

GREENWOOD HIGH SCHOOL

1816 Cokesbury Road, Greenwood, SC 29649

Phone: (864) 941-5600

STUDENT HANDBOOK

2025-2026

Principal

Mr. Jim Still

Associate Principal

Dr. Shannon Holmes - Grade 12 & Grade 10 Q - Z

Assistant Principals

Mrs. Brittany Callaham - Grade 9 - A - M

Mr. Kelcey Stevens - Grade 9 - N - Z

Mr. Mathew Hill- Grade 10 A - P

Ms. Karen Teague - Grade 11 & Grade 10 Q - Z

Athletic Director

Mr. Michael Hudson

Mission Statement

The mission of Greenwood High School is to educate all students to become responsible, productive citizens and life-long learners.

Vision

The vision of Greenwood High School is to educate today's students for tomorrow's possibilities.

Member of High Schools That Work

Message from the Principal

Dear Eagles,

Welcome to the 2025–2026 school year! As a former Eagle myself for 14 years, I am thrilled to begin this new year with you. We have a proud tradition of academic, artistic, and athletic excellence at Greenwood High School, and we look forward to continuing that legacy together.

At Greenwood High, we are committed to creating a safe, inclusive, and academically challenging environment where all students can thrive. Our dedicated staff works tirelessly to ensure every student is supported, engaged, and inspired to reach their full potential—both in the classroom and beyond.

This student handbook outlines the important policies, procedures, and expectations that help keep our school running smoothly and effectively. I encourage you to review it carefully and refer to it throughout the year. It contains important information about the rules and procedures that will guide your daily experience. You are also expected to review the *District 50 Student Rights and Responsibilities*, which can be found on the District 50 website under the **Student** tab.

Together—as students, families, and educators—we will continue to build a school community centered on respect, responsibility, and excellence. Let's work in partnership to make this a successful year for every student.

Please know that my door is always open. I look forward to an exciting year and to seeing the amazing things we will accomplish together.

Go Eagles!

Jim Still

Principal

Greenwood High School

Message from the Student Body President

To my new fellow eagles, I am so excited to welcome you to Greenwood High School. I know this first year of high school may seem daunting and scary but trust me when I say this is a place of prosperity, growth, and life lessons. As your student body president, it is going to be an honor going to school with you and I look forward to seeing you all. I also want to show you what it means to be a part of this Greenwood family. Our school offers a plethora of sports teams and clubs to get involved with. I recommend getting involved with everything and anything you can, this can lead to amazing experiences and presents the possibility of meeting so many new people. We also value student interaction, not only with their own class but also with other classes and staff. This year we are going to strive to get as many student events and programs to get involved with as possible. In order to do this we need as much help as possible so any and all suggestions will go a long way. Again I really look forward to being involved in this amazing school year and can't wait to get involved with our student body. If there is anything anyone can help you with please reach out to any staff members or any of your SGA officers to voice what you would like to see done within our school and let's go Eagles!!

Your fellow Eagle, Bryce Seaborn GHS student body president 2025-2026

2025-2026
STUDENT GOVERNMENT ASSOCIATION

STUDENT BODY OFFICERS	
President	Bryce Seaborn
Vice-President	Ruby Self
Secretary/Treasurer	Ta'Leigha Dunlap

SENIOR CLASS OFFICERS	
President	Kennedi Kelley
Vice-President	Laura Thompson
Secretary	Dylan Williams
Treasurer	Lola Watts
Representatives	Anna Griffis Atkins
	Clara Jane Smith

JUNIOR CLASS OFFICERS	
President	Ali Crawford-Williams
Vice-President	Nia Leverette
Secretary	Kylee Carter
Treasurer	Kendall Fuller
Representatives	Anna Callahan
	Kayson Quarles

SOPHOMORE CLASS OFFICERS	
President	Evan Garrison
Vice-President	Lillian Barnes
Secretary	Julia Preston
Treasurer	Marianne Wideman
Representatives	Divonien Laymon
	Emily Thigpen

FRESHMAN CLASS OFFICERS (elected in the Fall)	
President	
Vice-President	
Secretary	
Treasurer	
Representatives	

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ALMA MATER

To Alma Mater, Greenwood High,
We lift our voice in praise
For giving us a goal to seek
To pursue through all our days.

A search that never ends
'til all mankind shall see
That we have done our best to find
Truth for eternity.

