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South New Summit School (SNSS)
2020-2021 School Calendar

August 2020

Monday August 3rd Teachers Return
Thursday August 6th First Day of School

September 2020

Monday September 7th Labor Day Holiday (no school)

October 2020

Friday October 9th End of 1st Nine Weeks
Monday October 12th Fall Break (no school)
Tuesday October 13th Teacher Conference Day (no school)
Wednesday October 14th 2nd Nine Weeks Begins

November 2020

Monday November 23rd – Friday November 27th Thanksgiving Holiday (no school)

December 2020

Tuesday December 15th-Thursday December 17th Semester Exams (upper school)
Friday December 18th End of 1st Semester, Make Up Exams
Monday December 21st- Friday January 1st Winter Holidays (no school)

January 2021

Monday January 4th Professional Development (no students)
Tuesday January 5th Students Return, 2nd Semester Begins
Monday January 18th MLK Day (no school)

February 2021

Friday February 5th Professional Development (no students)
Monday February 15th Presidents Day (no school)
Tuesday, February 16th Professional Development (no students)

March 2021

Friday March 12th End of 3rd Nine Weeks
Monday March 15th – Friday March 19th Spring Break (no school)
Monday March 22nd Begin 4th Nine Weeks

April 2021

Friday April 2nd Good Friday (no school)
Monday April 5th Easter Monday (no school)

May 2021

Thursday May 20th – Monday May 24th Final Exams
Tuesday May 25th Make Up Exams, End of 2nd Semester

A HISTORY OF SOUTH NEW SUMMIT SCHOOL

South New Summit School, formerly TIDE (The Institute for Diverse Education) School, was the brainchild of Christie Brady, who created the school in 2015 with the mission to provide a safe learning environment that balances gifted education with remedial education while integrating social, emotional and behavioral support. In the spring of 2018 the school merged with the New Learning Resources School District in Jackson, started by Dr. Nancy New, to become South New Summit School.

The mission remains the same. South New Summit School joins its sister schools in Jackson, Greenwood, Oxford, and Costa Rica to provide for an individual, motivational, and intellectual environment for students, including those students who are exceptional learners, and those who may encounter learning differences.

MISSION

New Learning Resources School District's mission is to provide a quality education for every child.

VISION

New Learning Resources School District will become the leader in providing exceptional and innovative educational services for students with diverse learning styles.

SNSS PHILOSOPHY

South New Summit School is dedicated to the educational philosophy that considers the diverse needs of today's students and families. The school recognizes the need for non-traditional instructional settings that provide individual academic attention while encouraging emotional and social growth.

South New Summit's primary goal is to expand the student's foundation for academic and professional achievement. The school recognizes the need for an individual, motivational and intellectual environment for students, including those who are exceptional learners and those who may encounter learning differences. Through initial assessment the staff of South New Summit School determines each student's needs and custom-designs an educational plan suited to meeting those needs.

South New Summit offers small classroom instruction by experienced teachers, who will focus on individual needs of each student. Essential core classes as well as electives and enhancement courses are incorporated. State-of-the-art technology and advanced resources are utilized to complement teacher instruction.

South New Summit School integrates co-curricular activities used to enhance the student's academic experience. Innovative teaching techniques combined with field trips and use of area resources; provide a comprehensive academic experience for all students.

SNSS BELIEFS

- Students learn in different ways and should be provided with a variety of instructional approaches to support their learning.
- All children have the right to a high-quality education.
- A quality education is founded on and sustained by an unwavering emphasis on reading, mathematics, and life-long learning.
- Well-defined goals and objectives are essential to a quality education program.
- Students achieve best in a safe, positive, and intellectually stimulating learning environment.
- Each and every employee function as an integral member of the school personnel team and makes a highly significant contribution to the educational program.

South New Summit School Motto

“Leading all students to new heights of academic and personal growth”

South New Summit School Instructional Staff/Support

School District Area Director, Kristen Frierson

Principal, Mike Lott

Student Services Coordinator, Kyle Nobles

Academic Counselor, Suzanna Miller

Counselor, Jennifer Culpepper

School Secretary/Receptionist, Niki Walker

English Instructor, Allison Beasley

Math/Computer Science Instructor, Grace Marshall

Math Instructor, Donna Creel

Science Instructor, Lynn Wallace

Social Studies/Science Instructor, Rick Moreno

Social Studies/Health/Physical Education Instructor,

Elementary Instructor, Lori Dueitt

Elementary Instructor, Amberlie Stephens

Elementary Instructor, Katie Spry

Academic Interventionist, Judy Stubblefield

South New Summit School Dyslexia Therapists

Kristen Frierson, Dyslexia Therapist Director

Allison Beasley

Anne Cameron

Shelby Deese

Sarah Fortenberry

Laken Jennings

Laurita Koll

Sarah Wall

SOUTH NEW SUMMIT SCHOOL STRATEGIC PLAN (2016-2021)

South New Summit School is striving to meet the ever-changing needs of our students, their families and communities by adopting new and more effective strategies for teaching and learning. Administrators, teachers and staff have collaborated to create a plan that will better meet these needs through exceptional instructional programs, advanced curricula, and experienced and highly-qualified instructors. The following is a list of goals and objectives that will guide the continued growth and improvement of New Summit School.

Student Achievement

Student achievement is defined as helping students reach their highest academic, social, and emotional potential so they will be prepared for higher educational, vocational training, and employment.

Goal 1: Faculty and Staff--Recruit, employ, and retain highly qualified faculty and staff who enhance the culture and ensure the academic, emotional, social, and career goals and all its students while maintaining a small group environment.

Goal 2: Universal assessment--Assess and measure the student's individual weaknesses and strengths using a universal assessment for pre-imposed data to allow implementation of accommodation and/or modifications to meet the needs of the individual.

Goal 3: Learning environment--Family atmosphere and student life: Maintain a safe learning environment for physical and emotional development that meets the interest and needs of all students

- Create a clear orientation process for new employees
- Maintain a safe learning environment
- Meet student's interest and needs
- Define a process to identify traits of prospective employees that will enhance the mission of New Learning Resources

Goal 4: Uniform Disciplinary Procedures--Define appropriately effective discipline with consideration for the individual abilities of each student

- Implement and maintain consistent channels of communication
- Instill character education and social skills development in students

Goal 5: Community Perception--Educate the community on our broad range of services and provide clarity of our purpose and mission to include:

- Families in need of our services
- Referring agencies (schools, doctors, etc.)
- Colleges, universities, trade schools, and workforce
- Overall community perception

SOUTH NEW SUMMIT SCHOOL'S PARTNERSHIP(S)

The primary goal of South New Summit School is to provide an academic community in which each student can be successful in preparing for life after high school. The faculty and staff believe that achieving that goal is dependent upon establishing a three-way partnership between South New Summit School personnel, students, and parents. Each component of this partnership must be committed to upholding its responsibilities in meeting the goal.

