

STUDENT HANDBOOK

Welcome!

WELCOME TO LAKE REGION! We are happy you are a part of our school and we hope this year will bring new and exciting challenges for you. Our school atmosphere is informal and friendly. Our faculty is excited about education and we work hard every-day to maintain a caring community that respects one another. We invite parents to visit us often and be an active member of our school community all year long.

MISSION STATEMENT: The mission of Lake Region High School is to ensure a safe, caring, and cooperative environment with high expectations for all students. We expect to develop life-long learners who can utilize a problem-solving approach built on strong foundational skills and global awareness.

4 x 4 SCHEDULE PLAN at Lake Region High provides students the opportunity to take more elective courses than on the six-period schedule. Students are advised of vocational programs and other elective options that they can complete in this extra time. This makes possible a higher percentage of Florida Gold Seal recipients, Academic Scholars and Bright Futures Scholars.

GRADING POLICY

The Polk County Pupil Progression Plan provides for the following grading scales:

A-90-100 B-80-89 C-70-79 D-60-69 F-0-59

GUIDANCE SERVICES

Guidance services are available for every student. These services include assistance with educational planning, interpretation of test scores, occupational information, career information, counseling for personal problems or any concerns students would like to discuss with a counselor.

Counselors are available from 7:00 a.m. until 2:45 p.m., Monday through Friday. A student may leave his name in the guidance office and a counselor will call the student from class. Counselor request forms are also available on the school's web site. In the case of an emergency, the student may request a pass from the teacher.

Guidance Counselors are designated by the first letter of students' last name.

- A—C** Patricia Salary
- D—G** Cynthia Stroupe
- H—L** Peggy Wheeler
- M—R** Betsy Beikirch-Godwin
- S—Z** Kitty Farese

SCHEDULE CHANGES

Courses selected during registration should be considered as final. Schedule changes necessitated by the cancellation of courses, the incorrect placement of students, or scheduling conflicts will be made by the Assistant Principal for Curriculum and the Guidance Counselor. Students will be consulted.

PARENT CONFERENCES

Parents may schedule appointments for conferences with teachers through the Guidance Department. The telephone number is (863) 297-3194. Conferences are scheduled during a teacher's conference period or after school.



LAKE REGION HIGH
1995 Thunder Road • Eagle Lake, FL 33839

Phone (863) 297-3099 • FAX (863) 297-3097 • WebSite Lakeregionthunder.com • Mr. Joel McGuire, Principal

LAKE REGION HIGH

ATTENDANCE POLICY

Attendance is an extremely critical factor in the success or lack of success at Lake Region High School. On the four period schedule, students attend four ninety-minute classes for ninety days each term. There are two terms in a year. Missing one day of instruction during a four period day is almost the same as missing two days during a six or seven period day. According to School Board Policy, each student must attend class 135 hours to earn credit for a full credit course. A student can be denied credit after 7 days absent in a full credit course or 4 days absent in a ½ credit course. All days are considered unexcused after a student has missed the maximum number of days allowed. Documentation such as a Doctor's note must be provided at this time. Students in jeopardy of losing credit, may petition the Attendance Review Committee to remove days from the total by providing one of the following: hospital / doctor notes, court ordered appearance document, funeral notice for family or documentation for traffic accident.

Pre-arranged absences are addressed on an individual basis. These cover religious holidays, out-of-town trips, or any valid reason other than illness or emergency trips. A pre-arranged absence form must be requested from the attendance office at least three days prior to the desired absence.

Instructional Absences: Students should make arrangements with teachers prior to any school-approved field experience and will not be noted as absent.

Makeup Work: At Lake Region High School all work is required to be made up for days missed including for a school-approved field experience. The policy for each course will be determined by the teacher. It is the student's responsibility, upon returning to school, to see each teacher and get the required work missed. All missed work should be made up in a timely manner. Students should not expect teachers to go back two or three weeks and give them work that was missed.

