

FERNANDINA BEACH HIGH SCHOOL

WELCOME

Welcome to the 2021-2022 school year! The teachers, staff and administration at Fernandina Beach High School encourage you to take advantage of the opportunities available to you, both in our curricular and extracurricular activities. A careful reading of this handbook will insure your understanding of the expectations for FBHS students. We are proud of our students and our school and welcome you to a year filled with opportunities.

MISSION STATEMENT

“PIRATES ARE SAILING ON THE THREE C’S: CULTURE, COLLABORATION, AND COMMUNITY. ”

Fernandina Beach High School is committed to providing a safe, supportive, and equitable learning environment that promotes a creative, innovative, and intellectually challenging learning experience. We believe that promoting culture, collaboration, and community cultivates active minds and fosters school pride. Culture, collaboration, and community

Culture: Students will learn and interact with their teachers and peers in a positive environment cultivated by compassion for others, participation, a tenacious work ethic, and school pride.

Collaboration: Students will thrive by recognizing the values of others and actively learning how to communicate and work together to become problem solvers prepared for tomorrow.

Community: Students will understand that one’s actions affect an entire community and will make daily positive impacts connecting to an entity that is greater than themselves.

SCHOOL ADMINISTRATIVE TEAM

Chris Webber	Principal
Meredith Lane	Assistant Principal
Sarah Coombs	School Counselor
Rob Hicks	School Counselor
Mike Woodard	Dean of Students
Mary Walker	Athletic Director

IMPORTANT CONTACT INFORMATION

FBHS Main Office	261-5713
FBHS Guidance Office	261-5714
FBHS Dean’s Office	261-0337
FBHS Principal’s Office	261-6240
FBHS Main Office Fax	277-3754
FBHS Guidance Office Fax	277-7043
FBHS Attendance Office Fax	321-5965
District Transportation	225-0127

www.fernandinahigh.com

*Fernandina Beach High School is accredited by SACS/CASI.

Dear Parents and Students,

Welcome to the 2021-2022 school year at Fernandina Beach High School! Last year was a first for all of us and we appreciate the patience and compassion that our students, faculty, staff, and community showed as we worked our way through the school year. We are looking forward to getting back to a more traditional school year and I look forward to continuing to build a renewed sense of school culture, collaboration, and community. FBHS enjoys a long tradition of academic excellence, and we will continue to build and improve on that tradition.

Our teachers have been working tirelessly over the summer to prepare for the upcoming school year. They are energized and prepared to actively engage our students in the learning process with new and exciting instructional strategies that will result in students reaching their untapped potential.

The success of Fernandina Beach High School can not only be attributed to our fantastic teachers and students but to our community as well. We will continue to build strong relationships with parents, students, and community partners as these relationships have been the cornerstone of our success. We are all in this together and your support and participation are needed and appreciated.

Sincerely,



Chris Webber
Principal

DISCLAIMER

To the knowledge of the administration and staff, there are no rules in this handbook which are contrary and not in complete accord and agreement with the policies of the Nassau County School Board and the Florida State Board of Education. The entire Nassau County School Board Student Code of Conduct is available on the Nassau County School's website. Included in this planner are policies and procedures most specific to FBHS. If there should be a difference in the policies adopted herein or in the manner of stating such policies when compared with the policies of the Nassau County School Board or the Florida State Board of Education, then the latter shall prevail. Legal references are cited throughout the handbook as a reference to the reader. Three acronyms are used extensively: FS refers to Florida Statute, NCSB refers to Nassau County School Board, and PPP refers to Pupil Progression Plan.