SOUTH NEW SUMMIT SCHOOL RESPONSIBILITIES

- Employ committed, dedicated faculty and staff
- Show genuine concern for each student's success
- Provide an instructional program based on individual needs
- Provide a safe school environment
- Provide sufficient resources for success
- Communicate progress and concerns related to each student
- Support school/student activities and policies

STUDENT RESPONSIBILITIES

- Be committed to striving for excellence
- Become long-term thinkers at school every day
- Be on time and properly prepared for each class
- Invest time outside of school hours for homework and test preparation
- Communicate progress and frustrations with parents and teachers
- Work toward independent thinking
- Become a contributing, productive citizen
- Support school/student activities and policies
- Display appropriate morals, values, and character

PARENT RESPONSIBILITIES

- Be committed to assist students in achieving their maximum potential
- Have students at school, on time every day
- Devise a methodology for students to prepare for the next day
- Utilize progress and grade reports to determine proper interventions
- Communicate questions and concerns about child's progress
- Support school/student activities and policies

STATEMENT OF PARENT EXPECTATIONS

A positive and productive working relationship between South New Summit School, the student body, and the parent body is essential to achieve the goals adopted in the school's stated mission. South New Summit School has adopted written expectations for its faculty, staff, and students. The following list of expectations are to serve as a guide to our parent body. Combined, the expectations, for all parties, give our entire community consistent guidance and direction.

1. Parents should seek to understand and then demonstrate support for the mission of South New Summit School and all stated policies and procedures. If at any point a question with the school arises, please address your concerns directly and privately with the school. It is not in your child's best interest for them to become involved with any discontent or questions regarding school decisions and policies.
2. Parents should respect the school's responsibility to do what is in the best interest of the entire community while recognizing the needs of the individual student. This includes acceptance of different perspectives, support for the school's consequences for inappropriate actions and behaviors, and the understanding that the school cannot always share all the facts in any given situation.
3. When parents have concerns involving the school, parents should first communicate directly with the adult at South New Summit School who is closest to the situation (teacher, coach, administrator, etc.).
4. Parents should be positive, encouraging, and respectful to all members of the South New Summit School community including students, faculty and staff, administrators, coaches, and fellow parents.
5. Parents should understand that academic decisions are ultimately at the discretion of our professional teaching staff and administration. Any concerns about your child's academics should first be addressed with the subject area teacher. Reasonable accommodations and interventions will be based on the child's individual needs. However, understanding should be had that learning differences do not reduce or remove the child from his/her academic responsibilities.
6. Parents should respect and understand the importance of student attendance and timely arrival to school. Parental support of student attendance assists the school in fulfilling its commitment to educate each child. (Please reference our attendance policy in the SNSS parent/student handbook)

***Parents who violate the Statement of Parent Expectations jeopardize their children's standing at South New Summit School

Daily Procedures

HOURS OF OPERATION

South New Summit School's business hours of operation are 7:30 AM to 4:30 PM. When there are hazardous driving conditions due to weather conditions, and there is a question regarding school closings, students and parents should listen to local radio and television broadcasts for SNSS's school closings.

DROP-OFF/ARRIVAL

Drop-off time officially begins at 7:40 a.m. No student will be allowed out of the vehicle before that time. All students arriving between 7:40-8:00 must report to their designated area.

Late/Tardy Arrivals

Students who arrive after 8:00 must report to the main office for check-in and, with the exception of student drivers, they must be accompanied by a parent.

We ask that parents be conscious of the inconveniences associated with habitual tardiness. Please understand the importance of on-time arrival and its impact on your child's education.

Student Drivers

Students who are permitted to drive should understand that this is a privilege that will be revoked if violations occur. All parking areas are considered part of South New Summit School grounds. As such, all school policies apply to parking areas. All student drivers are to obey a 5-mph speed limit while on campus. Any evidence of reckless driving on or around school property could result in a loss of driving privileges.

Upon arrival to school, students should immediately exit cars and report to the assigned school area. Students may not go to their vehicles for any reason during the school day, unless they have been given special permission (for rare circumstances only) by the school administration. Student drivers may not drive other students unless prior notification has been received by the school office granting permission for such circumstances (**i.e.**, parents of student who drives and the one who rides call or send written e-mail notice giving permission).

Students who develop a pattern of late arrivals to school or do not report promptly to school upon arrival may forfeit their driving privileges.

All student drivers must register, with the school, the vehicle(s) they will be driving to the school.

Elementary Bell Schedule---Grades K-6

8:00 a.m. Academic/Instructional/Therapy Times*
11:25-11:45 a.m. LUNCH
11:50-2:15 Academic/Instructional/Therapy Times*

*Breaks will be scheduled by each teacher according to individual grade-level class activities during any single day.

Secondary Bell Schedule---Grades 7-12

8:00 a.m. Morning Roll Call/Announcements
8:15-9:05 1st Period
9:07-9:17 Break, Grades 7-8
9:07-9:57. 2nd Period, Grades 9-12
9:19-10:09 2nd Period, Grades 7-8
9:59-10:09 Break, Grades 9-12
10:11-11:01 3rd period
11:03-11:23 Lunch, Grades 7-9
11:03-11:53 4th period, Grades 10-12
11:25-12:15 4th period, Grades 7-9
11:55-12:15 Lunch, Grades 10-12
12:17 Dismissal for Seniors
12:17-1:07 5th period
1:09-1:19 Break, Grades 7-8
1:09-1:59 6th period, Grades 9-12
1:21-2:11 6th period, Grades 7-8
2:01-2:11 Break, Grades 9-12
2:13-3:15 Power Hour, Grades 9-11
3:15 Dismissal, Grades 9-11

DISMISSAL

Student transportation should arrive promptly at your child's designated pick-up location and time.

Early Dismissal

Only in unavoidable circumstances should a student be checked out of school before the end of the school day. **It is highly encouraged that, when possible, personal appointments are scheduled after school hours, during school holidays, or during summer break.**

A parent must sign-out the student in the school office if leaving campus prior to the end of the school day, regardless of the reason. For students who drive, a phone call or email must be received in the school office in order for the student to be allowed to leave earlier than dismissal time.