Webster

DIRECTORY

Assistant Principals:

Grade 9- A - M.....	Ms.B Callaham	941-5646
Grade 9- N - Z	Mr. K. Stevens	388-2485
Grade 10 A-P.....	Mr. M. Hill	388-7784
Grade 10 Q-Z and Grade 11.....	Ms. K. Teague	941-5756
Grade 10 Q-Z and Grade 12.....	Dr. Holmes	941-5625
Asst. Principal's Secretary.....	Ms. Roper	941-5634

Athletic Department:

Athletic Director.....	Mr. Hudson	941-5629
Athletic Secretary.....	Mrs. Huntsberger	941-5608

Attendance Office.....	Mrs. Timmerman	941-5603
Principal's Secretary.....	Mrs. Childress	941-5601
Bookkeeper.....	Mrs. Irby	941-5602

Cafeteria Manager.....	Ms. Boyd	941-5616
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Guidance Department:

Ms. Norman.....	A - D	941-5611
Ms. Strom.....	E - La	941-5613
Ms. Earnest	Le - Ra	941-5612
Ms. Grant.....	Re - Z	941-5650

Mr. Green.....	Dev. Facilitator	941-5628
Ms. Peters.....	Career Dev. Facilitator	941-5626
Guidance Secretary.....	Mrs. Coleman	941-5607
Health Room.....	Ms. Callahan	941-5627
	Ms. Rathburn	941-5614
Student Support Facilitator.....	Mrs. Carpenter	941-5609
Media Center.....	Mrs. Shay	941-5631
Resource Officer.....	Officer Crocker	941-5619
Resource Officer.....	Officer Johnson	229-4273
Transportation Department.....	Mr. White	941-5556
Yearbook Advisor.....	Mrs. Garrison	941-5600

ACTIVITIES / EXTRACURRICULAR EVENTS

Students at GHS are **NO LONGER ALLOWED** to come to any Athletic Events for free with their current school ID. Students will be allowed to purchase a Student Gate Pass for \$75. This pass will be good for the 25-26 school year and can be used for all home regular season events. It must be presented with your student ID at the gate to be admitted. These passes are on sale July 21 through August 31. After August 31, students will have to pay a regular price to enter an athletic event: \$8 for Varsity Football Games and \$7 for all other athletic events. Tournaments, Jamborees and Playoffs are excluded. If a student enrolls after August 31, they will be given a 2 week period after enrollment to purchase a pass. If a pass is lost or stolen, it is \$25 to replace it. Students are expected to be picked up no later than 30 minutes after the event has concluded. If students are not being picked up on time and the SRO or school staff is having to wait for them to be picked up, their privilege of being allowed to come to games will be revoked.

Students must go home after school and return later for athletic events. **Students are not allowed to stay on campus after school and wait for the games to begin.** At no time should students be unsupervised on campus.

ATTENDANCE PROCEDURES

Students who fail to follow these procedures are committing a disciplinary offense. Please read your *Student's Rights and Responsibilities* handbook for additional information.

Attendance

- o **Suspensions are counted as absences.**
- o Attendance is critical to success in high school. By district policy, a student may not have more than 8 absences in a 90-day class or 4 days in a 45 day class in order to be considered for credit. Students are required to continue attending classes if a credit has been denied. Students who lose credit in a course due to excessive absences will receive a grade of FA, Failure due to Attendance, with a value of 50 on the Uniform Grading Scale.

Absences

The first day a student is absent, a parent or guardian should notify the Attendance Office at 941-5603.

- o The student is responsible for making up all work during an absence. Upon request for extended lawful absences, the guidance clerk will arrange for assignments to be sent home. Please allow 2 days for such requests.
- o Absences due to medical conditions, court appearances, or bereavement are approved by the principal at the time of the occurrence and at the end of each semester. Upon returning to school, the student must submit the proper documentation to the Attendance Office. Proper documentation includes a doctor's note, court documents, bereavement documents, or parental notes. **Even though an absence is excused, it is counted as an absence.** A grade of FA equaling a 50 is given to all students who exceed the absences per class despite their academic average in that class.

Dismissal Requests

Dismissal requests must be given to the attendance clerk before 8:15 am.

- o Each dismissal request should include the student's legal name, the reason for the dismissal, a current daytime phone number and signature of the parent or guardian. Upon returning to campus the student must report to the attendance office and submit proper documentation.
- o In order to avoid unnecessary interruptions, dismissals should coincide with the end of the class period. **STUDENTS MAY NOT LEAVE CLASS OR SCHOOL DURING EXAMINATION PERIODS.**

- o Students being dismissed must report to the attendance office and check out using the monitoring system prior to departure.

Procedure for Late Arrival

Any student arriving on campus after 8:30 am must sign in at the Attendance Office. A parent will be contacted at that time.

BELL SCHEDULE

Warning Bell	8:25
First Block	8:30 - 10:00
Second Block	10:05 - 11:40
Third Block	11:45 - 1:50
First Lunch	11:45 - 12:15
Second Lunch	12:45 - 1:15
Third Lunch	1:20 - 1:50
Fourth Block	1:55 - 3:30

CAFETERIA

Breakfast is served from 7:50 - 8:25 am.

Students who eat breakfast must eat in the cafeteria or on the blacktop.

Students will eat breakfast and lunch free of charge.

Please be sure to ALWAYS place your trash in the trash cans that are available.

