

OHS STUDENT HANDBOOK

2022-2023

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OHS Student Handbook

Any amendments made to the OHS Student Code of Conduct after the current academic year will be posted on the District Website:
www.oxfordschools.org.

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GENERAL INFORMATION

DISTRICT VISION STATEMENT

To create a world-class education today, to shape tomorrow's selfless-global leaders.

DISTRICT MISSION STATEMENT

Oxford Secondary Schools work together with local and global communities to educate learners with rigorous coursework while fostering skills relevant to each individual and enhancing cooperative relationships. We prepare learners for success in a world community where they are invested in the process of making principled decisions.

PORTRAIT OF A GRADUATE

Our Portrait of a Graduate articulates our shared vision for all Oxford graduates as a result of their educational experiences in Oxford Community Schools. The first section of the Portrait of a Graduate outlines the characteristics and the competencies that we believe are necessary for all students to be successful. The second section of the document titled, "Conditions for Learning" establishes our vision for the learning environment to allow each student to develop to his or her potential.

https://oxfordschools.org/UserFiles/Servers/Server_733753/File/Portrait%20of%20a%20Graduate%2012-Final.pdf

OXFORD BOARD OF EDUCATION

Mr. Thomas E. Donnelly Jr.
Mrs. Heather Shafer
Mr. Corey Bailey
Mr. Erick Foster
Mr. Chad Griffith
Mrs. Mary Hanser
Mr. Dan D'Alessandro

CENTRAL OFFICE ADMINISTRATION

Kenneth Weaver, Superintendent
Steven Wolf, Assistant Superintendent of Secondary Curriculum & Instruction
Anita Gonja, Assistant Superintendent of Elementary Curriculum & Instruction
Sam Barna, Assistant Superintendent of Business & Operations
David Pass, Deputy Superintendent of Human Resources
Jill Lemond, Assistant Superintendent of Student Services

SCHOOL ADMINISTRATION

Dacia Beazley, Principal
Kristy Gibson-Marshall, Assistant Principal - Student Last Names A - F
Kurt Nuss, Assistant Principal - Student Last Names G - M
Kevin Nelms, Assistant Principal - Student Last Names N - Z
Tony DeMare, Director of Athletics
Mitchell Brooks, Dean of Students
Lisa Butts, Director of CTE/K-12 CFE
Mark Suckley, Director of OSEC

INSTRUCTIONAL COACHES

TBD, MYP Coordinator & ELA Coach
Nicole Barnett, DP Coordinator
Jason Eldridge, Science Coach
Trevor Potts, Math Coach

FAMILY SCHOOL LIAISONS

Kevin Kalbfleisch, Family School Liaison - Student Last Names A- F
TBD, Family School Liaison - Student Last Names G - M
Pamela Fine, Family School Liaison - Student Last Names N - Z

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Kendrea Shenfeld
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Alanna Weber
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OHS BASICS

MESSAGE FROM THE PRINCIPAL

On behalf of the faculty and staff, I want to welcome you to another exciting year at Oxford High School. We are so excited to have you with us and look forward to sharing so many wonderful experiences together. We know we're going to make this an amazing year!

What first defines us as a school of excellence is our amazing and talented students. We know we have the best students in Oakland County! You give our staff the purpose to come in and work hard to help you succeed—and you give us so much pride and joy when you excel at everything you do. Our mission is to help you become the best version of yourself. We dedicate ourselves each year to maximizing your potential, far beyond just the curriculum that we teach you. We ask for your dedication and commitment so that you can achieve the level of success that we know you're capable of reaching.

What also defines us as a school of excellence is all of the opportunities our staff helps create for our students. There are very few schools in southeast Michigan that offer this quantity and quality of programs. We take great pride in our academics, athletics, fine arts, performing arts, career tech and the many clubs

and activities that are available. Please take advantage of them. This diversity helps cultivate students who are ethical, kind and compassionate citizens—which helps our students’ social, emotional and personal development. So get involved, try new things and meet new people. Take yourself outside of your comfort zone at least once this year. It will enhance your experience and make your time here truly memorable.

Our staff feeds off your success, and you as our students rely on the opportunities we help create for you. We’re dependent on each other, and that is what makes us a family at Oxford High School. The relationships that we build and the connections we create help produce a positive and supportive school climate. Together we have created a culture of achievement and a culture where character matters. So work hard this year, set high goals and carry yourself with a high level of pride and commitment. You might be amazed at what you’re capable of accomplishing. But most importantly, have fun! You are never going to forget your time at Oxford High School.

Have a great school year! Go Wildcats!

Dacia Beazley
Principal

SCHOOL COLORS

Blue and Gold



SCHOOL MASCOT

Wildcat

THE OXFORD FIGHT SONG

Oxford High School

Oh, we will fight, fight, fight for Oxford High,
and we've the strength to win,
to do or die,
Our colors glorious
Will wave victorious
Win this game for Oxford High!

Fight on wildcats, Fight;
We are behind you all the way.
Ride high, Blue and Gold,
And we will march, march on to victory
Our team is the best,
For they excel in every test! Remember
you are fighting for old Oxford High!



Colors: Blue & Gold

Mascot: Wildcat

First Week of School

7:48-8:30	Advisory
8:36-9:18	1st
9:24-10:06	2nd
10:12-10:54	3rd
11:00-12:34	4th
12:40-1:22	5th/Lunch
1:28-2:10	6th
2:16-2:58	7th

Lunch Schedule	Time
	A 10:54-11:24
	Class 11:29-12:34
	Class 11:00-11:30
	B 11:30-12:00
	Class 12:05-12:34
Class 11:00-12:04	
C 12:04-12:34	

