration of expulsion on a case-by-case basis. At the instant that the weapon is discovered, the school will take custody of the same and notify the parents and police and suspend the student until a decision is rendered in a Due Process Hearing concerning exclusion.

For purposes of the Gun Free Schools Act, a “weapon” means a firearm as defined in Section 921 of Title 18 of the U.S. Code:

- Any Weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosion.
- Any knife, chain, garment, club etc., capable of inflicting bodily harm.
- The frame or receiver of any weapon described above
- Any firearm muffler or firearm silencer

Any destructive device, which includes:

- any explosive, incendiary or poison gas
- bomb
- grenade
- rocket having a propellant charge or more than four ounces
- missile having an explosive or incendiary charge of more than one-quarter ounce
- mine
- similar device, i.e., fireworks
- any weapon which will or which may be readily converted to expel a projectile by the action of an

explosive or other propellant and which has any barrel with a bore of more than one-half inch in diameter.

- any combination or parts either designed or intended for use in converting any device into any destructive device described in the two immediately preceding examples and from which a destructive device may be readily assembled for purposes of the RI General Law. This penalty will also be incurred when a student is not on school premises but when he or she aims a firearm or realistic replica of a firearm at school premises/school functions, school vehicles, or students, staff or visitors attending school or in transit to or from school. If a student is found in possession and/or control of dangerous weapons

Zero Tolerance, continued

(guns, knives, clubs, pepper gas, chemical propellants, smoke bombs or any object which could be construed by an administrator to present imminent danger to a person), the school will confiscate the weapon(s) and notify the police. The school will notify the parents/guardians and suspend the student(s) until a decision is rendered in a Due Process Hearing concerning exclusion.

Exclusions: The following offenses are likely to require out-of school suspension (OSS): Fights, assault/battery, extortion, substance abuse (possession, use or sale of illegal drugs or alcohol), weapons violation (possession, use or sale of weapons, look alike weapons or any instrument which causes injury as defined in the Zero Tolerance Policy), false alarms, bomb scares, tampering with fire/safety equipment, threats to students or staff, situations which are extreme or create a question of safety in the judgment of the administration. If a student willfully strikes another student, the Administrator will confer with the offending student, notify parents and encourage the victim to press charges. The penalty will include suspension of the student for 3 to 10 school days. Exclusion proceedings may be initiated. If a student willfully strikes a staff member, the school will notify the police. The administration will notify the parents. The penalty will include suspension for 10 school days and exclusion proceedings will be initiated. The school principal and WWPS Superintendent will be the final arbitrators for all zero tolerance decisions.

West Warwick Public Schools

District Policies: Due Process

Due Process Procedures are incorporated into the disciplinary procedures for West Warwick students. All students are given a copy of the Student Handbook at the beginning of each school year or when they enroll in the district. In the event of a disciplinary referral, the administrator will meet with the student, **and each student will be given the opportunity to present his or her point-of-view and explain what occurred.**

Consistent with RI General Law, “each student and his or her parents (guardians) shall sign a statement verifying that they have been given a copy of the student disciplinary code of their respective school district.” If the student and/or parents (guardians) are not in agreement with the disciplinary decision made at the school level, the following steps may be taken:

Level 1, Dismissal of a Student from Class or Assignment of Detention:

- The student and/or parents or guardians shall be informed of the reasons for removal and assignment of detention by the Principal and/or Assistant Principal.
- The student and/or parent or guardians shall be given an opportunity to appeal the action to the Principal of the school and present his or her point-of-view regarding the decision.
- The Principal will render a decision and inform the student and/or parents or guardians verbally.

Levels 2 and 3, Dismissal from the Building or Suspension of Student from School:

- The student and/or parents or guardians shall be informed of the reasons for removal from the building or school for a period of time by the administrator in writing, including:
 1. The incident that has taken place
 2. The proposed disciplinary consequence (e.g. notice of intent to suspend)
 3. Due process procedures
- The student and/or the parents or guardians shall be given an opportunity to appeal to the Principal of the school and present his or her point-of-view regarding the incident.
- The Principal shall conduct a hearing regarding the incident and the disciplinary action and render a decision in writing regarding the appeal, including:
 1. Written notice of charges against the student shall be provided to the student and parents (guardians) in their native language by the Principal.
 2. Proposed action to be taken by the school administration
 3. Due process procedure

Level 4, Appeal of a Disciplinary Action to the Superintendent: The student and parents or guardians shall have the right to appeal the recommendations of the school Principal within ten (10) days of receipt of the notice of the action recommended by the Principal. This notice of appeal must be sent in writing by the parents or guardians to the office of the Superintendent, including:

- A request for an appeal hearing
- A list of the reason(s) for the appeal

Due Process, continued

The Principal must be notified by the parent if an appeal is being made to the Superintendent.

In response to the receipt of an appeal in writing, a hearing will be scheduled by the Superintendent or designee:

- The student will be invited to be present at the hearing.
- The parents or guardians will be invited to the hearing.

If the parties appealing the decision of the school administration are represented by legal counsel, the superintendent's office must be notified twenty-four (24) hours in advance of the commencement of the hearing.

- All parties will be given an opportunity to present their versions of the facts and their implications. All parties should be allowed to offer testimony of other witnesses and other evidence relative to the issue.
- The hearing will be conducted by the Superintendent or designated representatives who shall make a determination solely upon the evidence presented at the hearing.
- The Superintendent's office shall keep a record of the hearing.
- A decision will be rendered within a reasonable time after the hearing and will be forwarded to the parents or guardians in writing in their dominant language.

Level 5, Appeal of a Decision to the School Committee: The student and parents or guardians shall have the right to appeal to the School Committee the decision at the Superintendent's level within ten (10) days of receipt of the written decision.