Early dismissal which results in the student being present less than 60% of the class period will result in the student being considered ***absent*** for the class period.

Early dismissal which results in the student missing any part of the last 40% of the class period will be classified as an **Early Dismissal**. *An absence will be assessed for every 3 early dismissals from class.*

Because of the negative impact on school operations, with the exception of a family emergency, **no student should be checked-out early from school during the last 25 minutes of the student's schedule.**

Latest Dismissal Times – Regular School Day

K – 6 th Grade	1:50 pm
Grades 7-12	2:50 pm

Student Attendance

Regular and punctual attendance is expected from all students for successful achievement in school. Unless illness or unforeseen emergency circumstances occur, students are expected to be in attendance at school every day.

Student absences may be classified as excused or unexcused due to the nature of the absence. An absence is excused for reasons of illness, family emergencies, and school related events. In order for students to receive credit for a class, they may not miss more than 20 days (10 days in a semester course) in each class. Any student who is absent (excused or unexcused) for more than twenty (20) days of a full year course or ten (10) days of a semester course may forfeit the right to be promoted and/or may not receive credit for that course regardless of the grades earned. If a child has accumulated five (5) unexcused absences during the school year, the principal shall, within two (2) school days or within five (5) calendar days, whichever is less, report the absences to the State Attendance Officer. The principal, or his/her designee, shall report any student suspensions or student expulsions to the school attendance officer when they occur

For a student to be considered present for the day, they must be counted present for 60% of the school day. To be counted present for a class period, the student must be present for 60% of that class period. Checkout prior to this will result in the class attendance being classified as an absence.

South New Summit School is not responsible for students who leave home and do not report to school.

Excused absences do not affect eligibility for extra-curricular activities. For an absence to be excused, the parent must write a personal note or have a doctor's excuse or other type of official excuse and send to the school office. No more than 5 parent notes per semester will be allowed to excuse absences. Documentation of excused absences must be submitted to the school administration within 24 hours of the absence.

It is recognized that extenuating circumstances may occur. A student whose attendance has otherwise been regular may ask to extend the maximum number of absent days by submitting a brief letter appealing for credit. This letter should include the reasons for absences and an explanation of any extenuating circumstances. Upon review, the conditions of the student's absences will be considered, and a determination will be made by the school whether or not to grant the request for extension.

For a student to be eligible to participate in school-sanctioned, after-school activities, the student must be present for 60% of the school day. This includes such activities as athletic events, social functions, and club meetings & events.

Tardiness

A record of tardies will be kept by each teacher for every period. Consequences for tardiness are applicable on a nine-week basis. Tardy consequences will reset at the beginning of each nine weeks. Consequences for having **unexcused tardies** will be assigned according to the following format:

- 1st tardy – Verbal Warning
- 2nd tardy – Written Warning
- 3rd tardy – student will receive a break detention.
- 4th tardy - student will receive lunch detention.
- 5th tardy - student will receive an unexcused absence.
- Any subsequent tardies will prompt a mandatory conference with an administrator

Students arriving at school after their designated time must sign-in at the school office and be given an admission slip. Late arrivals will be considered unexcused with the exception of school-approved tardies. Examples of school-approved tardies are extreme traffic conditions, a verified doctor's appointment, or extreme weather conditions.

The decision to excuse late arrivals will be at the determination of the South New Summit School Administration.

GENERAL RULES AND POLICIES

Visitors

All visitors must check-in at the school office upon arrival. They will be required to sign in/out during their stay and will be issued a visitor's badge which must be visibly worn while on campus. Though we welcome and encourage parent involvement, we are not able to accommodate impromptu parent visits/conferences. For general questions, please communicate with your child's teacher either through email, phone, or note. If the topic requires a face-to-face meeting, please contact the School Secretary to set up a time which is mutually convenient for all involved.

Leaving Campus

Students who do not drive to school may not leave school grounds without a parent/guardian for any reason until the end of the school day. Students who wait for rides after school may not leave the school grounds until their authorized ride has arrived—they may not walk to the store or other surrounding areas, ride with other students, go to the parking lot, etc. Students who drive to school must have written permission to leave campus before the school day has ended, and the permission note must be verified by the School Secretary or an administrator.

Field Trips

Student participation in field trips is at the sole discretion of SNSS Administration. All field trips must be approved by the school administration prior to planning for the trip. Any field trip will have a direct link to a learning objective or planned activity. Once the field trip is scheduled, the staff member coordinating the trip will ensure that permission slips have been distributed and collected from parents. No students may drive to field trips unless prior arrangements are made with SNSS Administration.

Student Lunches and Other Deliveries

Students may bring their own lunch or have their lunch delivered. There are designated areas for eating at lunch and during breaks. Eating lunch outside of these designated areas is a violation of school policy and will result in disciplinary action. Microwaves are available in the dining hall for heating up foods.

If students bring their own lunches, refrigerators are available for storage until the lunch period. Students should have their name placed on their lunch bags for identification purposes. Lunches may also be delivered by parents during the lunch hour. Lunch and other deliveries should be limited as to not disrupt or interfere with the normal operation of school activities.

Any gifts delivered to the school will be held to the end of the school day in order to minimize classroom disruptions.

School Safety Program

Students in all grades will be required to participate in safety drills the first semester of school. South New Summit School has clear and useful procedures. We will practice the following drills: Fire Drill, Tornado Drill, Lock Down and Emergency Evacuation Route.

Textbooks

Textbooks will be issued to all students, and teachers will record book numbers and condition of all books. Textbooks are the property of South New Summit School and must be returned upon completion of a course or before a student can officially withdraw. Fines will be assessed and collected for damages to or loss of any textbook.

STUDENT HEALTH

STUDENT MEDICATIONS

In order for a student to receive any prescription medication, written permission must be on file with the school office. No medication will be dispensed to a student without parental permission. The school requires that a list of medications the student is taking be provided and updated as changes are made.

It is the parent's responsibility to provide the school with specific written instructions regarding medication administration. All prescription medications **MUST** be delivered and signed in by the PARENT to the reception desk of each school. At this time, a SNSS employee will verify the prescription, quantity, and prescription instructions. All medications **MUST** be kept in original packaging with the pharmacy information attached.

ILLNESS OR ACCIDENTS

In cases of illness or accidents at school, parents will be notified immediately. In cases of emergency, staff will take measures to ensure the safety and well-being of the student. Information you provide the school regarding emergency contacts, including doctors, etc., is very important to the school in dealing with illnesses or accidents.

