## THE CHOICE PROGRAM

**Student Last Name (printed): First Name: ID**:

**Parent Contact Number: Home: Cell**:

Ridge Community High School will strive to help each student make positive behavioral choices. The Choice Room is a place to learn, and our goal is to help students make the best decisions possible and to keep them in school. Through the Choice Program we handle all minor school concerns such as tardiness, minor discipline issues, dress code and other minor infractions. When a student is sent to the Choice Room we will work with him/her to correct the situation. Students will remain in the Choice room for the remainder of the period in which they were sent.

While in the Choice Room, students will not be permitted to sleep, put head down, eat, drink, or chew gum. In addition, work will be assigned by a dean to be completed by the end of the period. Failure to do so may result in additional disciplinary consideration. Students will be permitted to make up academic work within three days of being assigned to choice. The student will be permitted to return to classes the following period. However, two (2) visits to the Choice Program in one day due to disciplinary infractions will result in the student being assigned an out-of-school suspension. Each student will receive three (3) opportunities to correct minor misbehaviors per class period before receiving an out-of-school suspension. If a student reaches 7 infractions overall, the parent/guardian will be required to conference in person with administration before the student can return to school.

**Any major disruption may result in immediate suspension from school depending on severity of the situation, as well as the student’s reaction.**

**Discipline**: All students are expected to follow school policies and procedures.

* **Tardies:** Punctuality is essential for student success. There will be a warning bell at 6:59am for all students to report to 1st period class. All students must be inside the classroom door before time to start each class period. If not, the student will report to the Choice room for the period. **ALL TARDIES WILL REPORT TO THE CHOICE PROGRAM. THE ONLY EXCEPTION IS IF A STUDENT IS RETURNING FROM AN APPOINTMENT AND PROVIDES A DOCTOR’S NOTE OR ARRIVES ON A LATE BUS. Inclement weather may result in all tardies being excused by the principal.**
* **Minor Discipline:** Class disruption interrupts the educational process. If disruption occurs, the teacher will call the office and send a notice to the Choice Program by electronic referral. An administrator will come to the classroom to escort the student to the Choice room where the previously mentioned procedures will transpire.
* **Sales/Trading/Food/Drinks:** No merchandise of any kind will be bought, sold or traded by individual students during school hours or on school property. Items will be confiscated and will not be returned. Any item being bought or sold on the campus must be done so through an approved fundraising form by administration.
* **Electronic Devices:** During the school day, all electronic devices shall not be activated or used inside the classrooms unless given permission by a teacher for a classroom project. If the student is sent to the Choice Program for unauthorized use of an electronic device, the student will receive a warning from the administration. Any repeated electronic device infraction in the same class period will result in the parent option of one (1) day out-of-school suspension or the device being held at the school for seven days.
* \*\*Any infraction considered serious by the Code of Conduct, such as weapons, fighting, gangs, drugs, etc., will be handled by an administrator or the School Resource Officer and the student **will not** be afforded the opportunity to handle his/her infraction by working with the Choice Program. These types of infractions will result in out-of-school suspension and possible arrest. Ridge Community High School has a Zero-Tolerance Policy for these types of behaviors.

**Attendance:** Students need to be in school each day. If not, he/she may be withdrawn from school. Students should turn in an excused note for all absences to the main office back desk. If the student is a 9th grade student they may turn in their excused note to the office in the Freshman Academy. Notes should include student name, ID, parent/legal guardian name, and parent telephone number. In addition, reason and date of absence should be described.

* **Checking In**: All students check in at the front office. Students who are tardy to school will be required to go to the Choice room. If returning from an appointment, students need to provide a doctor’s note when checking in at main office.
* **Checking Out:** Only the names on the emergency card can check students out of school. We will require photo identification for checking students out of school. Parents/guardians should come to the main office entrance to check students out. Checkouts cannot be done by phone. WE WILL NOT CHECK STUDENTS OUT OF SCHOOL AFTER 1:30 P.M.
* **Skipping/unauthorized area:** All students are to be in the proper class area at all times. Skipping is addressed if the student boards a bus to attend school and does not, or if the student is not in assigned areas at assigned times. First offense will result in student warning and placed in the Choice program. Continuing offenses will become insubordination because students are refusing to carry out reasonable directions of authorized school personnel and will result in out-of-school suspension.
* **Dress Code:** Dress code is covered in the Code of Conduct.

Students who fail to follow the Dress Code Policy set forth by Ridge Community HS will be referred to the Choice room. A phone call will be made home to request a change of clothing and a referral will be documented. The student will stay in the Choice Room until the proper clothing is brought for them to change into. The fourth (4) offense will become insubordination because students are refusing to carry out reasonable directions of authorized school personnel and will result in out-of-school suspension.

**Student IDs:** All students will be issued an ID and a Ridge Community High School lanyard and must wear or have IDs available at all times. Students will be required to use these IDs for lunch, media services, school events, restroom privileges, etc. Students MUST have ID to leave class. **Computer Usage**: All students will have a computer access log on/user name. While the student is logged on, he/she is responsible for all activity that occurs on that computer.

Student Signature Parent Signature

**2016-2017 Good Choice Rewards!**

# Students are rewarded for making good choices at Ridge Community High School. Successful students follow the discipline plan, have good attendance, and maintain a 2.0 and higher GPA.

Following the 1st and 3rd 9-week grading periods, we hold a student celebration called “Boltapalooza.” Students who meet the following criteria are allowed to participate:

* + Must have a C or higher in each class for the 9-week grade
	+ Must have 4 or less absences in each class for the 9-week period (excused, unexcused, and times in Choice combined; SB not included in this count)
	+ Must have 4 or less total visits to Choice for the 9-week period (including tardies)

At the end of each semester, we allow the students to use their rewards toward exams. Each student who meets the following criteria will be placed on an exempt list. The students must study and complete their exams; however, the exam grade will only be calculated if it improves the grade. The end of the semester exempt list criteria is as follows:

* + Must have a C or higher in each class for the semester average
	+ Must have 7 or less absences in each class for the semester (excused, unexcused, and times in Choice combined; SB not included in this count)
	+ Must have 7 or less total visits to Choice for the semester (including tardies)

The principal reviews student data for each of these rewards and reserves the right to make adjustments to these criteria based on school-wide concerns.