The notice of appeal must be sent by the parents or guardians to the Chairperson of the School Committee:

- Requesting an appeal hearing of the School Committee
- Listing the reason(s) for the appeal

A copy of the record and written decision at the Superintendent's level will be forwarded to the Chairperson of the School Committee:

- A hearing shall be held by the School Committee or its designated hearing officer.
- A stenographic record of the hearing will be maintained.
- The school system may be assisted in the process by legal representation.
- A decision will be given to the parents or guardians in writing.

West Warwick Public Schools District Policies

Code of Conduct: Definitions for Grades 6-12

DEFINITIONS, Abusive Language: To direct pornographic images, gestures or obscene language, verbally or in writing, to another student or a staff member.

DEFINITIONS, Aggressive Behavior: Actions involving serious physical contact where injury may occur.

DEFINITIONS, Arson: The crime of maliciously, voluntarily, and willfully setting fire to a building, buildings, or other property of another or of burning one's own property for an improper purpose.

DEFINITIONS, Assault: An actual intentional touching or striking of another individual against his or her will or intentionally causing bodily harm to an individual. When a student physically attacks or “beats up on” another individual or threatens with the ability to carry it out. Includes an attack with a weapon or one that causes serious bodily harm to the victim. This category should be used only when the attack is very serious, to warrant calling the school administration, the police, or bringing in security, where the intent is to do bodily harm to someone.

DEFINITIONS, Attendance-Tardy: Late to school or class (excessive).

DEFINITIONS, Attendance (other):

1. Absent from class or detention without permission.
2. Absent for the school day without authorization (truant).
3. Leaving class without permission.
4. Leaving school grounds without permission.

DEFINITIONS, Bomb Threat/ False Alarm: Student delivers a message of possible explosive material being on campus, near-campus, and/or pending explosion. OR Student is responsible for, or plays a part in, the pulling of a fire alarm.

DEFINITIONS, Cheating or Dishonesty (minor): Student delivers a message that is untrue and/or deliberately violates the rules. Plagiarism in, but not limited to, writing reports, test dishonesty, class assignments or homework. OR Student engages in a fraudulent act. (such as but not limited to: lying, cheating, stealing).

DEFINITIONS, Combustible possession and/or use: Student is in possession of or uses substances/objects readily capable of causing bodily harm and/or property damage (matches, lighters, firecrackers, gasoline, and lighter fluid).

DEFINITIONS, Defiance/disrespect: Student refuses to follow a reasonable request, refuses to work on assigned task, and/or uses an inappropriate tone/attitude.

DEFINITIONS, Disorderly Conduct: Any act that substantially disrupts the orderly conduct of a school function, behavior that substantially disrupts the orderly learning environment or poses a threat to the health, safety, and/or welfare of students, staff, or others. If the action results in a more serious incident, report in the more serious incident category

DEFINITIONS, Disruption: Student engages in behavior such as calling out during a structured school activity that impedes or prohibits the progress of that activity.

DEFINITIONS, Dress code violation (major – see policy): Student wears clothing that does not fit within the dress code (i.e. hats, jackets, etc.).

DEFINITIONS, Dress code violation (minor – see policy): Correctable and not chronic occurrences, handled by the classroom teacher, of a student wearing clothing that does not fit within the dress code. (i.e. hats, jackets, etc.).

DEFINITIONS, Possession, sale, use or under the influence of alcohol, drugs, tobacco, e-cigarettes, or all related products and paraphernalia: Student is in possession or is using illegal substances or imitations, or any equipment and device used to prepare or take them. This may also include the sale of, intent to sell, or being under the influence of such substances. This category includes over-the-counter and prescription medications if abused by students.

DEFINITIONS, Expulsion from class or unauthorized departure from class: When a student is directed by a teacher to leave class and report to an administrator due to behavior which could not be controlled within the classroom setting. OR When a student walks out of class without permission from his or her teacher.

DEFINITIONS, Extortion: The crime of obtaining property or money or some other thing of value with the use or threat of force or violence.

DEFINITIONS, Fighting: Mutual participation in a fight involving physical violence, where there is no one main offender. Does not include verbal confrontations, tussles, or other minor confrontations.

DEFINITIONS, Food and Drink Violation: No food or drinks are to be consumed or in sight outside of the cafeteria.

DEFINITIONS, Forgery: Forging or tampering with school documents. (i.e. changing grades or signing notes)

DEFINITIONS, Gambling: Gaming for the purpose of acquiring another's money or property for personal gain.

DEFINITIONS, Gross Insubordination or Disrespect: An episode that involves an on-going refusal to comply with the directives of a teacher, administrator, or other staff member. This includes, but is not limited to, an episode that involves continued refusal to leave the classroom when instructed by a teacher and/or administrator.

DEFINITIONS, Harassment or Bullying:

- **Harassment-Verbal or Physical:** Verbal or physical conduct relating to an individual's membership in a class (including, but not limited to, perceived race, religion, color, sexual orientation, ethnicity, ancestry, national origin, political beliefs, marital status, age, social and family background, linguistic preference, or disability) that creates an intimidating, hostile, or offensive working or learning environment.

- **Harassment-Stalking:** Threatening by following or watching or placing another in fear of receiving bodily harm, sexual assault, confinement, or restraint and following or watching the intended victim.
- **Harassment-Sexual:** Unwanted, repeated, verbal or physical sexual behavior which is offensive and objectionable to the recipient, causing discomfort or humiliation and interferes with school performance.
- **Harassment-Threat or Intimidation:** To unlawfully place another person in fear of bodily harm through verbal threats without displaying a weapon or subjecting the person to actual physical attack. This also includes bullying.
- **Bullying:** Repeated negative behaviors either physical or mental, which target a specific victim. Behaviors may include, but not be limited to, threats, verbal or written abuse, physical abuse, harassment, ethnic or gender slurs, targeting a specific victim.