If a student has been ill and has not been attending school, he/she must be free of fever, diarrhea and vomiting for 24 hours before returning to school. If a student has a contagious illness, he/she must have a doctor's release before returning to school.

COMMUNICATIONS

South New Summit School emphasizes the importance of positive communication between staff and students as well as between staff and parents. Students and parents are expected to take initiative at times when effective communication with an instructor is needed.

Please realize that communication is not to be solely on the behalf of the teacher. If you need to get in touch with your child during school hours, please contact the main office. Please keep in mind that the use of cell phones is prohibited for students; this includes texting during school hours with a parent.

Communication with Students

Staff will communicate with students in a professional manner that is conducive to the learning environment. If students are unclear on expectations from teachers and other staff, it is important for him or her to ask questions.

Communication with Parents

In our effort to improve communication between parents and school administration, we have implemented a texting system which will enable us to notify all households within minutes of a school emergency. A school emergency constitutes an unplanned event which causes early dismissal, school cancellation or a late start. The service may also be used to communicate general announcements or reminders to parents. Please feel free to contact school administration at any time with questions and concerns. It is our goal to have regular communication that is not only prompted by student problems, but also to share student successes with parents.

Online Parent Portal

RenWeb software provides parents with immediate access to critical information about their student(s). The secure log-in enables parents and students to view demographic information, student schedules, calendar information, announcements, homework, progress reports, attendance, discipline information, report cards, and transcripts at any time.

Parent Conferences

At any time if a parent or student feels it would be beneficial to schedule a conference for any reason, this can be arranged through the school counselor or school administration.

In the event problem behaviors are not being resolved through phone or email communication, a parent conference may need to be scheduled by school personnel. As a general rule, these conferences will be scheduled when there are persistent academic and/or behavioral problems being exhibited by a student. These conferences will be arranged through the school counselor.

Telephone Privileges

A school phone is available for students to use before school, during applicable breaks, lunch, and after school, should they need to use the phone. Students are not to be dismissed from class to use the phone except in the case of emergency. **Students who use their personal cell phone to circumvent this policy will be subject to the penalties set forth in this handbook.**

Student Discipline

All students at South New Summit School (SNSS) will be expected to abide by the Code of Conduct at all times. Habitual or serious violations of the Code of Conduct will be recommended to the SNSS Administration for the issuance of a formal code violation. **Students who receive 3 code violations in a school year will be subject to dismissal from South New Summit School.** Students are issued code violations when the normal classroom discipline efforts of our teachers and/or staff are considered to be unsuccessful or the behavioral infraction is considered to be egregious in nature. At this time, the student will be referred to administration for a code violation. Issuance of a code violation will be exclusively at the determination of the NSS Administration.

Though not an all-inclusive list, the following are examples of infractions which would result in an immediate code violation. **Additionally, the SNSS administration reserves the right to impose additional sanctions up to and including dismissal from South New Summit School.**

- Fighting
- Alcohol/Drug use
- On campus threatening language or behaviors toward student/staff
- Harassment/Bullying - verbal/physical/cyber
- Stealing

CODE OF CONDUCT

1. I am an **ENCOURAGER**.
2. My job at school is to **LEARN**.
3. My actions demonstrate **INTEGRITY**.
4. I will **RESPECT** every person, place, and thing.
5. My actions promote **SAFETY**.

SCHOOL MASCOT

B E A R S

In conjunction with the Code of Conduct, an acronym using the mascot name has been developed to help students understand our mission and purpose at South New Summit School and their role in accomplishing the mission and purpose.

Bold

- *Be a leader.
- *Volunteer.
- *Encourage others.
- *Ask for help when needed.

Engaged

- *Be ready and prepared to learn.
- *Actively participate.
- *Listen to the ideas of others.
- *Share your thoughts and opinions.

Accountable

- *Be honest with your words and actions.
- *Stay on task.
- *Complete the work.
- *Accept responsibility for your actions.

Respectful

- *Be kind to everyone.
- *Speak with permission.
- *Listen to others who are speaking.
- *Practice your manners at all times.

Safe

- *Keep your hands, feet, and objects to yourself.
- *Follow the rules and guidelines.

Student Demerit System

When a student violates the Code of Conduct with minor infractions, teachers and administrators will first redirect the student toward positive behaviors and issue a warning. When negative behavior continues, he or she may be issued a demerit. In cases in which behavior is aggressive or destructive, a demerit may be given without warning. This includes verbal and physical aggression. Excessive demerits can lead to an office referral and a parent conference. The demerit system is printed, given to, and discussed with students and parents at the beginning of the school year.

Yellow and Red Discipline Forms

If a student exceeds the number of allowed demerits in the classroom, the teacher may send the student to the principal's office or the behavioral counselor's office with a yellow form. This form will bring with it some type of consequence and may serve as the final warning before a red form is given to the student for repeated behavioral issues. The red form will be given to the principal, who will talk with the student and the parent about a more serious consequence for the misbehavior. A red form may be given before a yellow form for more serious matters, such as hitting another student with inappropriate intent, or treating someone with an unacceptable degree of disrespect.

Tobacco Use/Nicotine Delivery Devices (E-Cig etc.)

Students may not use or possess tobacco or nicotine products of any kind on school grounds or while attending school sponsored activities. This includes going out to vehicles during school hours to use tobacco products. If a student is caught smoking, using or possessing tobacco products, or in possession of paraphernalia intended for the delivery of inhaled substances, the student's parents will immediately be notified, and the student will be suspended from school for a time period to be determined by school administration.

Alcohol/Illegal Drug Use

Students are not permitted to use, be in possession of, buy, or sell alcohol or drugs on campus or to be under the influence of such substances while on school grounds or while attending any school sponsored activity. Any student who is caught with such substances will be expelled and or subject to the provisions outlined in South New Summit School's Drug and Alcohol Policy. SNSS reserves the right to perform random drug testing as determined necessary by school administration in accordance with Mississippi Law 37-11-18. Drug testing may also be conducted if a student is suspected of using alcohol/illegal drugs. If a student has a positive drug screen, disciplinary action will be taken as determined by school administration.

(See Drug & Alcohol Policy Appendix A)

South New Summit School also reserves the right to search student vehicles and personal belongings if there is suspicion of alcohol, illegal drugs or tobacco products.