OHS ROTATING SCHEDULE

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	B	C	D	E	F
	NO 7TH	NO 6TH	NO 1, 2, 3	NO 5TH	NO 4TH
7:48-8:50	1ST	1ST	DELAYED START	1ST 7:48-8:38	1ST
8:56-9:57	2ND	2ND		2ND 8:44-9:33	2ND
10:03-11:04	3RD	3RD	4TH 10:20-11:10	3RD 9:39-10:28	3RD
11:10-12:46 LUNCH	4TH	4TH	5TH 11:16-12:48	4TH 10:34-12:08	5TH
12:52-1:50	5TH	5TH	6TH 12:54-1:55	ADVISORY 12:14-1:04	6TH
1:56-2:58	6TH	7TH	7TH 2:01-2:58	6TH 1:10-2:01	7TH
				7TH 2:07-2:58	
LUNCHES ON MONDAY, TUESDAY, FRIDAY					
A 11:04-11:34 11:40-12:46		11:10-11:40 B 11:40-12:10 12:16-12:46		11:10-12:16 C 12:16-12:46	
LUNCHES ON LATE START WEDNESDAY					
A 11:10-11:40 11:44-12:48		11:16-11:44 B 11:44-12:14 12:18-12:48		11:16-12:18 C 12:18-12:48	
LUNCHES ON ADVISORY THURSDAYS					
A 10:28-10:58 11:03-12:08		10:34-11:03 B 11:03-11:33 11:38-12:08		10:34-11:38 C 11:38-12:08	

"A" Day Schedule

7:48-8:38	1st
8:44-9:34	2nd
9:40-10:30	3rd
10:36-11:26	4th
11:32-1:06	5th/Lunch
1:12-2:02	6th
2:08-2:58	7th

Lunch Schedule	Time
	A 11:26-11:56
	B 12:01-12:31
	C 12:36-1:06

School Sidewalk & Building

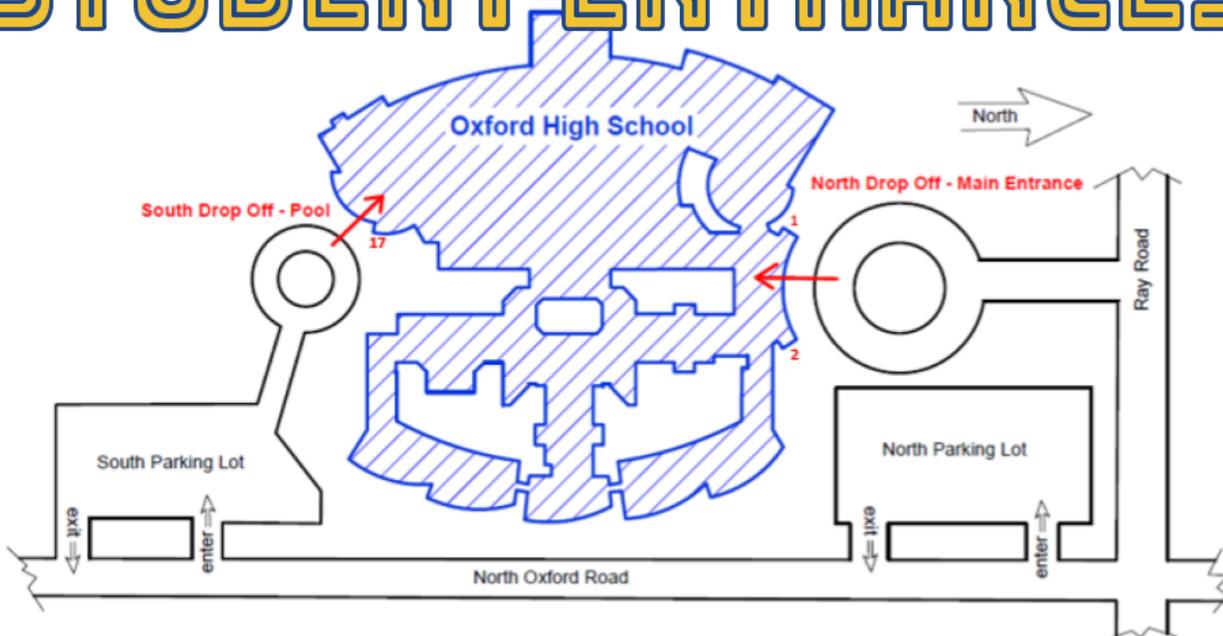


How to Safely Drop Off Your Child



SCHOOL ENTRANCE INFORMATION

STUDENT ENTRANCES



ENTRANCE HOURS

Entrances 1 & 2:

- Doors are open from **7:15AM - 8:00AM**. Buzz-in entrance 8:00AM - 2:58PM (Door 2).

Entrance 17:

Open from **7:15AM - 8:00AM**. (No “buzz-in options”)

LATE START MORNINGS

Entrances 1 & 2:

- Access to the cafeteria and hallways will open at **9:45AM** for student activities. These entrances will be monitored.

Entrance 17:

- Doors will be open from **9:45AM - 10:21AM**. This entrance will be monitored.

ACADEMIC PLANNING

STUDENT IDENTIFICATION CARDS

NEW Student ID cards are provided each year. **Students will need to scan their ID to enter the school building daily.** Each student **MUST** get a new card each year. There is a small charge for the replacement of a lost ID card. Many school activities will require you to show your ID card for admission. Any staff members may also ask you for it. Please carry it with you at all times.

EMERGENCY CLOSINGS AND DELAYS

If the School must be closed or the opening delayed because of inclement weather or other conditions, the information will be posted on the Oxford Schools website at www.oxfordschools.org and the District will notify radio and television stations. Students and parents may also subscribe to “Wildcat Alert”.

ATTENDANCE POLICY

Michigan School Code 15, Section 73 – Compulsory Education “Every parent, guardian, or other people in the State of Michigan, having control and charge of any child between the ages of six and sixteen years, shall be required to send such a child to the public school during the entire school year and such attendance shall be continuous and consecutive for the school year fixed by the school district in which such a child is enrolled.” State laws also require school boards and administration to be responsible for the whereabouts of students during school hours. The Oxford Board of Education believes that attendance is a cooperative effort between parents, students and the Oxford School District.

PARENTAL RESPONSIBILITY

1. Provide an attitude at home that school attendance is important and valuable to the student.
2. Be sure that their children will be in school every day.
3. Cooperate with the schools in correcting attendance problems.
4. Notify the 24-hour Attendance Line at 248-969-5130 before 3:00 p.m. of the day following the absence.
5. Make arrangements for materials to be sent home when the absence is more than two (2) days by contacting your child's teachers & counselors by email or phone.
6. Students must be in attendance in school to participate in extracurricular activities unless the principal or designee grants prior permission.
7. Emergency contacts are housed in PowerSchool and are used for student information. This information must be completed online. Students will be released from school **ONLY** to the emergency contacts listed in PowerSchool.
8. In the case of a communicable disease (chickenpox, pink eye, mumps, etc.) the child will not be allowed to return to school without a note from the doctor.
9. If an absence is phoned in for medical reasons, medical and/or legal documentation may be requested upon your child's return.