DEFINITIONS, Hazing: The term “hazing” shall mean any conduct or method of initiation into any student organization, whether on public or private property, which willfully or recklessly endangers the physical or mental health of any student or other person. Such conduct shall include, but not be limited to whipping, beating, branding, forced calisthenics, exposure to the weather, forced consumption of any food, liquor, beverage, drug, or other substance or any brutal treatment or forced physical activity which is likely to adversely affect the physical health or safety of the student or any other person, or which subjects the student or other person to extreme mental stress, including extended deprivation of sleep or rest or extended isolation.

DEFINITIONS, Inappropriate Language: The use of unsuitable comments or put-downs.

DEFINITIONS, Major class disruption (disorderly conduct): Any act that substantially disrupts the orderly conduct of a school function, behavior that substantially disrupts the orderly learning environment or poses a threat to the health, safety, and/or welfare of students, staff, or others. If the action results in a more serious incident, report in the more serious incident category

DEFINITIONS, Obscene Language: The use of indecent or harassing words to intentionally provoke a hostile reaction, or intrusion into the privacy of others.

DEFINITIONS, Physical Contact or Aggression (minor): (Minor) Pushing and shoving involving no injuries and no obvious intent to injure.

DEFINITIONS, Plagiarism: Student takes words, ideas, or a piece of writing that has been copied from someone else and presents it as being their own work.

DEFINITIONS, Property Misuse: The use of material or items inappropriately or without permission.

DEFINITIONS, Public Display of Affection: The physical demonstration of affection for another person while in the view of others. (i.e. holding hands, kissing, grinding)

DEFINITIONS, Social Suspension: The suspension of the right to participate in activities conducted on an extracurricular or co-curricular basis in the West Warwick Public Schools due to academic, attendance, or disciplinary issues.

DEFINITIONS, Tardy to class: Non-chronic, lateness to class.

DEFINITIONS, Technology violation (major):

- **Technology-Unauthorized Use of Computers/Other Tech:** Willfully causing or attempting to cause damage to software, operating systems, data files, or unauthorized or inappropriate use of technology, as defined by the code of conduct. This includes any violation of the technology use policy.
- **Communication/Electronic Devices:** Having on one's person a paging device, cellular telephone, or other electronic communication device that violates the Code of Conduct.

DEFINITIONS, Technology violation (minor): Correctable and not chronic technology violations that may be handled by the classroom teacher.

DEFINITIONS, Theft, Stealing, or Larceny: The unlawful taking, carrying, leading or riding away of property of another person without threat, violence or bodily harm. Included are pocket picking, purse or backpack snatching if left unattended or no force used to take it from the owner, theft from a building, theft from a motor vehicle or motor vehicle parts or accessories, theft of bicycles, etc.

DEFINITIONS, Tobacco, e-cigarettes, or all related products and paraphernalia possession, use: The possession, use, distribution or sale of tobacco products, e-cigarettes, or all related products and paraphernalia on school grounds, at school-sponsored events and on transportation to and from school or other school transportation.

DEFINITIONS, Trespassing: Being on school grounds or at a school sponsored event when administration and/or police has directed the student not to for disciplinary reasons.

DEFINITIONS, Vandalism: The willful and/or malicious destruction, damage or defacement of public or private property, real or personal, without the consent of the owner of the person having custody or control of it. This category includes graffiti. Examples include: incidents such as destroying school computer records, carving initials or words in desktop or spray painting on walls.

DEFINITIONS, Weapon possession or use:

- **Firearms:** A firearm "is any weapon (including a starter gun) which is designed to, or may readily be converted to expel a projectile by the action of an explosive; the frame or receiver of any such weapon; any firearm muffler or firearm silencer, any destructive device; or any machine gun." A destructive device is any bomb, grenade, mine, rocket, rocket, missile, pipe bomb, or similar device containing some type of explosive that is designed to explode and is capable of causing bodily harm or property damage. Includes firearms of any kind (operable or inoperable, loaded or unloaded): including but not limited to hand, zip, pistol, rifle, starter gun, flare gun and realistic replica.
- **Other weapons:** Possession, use or intention of use of any instrument or object to inflict harm on another person, to intimidate any person. Included in this category are all types of knives, chains (any not being used for the purpose for which it was normally intended and capable of harming an individual) pipe (any length or metal not being used for the purpose it was normally intended), razor blades, or similar instruments (including pencils, pens).

Policy of Non-Discrimination

It is the policy of the West Warwick Public Schools not to discriminate on the basis of age, sex, race, religion, national origin, color or handicap in its educational programs, activities and employment practices in accordance with the applicable laws and regulations. Additionally, the lack of English language skills of national origin minority persons will not be a barrier to admission and participation in educational programs.

- The parents or guardians will have the right to appeal the decision of the School Committee to the Commissioner of Education at the Rhode Island Department of Education.
- In cases where the parents or guardians appeal the decision of the School Committee, a copy of the decision and record of the hearings shall be forwarded to the Commissioner of Education.

RI State Law: Chapter 16-21.2

Rhode Island Substance Abuse Prevention Act

Section 16-21.2-11

Possession, sale, use or under the influence of alcohol, drugs, tobacco, e-cigarettes, or all related products and paraphernalia: Student is in possession or is using illegal substances or imitations, or any equipment and device used to prepare or take them. This may also include the sale of, intent to sell, or being under the influence of such substances. This category includes over-the-counter and prescription medications if abused by students.