TARDY POLICY

Tardy consequences will be assigned by the teacher i.e. Warnings and/or the (S.L.A.M.) room. Continuous tardies will result in more serious consequences assigned by the Administration. Students that are more than 30 minutes late to class will be considered absent

CHECK-OUT POLICY

Lake Region High School is a closed campus. Students are not regularly permitted to leave campus during the school day. To prearrange a check-out, the student must bring a note from home before school begins, to the Attendance Office. The note must include a phone number where a parent can be reached during the day. The Attendance Office will call the parent to verify the request. A check-out pass with the date and time will be delivered to the student. **Please note:** Parents are required to come to the Attendance Office in person if a student does not bring a note before school starts.

PUPIL ILLNESS POLICY

If a student becomes injured or is too ill to remain in class, the student should be sent to the clinic, and the secretary will determine if the student needs to check out. If a student is too sick to remain in school, the student's parents will be notified and arrangements will be made to check the student out of school.

MEDICATION POLICY

No medicine, including aspirin, may be administered by school personnel. See Code of Conduct for "Medicine Required for the Welfare of the Student." Infraction of this policy may be treated as a drug or mood-modifier violation. Students needing to use the clinic to take medicine, prescription or non-prescription, must have an **Authorization for Medication Form** on file. See Attendance Office for this form.

VISITORS POLICY

Visitors are not permitted on high school campus without permission of the administration. Permits may be obtained from the Main Office. A student who comes on campus, during normal school hours, while serving out of school suspension is considered trespassing and will be referred to the school Resource Officer.

HALL PASSES

Students are required to have hall passes any time they are out of the classroom. Students are to be released from class for emergencies only. The Rest room policy for each class will be determined by the teacher.

STUDENT HANDBOOK

DISCIPLINE

One of the most important lessons education should teach is discipline. While it does not appear as a subject, it underlies the whole educational structure. It is this training that develops self-control, character, orderliness, and efficiency. It is the key to good conduct and proper consideration for other people.

It is impossible for teaching or learning to take place in a classroom unless good order is maintained.

Students are reminded that they must adhere to a code of good behavior not only for their own benefit but for the benefit of others as well. Each student will receive a copy of the Code of Conduct for Students booklet which contains the code of conduct to which all students are expected to adhere.

Students are asked not to bring certain items on campus or to school functions. These items include all items listed in the Code of Conduct. Special notice should be given to radios, tape players, pagers, phones, electronic games, hats, water guns, laser pointers etc.

CHEATING

Giving or receiving information will result in a failing grade on any test or assignment for both the giver and receiver of the information.

BUS BEHAVIOR

All school rules and regulations and the Student Code of Conduct apply to all transportation.

STUDENT PARKING

All students vehicles must have a current Parking Permit. Permits will be made available at the concession counter in the food court during orientation and the first week of school during lunch. Permits are \$5.00 and must be on the rearview mirror window at all times while on campus. Seniors will be allowed to park on "Senior Row".

ONLY SENIORS ALLOWED ON SENIOR ROW!

TELEPHONE CALLS

A pay phone is provided for student use before and after school in the Main Office. This telephone is not to be used during school hours. According to School Board Policy, students are asked not to bring cell phones to school. Emergency telephone calls for students will be made from the Dean's Office by the secretary once approval has been given by the Dean or one of the administrators. Students who come to the Dean's office to use the telephone must have a pass from the classroom teacher. It is not possible to deliver messages to students during the school day, except in cases of emergency.