2021-2022 DATES TO REMEMBER

1 st Day of School	Aug. 10, 2021
Half Day for Students/Teacher Planning	Sept. 3, 2021
Labor Day- No School	Sept. 6, 2021*
Teacher Planning Day – No School for Students	Oct. 8, 2021
End of the 1 st 9-weeks	Oct. 12, 2021
Half Day for Students/Teacher Planning	Nov. 5, 2021
Veteran’s Day- No School	Nov. 11, 2021
Thanksgiving Break- No School	Nov. 24*-26, 2021
End of 2 nd 9-weeks	Dec. 17, 2021
Start of Winter Break- No School	Dec. 20, 2021*
Teacher Planning Day	Jan. 3, 2022
Students Return from Break	Jan. 4, 2022
Martin Luther King, Jr. Day- No School	Jan. 17, 2022
Half Day for Students/Teacher Planning	Feb. 4, 2022
President’s Day- No School	Feb. 21, 2022*
End of the 3 rd 9-weeks	March 9, 2022
Teacher Planning Day- No School for Students	March 10, 2022*
Spring Break- No School	March 11-18, 2022
Half Day for Students/Teacher Planning	April 15, 2022
School Holiday- No School	April 29, 2022*
Last Day of School- Early dismissal	May 25, 2022

***Weather Make-Up Days if needed
9/6, 11/24, 12/20, 12/21, 2/21, 3/10, 4/29**

EMERGENCY MEDICAL INFORMATION

Each student will be given an Emergency Medical/Contact Card during the first week of school. It is important to note any serious medical conditions or allergic reactions (including, but not limited to, those related to stinging insects or food). Emergency phone numbers for parents should be included, along with a correct address and approved alternate emergency contacts. Only adults listed on the emergency card will be allowed to check students out of school. Completed cards should be returned during the first week of school.

ACADEMIC EXPECTATIONS AND REPORTING PROCEDURES

For information regarding Grade Point Average (GPA), Grading System, Graduation Requirements/Options, Graduation Ceremonies, Valedictorian and Salutatorian, Honor Graduates, Honor Roll, Class Rank, Dual Enrollment, and Required Programs of Study, please refer to the Pupil Progression Plan. A copy of the Pupil Progression Plan is online at www.fernandinahigh.com Paper copies available upon request.

School Reach Messages: School Reach messages will be sent when important communication is necessary. Parents who do not receive School Reach messages should contact the school to ensure that contact information is correct.

Progress Reports: Progress reports are issued at the mid-point of each nine-week grading period. Grades may be monitored through the Focus Student-Parent Portal.

Report cards: Grade reports are issued at the end of each nine-week grading period. If a student has a failing grade or an unsatisfactory report, parents should contact the Guidance Office at 261-5714 to schedule a parent-teacher conference. (NCSB8.07)

FOCUS: Students and parents are encouraged to monitor academic progress and student attendance through FOCUS, Nassau County’s online grade reporting system. Parents should contact the front office with any questions regarding their FOCUS account.

Grading Scale:	90-100%:	A
	80-89%:	B
	70-79%:	C
	60-69%:	D
	59% & below:	F

Guidance Counselors: Guidance counselors are assigned by the students’ graduation year.

Class of 2022 and 2024:	Rob Hicks, x 2606
Class of 2023 and 2025:	Sarah Coombs, x 2607

Homework: Students are expected to complete homework assignments that provide independent practice of the concepts presented in the classroom. Parents requesting homework for students with an extended absence from school should review focus information or contact the Guidance Office. (Please allow two days for teachers to be notified.) Students are expected to make up missed work within five days of their return to school. Assignments and exams scheduled for the day of a student’s absence are due immediately upon his/her return to school. For additional information refer to the Pupil Progression Plan.

Make-Up Work: When a student is absent from school the student shall be responsible for all work and assignments missed during the student’s absence. The student shall make arrangements with teachers for “make-up” work. The number of days allowed to make up the work shall be the same as the number of days the student was absent. This deadline may be extended with approval of the teacher or principal. Previously

assigned projects or tests are due upon return from absence or as determined by the teacher's grading standards.

Honor Code: The Fernandina Beach High School Honor Code is published in this handbook. Students are expected to sign and comply with the Honor Code each year.

Schedule Changes: A written request for a schedule change will be considered only during the first ten (10) days of each semester and only to correct the following problems:

- Seniors needing to meet graduation requirements
- Students scheduled for fewer than six classes
- Students scheduled for classes for which they have already received credit
- Students not scheduled for a class they need to repeat
- Students scheduled for a class for which the required prerequisite course has not been completed
- Students with medical documentation that excludes them from participation in the course

Class Size Limitations: Class size limits for core classes are determined by the Florida Legislature. No schedule changes that would result in a violation of the class size requirements will be allowed.

