

MISSION STATEMENT

In a student-centered community, BRHS pupils, parents and faculty will strive to educate life-long learners and tomorrow’s citizens who

- **ACCEPT** responsibility
- **RESPECT** themselves and others and affirm dignity in diversity
- **STRIVE** for excellence in accomplishments and attitude
- **DEMONSTRATE** knowledge and skills to think critically and creatively
- **ADAPT** to technological advances

BROAD RUN HIGH SCHOOL

21670 Ashburn Road

Ashburn, Virginia 20147

Website: <http://www.lcps.org/brhs>

Broad Run High School	(571) 252-2300
Attendance Call-In	(571) 252-2302
Fax Number	(571) 252-2301
Guidance Department	(571) 252-2314
Athletic Sports Hotline	(571) 252-2311
Athletic Department	(571) 252-2310
Band	(571) 252-2303
Chorus	(571) 252-2304
Drama	(571) 252-2305
Clinic	(571) 252-2315

BROAD RUN BELL SCHEDULES

Regular Bell Schedule

A		B
1st	9:00-10:34	5th
Warning	10:38	
2nd	10:40-12:09	6th
Warning	12:13	
3rd	12:15-2:13	7th
Warning	2:17	
4th	2:19-3:48	8th

Lunches for Regular Bell Schedule

A Lunch 12:15-12:44 Class 12:44-2:13	C Class 12:15-1:13 Lunch 1:13-1:42 Class 1:42-2:13
B Class 12:15-12:44 Lunch 12:44-1:13 Class 1:13-2:13	D Class 12:15-1:44 Lunch 1:44-2:13

2 Hour Delay

Maroon 1st Ann Warning 3rd Warning 2nd Warning 4th	11:00-11:54 11:49-11:54 11:58 12:00-1:58 2:02 2:04-2:53 2:57 2:59-3:48	Gold 5th Ann 7th 6th 8th
---	---	--

Lunches for 2 Hour Delay

A Lunch 12:00-12:29 Class 12:29-1:58	C Class 12:00-12:58 Lunch 12:58-1:27 Class 1:27-1:58
B Class 12:00-12:29 Lunch 12:29-12:58 Class 12:58-1:58	D Class 12:00-1:29 Lunch 1:29-1:58

CLASS SCHEDULE

PERIOD	COURSE	TEACHER	ROOM
--------	--------	---------	------

1			
2			
3			
4			
5			
6			
7			
8			

HOMEROOM	LUNCH SHIFT MAROON	LUNCH SHIFT GOLD
----------	--------------------	------------------

All our dreams can come true--if we have the courage to pursue them.

2016 - 2017 STUDENT CALENDAR

August 29	First Day of School for Students
October 10	Holiday (Columbus Day)
November 2	End of First Grading Period
November 5-6	Student Holiday (Planning/Records/Conference Days)
November 24-25	Holiday (Thanksgiving)
December 22- January 2	Winter Break (classes resume January 3)
January 16	Holiday (Martin Luther King, Jr. Day)
January 26	End of Second Grading Period
January 27	Moveable Student Holiday(Planning/Records/Conference Day)
February 20	Holiday (Presidents' Day)
April 6	End of Third Grading Period
April 10 - 14	Spring Break
April 7	Student Holiday (Planning/Records/Conference Day)
May 29	Holiday (Memorial Day)
June 9	Last Day of School for Students/End of Fourth Grading Period

GRADING PERIOD

End of 1st Quarter – 11/2

Interim: 10/3

End of 2nd Quarter – 1/26

Interim: 12/12

End of 3rd Quarter – 4/6

Interim: 2/27

End of 4th Quarter – 6/9

Interim: 5/8

PSAT – 10/19

***** Dates are subject to change**

DIRECTORY

ADMINISTRATION

Principal	Mr. Dave Spage
Assistant Principals	Ms. Jennifer Hvozdovic
	Ms. Nicole Kezmarsky
	Ms. Melissa Sargeant
Director of Counseling	Ms. Casey Sarafinas
Athletic Director	Mr. Jack Kirby
Asst. Athletic Director	Mr. Ryan Young
Athletic Trainer	Mr. Craig Veasey
Activities Coordinator	Mr. Ernest Simmons
Safety and Security	Mr. Jon Hicksn

COUNSELORS

Ms Jennifer Kroll	
Ms. Lauren Pasek	Ms. Vanessa Koubratoff
Ms. Monique Chavez	Ms. Kimberly Harris
Ms. Susana Langstroth	Guidance Secretary
Ms. Corrine Jasinski	Guidance Secretary
Ms. Leona Chalmers	Career Resource Assistant

LIBRARIANS

Ms. Megan Goodwin
TBD

TECHNOLOGY RESOURCES

Mr. Jeff Frazee, TRT
Mrs. Ibtihal Noureldinn
Mrs. Byra Zimmerman, Technology Assistant

MAIN OFFICE SECRETARIES

Mrs. Bonne Abner - Athletic Department Secretary
Ms. Louise Paccione - Main Office Secretary
Mrs. Mary Roots - Attendance Secretary
Ms. Elizabeth Bowen– Bookkeeper
Mrs. Terrie Whitman - Main Office Secretary

SCHOOL NURSE

Mrs. Sharilee MaQuillan
Mrs. Helen Ronquillo

ACADEMICS

GRADING

Achievement is the sole item recognized in determining the grade. Personal characteristics, character, conduct, personality, etc., affect the grade only insofar as they are reflected in the quality of achievement.