STUDENT RESPONSIBILITY

1. Be in class every day that you are physically able to do so, prepared to work.
2. Provide documentation for absences immediately upon return to school to the office.
3. Leaving the class is detrimental to student learning. In order to maintain safety and control over student movement within the building, a student must have his/her student pass with them at all times..

SCHOOL RESPONSIBILITY

1. Implement a plan that assures parents that we are a partner with them, which provides a regular system with follow-up.
2. Counsel parent and student as to the consequences of non-attendance.
3. Adhere to all legal requirements regarding the student's rights regarding due process.
4. Recognize regular attendance as a worthy achievement.
5. Provide parents with materials in order to continue a student's educational progress during a prolonged absence.

LEAVING AND RETURNING TO SCHOOL

No student shall leave or return to the building without first obtaining permission from the high school office. Each student is required to sign in and out at the office.

CLOSED CAMPUS VIOLATION

Oxford High School is a CLOSED campus. This means students are to remain INSIDE the building and in the assigned class during regular school hours. Students shall be excused to leave class or the building only through arrangements made with the Administrator's office. Students requesting early dismissal must have their parent or guardian call 969-5100 requesting such release. The parent must speak with a person—no voicemail messages. In case of early dismissal due to illness or other non-arranged dismissal, the office will contact the student's parent or guardian for permission to release the student.

Once permission for early dismissal has been received, the student **MUST** come to the office to sign out. Students who leave class or campus without receiving permission by a parent, regardless of the student's age, will be considered truant and subject to the discipline policy.

The lunch period is a part of 4th or 5th hour. Thus, a student who leaves campus without permission during the 4th or 5th hour will receive an unexcused absence and will be subject to the discipline policy.

ILLNESS AT SCHOOL

1. If a student gets sick during the day, he/she must secure a pass from his/her teacher to go to the office
2. A student must **NEVER** leave the building to go home or to seek medical assistance unless directed to do so.
3. Only names listed on the contact cards will be called in case of an emergency.

REPORTING ABSENCES

In the event of an absence, the parent should call the 24-hour Attendance Line at 248-969-5130 before 3:00 p.m. of the day following the absence.

PARENT/GUARDIAN NOTIFICATION

Parents are encouraged to monitor their child's attendance through PowerSchool. Parents are also welcome to contact the main office, the child's counselor, or individual teachers should they have questions or concerns.

EXCUSED/UNEXCUSED ABSENCES

Excused absences are those accounted for through parent contact (248 969-5130) by 3:00 p.m. the day following the absence. All other absences will be considered unexcused with the exception of school-related absences. Missing more than ten (10) minutes of class will be considered an absence due to tardy unless accompanied by a pass.

PRE-ARRANGED ABSENCES

Although pre-arranged the staff and administration discourage absences, parents may arrange for their child to accompany them on a family trip. However, the student and parent must pre-arrange the absence with his/her teachers and make an appointment to meet with the school assistant principal to discuss the nature of the absence. This must be taken care of at least two weeks prior to the absence. Pre-arranged absence forms may be picked up at the time of the meeting. The student must sign the forms and parent, authorized by the assistant principal, signed by each teacher, and returned to the office.

TARDY POLICY

Students are expected to be in class on time every day. It is also expected that every teacher will have an effective classroom management policy that addresses tardies. Each teacher will designate on their syllabus what the definition of tardy is in their class (in the door, in-seat, gathering materials, tuning instrument, etc.). Failure to be at the designated area at the designated time will be considered disregard for the educational environment and will be disciplined accordingly. Teachers will administer disciplinary action such as warnings, parent meetings, and detentions. Continued disregard for the educational environment will be referred to the administration for disciplinary action which may result in suspension from school.

MAKE-UP TEST AND OTHER SCHOOL WORK

Student's work missed due to an excused absence only must be completed to the satisfaction of the teacher. It is the student's responsibility to contact each teacher to arrange for make-up of all work missed.

A guideline for make-up work is as follows:

1. One (1) day per missed day to make up work.
2. Tests and quizzes must be made up before or after school.
3. Students must see the teacher before or after school—not during class time to get make-up work.

Situations not resolved through the above guidelines will be resolved through a conference with an administrator.

MEDICATION POLICY

Students that require prescription medications administered during the school day need to have a medication form on file signed by a physician before medications can be administered. Prescription medications need to be in a prescription bottle, with the prescription dosage clearly stated.

IMMUNIZATION POLICY

Each student should have the immunizations required by law or have an authorized waiver. If a student does not have the necessary shots or waivers, the principal may remove the student or require compliance with a set deadline. This is for the safety of all students and in accordance with state law. Any questions about immunizations or waivers should be directed to the guidance department.

STUDENT PROFILE

Oxford learners strive to be:

Inquirers	They develop their natural curiosity. They acquire the skills necessary to conduct inquiry and research and show independence in learning. They actively enjoy learning and this love of learning will be sustained throughout their lives.
Knowledgeable	They explore concepts, ideas, and issues that have local and global significance. In so doing, they acquire in-depth knowledge and develop understanding across a broad and balanced range of disciplines.
Thinkers	They exercise initiative in applying thinking skills critically and creatively to recognize and approach complex problems and make reasoned ethical decisions.
Communicators	They understand and express ideas and information confidently and creatively in more than one language and in a variety of modes of communication. They work effectively and willingly in collaboration with others.
Principled	They act with integrity and honesty, with a strong sense of fairness, justice, and respect for the dignity of the individual, groups, and communities. They take responsibility for their own actions and the consequences that accompany them.
Open-minded	They understand and appreciate their own cultures and personal histories, and are open to the perspectives, values, and traditions of other individuals and communities. They are accustomed to seeking and evaluating a range of points of view and are willing to grow from the experiences.
Caring	They show empathy, compassion, and respect towards the needs and feelings of others. They have a personal commitment to service and act to make a positive difference to the lives of others and to the environment.
Risk-takers	They approach unfamiliar situations and uncertainty with courage and forethought and have the independence of spirit to explore new roles, ideas, and strategies. They are brave and articulate in defending their beliefs.