Electronic nicotine-delivery system means “an electronic device that may be used to simulate smoking in the delivery of nicotine or other substance to a person inhaling from the device, and includes, but is not limited to, an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, or electronic hookah and any related device and any cartridge or other component of such device.”

[11 R.I. Gen. Laws Ann. §§ 11-9-13.4\(15\) and 216 R.I. Code R. 50-15-6.2\(A\)\(6\) \(2018\)](#)

Electronic nicotine-delivery system usage means “any vaping, inhaling, or use of any” electronic nicotine-delivery system

[23 R.I. Gen. Laws Ann. §23-20.9-4 \(2018\)](#)

Liquid nicotine container means “a bottle or other container of a liquid or other substance where the liquid or substance is sold, marketed, or intended for use in a vapor product” excluding such containers that are “prefilled and sealed by the manufacturer and not intended to be opened by the consumer.”

[11 R.I. Gen. Laws Ann. § 11-9-13.20\(c\) \(2018\)](#)

Devices prohibited –

- a. Any student enrolled in any secondary or elementary school shall be prohibited from carrying, possessing or using a laser pointer of any kind on school property, except with the written consent of the principal of the school in which the student is enrolled.
- b. The penalty for violation of this section shall be the confiscation of the device/contraband.

All confiscated contraband will not be returned.

West Warwick Public Schools

District Policies: Student Hazing Policy

The purpose of this policy is to provide a school environment that is conducive to learning. The underlying belief of this policy is that all children have the right to be educated in a safe and nurturing environment. Therefore, the West Warwick School Committee has adopted this policy against hazing in its public schools.

I. Definition: The term “hazing” as defined in the Rhode Island General Laws, 11-21-1, as amended is as follows: The term “hazing” as used in this chapter shall mean any conduct or method of initiation into any student organization, whether on public or private property, which willfully or recklessly endangers the physical or mental health of any student or other person. Such conduct shall include but not be limited to whipping, forced consumption of any food, liquor, beverage, drug or other substance, or any brutal treatment or forced physical activity which is likely to adversely affect the physical health or safety of the student or any other person or which subjects the student or other person to extreme mental stress, including extended deprivation of sleep or rest or extended isolation.

II. Police Involvement: Whoever knows that another person is the victim of hazing as defined above and is at the scene of such crime will, to the extent that such person can do so without danger or peril to himself or others, report such crime to an appropriate law enforcement official as soon as reasonably practicable. Pursuant to Rhode Island General Laws 11-21-2, hazing is a misdemeanor in the State of Rhode Island punishable by fine, imprisonment or both.

III. Penalties: Any student who is an organizer of or a participant in an activity constituting hazing as defined above will be immediately suspended from school with applicable due process. Whether the suspension will be a short-term suspension or a long-term suspension will be determined by the Principal or Superintendent of Schools. **Further, any participating student who is involved in extracurricular activities will be suspended from taking part in all said activities, including athletics, for the period of time determined by the Principal.**

IV. Special Rules for Students with Disabilities: Students with disabilities are defined by the Individuals with Disabilities Education Act (20 USC Section 1415) will be subject to the provisions of this policy to the extent permitted by the Individuals with Disabilities Education Act. These regulations and procedures are further defined on Pages 12 and 13 of the Regulations of the Board of Regents for Elementary and Secondary Education governing the special education of students with disabilities and on Page 41 of the West Warwick Special Education Procedures Manual.

West Warwick Public Schools

District Policies: Sexual Harassment Policy

I. STATEMENT OF PHILOSOPHY:

A. It is the policy of the West Warwick Public Schools as well as state and federal law, that sexual harassment is a form of discrimination which violates (but is not limited to) Section 703 of Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. §2000e, et.seq.; Title XI of the 1972 Education Act, R.I. Gen. Laws §28-7-1, as amended, Fair Employment Practices Act and R.I. Gen. Laws §16-38-1. That sexual harassment of a student, employee, applicant or volunteer is unlawful and shall not be tolerated. This policy applies whether the sexual harassment is between people of the same or different gender.

B. The West Warwick Public Schools are committed to equal employment, treatment and educational opportunity for all employees, applicants, students, volunteers and those parties who are contracted to perform work for the West Warwick Public Schools, with regard to race, color, religion, sex, national origin, age, sexual orientation or disability in all aspects of employment, treatment and education. The West Warwick Public Schools expect all employees, students and volunteers to conduct themselves in an appropriate and professional manner, with respect and concern for their colleagues and students.

II. SEXUAL HARASSMENT DEFINED:

A. Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature when:

1. Submission to or rejection of such conduct or communication is made either explicitly or implicitly a term or condition of instruction, employment or otherwise full participation in all school activities; or
2. Submission to or rejection of such conduct or communication by an individual is used as a basis for evaluation in making academic, personnel or employment decisions affecting an individual; or
3. Such conduct or communication has the purpose or effect of substantially or unreasonably interfering with an individual's employment or education, or creating an intimidating, hostile or offensive employment or education environment. Any sexual harassment as defined when perpetrated on any student or employee by any student or employee will be treated as sexual harassment under this policy.
4. Submission to or rejection of the conduct by a student is used as the basis for any decision affecting the student's grades, benefits, services or honors programs available at or near the school.
5. This policy applies to School Department employees, students, volunteers, and any other person who engages in school sponsored activities. Provided further, the policy shall apply to said persons when involved not only in the academic setting, but also during extra-curricular activities including school sponsored events away from the school.