Evaluation is based upon attainment of the instructional and performance objectives assigned the student. These objectives may include daily assignments, homework, quizzes, class participation, projects, tests, and examinations. Nine weeks grades are a composite of all evaluations made during a marking period.

GRADING SCALE

Grade	Numerical Equivalent	Points Awarded
A+	98-100	4.3
A	93-97	4.0
A-	90-92	3.7
B+	87-89	3.3
B	83-86	3.0
B-	80-82	2.7
C+	77-79	2.3
C	73-76	2.0
C-	70-72	1.7
D+	67-69	1.3
D	63-66	1.0
D-	60-62	.7
F	0-59	0

BROAD RUN HIGH SCHOOL HONOR CODE

INTRODUCTION

Broad Run High School is an academic community that values and expects cooperation, integrity, respect, and empathy. The Honor Code is designed to ensure that the principle of academic honesty is upheld.

DEFINITIONS

ACADEMIC DISHONESTY: any of the following acts, when committed by a student, shall constitute academic dishonesty:

- (a) **CHEATING:** intentionally using or attempting to use unauthorized materials, information, or study aids in any academic exercise.
- (b) **FABRICATION:** intentional and unauthorized falsification or invention of any information or citation in an academic exercise.

- (c) FACILITATING ACADEMIC DISHONESTY: intentionally or knowingly helping or attempting to help another to violate any provision of this Code.
- (d) PLAGIARISM: intentionally or knowingly representing the words or ideas of another as one's own in any academic exercise.

PROCEDURES

- 1) Any faculty member of the BRHS community who has witnessed or has information about violations of the honor code shall notify the Administration promptly in writing.
- 2) The Administration or its designee shall review the information.
 - a) If the student is deemed to have committed a violation, the following will occur:
 - I. Parents will be notified
 - II. Any Honor societies the student is a member of will be notified.
 - III. Student will lose credit on that assignment
 - IV. Honor violation will be added to the student's permanent discipline record in Star Web.

ATTENDANCE

It is important for each student to be present whenever possible. Students are responsible for material/work missed.

CLINIC RELEASE

- Students must have their release approved by the nurse and/or an administrator, and sign out in the main office.

EARLY DISMISSAL

Students may only be dismissed during the school day for one of the reasons listed under excused absences. Students must follow the procedures listed below:

- A written request from the parent or guardian is to be submitted by the student to the attendance office before the 9:00 a.m. tardy bell. This request must be approved before a student is permitted to leave. The request must include the telephone number where a parent may be reached during the day.
- The student will be given a yellow slip that includes the early dismissal information.
- **Emergencies: only in emergencies should the parent call the school and ask for the dismissal of the student. In such cases, the parent must pick up the student if the phone request is made after 11:00 a.m.**
- All students approved for early dismissal must leave their early dismissal slips at the attendance window and sign out before leaving.

EXCUSED ABSENCES

- Personal illness, family emergency, medical appointments, court, emergencies to be approved by the principal, trips or activities that enhance or extend the student's education, when approved by the principal in advance

PHONE-IN LINE

Parents are requested to use the 24-hour attendance line (571-252-2302) to notify the school of an absence. If the parent has not called school by 10:30 a.m. on the day a student is absent, the school will make every effort to call the parent to verify the absence. Any absence not confirmed by the parent will be considered unexcused.

Procedures

1. If no parent call was made on the day of the absence, a note verifying the absence must be presented to the attendance office when the student returns to school.
2. Doctor's notes suffice for absence verification.

TARDIES TO CLASS PER QUARTER

School begins at 9:00 a.m. Students are expected to be in class on time. Excused tardies are issued for the same reasons as excused absences. Students who choose to drive to school cannot use car trouble, construction, traffic accidents, etc. as an excused tardy to school because bus transportation is provided. If a student arrives unexcused tardy to school after 10 am, he/she will receive a Friday detention.