CALENDAR

School Begins for Students	July 24
Labor Day (Holiday)	September 1
GHS Homecoming	September 22-26
Intercession Break	Sept. 29-Oct. 10
Election Day	November 4
Fall Break	November 26-28
Winter Break	December 18- Jan 2
Intercession	Dec. 18 and 19
Inservice Day (No Students)	January 5
Martin Luther King (Holiday)	January 19
Miss GHS Pageant	TBD
Inservice Day (No Students)	February 16
Intercession Break	March 23-April 3
Spring Break	March 30- April 3
GHS Prom	April 11
Memorial Day (Holiday)	May 25
Exams ½ day for Students	May 27
Exams ½ day for Students	May 28
Last Day of School for Students	May 28
GHS Graduation	May 29

* All dates are subject to change.

COLLEGE TESTING SCHEDULE

SAT Test Dates are announced by the College Board.
Visit www.collegeboard.com for the most up-to-date published information.

ACT Test Dates are announced by ACT. Visit www.act.org for the most up-to-date published information.

GHS Code: 410935 GHS Test Center Number: ACT
167210 SAT 41260

Exact Dates will be announced by the College Board. This chart will be edited in the online version on the school website.

AP EXAMS (www.collegeboard.com)

Date	8:00 am	12 Noon	2:00 pm
May		AP Chemistry	
May	AP Human Geography		
May	AP English Literature & Composition		
May	AP Environmental Science	AP Psychology	
May	AP United States History		
May	AP Art Portfolio Due		
May	AP Calculus AB AP Calculus BC		
May	AP English Language & Composition		
May		Music Theory	
May		AP Biology	

CHROMEBOOKS

All students will have a Chromebook to use for educational purposes. It is the responsibility of the student to make sure that the device is well-maintained and fully charged before arriving at school each day. Greenwood School District 50 utilizes a safety monitoring system for all student-issued Chromebooks and school electronic devices. This system notifies the administration of any violations of the student code of conduct including but not limited to profanity, inappropriate images, messages regarding self-harm or violence, unauthorized website visits, etc. These violations will receive a follow-up from school administration in accordance with the district policy. The Chromebook is the property of Greenwood School District 50 and must be kept in the provided case at all times.

COMPUTER USE

Rules and procedures are displayed in all computer labs. Students receive a username and password. It is the student's responsibility to keep these accessible for his/her use. Students may use the computers in the Media Center from 8:00 am until 8:25 am daily.

INTERNET ACCESS

All Internet users are expected to abide by Greenwood School District 50's Acceptable Use Policy for Using the Internet. An Internet Access Approval Form must be signed by the parent or guardian and filed in the Media Center. Forms are available in the back of the *Students' Rights and Responsibilities* handbook or in the Media Center. Internet access is for educational purposes only. School administrators reserve the right to terminate access to any student or class abusing these privileges. The system administrator will deem what is inappropriate and that decision is final. Disciplinary measures are outlined in the *Student Rights and Responsibilities* handbook.

COURSE CHANGES

To minimize disruptive changes in a student's academic program, the following policies have been approved by the administration. The intent is to provide a stable student population in each classroom to facilitate the instructional process.

During the first weeks of school, efforts will be made to accommodate legitimate changes required by circumstances such as the following:

- o assigned to a course for which credit has already been received
- o assigned to a course without the proper prerequisite course

If the student originally requested the course, no change will be made. No class change is official until the proper student course change notice has been completed and distributed by the Guidance Office.

DELAYED OPENINGS OR CLOSINGS

WEATHER HOTLINE: 941-5511 or www.gwd50.org

All local radio stations, media outlets, and television stations will be notified of any school closings or delays of school schedules.

DETENTION

Detention is held from 3:30 to 4:00 on Tuesday and Wednesday in the Media Center.

DISCIPLINE POLICY

All discipline measures are outlined in the *Student's Rights and Responsibilities* handbook. This document is posted online at <https://www.gwd50.org/domain/62> annually and should be studied carefully. Refer all discipline problems to the student's grade principal.

DRESS CODE

The following dress code applies to all schools in Greenwood School District 50. Inappropriate and impermissible student attire includes but is not limited to, the following: (See the *Student's Rights and Responsibilities* handbook for further information.)

1. Clothing that depicts alcohol, drugs, tobacco, racial slurs/epithets, sexual suggestion/insinuation, or inappropriate language is prohibited.
2. Halter tops, tank tops, and see-through clothing are prohibited.
3. Shorts, mini skirts, and culottes-type clothing are allowed in grades 5-12 with the following restrictions:

- a. Said garments may not be made of clinging material, such as but not limited to biker shorts and pants, surfer pants, form-fitting knit material, etc.
- b. All garments should be of appropriate length, as determined by the school principal.
4. **Hats, bandannas, hoods, and any other head coverings** will not be worn on school grounds.