B. Sexual harassment may include but is not limited to the following discriminatory behaviors:

1. Physical (e.g., intentional touching, material "bribery," following/stalking)
2. Emotional (e.g., embarrassment, close proximity)
3. Verbal (e.g., insults, demands, rumors)
4. Visual (e.g., photos, staring, gestures, exposure)
5. Electronic (e.g., email, facebook, twitter, text)

III. REPORTING PROCEDURES:

A. Any person who believes that he or she has been the victim of sexual harassment by a student or an employee of the school department or any third person with knowledge or belief of conduct that may constitute sexual harassment should report the alleged acts immediately to an appropriate school department official as designated by this policy.

B. Students are encouraged and expected to report incidents of sexual harassment to any teacher, counselor and/or administrator in the West Warwick Public Schools. Any teacher or counselor who has received such information must forward said information to their designated administrator in the West Warwick Public Schools within 24 hours. The administrator shall meet with the complainant and forward their findings to the Superintendent in a timely manner.

C. Employees, substitutes and volunteers may report sexual harassment immediately to the Director of Pupil Personnel for the West Warwick Public Schools.

IV. INVESTIGATION AND RECOMMENDATION:

A. By the authority of the School Department, the Superintendent or the Director of Pupil Personnel/Special Education, as the case may be, upon receipt shall immediately authorize and investigation. The investigation shall be conducted by a School Department official or by a third party, both of which shall be designated by the Superintendent.

B. A thorough investigation includes but is not limited to personal interviews of all parties involved, eyewitness reports, and/or official reports filed. The investigating party shall provide a written report of the status of the investigation within ten (10) working days to the Superintendent of Schools.

C. In addition, the School District may take immediate steps, at its discretion to protect the complainant, students and employees pending completion of an investigation of alleged sexual harassment.

D. An employee, applicant, student, parent/guardian or volunteer may also choose to seek redress through one of the following outside agencies:

1. Office of Civil Rights, Region 1, United States Department of Education
2. Rhode Island Commission of Human Rights
3. United States Department of Labor, Employment Standards Administration
4. Equal Employment Opportunity Commission

V. SCHOOL DEPARTMENT ACTION:

A. Upon receipt of a recommendation that the complaint is valid disciplinary action including warning, suspension or immediate discharge to end sexual harassment and prevent its recurrence will be taken.

B. The official findings of the investigation of each complaint filed under these procedures will be reported in writing to the complainant and the accused by the School District. In all cases all persons shall be afforded due process rights prior to the imposition of any sanctions.

VI. STATEMENT OF CONFIDENTIALITY: Confidentiality and privacy of those involved will be respected during and following all complaint procedures to the degree this procedure and law provides.

VII. REPRISAL: The School Department will discipline any individual who retaliates against any person who reports alleged sexual harassment or who retaliates against any person who testifies, assists or participates in any investigation, proceeding or hearing relating to a sexual harassment complaint. Retaliation includes, but is not limited to, any form of intimidation, reprisal or harassment.

VIII. POLICY DISSEMINATION AND TRAINING: All students, employees, substitutes and volunteers shall be trained by qualified individuals in understanding this policy and its implications.

IX. NOTIFICATION: The West Warwick Public Schools is responsible for publicizing this policy. A copy of the policy shall be distributed to all employees, substitutes, volunteers, students and parents/guardians and posted in an area where all members will have the opportunity to freely view it.

The West Warwick Public Schools sexual harassment policy shall be reviewed and revised as necessary. The current updated or corrected policy shall be posted (e.g., website, school offices/library) for public access.

West Warwick Public Schools

District Policies: Internet Policy (August, 1997)

The West Warwick School Committee recognizes that as telecommunications and other new technologies shift the ways that information may be accessed, communicated and transferred by members of society, those changes may also alter instruction and student learning. The School Committee supports access by students to rich information resources and acquisition of appropriate skills to analyze such resources. In order to match electronic resources as closely as possible to the approved school curricula, school personnel will review and evaluate resources and materials that support instruction. In this manner, staff will provide developmentally appropriate guidance to students as they make use of telecommunications and electronic information resources to conduct research and other studies related to the district curriculum. All students will be informed by staff of their rights and responsibilities as users of the school network prior to gaining access to that network, either as an individual user or as a member of a class or group. As much as possible, access to school information resources will be designed in ways that direct students to those that have been reviewed and evaluated prior to use. While students may be able to move beyond those resources to others which have not been evaluated by staff, they will be provided with guidelines and lists of resources particularly suited to learning objectives.

Students may pursue electronic research independent of staff supervision only if they have been granted parental permission and have submitted all required forms. Permission is not transferable and may not be shared.

Violations may result in a loss of access and/or additional disciplinary action at the building level or above in line with existing practice regarding inappropriate language or behavior. When applicable, law enforcement agencies may become involved. Therefore, the use of internet facilities of the West Warwick Public Schools for telecommunications and electronic information resources will be permitted upon agreement to the following policy guidelines:

- To use the internet connection only for educational purposes that is consistent with the students' course of studies and the policies and objectives of the West Warwick School Committee/Public Schools.
- To protect one's self and others by not issuing any addresses or telephone numbers over the internet, remembering that internet communications are not private.
- To use the internet only with permission of the staff members who are in charge of it or with permission of supervising teachers.
- To be considerate of others while on the internet, abiding by the same rules that apply in school to language and behavior.
- To refrain from any commercial activity (defined as buying, selling, bartering or advertising), including but not limited to the use of credit cards.
- To avoid disruption of the internet supporting equipment or information available on it, including but not limited to tampering with hardware or software, vandalizing data, introducing or using computer viruses, etc., attempting to gain access to restricted information or networks or violating copyright laws, and
- To immediately report any problems or breaches of these responsibilities to the supervising staff member.

Links to WWPS Technology Policies:

[WWPS - Responsible Use Policy](#)

[WWPS - Student Google Accounts Policy](#)

[WWPS - Internet Filtering Policy](#)

[WWPS - Student Overnight Use Policy](#)



If you would like to visit the WWPS Technology Policies & Form page, just click on the picture above.