Though it is not the school's intent to monitor students while they are off campus and participating in non-school activities, students will be subject disciplinary action should drug and alcohol use be verified. SNSS reserves the right to communicate with other agencies regarding the results of drug and alcohol testing. Additionally, any prior positive testing results may require prospective students to be admitted to SNSS on a conditional basis and subject to random screening as determined by Administration.

Cell Phones/Apple Watches/Electronic Devices

Cell phones, Apple Watches, and other electronic devices can be disruptive to the educational environment and are not permitted to be turned on or to be visible at any time during the school day. If any cell phone or other electronic device is seen or heard, **or if evidence exists that a student has used their device without administrative or teacher approval**, it will be confiscated and turned in to the principal. The following procedures will be utilized if a cellphone or other electronic device is confiscated.

- 1st Violation- Electronic device will be confiscated, and parents will be required to come to the school to get the device. (It will not be given to the student.)
- 2nd Violation- Electronic device will be confiscated, parents will be notified, and a **\$25.00** fine will be charged in order to have phone returned.
- 3rd Violation- Electronic device will be confiscated, parents notified, a **\$50.00** fine will be charged in order to have the phone returned, and the device will be held in the school office for the parent/guardian to retrieve.

Personal Contact

Intimate physical contact between students is not allowed on campus or at school functions. Physical contact includes, but is not necessarily limited to, the following:

- Holding hands
- Hugging
- Kissing
- Sitting closely to another student when seating arrangements do not warrant it
- Putting an arm around another student

Lack of cooperation with this rule will result in serious consequences because of its negative impact on the school environment.

Use of Profanity/Inappropriate Topics of Discussion

The use of any and all profanity is prohibited at South New Summit School. Students who use profanity or any other offensive language will be assigned detention. Students are also to refrain from talking about drugs, alcohol and other inappropriate topics (i.e., partying, sex, etc.), which may be offensive to other students and staff. Repeat offenders of any of the above will be subjected to other disciplinary measures deemed necessary.

Bullying, Cyberbullying, and Harassment

The bullying or harassment of any student will not be tolerated. Bullying or harassing behavior is any pattern of gestures, written, electronic or verbal communications, or physical act that places a student or school employee in actual or perceived fear of harm to his or her person, or damage to his or her property. Additionally, any perceived actions which create a hostile environment by interfering with or impairing a student's educational performance, opportunities, or benefits will be subject to disciplinary action deemed appropriate by SNSS Administration.

Possession of Restricted Access Content and Devices

Students are prohibited from possessing or disseminating any item or audio/visual content which is regulated from the possession or consumption by minor children. Any violation of this will result in corrective measures to be determined by SNSS Administration.

In School Suspension (ISS)

Used as an alternative to Out of School Suspension, ISS may be used for those students whose habitual behaviors interrupt the classroom/school environment to a point that hinders the learning opportunities of others as well as the normal function of the school day. Writing assignments will be given to the student related to the misbehavior/reason for being assigned to ISS. Additionally, the student will have the responsibility of making up any missed classroom work, but any graded work missed will be done with a 10-point deduction assessed (maximum allowable grade of 90.)

Out of School Suspension (OSS)

Out of School Suspension will be used in cases of habitual behavioral issues as well as others more severe in nature. If a child is given OSS, a mandatory parent conference must be held before the student is allowed to return to class.

For assignments missed while a student is serving OSS, the opportunity to make-up missed assignments will be granted with a 20-point deduction assessed.

Involvement with Law Enforcement

Any student who becomes involved with law enforcement officials and found guilty of a misdemeanor other than a traffic violation will be subject to disciplinary measures, up to and including expulsion.

A repeat of involvement with law enforcement officials will result in expulsion from SNSS.

Any student charged with a felony will be subject to expulsion from SNSS. Any student found guilty of a felony will be immediately expelled from SNSS.

Dress Code

The purpose of the dress code is to maintain an optimal learning environment throughout the school day and at all school-sponsored activities. Parents will be given information on how to order school uniforms and may do so from the school website or using information given to them by school administration. The following serves as guidelines for the dress code:

- All students must be in the approved South New Summit School attire in order to attend class each day.
- All clothes must be kept neat and clean.
- Boys shirts must be tucked into pants or shorts.
- Pants or skirts are to be worn at the waist.
- No other article of clothing may be worn to cover SNSS shirts
- SNSS jackets & fleece may be worn if necessary due to weather conditions. For extreme cold weather days, SNSS administration will approve non-SNSS jackets to be worn outside only.
- Please put child's name or initial in all outerwear.
- Shoes must be worn at all times and must be free of stains and/or holes – All shoes must have closed toes, low heels and closed heels. Shoes must be suitable for play and P.E.
- Hair must be neat, clean, well-groomed, and not hamper vision. Boys' hair must be cut to a proper length above the bottom of the ears on the side not to fall below the eyebrows in the front, and not to exceed the collar of a shirt in the back. Hair cannot be died different colors, or have dread locks, feathers, or other items woven into hair. Unusual hairstyles or coloring are prohibited. If colored, hair must be maintained in a natural tone. This means no colors such as green, purple, blue, pink, etc.
- Male students must be clean shaven. Mustaches, beards, or other facial hair will not be allowed. Sideburns will not extend lower than the bottom of the ear lobe.
- If corrective measures are required to meet the hair style requirements, students have 3 school days to be in compliance. If not corrected within the 3 days, the student will be prohibited from attending class and all missed time will be unexcused. Work cannot be made up and missed work will be assigned a zero grade.
- No caps or hats are permitted to be worn indoors. Baseball style hats and toboggans must be South New Summit logo merchandise or solid color and within the South New Summit color scheme (forest green, grey, black, or white).
- Boys—no earrings are allowed.
- Girls—earrings may only be worn in the ear lobe, 2 earrings maximum per ear.
- No gauges.
- No other excessive or inappropriate jewelry
- Other visible piercing, rings, or tattoos are not permitted other than those previously specified above.

- Skorts and skirts cannot be more than 3 inches above the crease in the back of the knee
- Shorts should not be altered and should maintain the original manufactured hem.

***School officials maintain the right to deem any attire inappropriate that does not meet the standards expressed or the spirit and integrity of the school. If a student does not meet dress code, she/he will either be issued a detention or the parent will be contacted to promptly bring different clothing.