Greenwood High School has expanded and clarified this district policy as follows:

1. No holes, rips, or tears in clothing above the mid-thigh.
2. All pants will be worn above the hips.
3. Shorts, skirts, and dresses should extend to the mid-thigh.
4. No head coverings, including hoods, caps, hats, wraps, and sunglasses will be worn inside the building from 7:00 am through 4:30 pm. (unless for documented religious purposes)
5. Shoes are to be worn at all times. Bedroom slippers are NOT allowed.
6. Shirts must be worn at all times. Tank tops, spaghetti-strapped tops, one-shoulder tops, or off-the-shoulder tops are not to be worn on campus.
7. No undergarments should be visible at any time.
8. Sheer or see-through tights/leggings are not allowed unless a top is worn over them to the knee level.
9. Coveralls are not allowed to be worn on campus.
10. Chains, hooks, and/or animal tails suspended from clothing are not allowed.
11. No clothing that exposes the stomach, back, or sides.
12. Clothing or jewelry depicting weapons or illegal drugs is not allowed.

Administrators make the final judgment on the appropriateness of any student's dress and reserve the right to prohibit any clothing/accessory disruptive to their school.

ELECTRONIC COMMUNICATION DEVICES

The following disciplinary actions have been approved by the Greenwood District 50 Board of Directors for the confiscation of cell phones.

The staff will follow these basic enforcement procedures when the policy is violated:

All students must turn off all ECD devices upon arrival at school and store them in a bookbag, string bag, or Chromebook case. The only allowed ECD is a school-issued Chromebook.

The use of an electronic communication device (ECD) by a student is prohibited and may result in disciplinary consequences.

An "electronic communication device" is a device that emits an audible signal, vibrates, displays a message, image, or otherwise summons or delivers a communication to the possessor. The following devices are examples of ECDs: cellular and wireless telephones, smart watches, pagers/beepers, personal digital assistants (PDAs), BlackBerries/Smartphones, Nooks, Kindles, laptops and other e-readers, Wi-Fi enabled or broadband access devices, two-way radios or video broadcasting devices, and other devices that allow a person to record and/or transmit, on either a real-time or delayed basis, sound, video or still images, text or other information.

After 3:30 PM and still on campus or at a school-related activity Policy:

Students are prohibited from using ECDs to capture, record, or transmit the words (i.e. audio) and /or images (i.e. pictures, video) of any student, staff member, or other person in the school while attending a school-related activity without express prior notice and explicit consent for the capture, recording or transmission of such words or images. Using an ECD to take or transmit audio and/or pictures/video of an individual without his/her consent is considered an invasion of privacy and is not permitted unless authorized by the building principal.

Students are prohibited from using ECDs to take pictures or record video/audio in locker rooms, bathrooms, or on school buses or other district vehicles at any time.

Students are prohibited from using ECDs in any way that might reasonably create in the mind of another person an impression of being threatened, humiliated, harassed, embarrassed, or intimidated (see policy JICFAA, Harassment, Intimidation or Bullying).

Students are also prohibited from using an ECD to capture and/or transmit test information or any other information in a manner constituting fraud, theft, cheating or academic dishonesty. Likewise, students are prohibited from using ECDs to receive such information.

Violations of this policy may result in disciplinary action and/or confiscation of the ECD. The building principal may also refer the matter to law enforcement if the violation involves an illegal activity (e.g. child pornography). Discipline will be imposed in a progressive manner based on the number of previous violations and/or the nature of or circumstances surrounding a particular violation. If the ECD is confiscated, it will be released/returned to the student's parent/legal guardian only after the student complies with any other disciplinary consequences that are imposed. Any ECD confiscated by district staff will be marked in a removable manner with the student's name and held in a secure location in the school building until it is retrieved by the parent/legal guardian. ECDs in district custody will not be searched or otherwise tampered with unless school officials reasonably suspect that the search is required to discover evidence of a violation of the law or other school rules. If multiple offenses occur, a student may lose his/her privilege to bring an ECD to school for the remainder of the school year.

Students are personally and solely responsible for the care and security of their ECDs. The district and board recommend students not share ECDs unless it is for a specific academic purpose. The district and board assume no responsibility for theft, loss, damages, or vandalism to ECDs brought onto its property, or unauthorized use of such devices.

Parents/legal guardians are advised that the best way to get in touch with their child during the school day is by calling the school office.

Students may use school phones to contact parents/legal guardians during the school day with permission of the administration.

Students, parents/legal guardians, teachers, and staff members should be aware that the district may take disciplinary action against students consistent with policy JICDA/JICDA-R regarding student conduct away from school grounds.

Consequences

- ***Failure to surrender device will result in the following: first offense is 2 days BIC, second offense is 1- 2 days of OSS, third offense is 2-4 days of OSS.***
- *First offense – warning/confiscate device and return to the parent/legal guardian at the end of the school day once parent signs Electronic Device Use Agreement*
- *Second offense – confiscate device/return to parent/legal guardian at end of school day*
- *Third offense – confiscate device/return at the end of the school year & revoke privilege to use or possess electronic communication device*

END-OF-COURSE EXAMS

End-of-course exams are mandated by the state of South Carolina and **may not** be exempted. EOC counts 20% of the final grade. Students must complete their EOC exams within the designated testing window. The following classes have EOCs at the end of the class: Algebra I, English II, US History, and Biology I. After the EOC, students will continue to attend class and will be tested during their scheduled final exam. The final exam grade will count towards the nine-weeks average.