Textbooks: Students may be issued print or electronic textbooks, library books, and calculators that are the property of the Nassau County School Board. Students are responsible for the cost of school property they damage, lose, or fail to return. Additional materials will not be issued until outstanding fees are paid.

Transcripts: Students may request that five (5) official transcripts be sent to post secondary institutions. Additional transcripts are \$5.00 per copy. Non-students will be charged a \$3.00 processing fee per transcript.

Transfers within Nassau County: Transfer requests must be submitted prior to the deadline date established by the Nassau County School District to be considered. Out of attendance zone transfer requests may be granted upon space availability. Transfer requests that would result in a violation of the class size amendment will be denied. Transfers may be revoked at any time by the principal for unsatisfactory academic progress, poor attendance, or violations of the "Code of Student Conduct."

ATTENDANCE POLICIES AND PROCEDURES

Attendance: Regular school attendance is a necessary part of a student's education. Excessive absences impair a student's educational progress, impacts whether the student passes or fails a grade, and may result in court proceedings and/or the loss of driving privileges. Students will be considered absent when they miss 50% of their school day. After fifteen (15) days of absence, whether excused or unexcused, a student must present verification from a licensed doctor for all subsequent absences due to illness. COVID-19 related absences will be excused and not count toward the 15 days of absences for the 2021-2022 school year. Absences shall be classified and treated as follows:

Excused Absences: Students must be in school unless the absence has been excused for one of the reasons listed below. Excused absences include the following:

- Personal Illness.
- Illness of an immediate family member.
- Death in the family.
- Religious holidays of the student's religious faith.
- Required court appearance or subpoena by a law enforcement agency.
- Special events, including, but not limited to, important public functions, student conferences, student state/national competitions that are school-sponsored, administrative approved post-secondary educational institution visitation, as well as exceptional cases of family need.
- Doctor or dentist appointments.

- Students having or suspected of having a communicable disease or infestation that can be transmitted are to be excluded from school and are not allowed to return to school until they no longer present a health hazard (Florida Statute 1003.22). Examples of communicable diseases and infestations include, but are not limited to, fleas, head lice, ringworm, impetigo, and scabies. Students are allowed a maximum of two (2) days excused absence for an infestation of head lice.

Unexcused Absences

Unexcused absences include, but are not limited to, the following:

- Shopping trips
- Pleasure/Vacation trips
- Truancy
- Other avoidable absences.

Reporting Absences: Any student who has been absent from school shall bring a note from a parent or guardian within forty-eight (48) hours of returning to school stating the cause of the absence. Failure to bring in a note will result in an automatic unexcused absence. However, the fact that the student brings in a note does not require the school administration to excuse the absence. The principal or designee will decide whether the absence meets the criteria for an excused absence, and that decision will be final. The administration may request additional documentation, such as a doctor’s note. The excuse must state specific dates of absence, and must be signed by the treating, licensed physician. After fifteen (15) days of absence, whether excused or unexcused, a student must present verification from a licensed doctor for all subsequent absences due to illness.

Check-in Procedures: Students reporting to school after the beginning of first period must **report to the Attendance Office**, to check-in to school and receive a pass to class. Failure to check-in will result in disciplinary action. Students will be allowed three (3) tardies to school per semester, without penalty. Absence from class over 15 minutes is considered an unexcused absence until documentation is submitted.

Check-out Procedures: In order to check out a student from school, the parent or guardian must be listed on the student’s emergency card and have a photo ID. Students who are not personally checked-out by a parent or guardian must provide a written note to be verified by the parent with a phone call by a faculty or staff member or administrator. Students should bring checkout notes to the ATTENDANCE OFFICE prior to first period. Upon verification of the parent note, the student will be given a checkout pass with the departure time. At the departure time the student will report to the Attendance Office where the student’s ID will be scanned. Failure to checkout will be considered an unauthorized departure from campus. Checkouts from school will be counted as parent notes until formal documentation is received by the Attendance Office. **Students will not be permitted to check out while participating in a state or district test.**

Violations of the attendance policy will result in the following disciplinary action:

- | | |
|---------------------------------------|--|
| 1. Failure to check-in | Lunch Detention, ISD, Loss of Parking Privileges |
| 2. Unauthorized departure from campus | ISD, OSS, Loss of Parking Privileges |
| 3. Skipping Class | ISD, OSS, Loss of Parking Privileges |

Tardy to Class: Students must be in their classroom when the tardy bell rings or report to the attendance office for a pass to class. Each tardy to class will result in assigned detention. Repeated tardies or failure to serve assigned detention will result in ISD/OSS. Students tardy more than 15 minutes will receive an unexcused absence from the class.