Balanced	They understand the importance of intellectual, physical and emotional balance to achieve personal well-being for themselves and others.
Reflective	They give thoughtful consideration to their own learning and experience. They are able to assess and understand their strengths and limitations in order to support their learning and personal development.

PARENTAL INVOLVEMENT AT OXFORD HIGH SCHOOL

The Board of Education believes that durable and significant learning by a student is more likely to occur when there is an effective partnership between the school and the student's parents/guardians ("parent"). Such a partnership means a mutual belief in and commitment to significant educational goals for a student, a plan for the means to accomplish those goals, cooperation on developing and implementing solutions to problems that may be encountered and continuing communication regarding the progress in accomplishing the goal(s).

Parental Involvement Plan

The Parent Involvement Plan for the District and the High School will include, among others, the following strategies:

An Annual Report is presented each year for public review. Standardized test results are reviewed and sent home to parents. Educational Development Plans are created for each student detailing a student's projected career focus, educational outcomes, and course requests for the student's four years of high school.

- The Parent Involvement Plan will be sent home each year in the student handbook.
- Results of student assessments are provided regularly through a variety of channels:

Student Assessment:

Communication	Frequency
MStep	Results sent to parents (upon receipt)
Classroom Performance	Online Term Report Cards, Conferences, PowerSchool
IEP's—Special Education	Quarterly, Annually, Every Three Years
Parent-Teacher Conferences	Per Term
ACT, SAT, PSAT	Results sent to parents (upon receipt)

- Parent-Teacher Conferences are scheduled for each Semester. Those parents unable to meet during conferences may contact teachers and set up a mutually agreed upon time to meet. This dialogue continues through communication between parents and teachers via e-mail, websites, phone calls, and voicemail.
- Curriculum Night is held at the beginning of each year so parents may meet teachers and become acquainted with the curriculum at the school. Parents can request a meeting to view the curriculum.
- Parents also have the opportunity to access grades for their students through PowerSchool, which is updated weekly by teachers. Students have the opportunity to share their classroom work with their parents via HAIKU and to meet with the teacher as needed. Additional parent meetings are scheduled on an as-needed basis, before or after school or during the teacher's conference hour. Parents are also scheduled for Assist Team meetings when there are concerns with the student's performance.
- At the beginning of each new class, teachers will give each student a course syllabus, detailing course objectives, classroom rules, etc.
- School newsletters and websites keep the school community aware of events, programs, and activities taking place in the building and offer opportunities for involvement. Major events scheduled are found on the district calendar. Three times during the school year, the district provides a newsletter to inform parents of events and news throughout the district at all levels.
- As part of the enrollment process, a language survey portion is included on the form. The ESL teacher assesses students to determine the level of services.
- Involvement in community programs allows the business community and the school administration the opportunity to establish positive partnerships.
- Tutoring is available by high school students through service and community hours.
- Involvement in booster clubs for extracurricular activities is available to all parents and community members.

The school, principal, teacher, and parent will work in partnership to maintain regular communication between home and school to provide the best education for the students.

Relationships with Parents

The Board needs parents to assume and exercise responsibility for their child's behavior, including the behavior of students who have reached the legal age of majority but are still supported by the parent. During school hours, the Board, through its designated administrators, recognizes the responsibility to monitor students' behavior and, as with academic matters, the importance of cooperation between the school and the parents in matters relating to conduct.

For the benefit of the child, the Board encourages parents to support their child's career in school by:

- participating in school functions, organizations, and committees;
- supporting the teachers and the schools in maintaining discipline and a safe and orderly learning environment;
- requiring their child to observe all school rules and regulations;

- supporting or enforcing consequences for their child's willful misbehavior in school;
- sending their children to school with proper attention to his/her health, personal cleanliness, and dress;
- maintaining an active interest in their child's daily work, monitoring and making it possible for him/her to complete assigned homework by providing a quiet place and suitable conditions for study;
- reading all communications from the school, signing, and returning them promptly when required;
- cooperating with the school in attending conferences set up for the exchange of information of their child's progress in school.

GRADUATION REQUIREMENTS

Graduation Requirements Twenty-six (26) credits are required for graduation.	Credit
Physical Education	0.5
Health	0.5
Language Arts / Language A	4
Mathematics	4
Science	3
Social Studies/Humanities	3
Technology	0.5
Visual and Performing Arts	1
World Language (2 years while in High School)	2
Remaining Electives	7.5
Total	26

Physical Education: ½ Credit

Health: ½ Credit

Language Arts: 4 Credits

- Language Arts 9 (1 credit)
- Language Arts 10 (1 credit)
- Language Arts 11 (1 credit)
- Language Arts 12 (1 credit)

Mathematics: 4 Credits

- Algebra I (1 credit)
- Geometry (1 credit)
- Algebra II (1 credit)
- 1 Credit during Senior Year

Science: 3 Credits

(Optional Paths)
Biology (1 credit),
Chemistry (1 credit) and
Physical Science (1 credit)

OR

Biology (1 credit)
Chemistry (1 credit),
Physical Science P (1/2 credit)
Chemistry (1 credit) and
Science Elective (½ credit)

OR

Biology (1 credit),
Physical Science C (1 credit)
Physics (1 credit)
Science Elective (1/2 credit)

Social Studies: 3 Credits

- US History & Geography (1 credit)
- Economics (½ credit)
- US Civics (½ credit)
- World History & Geography (1 credit)

Technology: ½ Credit

Visual/Performing Arts: 1 Credit

World Language: 2 Credits

- Must be a continuation of the student's Middle School World Language, and at least 2 credits must be taken at the High School while in grades 9 and 10.

EDUCATIONAL DEVELOPMENT PLAN

All students are required to have an EDP which will be updated annually. In addition to creating and maintaining the EDP with their counselors, students are encouraged to work with their parents to design a four-year planned program for grades 9-12.

REGISTRATION FOR CLASSES

Beginning in January and continuing until March, counselors schedule class meetings to help students plan their schedules for the following school year. All students should consider their options for taking the required courses for graduation requirements and making elective choices to meet individual interests and need.