FIELD TRIPS

Field trips and activities may be canceled by the school for safety reasons including inclement weather or pandemic. In the event of cancellation, the school will work with the organization to refund money if possible; however, if tickets or deposits are non-refundable, the school will **not** be able to issue refunds to students.

FINAL EXAMS

Board Policy states the following: Exams for all students will be held the last two days of the semester. **No final exams will be given prior to that time without principal approval.** Senior exams for semester 2 may be given earlier than exams for students in grades 9-11. Final exams count 20% towards the final grade. **Only seniors may exempt their final exams under the following conditions:**

- o The student must have an A average in the class.
- o The teacher must approve the exemption option.
- o The course must carry a full unit.

FINANCIAL OBLIGATIONS

During the school year, students may have to pay for lost library books or textbooks, ID's, fees for materials, library fines, or some other financial obligation to the school. Students are expected to clear these obligations promptly. **If financial obligations are not cleared, students will be prevented from purchasing prom tickets, parking passes, and receiving graduation tickets. Parking passes are \$15.00 per pass.**

GRADING POLICIES

Grade placement is determined by minimum credits earned.

Dual credit courses taken at the school site or off campus will carry AP/IB credit weightings.

Students taking AP classes must take the AP Exams or he/she will lose the AP credit.

The grade point average will be determined by dividing the sum of units attempted into the sum of the quality points for all the units received.

All students taking courses for high school credit will be graded with the 10 Point Grading Scale.

10 POINT GRADING SCALE South Carolina Uniform Grading Scale Conversions

Numerical Average	Letter Grade	College Prep Weighting	Honors Weighting	AP/IB/Dual Credit Weighting
100	A	5.000	5.500	6.000
99	A	4.900	5.400	5.900
98	A	4.800	5.300	5.800
97	A	4.700	5.200	5.700
96	A	4.600	5.100	5.600
95	A	4.500	5.000	5.500
94	A	4.400	4.900	5.400
93	A	4.300	4.800	5.300
92	A	4.200	4.700	5.200
91	A	4.100	4.600	5.100
90	A	4.000	4.500	5.000
89	B	3.900	4.400	4.900
88	B	3.800	4.300	4.800
87	B	3.700	4.200	4.700
86	B	3.600	4.100	4.600
85	B	3.500	4.000	4.500
84	B	3.400	3.900	4.400
83	B	3.300	3.800	4.300
82	B	3.200	3.700	4.200
81	B	3.100	3.600	4.100
80	B	3.000	3.500	4.000
79	C	2.900	3.400	3.900
78	C	2.800	3.300	3.800
77	C	2.700	3.200	3.700
76	C	2.600	3.100	3.600
75	C	2.500	3.000	3.500
74	C	2.400	2.900	3.400
73	C	2.300	2.800	3.300
72	C	2.200	2.700	3.200
71	C	2.100	2.600	3.100
70	C	2.000	2.500	3.000
69	D	1.900	2.400	2.900
68	D	1.800	2.300	2.800
67	D	1.700	2.200	2.700
66	D	1.600	2.100	2.600
65	D	1.500	2.000	2.500
64	D	1.400	1.900	2.400
63	D	1.300	1.800	2.300
62	D	1.200	1.700	2.200
61	D	1.100	1.600	2.100

60	D	1.000	1.500	2.000
59	F	0.900	1.400	1.900
58	F	0.800	1.300	1.800
57	F	0.700	1.200	1.700
56	F	0.600	1.100	1.600
55	F	0.500	1.000	1.500
54	F	0.400	0.900	1.400
53	F	0.300	0.800	1.300
52	F	0.200	0.700	1.200
51	F	0.100	0.600	1.100

GRADUATION

High School Graduation Requirements

Laws enacted by the South Carolina General Assembly in 1997 affect all students in high schools across the state. To qualify for a state high school diploma, a student must earn a total of 24 units of credit in state-approved courses distributed as follows:

English/Language Arts	4 units
Mathematics	4 units
Biology	1 unit
Other Sciences	2 units
U.S. History and Constitution	1 unit
Economics	½ unit
American Government	½ unit
Other Social Studies	1 unit
Physical Education or JROTC - with the Online Personal Health	1 unit
Computer Science	1 unit
Foreign Language or CATE	1 unit
Electives	7 units
Total	24 units

1. Students must demonstrate proficiency in computer literacy before graduation.
2. For students in a college preparatory program, one unit must be earned in a foreign language; most four-year colleges and universities require at least two to three years in the same language. The Commission of Higher Education has also added a fine arts requirement for all freshmen entering a four-year college in South Carolina.
3. **Students who take JROTC as their Physical Education credit will have to complete the ½ credit Personal Health class online.**
4. Students planning to attend a two-year institution, pursue additional training, or who plan to enter the workforce upon graduation must earn at least one unit in an occupational area. Generally, this unit will be a fourth unit in the same occupational area in which the student has earned at least three units in a program area or career cluster.