Tardy to School: A parent note will be accepted to excuse 3 tardies to school each semester without disciplinary consequences. Additional tardies to school will result in detention. Chronic tardies to school will result in ISD/OSS.

Truancy: A student may be deemed truant after (i) five (5) unexcused absences, or absences for which the reasons are unknown, within a calendar month, or (ii) ten (10) unexcused absences, or absences for which the reasons are unknown, within a 90-calendar-day period.

Students are subject to the following actions for preventing and correcting truancy:

- When a student may be exhibiting a pattern of non-attendance, the principal shall refer the student to the school's attendance team to determine if a pattern of truancy is developing.
- The school's attendance team shall meet with the student and parent or guardian to determine if a pattern of truancy is developing and to identify and implement potential remedies.
- If the school-based efforts to resolve non-attendance are unsuccessful, the student shall be referred to the Superintendent or his designee for truancy.
- The Superintendent or his designee will review the case and may refer the student to the District Truancy Prevention Task Force. The District Truancy Prevention Task Force is conducted with representation from law enforcement, school district, State Attorney's Office, Department of Juvenile Justice, Department of Children and Families, Youth Crisis Center, the parent, and the student. A decision may be made to file a petition in court for truancy.

Driver's License: Florida law requires that minors who fail to satisfy attendance requirements will be ineligible for driving privileges. The School District is required to notify the Department of Highway Safety and Motor Vehicles of the following: • Students ages 14-18 who accumulate fifteen (15) unexcused absences, not including out of school suspensions, in a ninety (90) calendar-day period. • Students between the ages of 16-18 who have signed a declaration of intent to terminate school enrollment. • Students ages 14-18 who are expelled. • Students ages 14-18 who did not enter school and for whom the school has received no indication of transfer to another educational setting. These students may not be issued a driver's license or learner driver's license. Also, the Department of Motor Vehicles shall suspend any previously issued driver's license or learner driver's license of any such minor pursuant to Florida Statute 322.091. In order to have a driver's license reinstated, the student must attend school regularly for thirty (30) days with no unexcused absences and pay the appropriate reinstatement fee.

Homebound Instruction: Students with medical problems that will result in absences from school for a minimum of 15 consecutive days may be eligible for homebound instruction. Parents should contact the Guidance Office for program guidelines.

STUDENT SERVICES

Announcements: Daily announcements regarding student activities, guidance services, testing dates, scholarships, clubs, and organizations are made through the public address system. Requests for announcements should be made via email to an administrator. In addition, announcements may be accessed on our school web site: www.fernandinahigh.com

Conflict Resolution: Assistance is available to students who need to resolve personal differences with other students or staff members. Contact the Dean of Students, Guidance Department, or an administrator to request intervention services.

First Aid and Medication: Minor first aid is provided in the Dean's Office. Students needing assistance should obtain a pass from their classroom teacher. Students who require medication while at school must have a Medical Authorization form completed by their parent. (Forms are available in the Dean's Office). The Nassau County Health Department school health nurse is available to students once a week in the Dean's Office. Students who become ill during the school day should obtain a pass to the Dean's Office. A parent contact will be made from the Dean's office before any student will be released from school.

Guidance: The Guidance Department has resources to assist students with academic planning, personal, or social issues. Sign the request form in the Guidance Office to schedule a meeting with a counselor.

Law Enforcement Assistance: A Fernandina Beach Police Officer is available to any students needing assistance. You may contact the officer on duty through the Dean's Office.

Lost and Found Items: Lost and found items are located in the front office.