Approved South New Summit School Attire

Girls Uniform

- Polo shirts--forest green, grey, or white (monogrammed with SNS logo)
- Blouse-white, button front, short or long sleeve (monogrammed with SNS logo)
- Slacks-khaki
- Skort-khaki or plaid
- Shorts-khaki
- Leggings-green, grey, or black
- Socks-white, green or grey

Boys Uniform

- Polo shirt-forest green, grey, or white (monogrammed with SNS logo)
- Shirt, white button down, short or long sleeve (monogrammed with SNS logo)
- Slacks-khaki
- Shorts-khaki
- Socks- white, black, navy or grey
- Belt – brown or black

Girls and Boys Outerwear

- Jacket-green fleece or green windbreaker
- Sweatshirt-grey, white or green

School administration will make the final decision on any questionable violations of the dress code. Teachers on duty in the morning will check for dress code violations during drop off and throughout the school day. Violators will be sent home to change or parents called to bring appropriate clothing.

Academics & Support Services

Curriculum

Elementary

Students will be placed in core courses of Language Arts, Reading, Spelling, Math, Science and Social Studies for their grade level. Additionally, the use of Art, Physical Education/ Health, Music, Library, STEM Lab, and Computer Learning will be incorporated into the structure of the Elementary program.

Middle School

Students will be placed in core courses of English/Language Arts, Reading, Math, Social Studies/History, and Science.

Additional options will include courses in Computer, Literature, Art, Character Education and Physical Education/ Health.

South New Summit School Graduation Requirements

South New Summit School, accredited as a Special Purpose School by the Mississippi Department of Education and the Southern Association of Colleges and Schools, offers to parents post-graduation planning to ensure each child reached their goals.

The Standard diploma has been designed to include 24 Carnegie units as required by South New Summit School and most four-year colleges and universities. Each student receiving a Standard Diploma will have earned the 24 Carnegie units as required by South New Summit School and outlined below.

Instructional modifications are based on individual student strengths, needs and future goals.

Graduation Requirements South New Summit School Diploma (Standard) prepares students for many post-school options:

- Accepted by all postsecondary institutions
- Accepted by the military
- Accepted by employers

Each student graduating with a Standard Diploma from South New Summit School is required to complete 24 total Carnegie Units.

Traditional 24 Credit Graduation Pathway

Graduation Requirements	Required Courses (The following must be included within the required number of credits)
<ul style="list-style-type: none"> • 4 Credits of English • 4 Credits of Math • 3 Credits of Science • 3 1/2 Credits of Social Studies • 0.5 Credit of Health • 0.5 Physical Education • 1 Credit Computer Science or Technology • 1 Credit College & Career Readiness • 1 Credit of Art • 5 ½ Credits of Electives 	<ul style="list-style-type: none"> • English I, English II • Algebra • Biology I • 1 U.S. History • 1 World History • 0.5 Economics • 0.5 U.S. Government • 0.5 Mississippi Studies

Incoming freshmen will be required to meet the above criteria to receive a traditional diploma. Sophomores, Juniors, and Seniors will be grandfathered in to previous Mississippi Department of Education diploma requirements.

In the event that students are unable to meet the requirements of the standard diploma, the SNSS Administration will discuss the SNSS Career Preparatory graduation pathway in an attempt to meet the student's post-secondary educational needs.

Grading Scale

Below is South New Summit School's grading scales. Please be aware that number grades are assigned for each course and any modifications or accommodations that are required are listed separately on the report card.

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

Course Credit

- Course Credit/Skills/Objectives Mastery – 70% of Skills Taught or Grade of 70
- For required academic courses in which a minimum year average of 70 is not achieved, the student will be required to attend our Extended School Year to have the opportunity to make satisfactory progress toward course completion. Extended School Year/Summer school attendance will be at the expense of the family.
- Should a satisfactory score not be achieved or the decision made to not attend the Extended School Year, the student will be required to re-take the course(s) in question and will be subject to grade retention if the subject(s) having not been passed dictate as such.

Homework

Homework must be completed on time. If students do not turn in homework, the parent must be notified and missing homework must be completed by 8:00 the following morning.

If the homework is not received a second time or any subsequent offenses, the student will receive detention and a parent teacher conference will be requested.

Make-Up Work

Students are to request make-up work from their teachers upon return to school after any absence. All make-up work, including taking quizzes and tests, should be arranged within **three** days of the student's return to school.

All make-up work will need to be completed, according to arrangements established between the student and teachers.

Make-up work for a specific grading period must be completed by the end of that grading period. Any make-up work not completed by the end of a grading period will receive a grade of zero.

Student Leadership Organization

South New Summit School will incorporate an active student leadership organization to assist in planning activities and reviewing school policies and rules. The goals of the student leadership organization involvement are to teach members responsibility and provide them with leadership opportunities. The student leadership organization will focus on and actively promote both school improvement and community service incentives for the entire student body.

Student Rewards and Incentives

South New Summit School incorporates a student reward/incentive program as a means of assisting students to maximize their performance and to better recognize individual as well as group priorities. The following is a list of reward/incentive opportunities in which each student at South New Summit will be able to earn privileges:

Exemptions

South New Summit strives to prepare students for higher education or career choices. Students, grades 9-12, will be required to take major exams when attending college, and therefore it is mandatory that they take 1st, 2nd and 3rd nine-weeks exams without exception.

- Students having all A's for the 1st and 2nd nine weeks and/or the 3rd and 4th nine weeks may be exempt from first and/or second semester exams, with the exception of students who have more than one unexcused absence per nine weeks.
- Students having perfect attendance with no excused or unexcused absences and hold at least an 85 course average for an entire semester will be eligible for exemption from that semester's exams and will not have to attend school for the exams from which they are exempt. Only absences for official school activities are allowable for exemptions based on an 85 average.
- Students with no more than 2 absences (excused or unexcused) per semester (4 cumulative for the year) and hold at least a 90 course average will be eligible for exemption for their 2nd semester exam. Absences for official school activities will not count towards this total.
- No student will be eligible for exemption who has:
 - Less than an 85 average.
 - Been suspended
 - Been removed from class by administration because of behavior issues
 - Been in detention more than 3 times per semester
 - Any other reason deemed appropriate by administration

- A request for extenuating circumstances must be submitted to the principal on the third absence and any subsequent absence within 2 days of returning to school following the absence. Determination of exemption will be made by the administration on a case by case basis. Decisions will be final. Extenuating circumstances may include but not limited to:
 - Absence with a doctor's excuse, i.e., dentist appointments
 - Extended illness, i.e., flu
 - Attending funeral
 - Any other reason deemed appropriate by the administration

Exempt students wishing to improve their grades may take an exam with the assurance that results will not lower their average for the grading period.