NOTE: These requirements are the **minimum**. Additional coursework may be required to **satisfy college requirements**. For additional information, consult the *Career Planning and Program of Studies* guide and the Guidance Department.

GRADUATION SPEAKERS

The top three seniors who possess the highest ranking at the end of their eighth semester will be recognized as Student Scholars and will speak at the graduation ceremony.

The **Senior Class President** will present the *Farewell Address* and the **Student Body President** will present the *Closing Remarks*.

GUIDANCE COUNSELORS

Whether a student's problems are personal or academic, the guidance counselor's primary function is to assist the student. Parents are encouraged to call or come for a visit any time assistance is needed.

Students are assigned a counselor alphabetically for the duration of their high school years.

HEALTH ROOM POLICIES

Students who become ill or injured at school should report to the **Health Room**.

If a student is required to take oral medication during school hours, only the school nurse or the designated office personnel will administer the medicine according to the directions on a medical form to be completed by the student's doctor and parent/guardian.

Prescription medications must be kept in the health room and administered by the nurse. Any student possessing a prescription medication is subject to disciplinary action.

IMMUNIZATION REQUIREMENTS

Legislation mandates that all students must present a valid South Carolina Certificate of Immunization upon enrolling in school. The Certificate of Immunization is placed on file in the Guidance Office. Greenwood High School cannot enroll a student without the required immunization information on file at the school.

Greenwood School District 50 schools participate in annual health screenings as recommended by South Carolina's Department of Health and Environmental Control. The school nurse and trained volunteers perform screenings which include height, weight, blood pressure readings, vision, hearing, and dental screenings. If you do not wish for your child to participate, please notify the school nurse in writing at the beginning of the school year.

HOMEWORK CENTER

The Homework Center is designed to give students an opportunity to receive extra help with assignments and homework. The Homework Center is open each Monday and Thursday, 3:30 pm—5:00 pm. (Only open if funds are available)

HONOR CODE

GHS honor code policy consists of two parts: *students tell the truth* and *students do not cheat*. Violation of the honor code will result in disciplinary actions as outlined in the Student's Rights and Responsibility handbook.

HOUSE RULES

- **Students should not be dropped off prior to 7:30 am.**
- Upon arriving on campus, students are to immediately exit all cars and report to the main campus. **Students arriving prior to 8:15 am should report to the cafeteria.** Loitering in the parking lots is strictly prohibited before and after school. Students may not return to their cars without permission from an administrator unless he/she has been properly dismissed from school.

- **Students are not allowed in the E, F, and H buildings , courtyard, Fishbowl, Media Center or gym, prior to 8:15 am. Loitering outside of the classroom will not be tolerated.**
- At no time should students be hanging out in the stairwells of any building.
- **At dismissal, students are to leave campus immediately unless they are waiting for a ride or waiting on bus transportation. Students waiting on car transportation need to wait in front of the school. Students waiting on bus transportation need to wait in the blacktop area.**
- Students are provided a locker and lock if requested. Lockers may be checked at any time.
- **Students may only have food and drinks in designated areas such as the cafeteria, fish-bowl patio and black top area during lunch. Food is not allowed in any other location during the school day. Students are not allowed to congregate in the courtyard or Fishbowl hallways during lunch.**
- **Students are not to take book bags, pens, pencils, books, or pocketbooks into the restroom. These items must remain in the classroom.**
- Students are NOT allowed to leave campus for lunch. Students are not allowed to have lunch delivered to them.
- **Students are not allowed to have food delivered to school.**
- Hitting, touching, kissing, pulling, tugging, touching in a sexual nature, or any other physical contact with another student will be considered inappropriate behavior and result in a disciplinary referral.
- **Fighting will not be tolerated at GHS. If a student fights at GHS, he/she will be suspended and referred to law enforcement.**
- Any student who is seen running to a fight or gathering around to watch a fight and/or recording a fight will be suspended at least 2 days. If you see a fight taking place, get away and inform a staff member.
- **GHS observes the 20-20 rule which means students are not allowed to leave the classroom during the first 20 minutes nor the last 20 minutes of class.**
- Greenwood High School cannot accept deliveries for students during the school day. This includes flowers, balloons, packages, food, etc.
- **GHS does not allow flags to be flown on any vehicle while on campus.**
- **See Parking Regulations on page 19 for driving/parking rules.**
- **Earbuds and/or headphones are not allowed anywhere on campus except in a classroom with teacher permission. They may not be actively receiving any signal from anything other than a school-issued Chromebook.**
- After the 8:30 bell rings, all students must enter through the main entrance at the front of the building. Students returning from EHS or GFRTC on a bus may enter from the blacktop area.
- Leaving trash or littering will result in a consequence.