After this information session, students take home their registration forms so that parents may review their child's planned schedule. Together,

parents and students should access the on-line course catalog and complete course selection sheet to pre-register for the appropriate classes. It is important that students, aided by their parents, choose carefully. Course offerings and staffing are based upon the requests made by students. IB, AP, and Honors Commitment forms must be signed by the student and a parent/guardian in order to be placed in such a class. https://cdn5-ss8.sharpschool.com/UserFiles/Servers/Server_734760/Image/Academics/22_23%20Course%20Catalog.pdf

ACADEMIC OPPORTUNITIES

TESTING SCHEDULE

Test	Grade	Notes
SAT & Workkeys	11th (required)	To locate additional test sites and see additional testing dates, locations visit the SAT website at https://collegereadiness.collegeboard.org/sat
MSTEP	11th (required)	The 11th grade MStep involves two (2) days of on-line testing in the areas of Science and Social Studies
PSAT	9th & 10th	9 th and 10 th grade students will be taking the Preliminary SAT in preparation for the SAT
PSAT/NMSQT	<i>11th Optional</i>	<i>Register in OHS Counseling Office before deadline posted in the school year Check payable to Oxford Schools \$20</i>
ACT	<i>11th Optional</i>	<i>To view test dates, locations and register for the ACT, go to www.actstudent.org</i>

The successful completion of all state-mandated tests is a requirement for graduation. All tests will be given at Oxford High School, except those in italics.

SCHOLARSHIP INFORMATION

College-related and Financial Aid and Scholarship information can be found at www.oxfordschools.org, though the OHS counseling link, and Naviance. Also, visit www.fastweb.com, where you can connect with an extensive database of scholarship opportunities. Any questions concerning this information, please contact your counselor.

Oakland Schools Technical Centers (OSTC)

OSTC offers career preparation programs for 11th and 12th-grade students in three-hour blocks of intensive, hands-on technical-vocational curriculum. Students attend half-day at OSTC and half-day at OHS. Applications will be due in the spring of the 10th-grade year.

On-Line Learning

Students eligible for this option may enroll in online courses in place of their seated courses. The deadline to submit a request is the same day for other course requests for the following school year and requires pre-approval by the Principal.

Pass/Fail

A pass/fail option is available to juniors and seniors only and is limited to a maximum of one credit. It must be approved by the administrator, instructor, parent/guardian and counselor before the fifth week of class. Some colleges may not accept pass/fail credit. If a student fails the class an "E" will appear on the transcript.

Work-Based Learning

Students gain competitive occupational skills based on business and industry standards through carefully supervised work-based learning. This program combines study in school with a part-time job that the student has already secured prior to enrollment in the program. Students may earn up to 2 credits.

Middle School Credits

Credit will be granted toward high school graduation for any student who successfully completes, prior to entering high school, a State-mandated curriculum requirement, provided s/he completes the same content requirements as the high school subject area, and the student has demonstrated proficiency as defined as earning a 78% or better for the course, including the final exam grade. Any student who earns high school credit in middle school will have the credit and grade earned posted to their high school transcript. However, the grade earned will not be factored into GPA or ranking formula. An explanation of the policy will be noted on the student's transcript.

Test Out

Credit will be granted toward high school graduation for any student not enrolled in the course but who has exhibited a reasonable level of knowledge of the subject-matter of the course and has tested out by achieving a seventy-eight percent (78%) or better on a final cumulative

exam for the course, or if there is no final exam, through basic assessment used for the course, which may consist of a portfolio, paper, project, presentation, or other established means. The course will appear on the student's transcript with a "TO" designation for "Tested Out". The class will not factor into the student's GPA or Scholar Ranking formula. Please note, the school does not provide textbooks for students wishing to "Test Out". Students are allowed to attempt testing out twice before a "failure" is denoted on their transcript for a particular course.

Dual Enrollment

In an effort to meet student needs and interests, school districts have allowed their students to attend courses at local colleges or universities, in addition to their own high school. Effective April 1, 1996, Public Act 160 created the Postsecondary Enrollment Options Act which directs school districts to assist students in paying tuition and fees for courses at Michigan public or private colleges or universities, for students who meet all of the necessary qualifications.

The spirit of Postsecondary Options, or "dual enrollment" is that it is an extension of the high school's curriculum, not a lateral supplement. Every effort will be made to fill a student's schedule with appropriate courses from the Oxford High School curriculum before considering other postsecondary options.

To qualify, all the following conditions must be met:

1. Students in grades 9 through 12 must have qualifying scores on the following tests: PSAT, PLAN, ACT or other to be determined college placement assessments. See your counselor for your scores.
2. Students must be enrolled in both the school district and postsecondary institution during the local school district's regular academic year and must be enrolled in at least one high school class.
3. The college courses must not be offered by the district. An exception to this could occur if the Board of Education determines that a scheduling conflict exists, which is beyond the student's control.
4. The college courses cannot be a hobby, craft, or recreation courses; nor can they be courses in physical education, theology, divinity, or religious education.
5. Students are responsible for applying to the postsecondary institution. Acceptance is not guaranteed. Proof of registration in college courses must be provided to the high school counselor before the first day of high school classes each semester. Otherwise, the student will be enrolled in 7 courses at the high school, and the district will not pay any college tuition or fees for that semester.

Please Note:

- Students can earn both college and high school credit.
- Request deadlines: June 1, 2015 (for 1st semester 2015-16); November 1, 2015 (for 2nd semester 2015-16).
- Districts are required to pay the lesser of (a) the actual tuition charge, mandatory course fees, materials fees, and registration fees; or (b) the portion of the student's foundation grant allowance, adjusted to the proportion of the school year they attend the post-secondary institution.
- Dual enrollment classes do not qualify for GPA added value points.

NON DISCRIMINATION POLICY

Oxford Community Schools does not discriminate on the basis of race, color, religion, national origin, sex (sexual orientation or gender), disability, age, height, weight, marital status or any other legally protected characteristic, in its programs, services or activities, including employment opportunities. The following person has been designated to handle inquiries regarding the nondiscrimination policies: David Pass, Assistant Superintendent of Human Resources, 10 North Washington Street, Oxford, MI 48371, (248) 969-5004.

SPECIAL EDUCATION

Oxford High School provides a variety of special education programs for students identified as having a disability defined by the Individuals with Disabilities Education Act (IDEA).

A student can access special education services through the proper evaluation and placement procedure. Parent involvement in this procedure is required. More importantly, the School wants the parents to be an active participant. To inquire about the procedure or program a parent should contact the Special Education Office at 248.969.5019 or your child's counselor.