Media Center: The Media Center is open 30 minutes prior to the beginning of first period. Students who wish to visit the Media Center during the school day must have a pass from a classroom teacher. The Media Center is for study and research and is a "Quiet Zone." Students who wish to use the Internet for research must have a completed agreement on file, signed by a parent or guardian.

Moment of Silence - In accordance with HB 529, each Nassau County School shall require teachers in first period classrooms in all grades to provide one minute for a moment of silence during which students may not interfere with other students' participation. A teacher may not make suggestions as to the nature of any reflection that a student may engage in during the moment of silence.

Student Records: The information in student files is classified by statute as confidential. Files will be shared in compliance with district and state regulations only when the appropriate school official is present to interpret the contents of the file. (NCSB5.79)

Telephones: Students who need to contact parents in an emergency should report to the Front Office or Dean's Office.

SCHOOL FEES

Class Dues: Class Dues are \$10 per year and include one picture ID, a student handbook, use of the Internet, and limited print services. Senior class (c/o 2022) members must pay a \$75 graduation fee along with their regular class dues of \$10. Class dues help fund special events such as prom and graduation. Fees are collected annually through the Front Office.

School Lunch:

Breakfast - \$1.75

Lunch - \$2.75

Premium items available for \$3.00 or \$3.25

Classroom Fees: Students may be charged fees for which they receive a service or commodity equal to or greater than the fee. Fees are voluntary, but poor participation by a student may result in a reduction of opportunities or activities available to the student. (NCSB2.25)

Parking Permits: (See "Campus Policies and Procedures" for additional information.) Students with a Florida driver's license, proof of insurance and a signed drug testing consent form may purchase a parking permit. All parking permits are \$35. Cars without visible permits, or cars parked out of the assigned area will be subject to a \$10.00 citation and will lose parking privileges until paid. Students who violate safety or parking procedures or who leave campus during the school day without permission will lose campus parking privileges and be subject to disciplinary action. Any parking pass issued after the beginning of the 2nd semester will cost \$30.00.

Student IDs: Students are required to **WEAR** a current school ID at all times. The ID is needed to check in or out of school, to borrow or return library materials or textbooks, and to make purchases in the cafeteria. Replacement IDs are \$5 and can be purchased in the Dean's Office.

Field Trips: Students may be asked to share in the cost of an educational field trip sponsored by a classroom teacher. Participation is voluntary.

Locks and Lockers: Students may rent a locker and a lock for one year for \$5 from the Dean’s Office. The Dean’s Office will replace broken locks. Lost or stolen locks are the responsibility of the student. Students are reminded that locks and lockers are the property of FBHS and the school reserves the right to inspect or search lockers without prior notice. Since the contents of the locker are the responsibility of the renter, students are not to share lockers. Only school-issued locks may be used on lockers. Locks not issued by the school will be removed. (NCSB5.35)

PE Locks and Lockers: Students enrolled in a PE class may rent a lock and locker in the gym from their PE teacher for \$5. FBHS is not responsible for personal items left unsecured in locker rooms. Lost or stolen locks are the responsibility of the student. Students are reminded that locks and lockers are the property of FBHS and the school reserves the right to inspect or search lockers without prior notice. Students may not share lockers. Only school-issued locks may be used on lockers. Locks not issued by the school will be removed. (NCSB5.35)

CAMPUS POLICIES AND PROCEDURES

FBHS will administer Nassau County School District’s “Code of Student Conduct” and “Student Progression Plan” which may be accessed at our website: www.fernandinahigh.com. Paper copies are available upon request. Answers to frequently asked questions are outlined below, but students and parents should refer to the policies on the website for more detailed explanations. Failure to read and comply with the policies shall not be construed as justification for violations.

Buses: Students will not be allowed to ride a different bus or get off at a different stop without presenting a written parent request to the front desk that includes a parent phone number, bus number, and parent signature that can be verified by phone. Upon verification, the student will be issued a form to present to his/her bus driver upon boarding the bus. No exceptions. Only requests presented before school begins will be considered. Approved changes are valid for one day only. For additional bus route information, contact the Director of Transportation at 225-0127. Violations of Nassau County School Board transportation policies, including disruptive behavior on a school bus may result in the suspension of bus-riding privileges, OSS, Expulsion, or other disciplinary action.