- 1st tardy = warning and student signature
- 2nd tardy = warning and student signature + parent contact by teacher
- 3rd tardy = morning detention (assigned by teacher) + parent contact
- 4th tardy or more = written referral to Assistant Principal with copy of tardy log

CLASS CUTS/LEAVING SCHOOL/TRUANCY

- 1st offense – ISR/Detention + parent contact
- 2nd offense – ISR/Detention + parent contact
- 3rd offense – Meeting with teacher/counselor/admin/parent

VISITORS

Broad Run High School discourages visitors during the school day. Exceptions must be approved by the Principal.

STUDENT SERVICES

CLINIC

The school clinic is open from **8:20 a.m. - 3:00 p.m.** After **3:00 p.m.** the clinic is open for emergencies but not routine matters. When a student is too sick to remain in class, he/she is obviously too sick to remain in school. Students may expect to remain in the clinic no more than one period. Parents will be contacted to arrange for the student to be sent home. **It is vital that each student have a completed emergency card on file in the clinic in the event it becomes necessary for the school to contact the parent during the day or transport the student by a rescue vehicle.**

1. All students are to follow the procedures listed below as well as procedures set forth by the school nurse:
 - If a student becomes ill, the student is to report to his/her regularly scheduled class and secure a pass from the teacher. **EMERGENCIES:** Only in an emergency is the student to report to the clinic during the change of classes.
 - A student must sign the logbook when entering and leaving.
 - If a student has a health problem, which may necessitate frequent visits to the clinic, the parent should contact the school nurse.
 - A student who is ill must never leave school without being dismissed by the school nurse or a principal.
 - Students 18 years or older who live with their parents/guardians will need parental permission for dismissal from the clinic.
2. **Student Medication:** The parents of students who require oral medication are requested to administer such medication at home if possible. If students must take medication while at school, parents are requested to supply the medication and written directions from the attending physician, stating dosage, type of medication and how it is to be administered by the school nurse. Medication must be brought to school in the original container with appropriate label intact. Parent/Guardian must bring medication to the nurse. Medication will be kept in a locked medicine area of the clinic. **No medication may be taken by students unless under the supervision of the school nurse, the principal, or the principal's designee.**

If a child has a chronic disease that requires an emergency dose of life-saving medication be kept at

school, a statement from the attending physician on the type of medication, dosage, and method of administration should be obtained and approved by the school nurse. Such medication must be kept in a locked place, known by, and accessible to the principal, secretary, and school nurse. Any deviation from this procedure must be approved by the school principal.

Students who are obviously ill should be kept at home, i.e. fever, vomiting, etc.

CONFERENCES

Students should obtain a school counseling office request or a pass. Arrangements are to be made before school.

Parents may arrange conferences with the school counseling staff by calling (571)252-2314.

CONFLICT MEDIATION

Students are advised to seek assistance from school personnel (teachers, administrators, counselors, etc.) in order to settle disputes peacefully, without violence or the threat of violence. School personnel will refer conflicts to student mediators or to staff mediation.

Fights are not mediated. Fights result in suspensions. However, students returning to school after suspension for fighting may be requested to attend mediation on the day they return.

COUNSELING

The counselors help students to understand personal abilities, interests, and special aptitudes, and to acquire career, vocational, educational, and scholarship information. Each student is assigned a counselor, but a student may request to see any counselor.

HOMEWORK REQUESTS

Students who have been absent three or more consecutive days may call the school counseling office to request missed work. Please call by 9:00 A.M.

INTERIM REPORTS

Every student receives an interim report on the designated dates.

P.E.E.R. HELPER

Students may seek help from a trained group of students. Services are kept confidential. Students can refer themselves or friends who have problems.

SPECIAL NEEDS

Special needs of students and parents should be brought to the attention of the administration. Broad Run strives to meet the academic and medical needs of all students and to communicate effectively with all parents.

TRANSFER OR WITHDRAWAL

The parent or guardian should notify the counselor in writing that the student is transferring or withdrawing from Broad Run High School and should provide reasons for the release. The counselor will provide the necessary forms for obtaining student grades and teacher signatures. All forms should be returned to the guidance office, and all books should be returned to the main office.

LIBRARY MEDIA CENTER

The library functions as an information center by providing access to all types of media: books, magazines, newspapers, DVD's and videos, the Internet, online databases and network software. Access to the Broad Run collections and to other LCPS library collections is available to users through an online catalog. Students may also search the Loudoun County Public Library collection at these terminals, and reserve materials at their branch using their public library card.

- The library is open Monday- Friday from 8:00 a.m. to 3:50 p.m. After school hours may be posted on the library website
- Students may come into the library without a pass before and after school. During the school day, students may come to the library from study hall and lunch if they obtain a pass. When

entering the Media Center, students leave his/her pass at the circulation desk and sign in.