AMERICANS WITH DISABILITIES ACT – SECTION 504

The American's with Disabilities Act (A.D.A.) requires the School to ensure that no individual will be discriminated against on the basis of a disability. This protection applies not just to the student, but to all individuals. Students with disabilities may be served within the regular education program with an accommodation plan developed by school staff. Parents who believe their child may have a disability that substantially limits the child's ability to function properly in school should contact their counselor.

STUDYING SKILLS

A Student Who Studies:

1. Brings a notebook, paper, pen or pencil and other materials necessary to class.
2. He/she is an active participant in the classroom, listens well, takes part in discussions, and follows all classroom rules.
3. Asks questions if he/she doesn't understand the discussion or has a problem.
4. Plans his/her work, schedules a time for homework each day and makes sure assignments are understood before leaving class.
5. It uses what is learned and sees how each subject applies to the others.
6. Strives to do his/her best, not just to get by.

How to study:

- Attitude is important – think positively and work independently. Seek help only when you have exhausted your own resources, then ask questions and use library resources.
- Learning requires concentration – keep your mind on what you are doing. It will take less time.
- At home, have a designated, well-lit, and quiet place to study. Students can expect homework in most classes daily.
- Read the entire assignment rapidly to grasp the basic content. Reread slowly to understand content, details, explanation, and directions. If the assignment is not written, make notes of your own and outline what you have learned.
- If the assignment is a long-term project, do a little of it each day and don't let it go until the last minute. It will be easier and you'll do a better job.

How to take a test:

1. Relax and forget other people.
2. Read the directions carefully and then follow them.
3. Read the whole test first to see what asked for and how to apportion your time.
4. Read each question twice before answering.
5. Think before you write.
6. Answer questions fully with information asked for—not what isn't asked for.
7. Check your paper for spelling and grammar before turning it in.

GENERAL INFORMATION

ACCIDENTS

A student who is injured in school or on school property should report the accident to the teacher and/or the main office and should fill out the appropriate accident report.

ACADEMIC EVALUATION

Each teacher sets ground rules regarding how students are evaluated. Each teacher will distribute a course syllabus indicating grading expectations and classroom policies during the first week of class.

CELL PHONES & ELECTRONIC COMMUNICATION DEVICES

Unless approved by the instructor, students are prohibited from using cell phones or other electronic communication devices (ECD) during class time. "Using" refers to, not only the making and/or receiving of calls or texts, but also using the cell phone or ECD for any other purpose. Teachers may grant permission to use devices for specific educational purposes within the educational setting. Cell phones and other communication devices shall not be used during instructional time or at any school-sponsored events where there is a reasonable expectation of quiet attentiveness or where the device would cause any disruption.

1. Students are not permitted to display their cell in plain sight during the school day. Students may keep cell phones or other ECD's inside a pocket or backpack.
2. Cell phones or ECDs may not be "On" or otherwise used in the school locker rooms, bathrooms, or dressing rooms whether here or at another school district where a school activity or athletic event is occurring. This includes the use of the picture feature available with some models.
3. Students participating in extracurricular activities and athletics must contact their coach or sponsor for his/her rules involving cell phone or ECD use after school hours or on after school bus trips.
4. The Oxford School district is not responsible for the loss or theft of any individual cell phone or communication device.
5. Using a cell phone or other ECD in an unauthorized or inappropriate manner or in violation of the policy may result in disciplinary action.

CHILD ABUSE/NEGLECT

Public schools are required by law to report all suspected cases of abuse and/or neglect to the Department of Social Services for investigation.

DANCE POLICY

Dances will be held in the Ian Smith Gym. This will allow for better lighting and more space for students to dance. Lighting will be at the level that chaperones can readily identify students for proper behavior, but an appropriate dancing atmosphere will be maintained.

1. Guest Passes – OHS students inviting guests will need to request a Guest Pass from the Main Office and have the form completed three days prior to the dance.
2. Dress Code – Formal or Semi-formal attire is expected. No Jeans, T-Shirts or Hats. Dresses must be no shorter than finger length with arms draped at sides. Clothing must be securely in place, not sagging or falling off the body. Heeled shoes will not be permitted on the dance floor.
3. Acceptable Dancing – dancing shall be appropriate for a school function with no sexually explicit, lewd, or bump and grind dancing. All

dance styles must comply with standards of modesty and safety. Dance supervisors in attendance will be the final judges of the appropriateness of dance styles. Repeat offenders will be asked to leave and a refund will not be issued.

4. Refreshments – water and light snacks will be provided on a complimentary basis.
5. Song Play List – DJ's will provide a "Playlist" in advance to the Student Council Advisor representing several genres of radio edited dance music. Classic Rock, Country Western, Alternative, Hip Hop, etc.
6. Faculty, parents or students with any questions may contact an Administrator for clarification.

DRIVING AND PARKING REGULATIONS

Driving to Oxford High School is a privilege. To be afforded this privilege, a student must do the following:

1. Register your car in the main office during student registration before school starts or within the first two (2) weeks of starting school or within the first (1) week of when a student begins to drive to school if they did not drive at the beginning of the year.
 - a. The cost to obtain a parking permit is \$35.00 if purchased within the above time frames.
 - b. If a student does not purchase a parking permit during the above timeframes and the administration must ask the student to purchase a parking permit, the cost will be \$35.00.
2. Be in possession of a valid driver's license
3. Drive safely in and around the school property.

Failure to comply with the above will result in a loss of driving privileges. Additionally, cars parked in the school parking lots may be subject to search.

FOOD AND BEVERAGES

Food and beverages are not permitted in school except for the cafeteria area. Clear bottles of water are allowed in classrooms according to each teacher's classroom policy.

LOCKERS

In years where lockers are available, each student would be assigned a locker. Your locker becomes your school home and should be used for the storage of clothes, books, and other valuables. Students are expected to keep their lockers as orderly and clean as possible. Make sure it is properly locked. Do not reveal your locker combination to other students and do not share lockers. Lockers are the possession of the Oxford Schools. They may be inspected by an administrator for cleanliness or is suspected to contain illegal items or substances. Periodically lockers may be inspected by "drug" dogs for illegal substances.

Articles stolen or damaged are not the responsibility of Oxford High School.