West Warwick Public Schools District Policies

Operational Definitions of Discipline Infractions

One-On-One: A “one-on-one” is an attempt by the teacher to resolve potential problems with students in a cordial, caring, and non-punitive manner such as “we need to talk,” not “you have detention.”

ACTIONS THAT INTERFERE WITH A STUDENT’S PERSONAL SUCCESS WITHIN SCHOOL

Abuse of school materials: Intentional misuse of school property and/or materials with the intention to deface, damage or devalue. Damage, if incurred, would not exceed the \$25.00 replacement or repair cost.

Excessive class truancy: The occurrence of being truant from class following a formal review of attendance expectations by a building administrator or designee.

Failure to attend assigned detention: Truant from assigned detention without consent or permission

Forgery and falsification: The intentional furnishing of false, misleading or incomplete information to a supervising faculty member of the West Warwick Public Schools to include but not be limited to forgery, alteration of school forms or records, and the unauthorized use of signatures.

Leaving class without permission: Any physical departures or attempts to leave an assigned classroom or class-related activity area without consent and permission from a supervising adult within that area.

Leaving school grounds without permission: Any physical departures or attempts to leave school property or assigned activity areas without consent and permission from a WWPS supervising adult.

Truant from class: Any unexcused absence from scheduled class or school based- activity

Truant from school: Any unexcused absence from school activities for more than four school periods or the equivalent amount of time for a scheduled half day.

ACTIONS DIRECTED TOWARDS PROPERTY AND MATERIALS

Destruction of property: Intentional actions which result in the destruction, damage or devaluing of any property of the West Warwick Public Schools and/or that of any individual participating in activities within the school community with damage that exceeds the \$50.00 replacement or repair cost.

Theft: The intentional possession of materials or property of another without their consent or permission.

Vandalism: Actions directed towards the physical environment of any WWPS building or site with the intention to damage or deface the environmental feature with damage that exceeds the \$25.00 replacement or repair cost.

ACTIONS THAT DISRUPT THE LEARNING ENVIRONMENT

Assault: Intentional actions that threaten or endanger the health or safety of another individual or group.

Assault and Injury: An act intended to and which does cause harm or injury to another.

Disorderly conduct: The occurrence of student actions that disrupt or hamper school-based activities following a verbal review of behavioral expectations and/or a reasonable request from a supervising adult to cease. Disorderly conduct includes actions intended to incite others.

ACTIONS THAT DISRUPT THE LEARNING ENVIRONMENT

Disturbing Class: Any intentional action displayed during a structured school activity that impedes or prohibits the progress of that activity or the delivery of instruction to any students involved in the activity.

Disrespect towards another: An unwarranted verbal, physical or written exchange including profane, insulting or offensive language directed towards another individual or group of individuals, including racial or ethnic comments that

Fighting: Unsafe physical actions directed towards another student or group of students are intended to demean or defame.

Insubordination: Direct refusal to comply with a reasonable request made by an adult faculty member within the second presentation of the request.

Lewd behavior: Verbal and/or physical expressions that are intended to be perceived as indecent or obscene not including actions defined under Sexual Harassment.

Repeated uncooperative behavior: The display of insubordination more than four times within three consecutive school days.

Threats: A verbal and/or physical expression of the intent to harm, injure or punish another.

Weapon: See Zero Tolerance Policy and Violations of Possession in Rhode Island Laws and Codes

District Policies: Violations of R.I. State Laws, Criminal, or Civil Codes

Weapon Possession: See Zero Tolerance Policy and violations of RI Laws and Codes

Sub-classes include:

- Brandishing weapons
- Identification of concealed weapon by another
- Voluntary identification of a weapon
- Sexual harassment
- Possession of illegal or controlled substance
- Sale or attempted sale of illegal or controlled substance
- Under the influence of illegal or controlled substance
- Tobacco possession or use

McKinney-Vento Homeless Assistance Act of 2001: Title X

Homeless children and youth are children who lack a fixed, regular and adequate nighttime residence. This includes children and youth who are sharing housing of other persons due to a loss of housing, economic hardships or similar reason; are living in motels, hotels, trailer parks or camping grounds due to lack of alternative accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement. Children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as regular sleeping accommodations for human beings. Children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations or similar settings and migratory children who qualify as homeless for the purposes of this subtitle because the children are living in circumstances described above. Homeless children and youths are eligible for free school meals.

District responsibilities are to provide transportation to and from the school of origin, enroll in school immediately even if there is missing documentation, provide access to the same services as non-homeless students, and coordinate services with agencies. This may include funding for before school, after school and/or summer programs with an education focus, basic needs such as school uniforms, school supplies and health related needs and counseling services. Districts are responsible for counting and reporting the number of homeless students and their living arrangements to RIDE at the end of each school year.

Unaccompanied homeless can apply for financial aid. See an administrator for the necessary paperwork.

West Warwick Public Schools: District Policies

School Response to Teen Dating Violence, Sexual Violence and Bullying

PROHIBITION AGAINST TEEN DATING VIOLENCE, SEXUAL VIOLENCE & BULLYING

Harassment, intimidation, teen dating violence, sexual violence and bullying are prohibited in West Warwick Public Schools in Rhode Island [R.I.G.L. 16-21-26, 16-21-30]. The prevention of teen dating violence, sexual violence and bullying is part of the West Warwick Public Schools Strategic Plan [R.I.G.L. 16-7.1.2(e)] and school safety plan [R.I.G.L. 16-21-24]. Dating violence, sexual violence and bullying will not be tolerated in WWPS. Students will be held accountable for behavior off school grounds when student misconduct is directed at a student or employee and is related to the victim's school affiliation, or when the off-campus conduct directly affects the safety and welfare of the school community or the orderly mission and function of the school.