- Books may be checked out from the library for a two-(2) week period with renewal as needed.
- Students are to be respectful of each other's right to work in a quiet and orderly environment.
- Reference books, reserve books and magazines may be checked out for overnight use.
- Overdue notices will be sent to students if library items are not returned on time. Students will be responsible for payment of lost items.
- A photocopier for student use is located in the library. Copies are 10 cents each.
- No food or beverage is allowed in the library.

TECHNOLOGY/COMPUTER USE

The information systems and Internet access available at BRHS are intended for educational purposes only. The use of the information systems is a privilege not a right.

The term "information systems" as used herein includes, but is not limited to the following: hardware, software, communication lines and devices, graphing calculators, terminals, printers, CD-ROM devices, scanners, and any computers.

The term "users" as used herein includes all staff members, students, volunteers, parents and other individuals using any portion of the information systems (technology resources).

The information systems are operated for the benefit of all concerned and all users are expected to assist in the successful operation of the facilities. Users should not do, or attempt to do anything that might disrupt the operation of the network or equipment and/or interfere with the learning of students.

The following guidelines are intended to help users understand appropriate use. All access to information systems shall be pre-approved by the principal or program manager. Broad Run High School may restrict or terminate any user's access, without prior notice, if such action is deemed necessary to maintain computing availability and security for other users of the systems. Disciplinary action may also be imposed as stated in the Loudoun County Public School Students Rights and Responsibilities (SR&R) handbook.

Ethical conduct for electronic users

With the use of information resources and information technology, it is the responsibility of all users:

- To recognize and honor the intellectual property of others.
- To comply with legal restrictions regarding plagiarism and copyright.
- To restrict the use of information systems to the mission or function of the school system; the use of computer systems for personal use unrelated to the mission of the school system or for private gain is prohibited.
- To help maintain the integrity of the school information system; deliberate tampering, modifying or experimentation of the computer system or network is not allowed.

Educational use

The information systems are intended for educational purposes. Users are responsible for the ethical and educational use of their network accounts.

- No games are to be played at any time on any school computer.
- No music is to be played using school computer, unless for approved educational projects
- Only school-related files are to be saved on accounts. Storing commercial software and/or games or hidden files to accounts is not permitted.

Respect for others

User should respect the rights of others using a lab and/or network. Users are required to do the following:

- Use assigned workstation, if required by teacher.

- **Always log off workstations.**
- Avoid deliberately attempting to disrupt system performance and/or interfering with work of another users.
- Leave equipment and room in good condition for next user/class.

Respect for security

Accounts on the systems at BRHS are considered secure, although absolute security of any data cannot be guaranteed.

- Use only your account/password. It is a violation to give access to your account to any other user.
- Users may not read, modify or remove files and/or mail owned by other users without appropriate approval.
- Each account owner is responsible for all actions under his/her account.
- Accounts and data may be monitored at any time.

Respect for property

Software Installation:

Software may not be installed on the school information systems (including all individual workstations).

Software Copyright:

The only software to be used on systems in the school are those products for which the school owns a valid license or that the school may legally use.

- Users shall not download copyrighted software from the Internet or further transmit it in any form without compliance with all terms of a pre-authorized licensing agreement.
- Any attempt to circumvent the licensing control or to copy software is prohibited.

Hardware:

- Report equipment problems immediately to the instructor.
- Leave workstations and peripherals in their designated places.
- Keep work areas neat and clean; no gum, food, drink, or personal grooming in any area where computers are located is allowed.
- Do not remove any parts of computers or peripherals (i.e. letters off keyboards, mouse parts, etc.).
- **Adult supervision is mandatory.**

Mail usage

Students do not have electronic communication (including e-mail) privileges unless authorized by the administration.

Responsibilities:

- Electronic communication (including e-mail) is to be restricted to appropriate communication and must comply with LCPS SR&R standards.
- Make sure any mail you receive does not contain inappropriate information.
- Real-time messaging and on-line chat may only be used with permission of the instructor.
- Do not reveal personal information in correspondence with unknown parties.

Internet /world wide web usage

Responsibilities:

The user exercising his/her privilege to use the Internet, as an educational resource shall also accept responsibility for all material received under his/her account.

The purpose of Internet use at Broad Run High School is to support research and education. All Internet use must comply with this purpose as indicated in the LCPS *Student's Rights and Responsibilities Handbook*. Users are prohibited from accessing portions of the Internet that do not comply with these policies. Students are cautioned not to type personal information into any internet/www site. **NOTE: Any infringement of this policy will result in disciplinary action that will include, but not be limited to, termination of the user's account.**

SCHOOL FACILITIES

BUSES

All students are expected to abide by the regulations governing passengers on school buses. Students who misbehave on school buses may be denied the privilege of being transported on buses.

CAFETERIA

- **Clear trays from cafeteria tables before leaving.**
- Deposit all trash in wastebaskets.
- **Take pride in your cafeteria. Respect others coming in after you.**

LOCKERS

All lockers are school property and are issued as a privilege and a convenience. Damage to a locker may result in a fine being assessed by a school administrator. Lockers may be searched by the administration. The school is not responsible for items lost or stolen from a locker.