Cafeteria Procedures: Students may eat lunch in the cafeteria, Pirate Park or other authorized areas. Seniors who have the appropriate documentation are allowed to leave campus for lunch. All other students must remain on campus during lunch. No restaurant deliveries will be accepted (i.e.. Doordash, GrubHub, Dominos, etc.). Parents may drop off a student lunch on the table outside of the front office. Parents are solely responsible for informing their students of lunch drop off. Applications for the free/reduced lunch program are available on the Nassau County District website and may be completed online.

Cell Phones: Student cell phone use is limited to before and after school, in between classes and at lunch. In classrooms, teachers will define their cell phone and earbud usage policies at their own discretion. Cell phone violations will be enforced through the classroom 3-step disciplinary plan and the Dean’s Office. Cell phones may not be used to take pictures, video or to view any inappropriate websites or videos while on school grounds. Students using cell phones for video or picture purposes will be subject to disciplinary action. Playing of music through external speakers is not permitted at any time. Any violations will result in confiscation for the school day and disciplinary action.

Dress Code: Administrators and teachers of Nassau County Public Schools enforce dress and grooming guidelines that promote the successful operation of schools. On-site administrators determine apparel that is appropriate, disruptive, or in violation of safety rules outlined in the General Code of Appearance. Each student has the responsibility to dress appropriately for the school environment. Any apparel, jewelry (such as body piercings, ornaments) and hairstyles shall not disrupt the classroom environment. The following guidelines for dress and grooming apply to all students in secondary public schools of Nassau County.

- Shoes must be worn at all times.
- Hats, head coverings and hoodies should not be worn in buildings.
- Tops with thin or no straps, or tops that show midriff or expose the body are prohibited.
- See-through or mesh garments shall not be worn without appropriate undergarments.
- Shorts, skirts, and dresses may be worn, provided they are an appropriate length (approximately fingertip in length).
- Clothing and accessories shall not be worn if they display violence, lewd and obscene messages, sexually suggestive phrases, or advertisements, or symbols of alcohol, tobacco, or drugs.
- Undergarments should not be visible. The waistband of shorts, slacks, skirts, and similar garments shall not be worn below the hips. Underwear, midriff, and backs should not be exposed. Belts, suspenders, and straps should be worn in place and fastened.
- Any articles of clothing or jewelry that may cause injury to oneself or to others are prohibited.

All students must adhere to these minimal guidelines for acceptable apparel and appearance. Repeated dress code corrections may be treated as defiance and subject to disciplinary action. To maximize instructional time, students will be given an opportunity to immediately correct dress code violations.

Earbuds/Headphones: Considering safety concerns, while on campus, students are required to have one ear free of an earbud or headphone. Classroom policies will be set by individual teachers and documented in their classroom procedures.

Drug Testing Policy: Recognizing that student participation in extra-curricular activities and operating a motor vehicle on school property is a privilege, the School Board of Nassau County has adopted a policy for drug and alcohol testing of students who participate in extra-curricular activities and drive a motor vehicle on school grounds. A complete explanation of the drug testing policy is located in the Student Code of Conduct.

Hall Passes: Students are required to obtain an official pass from a teacher before leaving a classroom for any reason. Students who are out of class without a pass will be subject to disciplinary action.

Parking Privileges: Every vehicle parked on campus must be registered with the Dean's Office, have a decal attached and visible, and be parked in the student parking area. The following violations will result in the loss of parking privileges: failure to pass a drug test, failure to park in the student parking area, leaving school without permission during the school day, transporting another student who is not checked out, failure to follow safe driving procedures, possession of controlled substances, weapons, or contraband in a vehicle. All vehicles parked on campus are subject to search. All vehicles without a properly displayed permit will be subject to a \$10.00 citation.

Pick-up and Drop-off Locations for Students: Students may only be picked up or dropped off in the circle in front of the gym. There should be no FBMS students on the campus of FBHS before or after school without permission from the FBHS Administration.

Pledge of Allegiance/Patriotic Programs

According to Nassau County Administrative rules, the Pledge of Allegiance is recited on a daily basis. House Bill 7029 authorizes the student right to not recite the Pledge of Allegiance. Any student or family who wishes to not participate in the Pledge of Allegiance should contact the school to opt out.