LOST AND FOUND

Pick up lost books and articles of clothing in the main office. Articles found should be placed in the Lost & Found box in the cafeteria. Articles not picked up at the end of each semester will be donated to a charitable organization.

LUNCH AREA GUIDELINES

OXFORD HIGH SCHOOL IS A CLOSED CAMPUS. The lunch period is part of the (4th or 5th) hour.

Thus, a student who leaves campus without permission during the 4th & 5th hour will receive an unexcused absence and is subject to discipline per the Student Code of Conduct. Students should conduct themselves in an orderly fashion, taking care of their property and the property of others by keeping their environment clean and free of litter.

Students should remain in the lunchroom until dismissed and honor all requests from the lunch supervisors.

Free and reduced lunches are available to students who meet federal requirements.

MEDIA CENTER GUIDELINES

The Media Center is open before school, during the school day, lunchtimes and after school for student use.

1. Students who have overdue media center materials are not allowed to check out additional materials until they have either returned the overdue material or paid any replacement costs.
2. Students who check out a book, magazine, or other materials from the media center and lose the item will pay the replacement cost of the item.
3. Students must have a pass to the media center, signed by their teacher, requesting to use the media center during the school day.

NON-DISCRIMINATION POLICY

Oxford Community Schools does not discriminate on the basis of race, color, religion, national origin, sex (sexual orientation or gender), disability, age, height, weight, marital status or any other legally protected characteristic, in its programs, services or activities, including employment opportunities. The following person has been designated to handle inquiries regarding the nondiscrimination policies: David Pass, Assistant Superintendent of Human Resources, 10 North Washington Street, Oxford, MI 48371, (248) 969-5004.

RESIDENCY

Proof of residency will be required upon enrollment and may be required to be proven at other times. Any change of address must be made through the Main Office.

TEXTBOOKS

All basic texts are loaned to students for their use during the school year. Textbooks are to be kept clean and handled carefully. Students will be charged a fee based on the teacher's judgment for abuse, misuse or lost books. Fees for lost books or equipment are paid in the main office. Students will not be allowed to participate in the graduation ceremonies until these financial responsibilities are paid.

VISITORS

Students may not have visitors in school during the regular school day. Visitors are unacceptable distractions to the educational process.

WITHDRAWAL FROM SCHOOL

No student under the age of 18 will be allowed to withdraw from school without the written consent of his/her parents. The student must complete the proper forms, return all school textbooks and materials, and pay any fee or fines that are due before being allowed to withdraw.

WORK PERMITS

Work permits are mandatory for youths under the age of 18 and are required by law for the protection of the student worker. Employers are limited to the types of work a student can perform safely and are limited to the number of hours a student can work each week, as well as how late a student can work. The hours vary with a student's age and are explained on the application form. Work permits can be obtained in the Main Office.

ATHLETICS

ATHLETIC PROGRAM

Oxford High School sponsors a well-rounded interscholastic athletic program for all eligible students. Our programs over the years have been consistently successful due in part to exemplary student-athletes and excellent staff. Oxford is a member of the Oakland Activities Association (OAA) and the Michigan High School Athletic Association (MHSAA). Students are encouraged to actively participate in our athletic program. We encourage you to contact the athletics office regarding eligibility, student transfer rules, and practice/tryout dates. For Oxford High School's Athletic Code of Conduct, please refer to the Parent & Student-Athlete Handbook, found on the Oxford Schools Website at <http://www.oxfordschools.org/>

The following sports are available to student student-athletes:

Fall	Winter	Spring
Boys Cross Country (V,JV)	Boys Basketball (V,JV,9)	Baseball (V,JV,9)
Girls Cross Country (V,JV)	Girls Basketball (V,JV,9)	Boys Golf (V,JV)
Football (V,JV,9)	Boys Bowling (V,JV)	Boys Lacrosse (V,JV)
Girls Golf (V,JV)	Girls Bowling (V,JV)	Girls Lacrosse (V, JV)
Boys Soccer (V,JV)	Competitive Cheer (V,JV)	Girls Soccer (V,JV)
Girls Swim & Dive (V,JV)	Ice Hockey (V)	Girls Softball (V, JV,9)
Girls Volleyball (V,JV,9)	Boys Swim & Dive (V,JV)	Boys Track & Field (V,JV)
Sideline Cheerleading (V,JV)	Wrestling (V,JV)	Girls Track & Field (V,JV)
Boys' Tennis (V, JV)	Boys & Girls Skiing (V,JV)	Girls Tennis (V,JV)

V: Varsity, JV: Junior Varsity, 9: Freshman

STUDENT REQUIREMENTS FOR PARTICIPATION

Student-athletes are not eligible to participate in any sport until the following requirements have been met:

1. A current physical examination (on or after April 15 of the previous school year) completed and form turned into the athletic office.
2. All eligibility requirements have been satisfied.
3. Emergency treatment release card on file in the athletic trainer's office.
4. Transportation consent form completed and on file with the team coach.

MEDICAL FORMS & ELIGIBILITY

- MHSAA Physical Form
- Athlete Registration Form
- MHSAA Disqualification Guide
- MHSAA Concussion Protocol
- 1st Agency Athletic Insurance Coverage
- Dual Sport Participation Form
- Playing out of Level Guidelines & Parent Consent Form

IMPORTANT WEBSITES FOR ATHLETICS

- State Tournament Information and regulations: www.mhsaa.com
- Schedules, Maps, Ticket Information and More:
- www.oxfordschools.org/wildcats
- Oakland Activities Association (OAA) Information: www.oaasports.com

CODE OF CONDUCT FOR STUDENT-ATHLETES

- <https://oxfordstrongathletics.org/athletic-handbook/>

For more information see Parent and Student-Athlete Handbook at www.oxfordstrongathletics.org

STUDENT ORGANIZATIONS

NATIONAL HONOR SOCIETY

National Honor Society recognizes students who have demonstrated academic achievement throughout their high school career. To be eligible, Juniors and Seniors that have attended Oxford High School for at least one year must have a minimum 3.4 GPA to be invited for selection. If invited, students must attend a mandatory meeting where they will be given paperwork that must be completed. From this information, the NHS faculty council makes its decision on whom to invite for induction in the chapter. The following qualities must be demonstrated and evident in the paperwork: extracurricular activities, community service, leadership training and experience along with five faculty recommendations to support the candidate's character. Discipline is also taken into consideration. As a member of the NHS, students are expected to maintain their 3.4 GPA and perform a minimum of 20 service hours per semester as well as attend regularly scheduled meetings.