- Maintain a clean locker inside and out.
- Do not leave valuables in your locker.
- Do not share your locker with others not assigned to share your locker.
- **Secure your PE locker prior to reporting to gym class.**

LOST AND FOUND

The Lost and Found is located in the main office. Students wishing to turn in found items or to check for lost items should check with school staff.

PARKING

Permission to drive to Broad Run and to park in the school lot is a privilege. Students must register and display a parking permit issued through the main office. Students are not to return to their cars during the school day. Abuse of this privilege will result in disciplinary action.

RESTROOMS

- Maintain clean restrooms
- Visit restrooms during class changes
- **NO SMOKING**

SCHOOL STORE

The Spart Mart is open before school in Room 402. It offers a wide range of products:

- School supplies and snacks
- Spartan attire
- Spirit products

SENIOR COURT

The opportunity to use Senior Court is an earned privilege for seniors. The court is to be cleaned and maintained by seniors.

VALUABLES

- **THE SCHOOL CANNOT BE RESPONSIBLE FOR LOST OR STOLEN ARTICLES**

- Bring money sufficient to meet only daily school needs
- Students should not give out their locker combinations
- Do not leave personal items unlocked in the gym locker room
- Report thefts to the main office

STUDENT RESPONSIBILITIES

CHANGE OF ADDRESS OR PHONE NUMBER

Such information should be updated with the office immediately. Please notify the school when there is a change in home and/or work address and/or phone numbers. The school should also be notified if there is a change in the emergency contact phone number.

CLASSROOM ATTITUDE AND BEHAVIOR

The goal of the staff, administration and students of Broad Run High School is to establish a school environment which is conducive to learning and free of disruption and threat to person or property. All students should meet the following basic expectations:

- Be courteous, cooperative, pleasant, and positive to everyone.
- Be on time.
- Bring textbooks, course materials, and your Premier School Agenda Planner to class.
- Contribute to class discussion and participate fully in classroom activities.

COLLECTION OF MONEY

Money collected for school organizations must be turned in immediately to the sponsor and should never be taken home.

DANCE GUIDELINES

- Tickets for all dances must be purchased during designated times.
- For all dances the doors will close at a designated time. The time will be announced and posted in the area where tickets are being sold.
- Out-of-school guests are not permitted at informal dances.
- Any infraction of school regulations could result in suspension from all extracurricular activities or other appropriate disciplinary action.
- Once students enter the building for the dance, they must remain inside. Going out of the building means no re- entry.
- All out-of-school guests for formal dances must be registered and approved by the main office.

DISPLAY OF AFFECTION

Public displays of affection are not appropriate in the academic setting.

DISTRIBUTION OF MATERIAL

Distribution of any non-school related material must be approved by the school administration.

No posters should be displayed in the school without administrative permission.

DRESS AND GROOMING

Proper dress and grooming are primarily the responsibility of the parent or guardian. However, the school has the responsibility to see that the cleanliness, dress, and grooming of students do not present a danger to the health or safety of themselves or their fellow students, do not prevent them from performing regularly required school activities, do not cause a disruption of the orderly functioning of the school, or do not cause excessive wear or damage to school property.

Certain rules concerning dress are needed for reasons of health, safety, and providing an atmosphere conducive to academic learning. The school staff and administration are responsible for determining the appropriateness of dress.

Repeated failure to abide by the dress code may result in disciplinary action.

The following are examples of inappropriate dress:

- Beach attire
- See through clothing
- Dark glasses or sunglasses
- Clothing with rips or tears in inappropriate places
- Hats, caps or visors
- Bandanas, scarves, or similar coverings worn as head gear
- Chains
- Bare feet
- Shirts that expose the midriff, back or undergarments
- Undergarments worn as outer garments
- Clothing with improper, suggestive, obscene, vulgar, lewd, or racial language
- Clothing which advertises illegal substances such as tobacco, drugs, alcohol
- Clothing that advocates the violation of any law or school policy
- Clothing that exposes the chest, back, or buttocks (examples would be short shorts, miniskirts, halter tops, and muscle tank tops)

FIRE DRILLS

During fire drills or any emergency evacuation, students are expected to remain with their class, to proceed outside in a quiet, orderly fashion, and to respond to roll when it is called.

LOCKDOWN

If the school experiences an unwanted intruder, LOCKDOWN will be announced on the public address system. All students and teachers must remain in their assigned classrooms. Students in the hallways are to be ushered to a nearby classroom.

HOMEWORK

Homework is an important aspect of the educational process and is a natural extension of the school day. Homework may be assigned to reinforce and broaden classroom activities, teach responsibility, and provide an opportunity for independent study.

