



ATTENDANCE AND TARDY POLICY QUICK REFERENCE 2017-2018

Attendance

To receive credit in a class, a student must attend at least 90 percent of the days in which a class meets. A doctor or school nurse note will be required for the remainder of the school year. **Both excused and unexcused absences count toward excessive absences.** Students exceeding the 90 percent attendance rule during or at the end of a nine-week grading period will receive a letter denying credit, regardless of the grade(s) earned in that class(es).

When credit for a class(es) has been denied an appeal must be filed with the assistant principal for attendance within ten school days of receipt of the credit denial letter. Students will be given the opportunity to meet with the assistant principal for attendance to discuss alternative ways for students to make up work or regain credit lost because of absences.

- A student absent from school for any reason, other than for a documented health care appointment, will not be allowed to participate in school related activities on that day or evening.
- A student cannot miss more than five (5) days per term or ten (10) days for the school year for school related activities and receive credit for a class(es).
- When a student returns from an absence from school, he/she must bring a note that describes the reason for the absence and has an authentic parent signature.
- A student absent without permission from school, any class, or a required tutorial will be considered truant and subject to disciplinary action, which may include court action.
- Make-up work or tests will be permitted for all excused absences and absences for school-sponsored activities. For excused absences, not school related, students have one (1) day for make-up for each day of absence. Any exception to this will be made by the principal.
- Tardy students will be assigned a detention. Serious offenders will receive more severe disciplinary action.
- A parent withdrawing a student must present a signed and dated request to the registrar stating the reason, new school, or other educational option.

Tardy Policy

Students are expected to be seated in class and prepared to work when the tardy bell rings.



DRESS CODE QUICK REFERENCE 2017-2018

Dress Code guidelines are designed to enhance a positive environment at school. Outstanding performance is always related to high expectations. The LHS Dress Code is established to:

- ◆ Promote a positive school atmosphere conducive to learning
- ◆ Encourage students to exemplify proper grooming in order to exhibit an appropriate image for the student, school, district and community
- ◆ Enhance a safe, orderly educational environment
- ◆ Promote community values

1. All students must be clean and neatly groomed.
2. Students' hair, by the nature of the style or color (abiding by the 25% rule), shall not tend to create a distraction. Students' hair must be kept out of their eyes. No shaved or sculpted designs are allowed in the hair or eyebrows.
3. Students' contact lenses must be a natural color or shade. Distracting styles or color will not be allowed.
4. Students may not wear facial jewelry or facial decoration, other than normal makeup for girls. Tongue rings, eyebrow rings, spacers of any kind, and mouth jewelry are not permitted. There should be no visible sign of body piercing or facial piercing.
5. Tattoos, regardless of size, must be covered.
6. Male students may wear either one small stud earring or one small loop earring in one or both ears. Female students may wear appropriate earrings. Pins, spikes, etc... are not allowed.
7. Clothing, which in the opinion of the professional staff that would be deemed inappropriate, disruptive, or offensive for school in general, will not be allowed. Some examples of inappropriate clothing include, but is not limited to: bike shorts, athletic shorts that are made of unlined thin material, cut-off shorts, boxer shorts, running shorts, pants or shorts with printed text on the seat, gloves or forearm sleeves inside the building, see-through clothing, sleepwear as outerwear, halters, midriffs, fishnet tops, tank tops, pants not worn at the natural waist line, clothing that is ripped or torn, pants with holes on or above the knee. Excessively tight-fitting clothing and over-sized clothing may be deemed inappropriate for school. Blankets, quilts, or wrap-around type coverings are not appropriate for school and should not be brought to school or classes.
8. Male students may wear hemmed, long pants or hemmed shorts of appropriate length (at or about mid-thigh length or longer.) No cut-offs are allowed. Pants may not sag or excessively drag the ground.
9. Female students may wear hemmed, long pants. Skirts or hemmed shorts may be worn if the length is appropriate (at finger tips, 2 inches above the knee, or longer). If a garment has split sides, the top of the split must be no higher than fingertip length. Pants or shorts with cut-off or frayed ends are unacceptable. Pants may not excessively drag the ground. Tights/leggings/jeggins may be worn with a dress or blouse of mid-thigh length. Clothing that is considered or determined to be gang attire or clothing intended to incite others will not be allowed.
10. Female students should not wear clothing that reveals visible cleavage, waist, or midriff area.
11. Male students may **not** wear sleeveless shirts or vests without a shirt with sleeves underneath. Female students may wear sleeveless shirts so long as the straps are at least three fingers wide.
12. All students shall wear appropriate undergarments. Undergarments should not be seen.
13. Students may not wear clothing, jewelry or other items that advertise by name or symbol any products that are not permitted in school, including but not limited to: drugs, alcohol, tobacco, profanity, and obscenities, suggestive slogans that promote/represent any of the previously listed, including Satanism, devil worship, gambling or violence. Any shirts that display either by word or graphic representation such elements as, but not limited to, the macabre, gothic symbolism, weaponry, or depictions of the human anatomy in any form are inappropriate. Pants or shorts should have no text on the seat of the garment.
14. No hats, caps, sweatbands, bandannas, sunglasses, clothing and accessories with spikes, headdress or hair grooming items shall be worn in the school building by either male or female students.
15. All students are required to wear shoes. House shoes/slippers are unacceptable.
16. School affiliated uniforms are an appropriate form of dress for extra-curricular activities.
17. The principal, sponsor, coach or staff member in charge of an extra-curricular activity, may regulate the dress and grooming of students who participate in the activity.

Administration reserves the right to determine any inappropriate attire or hairstyle that is disruptive or inappropriate for the school environment or community.