

WATERSHED HIGH SCHOOL

Quick Reference Guide to the 2007-08 WHS Student Handbook (2 pages)

The full handbook will be available for download and given to students in print September 14. Please review the following for your information in the meantime.

School Day

School starts at 9:00 a.m. and ends at 3:30pm. If late to a class, get a pass from the front desk or it will be marked as an unexcused absence.

Communication

Main number: 612.871.4363
WHS Web Site www.watershedhs.org

- The SiPs system can be accessed through the website by clicking Login.
- Faculty email: first letter of first name full last name @watershedhs.org

(Example Faculty = efaculty@watershedhs.org)

Bus Cards

Students receive an initial bus card at no cost. The bus card may only be used to come to and go home from school. Any other use may result in confiscation of the card and loss of additional bus card privileges. Bus card privileges may be reinstated when the student has paid the cost of a new card.

Telephones/Electronic Devices

Student cell phones must be turned off 8:30-4:00 and need to be kept in their locker. Phones and other electronic devices will be confiscated if seen or heard during the above hours. A parent will need to pick them up in person from the Dean of Students.

Lunch

WHS provides a hot lunch for students for three (3) dollars. This lunch must be paid for in advance to ensure sufficient quantity is available. Weekly payments are recommended. Free and Reduced Lunch is available, please contact the office at 612

OPEN LUNCH

Seniors who have outstanding academic achievement or community involvement are allowed to leave campus during the regularly scheduled lunch period. See policy for specific requirements.

Academic Guidelines

The following guidelines for academic standards apply to all students.

1. A failing grade (below 60%) in any class results in no credit for that class.
2. If a student misses half or more of the days in any given class, for any reason excused or unexcused, no credit (NC) is issued for that class.
3. Students are responsible for making up missed work after an excused absence.

Class Periods

| Class | Times | Rotation |
|--------------|--------------|-----------------|
| Main Lesson | 9-10:30 | M-F |
| 1st Period | 10:35-11:35 | M-F |
| LUNCH | 11:35-12:05 | M-F |
| 2nd Period | 12:10-1:10 | M-F |
| 3rd Period | 1:15-2:15 | M-F |
| cleaning | 2:15-2:25 | M-Th |
| 4th Period | 2:30-3:30 | M-Th |

ATTENDANCE

It is the student’s responsibility for regular class attendance. The parent of an absent student should call the school by noon on the day of the absence. Our attendance line is available 24 hours a day at: **612-871-4363 ext. 250**. The parent/guardian will have 48 hours to contact the school regarding the absence. If this is not done, the absence will be unexcused.

Excused Absences

- 1. Illness/Injury/Surgery
- 2. Medical/Dental Appointments
- 3. Sports competitions/activities
- 4. Religious Activities
- 5. Pre-arranged Family Trips
- 6. Family Emergencies/Funerals
- 7. Suspensions
- 8. Court Appearances
- 9. College Visits

Unexcused Absences

An accumulated amount of unexcused absences will result in additional consequences, which include:

- o Letter home after accumulation of 3 absences over 3 or more days.
- o Mandatory conference between the student, a member of their family and the Dean of Students after accumulation of 10 absences over 7 or more days.

To improve attendance one or more other interventions, outlined in full in the handbook, may be implemented.

Disciplinary Intervention Options

Watershed High School uses progressive discipline to the extent reasonable and appropriate based upon the specific facts and circumstances of student misconduct. The form of discipline chosen in a particular case is solely within the discretion of Watershed High School. At a minimum, violation of school rules, regulations, policies or procedures will result in discussion of the violation and a verbal warning. The school, however, may impose more severe disciplinary sanctions for any violation, including exclusion or expulsion, if warranted by the student’s misconduct. Disciplinary action may include, but is not limited to, one or more other interventions outlined in full in the Student Handbook.

In addition to the Watershed Covenant, which I read and signed when enrolled, I agree to the above guidelines and will read the full *Student Handbook* when it is released September 10, 2007.

_____ Signature _____printed name

_____ Date