Purposes of Homework:

- To practice skills introduced and developed in class
- To complete unfinished classroom assignments or projects
- To enrich the school program by pursuing activities that can be shared with classmates the following day
- To provide for independent study or projects

Teachers will discuss their individual homework policies, which will meet the expectations and guidelines of the Loudoun County Public School and department policies, the first week of school. Students are expected to complete assignments fully and on time in accordance with these policies. Failure to complete homework may cause a decline in a student's academic performance.

MAKE-UP WORK DUE TO ABSENCE

THE STUDENT IS RESPONSIBLE FOR INITIATING IMMEDIATE ACTION WITH INDIVIDUAL TEACHERS FOR WORK MISSED UPON RETURN TO CLASS THE FIRST DAY AFTER AND EXCUSED ABSENCE.

- A reasonable time for a one-day absence is 2 class meetings.
- When a student has a prolonged absence, special consideration will be given.
- When a student misses a previously announced test, paper, quiz, project or assignment, the

student must make-up the activity the first day he/she meets with that class.

- When a student is present for part of a day, all previously announced assignments are due that day.

FAILURE TO MAKE-UP WORK WITHIN THE TIME ALLOWED MAY RESULT IN A FAILING GRADE. Make-up work completed on time is graded on the same basis as other schoolwork.

PASSES

Students in the hallways should be moving to a specified location. No loitering. Students should have an appropriate pass or note from a faculty member.

VENDING MACHINES

Vending machines are for before or after-school activities.

EXTRACURRICULAR PARTICIPATION AND RESPONSIBILITIES

Good sportsmanship is characterized by generosity and genuine concern for others. Sportsmanship is evidenced by displaying understanding and commitment to fair play, ethical behavior and integrity. Broad Run is committed to supporting and upholding the sportsmanship standards of the Virginia High School League which states “**ACTIONS are to be FOR, NOT AGAINST; POSITIVE, NOT NEGATIVE OR DISRESPECTFUL**”. Inappropriate behavior and actions will result in disciplinary action. Everyone is asked to commit to the standards of good sportsmanship.

Athletic and extracurricular participants must comply with all expectations as specified in school, county, district, and VHSL policies. These expectations are reviewed by coaches and sponsors prior to the season or activity.

SPORTSMAN CODE

1. Our opponents and the officials are our guests.
2. We cheer loudly and freely, but in an orderly manner.
3. We help keep this a game; we are opponents, not enemies.
4. Spectators represent their schools, as do the athletes.

EXPECTATIONS OF STUDENT PARTICIPANTS

- Treat opponents with respect; shake hands prior to and after contests.
- Respect the judgment of the officials.
- Accept the responsibility and privilege of representing the school and community seriously.

EXPECTATIONS OF SPECTATORS

- Realize that a ticket is a privilege to observe a contest and support high school activities, not a license to assault others verbally or to be obnoxious. A spectator displaying unsportsmanlike conduct will be removed from the contest.
- Respect decisions made by officials.
- Be a positive supporter of the team.
- Respect other fans, coaches, and participants.

ELIGIBILITY

All students are allowed to participate in the sports program provided they meet the following requirements:

- **Bona Fide Student Rule** – You must be enrolled in and in good standing in the school you represent.
- **Grade Rule** – You must be enrolled in the last four years of high school. Eighth-grade student may participate in high school academic activities and at the sub-varsity level in high school athletic activities for one year only while in the eighth grade without affecting high school eligibility

- **Scholarship Rule** – You must have passed at least five credit subjects, or the equivalent, at the end of the previous semester and be enrolled in and remain continuously enrolled in at least five credit subjects, or the equivalent during the current semester. (Under most 4X4 block plans, one block is the equivalent of two traditional credits and students who takes/passing the equivalent of six) **NOTE: MAY NOT REPEAT COURSES FOR ELIGIBILITY PURPOSES FOR WHICH CREDIT HAS BEEN PREVIOUSLY AWARDED.**
- **Age Rule** – You must not have reached your 19th birthday on or before the first day of August of the current school year.
- **Transfer Rule** – You must sit out of VHSL activities for 365 days following a transfer to the school unless the transfer corresponded with a family move into the school attendance zone. Eighth and ninth graders are automatically eligible wherever they enroll at the beginning of the year. (Please check with you principal or athletic/activities director for exceptions.)
- **Semester Rule** – You may participate for not more than eight consecutive semesters following your initial enrollment in the ninth grade, whether or not you have remained continuously enrolled
- **Amateur Rule** – You must be an amateur who participates only for the education, physical, mental and social benefits derived from the activity.
- **Awards Rule** – You must not accept in recognition of athletic ability any award not approved by your school or the Virginia High School League.
- **All Star Rule** – Only seniors who have completed their eligibility in a sport may participate in one all-star game in that sports season.
- **Consent Form/ Physical** – You must have submitted a complete copy of a current Athletic Participation/Parental Consent/Physical Examination Form, including the required physical by a doctor, prior to practice, tryouts or membership of any school athletic team, including cheer.