Unauthorized Items on Campus: Large sums of money or valuables should not be brought to school. Any items causing a disruption to the learning environment will be confiscated and returned only to a parent or guardian.

Visitor Policy: Only parents, guardians, and emergency contacts designated on students' emergency cards may have access to students during the school day. Students are not allowed visitors during the school day. Qualified visitors with official school business must secure a pass from the Front Desk in Building 1. Visitors without proper authorization will be requested to leave the campus and are subject to trespassing. (F.S.228.091)

Zero Tolerance Policy: Fernandina Beach High School adheres to the zero tolerance policy for the use or possession of weapons outlined in the NCSB Policy 5.40.

Bullying, Harassment, and Hazing: It is the policy of the Nassau County School District that all students and school employees have an educational setting that is safe, secure, and free from harassment, hazing, and bullying. Bullying means systematically and chronically inflicting physical hurt or psychological distress on one or more students or employees. Bullying is further defined as unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting or dehumanizing gestures, by a student or adult, that is severe or pervasive enough to create an intimidating, hostile, or offensive educational environment; cause discomfort or humiliation; or unreasonably interfere with the individual's school performance or participation. All reports of bullying, harassment and hazing are investigated and reported. (Admin. Rule 5.49). Hazing means any act or situation that recklessly or intentionally endangers the mental or physical health or safety of a student for purposes, including, but not limited to, initiation or admission into or affiliation with any organization operating under the sanction of a high school with grades 9 through 12.

Additional Education Choice Options

Fernandina Beach High School strives to keep open lines of communication with families. Parent and teacher communication is vital to student success. Should academic concerns arise, please contact your child's classroom teacher first to seek resolve. If you desire to have your child transferred to another class, a request can be made to the school Principal. After two conferences with Administrative involvement to attempt a resolution, the request will be approved or denied by Administration within two weeks of the initial request.

CODE OF CONDUCT VIOLATIONS

The School Board of Nassau County policy 2.31 prohibits discrimination on the basis of race, color, age, gender, religion, nation of ethnic origin, genetic information, sexual orientation, disability, political or religious beliefs, or marital status against student or employee in the state system of public education.

Information may be found on the district website at www.nassau.k12.fl.us or may be obtained by calling 904-491-9888.

Fernandina Beach High School and the Nassau County School Board utilize progressive discipline for rule violations. Consequences may include, but are not limited to parent conferences, morning detention, lunch detention, Disciplinary Probation, ISD (In-School Detention), OSS (Out-of-School Suspension), SEAS (Suspended Educational Alternative Setting), referral to the Nassau Adult High School, or expulsion from school.

Lunch Detention: There will be no late admittance and students without study materials will not be admitted. Detention is assigned through the Dean's Office. Students are provided with a written notice and instructed to inform their parents or guardians. Students who do not immediately serve detention will face future disciplinary action. Students who are assigned lunch detention will spend half of their lunch period in the ISD room (RM 02-31).

Disciplinary Probation: Any student involved in a violation of the Code of Conduct may be placed on disciplinary probation. Students on disciplinary probation may be denied participation in extracurricular activities and may be required to report frequently to a specified staff member who will assist in monitoring the students' progress.

ISD (In-School Detention): The ISD program is an alternative setting in which student privileges are restricted and stringent regulations for behavior are in place. Students assigned to ISD will follow rules and procedures for ISD.

- A student assigned to ISD should report to room 02-31 prior to the first period tardy bell.
- If a student is tardy to ISD, then an additional ISD day will be assigned.

- A student who is on campus but does not report to ISD on their scheduled day will receive Out-of-School Suspension.
- Students absent from school on their assigned day of ISD, are to report to ISD on the day they return to school.
- It is the student's responsibility to obtain classroom assignments missed while in ISD.
- Students are expected to bring class work with them to ISD.
- The students in ISD will be escorted to the cafeteria where one hot line will be available for students to purchase school lunch.
- Specialty food lines will not be staffed during ISD lunchtime.
- Students may bring a sack lunch to ISD, however, NO lunch deliveries during the school day will be allowed.
- Students in ISD may practice with athletic teams but may not compete.