ID BADGE PROCEDURES

All students and employees must wear a current-year ID badge during school. ID badges must be worn around the neck on the provided lanyard. If the ID badge is lost or forgotten an additional ID badge must be purchased for \$5.00. If a student does not have the money to pay for an ID, then it will be charged to his/her account. All fees must be paid by the end of each nine-week grading period.

GHS students are required to wear their GHS ID badges while attending classes at the G. Frank Russell Technology Center, Emerald High School, Genesis, Lander, and Piedmont Technical College.

If a teacher has a student reporting to class without an ID badge, the teacher will email the Front Office Receptionist to obtain a new ID badge. **Students will be required to pay for every extra ID.**

Students who receive a referral for not wearing their ID badge will receive the following consequences:

1 st offense	Warning
2 nd offense	After School Detention
3 rd offense	In School Suspension (ISS); Parent Conference
4 th offense	Out of School Suspension (OSS); Parent Conference

Offenses beyond five will result in additional suspensions and intervention meetings.

Students who deface an ID badge will be required to purchase a new ID badge. A defaced ID badge is any badge on which the picture, ID#, year, barcode or status has been changed, altered, or obstructed.

Any student who wears another student's ID badge will be disciplined according to the *Student's Rights and Responsibilities* handbook. Students are to wear only one badge which must be for the current year.

Students who fail to give correct identification will be disciplined according to the *Student's Rights and Responsibilities* handbook.

The student's legal name that is in PowerSchool will be printed on the school I.D.

MEDIA CENTER

Students have access to the online DISCUS Reference Library databases and internet access from teachers from school and from home. The Media Center is open from 8:00 am to 4:00 pm.

A photocopy machine is available for students in the Media Center. Copies are 10 cents each.

Tampering with books or other materials and equipment may result in a disciplinary referral. Students assume responsibility for all materials checked out.

MID-YEAR PROMOTION

Greenwood District 50 allows mid-year promotion for two groups of students:

- Ninth-grade repeaters who have earned at least 5 units including one unit in English and one unit in math and completion of one year in high school
- Fourth-year students who have earned at least **20** units including English 1, 2, and 3, and completed of three years of high school will be eligible to graduate in June.

Students who have been identified as seniors for semester two may be allowed to be photographed as a senior for the yearbook and participate in graduation.

OFF-LIMIT AREAS

Permission must be obtained from an administrator to enter the parking area during school.

Faculty lounges, the teacher mailroom, and workrooms are NOT to be used by students. Students are NOT to use copiers in the workrooms or the Main Office.

All athletic fields and other remote areas are off-limits to students at all times unless the students are under the direct supervision of a teacher or a staff member.

During all lunches, students are restricted to the cafeteria, the interior of the fishbowl, and the blacktop. Students may only use the restrooms outside the cafeteria.

Students are NOT allowed to congregate in the hallways or stairwells.

Elevators may be used only with prior approval by an administrator. A key will be provided to students with medical documentation. A \$25.00 fee will be charged to the student if the key is not returned.

PARKING REGULATIONS

Parking passes are required of all students who drive a car on campus. To obtain a parking pass, students must present to the bookkeeper a valid driver's license, schedule, proper fee, and a completed permission form. The pass must hang from the rearview mirror. A student may not borrow another student's parking pass. All fees must be paid in full before a parking pass may be purchased. Parking passes are **\$15** per pass and non-transferable.

Failure to adhere to parking regulations will result in the vehicle being towed at the owner's expense and/or loss of driving privileges.

Students who fail to purchase a parking pass and drive on campus will face the following consequences:

First Offense	2 ISS Days or loss of privileges for 2 weeks
Second Offense	3 ISS Days or loss of privileges for the rest of semester
Third Offense	4 ISS Days or loss of parking privileges for rest of the school year

Greenwood High School will not be held responsible for theft of contents, theft of vehicle, or damage to any vehicle or contents while the vehicle is on campus.

Students may not transport other students to and from campus during the school day without an approved transportation permission form.

Once a car is on campus, it may be searched at any time. **Students are responsible for the contents of their cars.**

Reckless driving will NOT be tolerated on campus. It will result in the loss of on-campus driving privileges and the parking pass fee will not be refunded.

If a student has to drive another vehicle to school that was not listed on the initial parking pass form, they must notify the School Bookkeeper.

Greenwood School District 50 has stated that only students with administrative approval may drive off campus to Emerald or the Technology Center. All other students must ride a bus. Rules and Regulations for Drivers/Riders are on the application form. This form must be approved by the principal.

PHOTO RELEASE STATEMENT

Parents who object to permitting their child's picture to be taken or released must notify the school in writing.

Occasionally students may be photographed for publication or broadcast by the news media or school. In accordance with district policy (see *Student's Rights and Responsibilities* handbook) and privacy laws, only "directory" type information will be given—i.e. name, grade level, etc.

POLICE INTERROGATION AND INVESTIGATION

The school has legal custody of students during the school day and during the hours of approved extracurricular activities. Therefore, it is the responsibility of the school administration to protect each student under its control. Please read your *Student's Rights and Responsibilities* handbook for additional information.