ADDITIONAL FORM REQUIRED

Along with the physical, athletes and parents must read and sign the Loudoun County Training Rules and Regulations form, The Warning and Assumption of Risk for Participation form and an Emergency Card

STUDENT RECOGNITION

NATIONAL HONOR SOCIETY

Membership in the National Honor Society is an honor and a responsibility. Students elected to membership are expected to demonstrate the qualities of SCHOLARSHIP, SERVICE, LEADERSHIP, and CHARACTER.

During October, eligible students will be selected for membership in the Spartan Chapter of the National Honor Society. A student who has been in attendance for at least the equivalent of one full semester at Broad Run, is a member of the junior or senior class, and has met the minimum scholarship requirement of a 3.5 cumulative grade point average is eligible for consideration. All academically eligible students are then given the opportunity to complete information forms relating to their character, service, and leadership. As a minimum, each candidate must demonstrate full participation in at least two school activities, have verifiable community and school service, practice leadership through either elective office or positions of responsibility, and exemplify the highest standard of character. Membership in the National Honor Society is an honor, not a right, and is based upon outstanding achievement in each of the four areas mentioned. A faculty council has the duty of determining which academically-eligible students have met not only the minimum criteria, but have gone on to establish themselves as truly outstanding young people. Selection will be completed in November, and new members will be inducted in December.

All students in NHS are expected to attend monthly meetings as scheduled at the start of the year, only subject to change in emergencies or by administrative approval. Officers are obligated to meet prior to the full NHS meeting as required by the adviser (s). Any NHS student who misses three

meetings throughout the course of the school year or who fails to complete the required service hours may be dismissed from the organization by the Faculty Council.

ACHIEVEMENT AWARDS

Honor Roll:

At the end of each quarter, the administration will recognize students on the all A and A/B honor rolls. Flags are proudly displayed for district, regional, and state champions.

POSITIVE BEHAVIORAL INTERVENTIONS AND SUPPORTS (PBIS)

This year, Broad Run High School will be a PBIS school. PBIS stands for Positive Behavioral Interventions and Supports. It is a best practices approach for teaching students appropriate behaviors and providing the supports necessary to sustain those behaviors. The PBIS framework will allow us to identify needs, develop strategies, and evaluate our practices toward continued success at Broad Run.

STUDENT ACTIVITIES

At Broad Run High School there are numerous academic clubs, activity-based clubs, and organizations which reflect the interests of a diverse student body.

The following guidelines apply to student clubs and organizations:

- They are to be composed of current BRHS students.
- They are to hold meetings at school.
- They must have an approved plan for selection of members.
- They must have aims which are educational or of school and community interest.
- They must have a sponsor.

BROAD RUN ACTIVITIES PROGRAM

ORGANIZATIONS

Student Government
Newspaper
Yearbook
Unbound Magazine
NHS

ACADEMIC CLUBS

Art
FBLA
Foreign Language Honoraries

DECA
FCCLA
Thespians
German Club

ACTIVITY CLUBS

Drama
Key Club
German Club
Chess Club

Debate Team Academic
Forensics
Future Educators of America

Color Guard
Best Buddies
Interact

SPORTS ACTIVITIES

Football
Cross Country
Boys'/Girls'
Golf
Tennis - Boys'/Girls'
Volleyball

Basketball - Boys'/Girls'
Cheerleading-Fall/Winter
Gymnastics
Swimming
Wrestling
Lacrosse

Baseball
Soccer-
Softball
Track & Field
Athletic Trainers

Division: AAA

District: Potomac
Region: 5A North

BEHAVIORAL EXPECTATIONS AND DISCIPLINARY EXPLANATIONS

TIPS ON HOW TO AVOID A DISCIPLINE REFERRAL

- If you should have a strong disagreement during a class, follow the teacher's direction, but arrange to speak with him or her privately after class in a respectful manner.
- Use the resources of your counselor or assistant principal if you are experiencing a communication or behavioral problem.

DISRUPTIVE BEHAVIOR

Any physical or verbal disturbance, which interferes with teaching or with the orderly conduct of school activities, is prohibited.

CELL PHONES, IPODS AND OTHER PERSONAL COMMUNICATION DEVICES

Students are allowed to use phones and other electronic devices. Illegal activity or disruptive activity with said devices is prohibited. Classroom use is determined by individual teachers. Broad Run High School is not responsible for lost or stolen cell phones or electronic devices.

FIGHTING, ASSAULTS, THREATS

FIGHTING IS PROHITED.