Cheating

Cheating is considered a serious violation and threat to any academic institution and is viewed as a serious behavioral offense at South New Summit School. Cheating also includes use of another student's work for homework or writing papers/essays, and plagiarism. Any incident of cheating holds with it serious consequences as determined necessary and appropriate by school administration. A grade of "0" will be assessed for all assignments where cheating has occurred.

Student of the Month

Each month teachers may choose a "student of the month" from their classes, based on attitude, effort and conduct.

Honor Roll

This recognition is for students who have achieved all A's and B's on their grade report at the end of each nine weeks and semesters.

Scholarships/Awards

Possible scholarships/awards may be provided to South New Summit School seniors based on academic, attendance, community service, leadership, or other positive efforts by the student.

Citizenship Award

Students who show exemplary acts of respect, courtesy/kindness, participate in community service activities or volunteer at school events will have the opportunity to be awarded the South New Summit School citizenship award.

South New Summit School Community Service/Service Learning

Community Service “Helping Others”

Developing individuals who strive to reach their potential and work to positively influence their community in service of others is the core of South New Summit School Education. Attaining this goal goes beyond student's educational matriculation. The New Summit School aims are to integrate the virtue of serving others who have real needs into the process of learning.

Because the goals of this program are central to the goals of South New Summit School education, each student must complete a minimum of 120 hours of community service to his fellow man as a requirement for graduation.

Outside of the classroom, South New Summit Service Learning/Community Service aims are for students to reach out to disadvantaged people by volunteering in nursing homes, at schools, and at hospitals, and by assisting the needy, elderly, physically challenged, or at-risk children. The result is an awareness of the needs of others, greater compassion in helping them, and a thirst for justice. Long after graduation, the Service Learning/Community Service Program will enable future alumni to volunteer their time and services to those in need. The administration at South New Summit School will lead teachers in setting guidelines and helping to provide community service opportunities for students.

Individual Counseling Sessions

It is the goal of the South New Summit School counselor to be able to offer students individual counseling sessions to address academic/career concerns as well as emotional concerns and issues.

Counseling sessions should not interfere with the normal flow of a student's school day, unless a clear benefit for a session during classroom time can be determined.

Scheduling sessions in advance causes the least disruption in the school day. As a general rule, there is an open door for counseling services whenever such services are needed

Dyslexia Therapy

South New Summit School offers a full-time, year-round Dyslexia Therapy Program for students in K-12th grades with therapists on staff. For more information, please contact Kristen Frierson via email at kfrierson@southnewsummitschool.com.

Academic Class Remediation

As part of South New Summit School's efforts to individualize student instruction to help ensure academic success, our instructional staff will often utilize subject area remediation sessions during student breaks to further re-teach and reinforce skills not mastered during the scheduled class time. This instructional strategy will be used on a case-by-case basis and will be at the determination of the SNSS instructional staff.

Extracurricular Activities

School Activities, Clubs, & Athletics

Students will have an opportunity to participate in several school activities throughout the year. Some of these activities may be limited to an individual's classroom and others will be school-wide activities. Parents may be asked to help with some activities, so you will be notified about these opportunities. All ideas for school activities are welcome and encouraged. We want to enhance the educational experience for students and families by providing fun, creative and varied activities. The organizations and clubs are formed as student interest dictates.

For a student to be eligible to participate in school-sanctioned, after-school activities, the student must be present for 60% of the school day. This includes such activities as athletic events, social functions, and club meetings & events.

Students in grades 5-12 grade will have an opportunity to participate in selected organizations, some of which are academic, service, or personal growth oriented.

Parent Involvement

Not only do we expect parents to be involved in the academic process and progress of their children, we also rely on parents to support the progress of the school by participating in South New Summit events and activities.

There will be many opportunities for parental involvement throughout the school year to help families become an active part of their child's New Summit experience. Ideas about how to reach parents more effectively, as well as input on classroom and school wide events are always welcome!

DRUG & ALCOHOL POLICY

Drug and Alcohol Testing Policy

For the welfare of South New Summit School students and the School, and to promote the School's position and policies regarding illegal drugs and alcohol, South New Summit School reserves the right to require a student suspected of using illegal drugs or alcohol or of other substance abuse to be evaluated at any time by a physician or medical technician of the School's choosing, including but not limited to, drug testing. The suspicion of using illegal drugs or alcohol or of other substance abuse may be based on any information considered reliable by the administration in its discretion. The Administration will keep the sources of such information confidential.

Effect of a Positive Test

Any student who has a confirmed positive test result for any of the substances listed above or who otherwise violates this policy shall be immediately expelled and or subject to the consequences of the First Positive Test, Second Positive Test and Third Positive Test procedures, as set out below. For purposes of this policy, refusal to submit to a test when requested to do so will be treated as a positive test result and will likewise result in immediate expulsion from the School.

First Positive Test

1. The Executive Director and/or School Principal will notify the parents/guardians of the results of the test.
2. A student who tests positive will be required to attend a meeting with his/her parents/guardians and the School Administration.

Second Positive Test

1. The Executive Director and/or School Principal will notify the parents/guardians of the results of the test.
2. A second positive test (regardless of the year in which it occurs) will result in a student being required to undergo a drug evaluation and assessment program. The length and manner of counseling will be determined on a case-by-case basis upon recommendation by the evaluation and assessment program and approved by the School Administration. Student's refusal to complete treatment determined by the counselor will result in immediate expulsion from the School. The cost of the evaluation will be the sole responsibility of the student's parents/guardians. In addition, the School reserves the right to implement additional consequences.

Third Positive Test

1. The Executive Director and/or School Principal will notify the parents/guardians of the results of the test.
2. A third positive test (regardless of the year in which it occurs) will result in a student being expelled from the School immediately.

Computer and Internet Policy

South New Summit School is pleased to offer student's access to the Internet through a high-speed wide-area network. To gain access to the Internet, all students must obtain parental permission. Should a parent prefer that a student not have Internet access, use of the computers is still possible for more traditional purposes such as word processing.

Computer and Internet Acceptable Use

Student computer use is limited to school related activities, such as on-line courses and research. Students who do not follow this policy are subject to losing computer privileges and other disciplinary action. Students working on online courses may only use the computer lab when they are scheduled or after school as approved by the on-line teacher. Students may not be dismissed from other classes to work on online courses in the computer lab.