STUDENT DRESS AND GROOMING

- Shoes must be worn at all times. For safety reasons zoris, flip-flops, thongs and bedroom slippers must not be worn. Sandals with arch support straps are allowed. Sandals and shoes must have back straps.
- Clothing that exposes the torso or upper thighs is not allowed. Examples of clothing which may not be worn are: see-through garments, mini-skirts or mini-dresses, hatters, backless dresses, tube tops or tank tops without overblouses or shirts, shirts or blouses tied at the midriff, clothing not properly fastened tears which are indecent, bare midriff outfits and clothing worn inside out and/or backwards. Shirts and T-shirts must be long enough to tuck in. Pants or shorts must be worn at the waist.
- Garments such as boxer shorts, bloomers, and bustiers which were traditionally designed as undergarments may not be worn as outer garments. Other clothing not allowed are leggings without overblouses that reach mid-thigh, tights or hosiery including those with lace trim, and bicycle racing attire unless underneath dresses, skirts, or appropriate shorts.
- Students may wear hemmed shorts that are not shorter than mid-thigh including walking shorts, Bermuda shorts, and split skirts (culottes).
- Students are not allowed to wear clothing, jewelry, buttons, haircuts, or other items or markings which are offensive, suggestive or indecent, associated with gangs, encourage use of drugs, alcohol, tobacco, or violence, or support discrimination on the basis of age, color, handicap, national origin, marital status, race, religion, or sex. This includes any articles of clothing or jewelry that may cause injury, such as belts or bracelets with spikes.
- Head coverings including, but not limited to caps, headbands, hats, and bandanas are not allowed on campus unless they are required for safety in programs such as home economics, industrial arts, and vocational education, or are worn for bona fide religions or medical reasons.
- Curlers and other hair-grooming aids are not allowed. Personal grooming including, but not limited to combing, brushing, spraying hair, and applying cosmetics are allowed only in restrooms and/or designated areas.
- Sunglasses may not be worn indoors unless a doctor's permit is on file.



LAKE REGION HIGH

TEXTBOOKS

All textbooks are provided free by the school. Students are responsible for these books when they are issued to them. If lost or damaged, the student is fined for the cost of the book or books.

INTERNET USE

Supervised use of the Internet for research and other educational purposes is provided for students at various locations around campus, including some classrooms and the Media Center. Students are expected to use this resource in a responsible manner consistent with Polk County School Board policy. Inappropriate use of the Internet will result in suspension of access and other discipline penalties.

SCHOOL WEBSITE

Our website, lakeregionthunder.com, provides information about our school and staff. Students and parents are invited to visit this site for current news regarding academic and extra-curricular events. Parents can view their child's grades and attendance from the internet. To participate in this program parents must complete a request form and receive a PIN number. You can pick up a copy of the form at Lake Region or download a copy from the Lake Region website. Parents may choose to return the form in person (with a picture ID) or may elect to have the student return the form, notarized.

CHANGE OF ADDRESS

Students should notify the Guidance Office in writing if there is a change of address or telephone number during the school year. Legal documentation is required for verification of change of address (i.e. electric bill, telephone bill, notarized letter from realtor). This applies to any emergency information update as well.

EMERGENCY EVACUATION PLAN

Polk County is an area of severe storm/tornado incidence. Because of this past history, we have set forth an emergency plan which will help to insure the welfare of the school community. Students will become familiar with the warnings and drills through practices conducted at school during the school year.

MEDIA CENTER PROCEDURE

The media center is open to all students before and after school. All students are encouraged to use the media center. Audio-visual materials and video equipment are available for student use with supervision for production and class presentations. Students are reminded that the media center is a place for research, reading, or study; therefore, a quiet atmosphere is necessary.

- All students entering the media center must sign in when not with a teacher.
- Students using the media center during class periods must have an official media center pass. They must remain in the media center until the end of the period, unless the classroom teacher indicates on the pass that the student is expected to return to class.
- All materials borrowed from the media center must be checked out at the desk.
- Books may be borrowed for a three-week period unless otherwise marked.
- Reserve books may be checked out at the end of the school day. They must be returned before school the following morning.
- Reference books may be checked out overnight with special approval.
- Students must pay for lost or damaged books and materials. A fine of 10¢ per day per item will be charged for overdue materials.

Where To Go For Help

In The Guidance Office 297-3194

(see list of Guidance Counselors on front page)
Registration / Withdrawal
Student Transcripts
College and Career Counseling

In The Attendance Office 297-3196

Attendance / Prearranged Absences
School Lost and Found
School Clinic
Athletics Director, Coach Bullock
School Resource Officer, Officer Fennelly