Intentionally striking, shoving, throwing objects at, blocking the passage of, or otherwise physically intimidating a student, staff member, or visitor are actions that are strictly forbidden.

The conveying by gestures, notes, or verbal comments the intent to intimidate, to cause harm or to deprive the rights of a student, a staff member, or a visitor is forbidden.

There will be disciplinary consequences for bystanders and instigators that encourage a fight/altercation.

GAMBLING

Any event, action, or statement, which relies on chance for the monetary advantage of one participant at the expense of others, is prohibited.

HARASSMENT

Harassment may include verbal abuse and/or any persistent action that prevents an orderly and peaceful learning experience for an individual.

INAPPROPRIATE LITERATURE

The possession or distribution of literature or illustrations which significantly disrupt the educational process or which is obscene is prohibited.

INITIATING A DISRUPTION

Students are not to create, attempt to create, or cause others to create public violence or disorder.

OBSCENITY

Cursing or using abusive language, including remarks intended to demean a person's race, religion, sex, national origin, handicapping condition, or intellectual ability is not tolerated.

DISCIPLINARY EXPLANATIONS

ADMINISTRATIVE DETENTION HALL

Generally, students are assigned D-Hall to begin the following day. They are responsible for notifying their parents.

- **A.M. detention hall:** 8:00 to 8:45- Monday through Thursday each week.
Friday School (detention) held by administrators, 4:00 to 6:00 P.M.
- Students must study or read. Sleeping and talking is **NOT** permitted.
- The school assumes no responsibility for transportation; therefore, it is the responsibility of the parent.

IN-SCHOOL RESTRICTION

In-school restriction is an assignment for disciplinary reasons to a self-contained classroom for the school day.

- Report to ISR at 9:00 a.m.
- Complete all ISR packet work.
- Complete and turn in all assigned class work.
- Disruptive behavior will result in additional time or suspension from school.
- Participation in extra-curricular activities is prohibited while assigned to ISR.
- **Early release students must serve until 3:48 p.m.**

SATURDAY SCHOOL

Students will be assigned to Saturday School to correct inappropriate behaviors regarding school attendance. Saturday School is an alternative to In-School Restriction.

Reasons for Referral to Saturday School:

1. Truancy.
2. Skipping a scheduled class.
3. Leaving school without permission.
4. Tardies to School.
5. Failure to serve detention hall in a timely manner.
6. As determined by administrator.

Expectations for Students Assigned to Saturday School:

1. Arrive prior to 9:00 a.m.
2. Bring sufficient work to remain busy until 12 noon

Students who fail to serve Saturday School will receive further disciplinary action, which could include suspension from school.

REMOVAL FROM SCHOOL

A student may be suspended by the principal, or assistant principal for behavior which interferes with the education of others, prevents the orderly operation of the school, threatens any individual's well-being, or knowingly violates a rule for which the penalty is suspension. Such suspension may not exceed ten school days.

A REINSTATEMENT CONFERENCE WITH THE STUDENT, PARENT, AND AN ADMINISTRATOR WILL BE HELD UPON RETURNING FROM SUSPENSION.

Students suspended from school will be removed from athletic/extracurricular activities for a period of time and/or community service will be assigned.

Suspension Absences - Make-up Work

- When suspended, students will fill out a form notifying teachers of the suspension and the need for make-up work. Teachers will be asked to send the material to the guidance office within 24 hours. The student is responsible for making arrangements to collect this work.
- The student is responsible for turning in all previously assigned work by class time on the day of his/her return.
- Upon returning, the student is to follow normal make-up procedures for test, quizzes.

SUBSTANCE ABUSE

Broad Run has zero tolerance for substance abuse and strictly enforces School Board Policy (8-36).

Violation of the substance abuse policy may result in:

- Suspension from school
- Referral to the Substance Abuse Education Program at Douglass School
- Possible legal action
- **Expulsion**

ALCOHOL ABUSE

Violation of the School Board Policy (8-35) prohibiting the use of alcohol is a serious infraction.

Consequences include:

- 10-day suspension, including 3 days' attendance at a substance abuse class.
- Referral to the Insight program at Douglass School
- Subsequent violations will result in more serious consequences.

TOBACCO POLICY VIOLATION

Students are not permitted to have or use tobacco products.

NO SMOKING IN RESTROOMS OR ANYWHERE ON SCHOOL PROPERTY!

School Board Policy (§8-37) clearly prohibits possession or use of tobacco products on school buses, in the school building, and on school grounds.

WEAPONS POLICY VIOLATION

The School Board Policy (§8-32) regarding weapons is very strict.

NO WEAPONS OF ANY KIND ARE PERMITTED ON SCHOOL PROPERTY!

Violation of the weapons policy results in suspension from school and in the possibility of expulsion and legal action. All students and parents are expected to read and know the county policy related to weapons.