The purpose of this policy is to:

- Raise school-wide awareness about teen dating violence, sexual violence and bullying
- Provide guidance in responding to alleged incidents
- Prevent new incidents from occurring

DEFINITIONS

At school: means in a classroom, on or immediately adjacent to school premises, on a school bus or other school related vehicle, at an official school bus stop, or at any school sponsored activity or event whether or not it is on school grounds.

Bullying: occurs when a student intentionally assaults, batters, threatens, harasses, stalks, menaces, intimidates, extorts, humiliates, or taunts another student. Bullying also occurs when a student or a group of students organize a campaign of shunning against another student or when a student or a group of students maliciously spread rumors about other students, including when students do so through the use of social media. Any bullying that occurs outside of school hours that has a negative impact on the school environment may result in disciplinary consequences.

Dating Violence: a pattern of behavior whereby one person uses threats of, or actually uses physical, sexual, verbal or emotional abuse to control his or her dating partner.

Sexual Assault: includes behaviors that are attempted or perpetrated against a victim's will or when a victim cannot consent. Sexual assault may involve actual or threatened physical force, use of weapons, coercion, intimidation, or pressure and may include:

- Intentional touching of someone in ways that are unwanted without consent
- Voyeurism
- Exposure to exhibitionism
- Undesired exposure to pornography
- Public display of images that were taken in a private context or when the victim was unaware.

Sexual harassment: of a student, including harassment committed by another student, includes unwelcome sexual advances, requests for sexual favors, or sexually motivated physical, verbal, or nonverbal conduct when

the conduct is severe, persistent, or pervasive.

Sexual violence: includes sexual harassment, sexual assault, and rape whereby the perpetrator may be a stranger, acquaintance, friend, family member, or partner.

Stalking: willful, malicious, and repeated following of another person with the intent to place that person in reasonable fear of bodily injury.

Rape: nonconsensual oral, anal, or vaginal penetration of the victim by body parts or objects using force, threats of bodily harm. This includes taking advantage of a victim who is incapacitated or otherwise incapable of giving consent. Incapacitation may include mental or cognitive disability, self induced or forced intoxication, status as minor, or any other condition defined by law that voids an individual's ability to give consent.

Victim or Survivor: The target of the perpetrator's coercive and/or violent acts.

Witness: Someone whose awareness of bullying compels them to intervene and/or seek help on behalf of the victim.

For additional terms, please see Definitions in the Procedures and Guidelines sections.

REPORTING RESPONSIBILITIES

The principal of each school shall establish and prominently publicize to students, staff, volunteers, and parents how to report dating violence, sexual violence and bullying and how such reports will be investigated. The victim of dating violence, sexual violence and bullying, witnesses or bystanders to such actions, or anyone who has information that these actions have occurred may file a report. For model reporting procedures and forms, see Procedures and Guidelines.

INVESTIGATION

The principal, or designee, shall develop procedures and guidelines for the investigation of a dating violence, sexual violence and bullying reports. If the allegation is found to be credible, appropriate disciplinary sanctions which are case and age appropriate, subject to due process procedures, shall be imposed. Whenever dating violence, sexual violence and bullying involved conduct that violates criminal law, the police shall be notified. Any dating violence, sexual violence or bullying that occurs outside of school hours that has a negative impact on the school environment may result in disciplinary consequences. For model investigation guidelines and forms, see Procedures and Guidelines.

DISCIPLINARY SANCTIONS

Disciplinary sanctions for dating violence, sexual violence and bullying may include loss of privilege to participate in extracurricular activities including athletics and school social events, loss of school bus transportation, assignment of additional school work or community service, and depending on the extent of involvement in the prohibited activity, suspension from school.

VICTIMS RIGHTS

The district is committed to creating a campus environment that promotes timely and fair adjudication of teen dating violence, sexual violence and bullying cases. Principals shall establish guidelines to protect the rights and privacy of the victim, as well as the due process rights of the alleged perpetrator. For model guidelines and forms, see Procedures and Guidelines.

PREVENTION

The principal of each school shall ensure that students and staff are instructed on how to identify, prevent and report teen dating violence, sexual violence and bullying. The principal shall also ensure that the school health program and counseling services include the appropriate social skills training to help students avoid isolation and help them interact in a healthy manner. School staff shall model correct and courteous behavior to each other, students, parents and visitors. Abusive or humiliating language or demeanor shall not be accepted. The staff shall ensure that each student is known by a teacher that the student can turn to if abuse develops. To the extent possible, the influence of cliques and other exclusive student groupings shall be diminished by the creation of inclusive school activities in which all students are encouraged to participate.

RESPONSIBILITIES AND EXPECTATIONS

Responsibility of Administrators: The principals, or his or her designee, shall investigate all allegations of dating violence, sexual violence and bullying and the parties involved. If the allegation is supported by the outcome of an approved investigation, (see Protocol for Responding to Reports of Teen Dating Violence) appropriate disciplinary sanctions, subject to any appropriate due process procedures, will be imposed. The investigation will include an assessment of what effect the dating violence, sexual violence or bullying has had on the victim.

West Warwick Public Schools

Notification of Rights under FERPA for Elementary and Secondary Schools

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 the day the West Warwick Public Schools receives a request for access.