Out-of-School Suspension (OSS): Students suspended from school must observe the following regulations: The student may not attend or participate in any school-sponsored event or extra-curricular activity during the suspension period. Student athletes may not practice nor compete during the suspension period. Suspended students may not return to the school campus until after the suspension period. Students who violate this procedure will be subject to trespassing and additional disciplinary consequences. (FS. 228.091)

Suspended Educational Alternative Setting (SEAS): The principal may suspend a student's regular curriculum and assign the student to the SEAS program for violations of the "Student Code of Conduct", unsatisfactory attendance, or failure to make satisfactory academic progress. Should the parent/guardian or student be offered this opportunity and decline it, the principal may recommend expulsion.

Expulsion: Please refer to the "Student Code of Conduct" for definitions and procedures.

ATHLETICS

The Fernandina Beach High School Athletic Department welcomes and invites all students to participate in inter-scholastic athletics. We hope our students will gain from athletics the important qualities and characteristics essential for the development of a well-rounded individual.

Athletic Eligibility: The Florida High School Athletic Association and the Florida Department of Education require participating student athletes to maintain a cumulative 2.0 G.P.A. Students failing to meet the GPA requirement are ineligible for participation for the next semester grading period. (Students will be notified of any changes made to this policy that occur after the print deadline for this handbook)

Athletic Policies: Before a student may participate or practice, he/she must adhere to the following policies:

1. Eligibility: Must be in accordance with the Florida High School Activities Association.
2. Try-Outs: No student may try-out for a team later than two weeks after the first call. Exceptions may be granted for following conditions: documented illness, transfer, participating in another sport, or pre-approved absence.
3. Insurance: All athletes must have insurance provided by school or parents, or submit a written release of responsibility by school from parent or guardian.
4. Physical: All athletes must have an up-to-date physical before beginning practice.
5. Parent Consent: All athletes must have a consent form signed by parent or guardian before beginning practice.
6. Birth Certificate: All athletes must show proof of age by submitting a birth certificate to the coach for registration. A student may participate until he/she reaches 19 years and 9 months of age.
7. Equipment: All athletes are responsible for the equipment issued to them. Lost or mishandled equipment will be charged to the athlete.

Forms Available at www.fernandinahigh.com

**Drug Testing Form
Medical Authorization Form
Off Campus School Activity Form
Use of Private Vehicle Form
Student Acceptable Use Policy Form
Proof of Accident Insurance Form
FHSAA Consent and Release from Liability Certificate**

We also have available on our website:

**Nassau County School Board Administrative Rules
Code of Student Conduct
Pupil Progression Plan**

The Nassau County School District does not discriminate on the basis of race, color, national origin, gender, age, disability or marital status in its educational programs, services or activities, or in its admission, hiring, or employment practices. The district also provides equal access to its facilities to the Boy Scouts and other patriotic youth groups, as required by the Boys Scout of America Equal Access Act. Questions, complaints, or requests for additional information regarding discrimination or harassment may be sent to:

Equity Coordinator
Nassau County School District
1201 Atlantic Ave.
Fernandina Beach, FL 32034
(904) 491-9888
Fax: (904) 277-9042

THE FERNANDINA BEACH HIGH SCHOOL HONOR CODE

I pledge on my honor that I will maintain my self-respect and my respect for others. I will not lie, cheat, or steal, nor tolerate anyone who does.

Cheating: My work will be done independently and to the best of my ability. I will not accept nor provide unauthorized help with assignments, homework, tests, or projects.

Plagiarism: I will not attempt to take credit for another person's work, words or ideas.

Lying: I will accept the responsibility and the consequences for my own behavior.

Stealing: I will respect my own property as well as the property of others.

By signing the above honor code, I affirm that I have received a copy of the student handbook and I will abide by the FBHS Honor Code.

Signature

K-12 Student and Parent Rights – Financial Transparency: As stated in House Bill 7029, parents have the right to a report card about the school grade, including a school financial report that indicates the average amount of money expended per student in school. Upon written request, a report will be made available to the parent.