Social Media Guidelines

In accordance with the rules and policies section of the handbook, we expect South New Summit School students to set and maintain high ethical standards in their use of social networking. Since social media reaches audiences far beyond the community, students must use social sites responsibly and be accountable for their actions. If a student sees anything of concern on a fellow South New Summit student's social networking page or account, they should immediately contact their teacher or an administrative staff.

- In the online environment, students must follow the rules and regulations section of the handbook and conduct themselves online as in school.
- Think before you post. South New Summit asks students to use discretion when posting to the internet.
- South New Summit reserves the right to request school-related images or content posted without permission to be removed from the internet.
- Do not misrepresent yourself by using someone else's identity.
- Social media venues are public and information can be shared beyond your control. Be conscious of what you post online as you will leave a long-lasting impression on many different audiences.
- Do not post or link anything (i.e. photos, videos, web pages, audio files, forums, groups, fan pages, etc.) to your social networking sites that you wouldn't want friends, peers, parents, teachers, college admissions officers, or future employers to access. What you present on social networking forums represents you forever.
- When responding to others, remember to be respectful and avoid comments that may be hurtful. Do not use profane, obscene, or threatening language.

- Only accept invitations to share information from people you know. Utilize privacy settings to control access to your network, web pages, profile, posts, blogs, wikis, podcasts, digital media, forums, groups, fan pages, etc.
- Online stalkers and identity thieves are a real threat. Never share personal information, including, but not limited to, Social Security numbers, phone numbers, addresses, exact birthdates, and pictures with parties you don't know or on unsecure sites.
- Users should keep their passwords secure and never share passwords with others. If someone tampers with your blog, email, or social networking account without you knowing about it, you could be held accountable.
- Cyberbullying is considered an act of harassment. For more details, read the bullying section in the handbook.
- Use of South New Summit logos or images on your personal social networking sites is prohibited. If you wish to promote a specific South New Summit activity or event, you may do so only by means of a link to the official South New Summit Facebook account, Twitter account, or Instagram Account.

Internet Use Standards

A. Use Authorized by South New Summit School Policy

Students shall be authorized to use the South New Summit School Internet facilities and connections for study, research, and communications related to their assigned course work and approved co-curricular activities.

Use of data encryption techniques is prohibited.

Teachers, other members of the instructional staff, and administrators shall be authorized to use the South New Summit School Internet facilities and connections for instruction, professional development and training, and research and communications related to curriculum and approved co-curricular activities.

Instructional use of the Internet is governed by the South New Summit School policies, practices and procedures concerning the acquisition and use of textbooks, library books, and non-print media.

Administrators, supervisors, and support staff shall be authorized to use the South New Summit School Internet facilities and connections associated with their assigned areas of responsibility.

B. Unauthorized & Illegal Use

Any use, whether onsite or offsite, of the South New Summit School Internet facilities and connections, not authorized by, nor conducted strictly in compliance with South New Summit School policy, practices and procedures, and user agreements, is prohibited. Use of the Internet to commit a crime is prohibited.

In addition, users are advised of the following specific unauthorized and illegal use:

Copyright: Users are personally responsible for observing copyright laws in their use of the Internet. Users may face serious civil and/or criminal penalties for any violation of the copyrights of others. Users must obtain the consent of the copyright owner before they copy, download, transmit, retransmit, or alter copyrighted material, other than as permitted by the principle of fair use as defined in the copyright law.

Obscene materials: There are various State and Federal laws prohibiting the making and distributing of obscene materials. Use of South New Summit School Internet facilities to make, transmit, or receive obscene materials is prohibited and will result in disciplinary or legal action against the violator.

Commercial activities: Users are prohibited from using the Internet/Electronic Mail to engage in the promotion or sale of any commercial or noncommercial products or services. Individual users are also responsible for refraining from acts that waste resources. These acts will include, but are not limited to, commercial or personal advertising, mass mailing for other than educational purposes, political fundraising, lobbying and other activities that detract from the educational mission of New Summit School. These actions will result in denial of access.

Viruses and sabotage: No person may communicate any system virus through the Internet or engage in any activity intended to disrupt or damage hardware or software.

Internet Etiquette

Users of the Internet are expected to treat others with respect. This means:

Use only the same polite and respectful language to communicate on the Internet as would be appropriate in face- to-face communications in school. Accessing or disseminating information that is illegal, defamatory, abusive, racially offensive, and/or adult-oriented will be deemed a violation of this regulation which could result in disciplinary and/or legal action against the violator.

Respect your own privacy and the privacy of others by not revealing your or anyone else's personal address, telephone number, or password without his/her authorization.

Treat the communications, information, and data bases you may gain access to through the Internet as private property. Use them only in ways for which you are sure that you have permission.

Security of System

The internet is a voluntary network with no central administration to maintain the security and integrity of the system. Each user is responsible for helping to maintain that security and integrity. Any user who encounters a security problem must report it immediately to the Technology Coordinator or Principal. Do not attempt to repeat the problem or to identify the source.

Monitoring of South New Summit School Internet Users

South New Summit School provides access to the Internet for authorized instructional, personnel, business, and administrative purposes only. Personal privacy in the use of South New Summit School Internet facilities and connections will not be guaranteed by the South New Summit School. In an attempt to assure that School Internet facilities and connections are being used only for authorized purposes, South New Summit School may take one or more of the following actions:

- *Limit usage of facilities and connections to assigned times and/or locations.
- *Require users to sign a log or to execute log-in procedures to create a record of their usage.
- *Use software or other electronic means to monitor individual usage.
- *Examine all personal electronic files.

Loss of Internet Privileges

Any person who violates South New Summit School's Internet policy, practices and procedures, or the terms of the user agreement will have his/her Internet privileges revoked, suspended, or modified.

Students. A student's privileges will be revoked, suspended, or modified by the principal, and/or the Executive Director/ or designee, who shall promptly notify the student and parents as necessary. The student and parents shall have the right to an informal conference with the principal/Executive Director/designee to discuss the basis of the action taken.

A student's conduct on the Internet which would be a violation of the South New Summit School student discipline code may result in disciplinary action in addition to a revocation, suspension, or modification of Internet privileges. Any such disciplinary action must be taken in accordance with the applicable due process of law and the South New Summit School policy, practices and procedures.

Employees. An employee's privileges will be revoked, suspended, or modified by the employee's supervisor. Any employee's conduct on the Internet which would warrant disciplinary action in addition to a revocation, suspension, or modification of Internet privileges, will be taken in accordance with the New Summit School Faculty Handbook and South New Summit School policy, practices and procedures.