Parents or eligible students who wish to inspect their child's or their education records should submit to the school principal a written request that identifies the records they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

Parents or eligible students who wish to ask the West Warwick Public Schools to amend their child's or their education record should write the school principal and 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 consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. The criteria for determining who constitutes a school official and what constitutes a legitimate educational interest must be set forth in the school's or school district's annual notification for FERPA rights. A school official typically includes a person employed by the school or school district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board. A school official also may include a volunteer, contractor, or consultant who, while not employed by the school, performs an institutional service or 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 an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official typically has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the school discloses education records without consent to officials of another school or school district 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. West Warwick Public Schools will make reasonable attempts to obtain release from the parent/guardian or student prior to this disclosure.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the West Warwick Public Schools to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202

FERPA permits the disclosure of PII from students' education records, without consent of the parent or eligible student, if the disclosure meets certain conditions found in § 99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the parent or eligible student, § 99.32 of the FERPA regulations requires the school to record the disclosure. Parents and eligible students have a right to inspect and review the record of disclosures. A school may disclose PII from the education records of a student without obtaining prior written consent of the parents or the eligible student –

- To other school officials, including teachers, within the educational agency or institution whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in § 99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(3) are met. (§ 99.31(a)(1))
- To officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of § 99.34. (§ 99.31(a)(2))
- To authorized representatives of the U. S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as the State educational agency (SEA) in the parent or eligible student's State. Disclosures under this provision may be made, subject to the requirements of § 99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf, if applicable requirements are met. (§§ 99.31(a)(3) and 99.35)
- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary for such purposes as to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§ 99.31(a)(4))
- To State and local officials or authorities to whom information is specifically allowed to be reported or disclosed by a State statute that concerns the juvenile justice system and the system's ability to effectively serve, prior to adjudication, the student whose records were released, subject to § 99.38. (§ 99.31(a)(5))
- To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction, if applicable requirements are met. (§ 99.31(a)(6))
- To accrediting organizations to carry out their accrediting functions. (§ 99.31(a)(7))

- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§ 99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena if applicable requirements are met. (§ 99.31(a)(9))
- To appropriate officials in connection with a health or safety emergency, subject to § 99.36. (§ 99.31(a)(10))
- Information the school has designated as “directory information” if applicable requirements under § 99.37 are met. (§ 99.31(a)(11))
- To an agency caseworker or other representative of a State or local child welfare agency or tribal organization who is authorized to access a student’s case plan when such agency or organization is legally responsible, in accordance with State or tribal law, for the care and protection of the student in foster care placement. (20 U.S.C. § 1232g(b)(1)(L))
- To the Secretary of Agriculture or authorized representatives of the Food and Nutrition Service for purposes of conducting program monitoring, evaluations, and performance measurements of programs authorized under the Richard B. Russell National School Lunch Act or the Child Nutrition Act of 1966, under certain conditions. (20 U.S.C. § 1232g(b)(1)(K))

Directory Information

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that West Warwick Public Schools, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child’s education records. However, West Warwick Public Schools may disclose appropriately designated “directory information” without written consent, unless you have advised the West Warwick Public Schools to the contrary in accordance with West Warwick Public Schools procedures. The primary purpose of directory information is to allow the West Warwick Public Schools to include information from your child’s education records in certain school publications. Examples include:

- A playbill, showing your student’s role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent’s prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965, as amended (ESEA) to provide military recruiters, upon request, with the following information – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student’s information disclosed without their prior written consent. [Section 9528 of the ESEA (20 U.S.C. § 7908) and 10 U.S.C. § 503(c).]

If you do not want West Warwick Public Schools to disclose any or all of the types of information designated below as directory information from your child’s education records without your prior written consent, you must notify the WWPS registrar (401-615-5214 or registrar@westwarwickpublicschools.com) in writing by October 1 of each school year. West Warwick Public Schools has designated the following information as directory information: Student Name and Student Address.

West Warwick High School Attendance Redemption Program Contract

Student Name: _____

- ❖ *I am currently on social suspension for exceeding a cumulative total FIVE unexcused tardies, absences, or dismissals this quarter, or 18 this academic year.*
- ❖ *I am aware that I can not participate or attend any extra-curricular events while on social suspension.*
- ❖ *I agree to check in with an administrator in the cafeteria by 7:10 every assigned day designated below:*

Beginning Date: ____/____/20____ Ending date: ____/____/20____

- ❖ *I realize that I MUST maintain perfect attendance and attend every scheduled morning date or I will be removed from all events.*
- ❖ *Failure to complete this contract will result in the loss of this option forever.*

Student's Signature: _____

Parent's Signature: _____

Coach/Extra-curricular Advisor's Signature: _____

Administrator's Signature: _____

WEST WARWICK HIGH SCHOOL: STUDENT HANDBOOK (Digital Copy)

Parent and Student Signature Page

The administration, faculty, families and students of the West Warwick High School community commit to high expectations. They agree to support the effort to provide the students with access and opportunities to be successful by making the commitment to:

- support a safe, orderly learning environment with dress code compliance and learner readiness
- model behavior based on respect for all and to foster individual responsibility
- collaborate in selecting a rigorous, appropriate academic program
- support the education process by being on time and in school daily
- check homework assignments nightly and provide a time and place at home for work completion
- encourage students to participate in supervised co-curricular activities
- keep students from loitering or roaming halls after school
- abide by all school rules and regulations as documented in Student Handbook

Parents will communicate with the school regarding:

- policies and procedures by reading, supporting, signing and returning the Student Handbook signature page
- academic progress by discussing interim reports and report cards
- activities by participating in school-related events
- a partnership to provide the best education possible

Student's Name: _____

Student's Signature: _____

Parent/Guardian Signature: _____

Date: ____ / ____ / 2021

*If a signed Signature Page or acknowledgement form is not completed by **Friday, September 17, 2021** or within 10 days of completing a new student registration, it will be understood that the student and parent are aware of and agree to abide by all rules and regulations documented in the Student Handbook.