POSTING SIGNS/FLYERS ON CAMPUS

Only signs or flyers approved by an administrator or designee may be posted on designated bulletin boards or cork strips and must be removed in a timely manner.

SAFETY DRILLS

During safety drills, students should follow all staff instructions without question. Students caught tampering with the fire alarm system are subject to expulsion.

During a **fire drill**, students will follow the teacher's directions and proceed quickly and quietly to the location instructed by school personnel. Students must remain with their teachers until the signal is given to return to the classroom.

During a **tornado drill**, assume a duck-and-cover position on an interior wall away from glass or machinery. Remain in this position until further instructions are given by the teacher/administrator.

During an **earthquake drill**, assume a duck-and-cover position. The buildings will be evacuated if directed by the school administrator.

During an **intruder drill**, students will get out of sight from all doors and windows, remain silent, and motionless. Follow the directives of the teacher/administrator.

In the event of other emergency situations, it is important to remain calm and follow the directives of the teacher/administrator.

SCHOOL COMMUNICATIONS

- **Quill and Scroll** (literary magazine), and **The Aquila** (yearbook) are school publications.
- The **Greenwood High School** website is www.gwd50.org/greenwood.
- GHS will use School Messenger to notify parents of their student's attendance and upcoming school events.
- The GHS marquee will provide upcoming events and activities.

SCHOOL SPONSORED TRIPS

Prior to taking any type of school-sponsored trip, students are required to have a permission slip signed by the parent/guardian, a valid and permanent ID badge, have not failed the class due to absences for that semester, and not owe in excess of \$50.00 in fees. Students will not be permitted to drive or ride with other students on school-sponsored trips. Transportation will be provided according to district guidelines.

SOCIAL NETWORKING

Social networking websites with an interactive, user-submitted network of friends, personal profiles, blogs, groups, photos, music, and videos for teenagers and adults internationally should not be used in such a way that it becomes a hindrance to the learning process. Inappropriate use of these sites will be addressed in accordance with the *Students' Rights and Responsibilities* handbook.

STUDENT ACTIVITIES

Greenwood High School offers a wide range of activities to give every student a chance to become involved in campus activities and make new friends. The following are some of the activities available at GHS.

Art Club	Mock Trial Team
Athletics	National Art Honor Society
Academic Challenge Team	National Beta Club
Band	National Honor Society
Cheerleading	Paws for a Cause
Fellowship of Christian Athletes	PEARLS
Freshman Choir	Reading Club
Gaming Club	SAT/ACT Eagle Stars
GEMS	Science Club
Interact Club	Spanish Club
Junior Civitans	Spirit/Tailgating Club
JROTC Color Guard	Women's Choir
JROTC Raider Team	
JROTC Rifle Team	
Miss GHS Pageant	

TARDY POLICY

Each time a student is tardy to class, the teacher will record the tardy in Powerschool. The 4th tardy in a class will result in a discipline referral.

1 st referral-	Conference
2 nd referral-	After School Detention (ASD)
3 rd referral-	In School Suspension (ISS/BIC)
4 th referral-	Out of School Suspension (OSS)

Tardy referrals beyond four will result in additional suspensions and intervention meetings.

TEXTBOOKS

Textbooks are issued directly to the student by the textbook coordinator. Textbooks are the property of Greenwood High School and are issued free to all students. If the issued textbook is lost, stolen, or damaged, the student is financially responsible.

TRANSPORTATION

Greenwood District 50 provides video-recording equipment for school buses. The equipment is used to monitor school transportation and record bus routes at random throughout the school year. Video is reviewed on a routine basis by the school principal and/or the transportation director. Evidence of student misconduct is documented and disciplinary action is initiated under the Code of Conduct and Discipline. Video is treated as protected student records under the Family Educational Rights and Privacy Act. The following guidelines apply:

- Videos remain in the custody of the district transportation supervisor.
- Only students and their parent(s)/guardian are allowed to view a bus video in response to disciplinary action taken against the student.
- Persons unrelated to a disciplinary incident are not allowed to view bus videos.

VISITORS

To avoid classroom disruptions, the school requires guests to make prior arrangements with the classroom teacher and principal. All visitors must sign in at the Main Office immediately upon arrival at GHS and receive a visitor's pass. This pass must be worn at all times and returned to the Main Office when departing campus.

If a parent or guardian wishes to observe a class, the teacher must be aware of this request prior to the observation date. An administrator will be present during the observation as well.

WITHDRAWALS AND TRANSFERS

In order for a student to withdraw from Greenwood High School, the parent/guardian must come to the Guidance Department to complete the required forms prior to the student's withdrawal. It is the student's responsibility to return books to the Guidance Office, return the school-issued Chromebook to the Media Center, pay all fees and fines to the Bookkeeper, and clear all obligations due to the school during the student's last day of attendance and before he/she can be released.