STUDENT CLUBS: <https://oxfordhigh.oxfordschools.org/activities>

OHS

There is something for everyone.

Scan here for a list of clubs

CLUBS

Counseling/Google Drive/Clubs

2022 - 2023 OHS CLUBS & ACTIVITIES

Monday

BPA - Programming & IT Focus
3:00-4:00PM in Room 401

DECA
6:30-7:30AM in Room 503

I'm Third Volunteer
3:00-4:00PM in Counseling Office

OHS Tabletop Gaming Club
3:00-4:00PM in Room 404

Mark
YOUR
Calendar

Thursday

Art Club
3:00-4:00PM in Room 732

BPA - Business & Finance
3:00-4:00PM in Room 401

DECA
6:30-7:30AM in Room 503

Math Club
3:00-4:00PM in Room 212

Environmental Club
3:00-4:00PM in Room 225

Tuesday

ASL Club
3:00-4:00PM in Room 513

BPA - Digital Design
3:00-4:00PM in Room 401

BPA - Business & Finance
3:00-4:00PM in Room 401

DECA
6:30-7:30AM in Room 503

GSA
3:00-4:00PM in Room 731 & 315

OHS Democrats
3:05-4:05PM in Room 256

OHS Photography Club
3:00-4:00PM in Room 402

Spanish Club
3:00-4:00PM in Room 510

Speech & Debate
3:00-4:30PM in Room 317

GET INVOLVED



Wednesday

BPA - Cybersecurity Team
3:00-4:00PM in Room 400

Crafternooners
3:00-4:00PM in Counseling Office

DECA
6:30-7:30AM in Room 503

Film Society
3:15-4:15PM in Room 106

Garden Club
3:00-4:00PM in Room 325

HOSA - Future Medical Professionals
9:00-10:00AM in Room 325

National Honor Society
9:30-10:30AM or 3:00-3:45PM
in Media Center or Room 316

OHS Tabletop Gaming Club
3:00-4:00PM in Room 404

P7
3:00-4:00PM in Room 323
(Every Other Wednesday)

SADD Club
3:00-4:00PM in Room 323
(Every Other Wednesday)

Skills USA - Auto Club
3:00-4:30PM in Room 727

Social Justice Club
3:00-4:00PM in Room 315
(Every Other Wednesday)

STUDENT CODE OF CONDUCT

EXPECTATIONS OVERVIEW

Please refer to Oxford's Student Code of Conduct for a comprehensive description of student expectations

NOTE: Any amendments made to the Student Code of Conduct after the 2016-17 academic year will be posted on the District Website:

www.oxfordschools.org

CODE OF CONDUCT

Each student is provided access to the Oxford Community Schools Code of Conduct at the beginning of the school year or when the student enrolls at the High School. The Code of Conduct contains policies adopted by the Board of Education for the governing of student behavior and the consequences for failure to adhere to these policies. The policies found in the Code of Conduct for high school students also covers school-sponsored activities, such as extra-curricular, social and athletic functions, local and out of town. While the Code of Conduct contains many of the rules and procedures at Oxford High School, students are expected to also follow the rules and procedures established in this student handbook and the informal rules and procedures established by the staff at Oxford High School.

Expected behaviors: Each student shall be expected to abide by national, state and local laws, as well as the rules of the school; respect the civil rights of others; act courteously to adults and fellow students; be prompt to school and attentive in class; work cooperatively with others when involved in accomplishing a common goal regardless of the other's ability, gender, race or ethnic background; complete assigned tasks on time and as directed; help maintain a school environment that is safe, friendly, clean and productive; and act at all times in a manner that reflects pride in self, family and in the school.

TECHNOLOGY - ACCEPTABLE USE POLICY

Prior to accessing Oxford School District technology, students and their parents are required to read the "Student Acceptable Use Policy

Guidelines” and sign the “Student Technology Contract.” The guidelines were developed to promote the appropriate educational use of the technology that your tax dollars have so generously provided. Equally important are the student’s safety and well-being.

MISUSE OF TECHNOLOGY

Definition:

- Using one’s own or another individual’s password to access unauthorized computer files.
- Careless, deliberate or intentional misuse of technology to damage equipment and computer files.
- Waste of supplies and paper.
- Willful or intentional damage to the computer network, equipment or furniture.

Action to be Taken: Restitution, suspension, loss of privilege to access the computer network and equipment up through expulsion. Law enforcement authorities may be notified.

Use of the District’s Technology Resources, including access to the Internet, is a privilege, not a right. This policy shall apply to all students, teachers, administrators, and users of the Technology Resources who have access privileges through association with the District. Use of the Technology Resources entails responsibility and termination of this privilege, as well as other disciplinary or legal action, may result if this policy is violated or if another improper use is discovered.

It is the sole intent of the District that the Technology Resources will be used in compliance with the District’s curriculum, the students’ career development, and appropriate self-discovery. The District has not established Technology Resources as a public forum, either full or limited.

System security shall be protected through the use of passwords. Each user is responsible for maintaining the privacy of his or her password to avoid unauthorized access and/or inappropriate use. To protect the integrity of the system, the following guidelines shall be followed:

- Users shall not reveal their passwords to another individual.
- Users are not to use a computer that has been logged in under another user’s name.
- Users shall immediately notify the District if a security problem is suspected or identified.

The District’s Technology Resources shall only be used to access information related to the District’s curriculum. The District’s curriculum shall include, by way of demonstration and not limitation, a student’s course work, a teacher’s instructional program, and an administrator’s duties. The use of all technology is for educational purposes only.

For the complete copy of the Oxford Community Schools’ Acceptable Use Agreement Policy (Policy #7540), please link to <http://oxfordschools.org/>

ACADEMIC INTEGRITY POLICY

Philosophy

Throughout history, original ideas have paved the way for others to expand and build upon those ideas. While it is important to use others’ original ideas to push our ideas further, it is also important to give credit to those original sources. When students neglect to give credit to those sources, academic dishonesty is committed. Students need to ensure that work turned in as their own is indeed their own. The work must also include proper citations to avoid plagiarism. Oxford Schools recognizes the destructive nature of academic dishonesty and has created the following guidelines to help stop it.

Types of Dishonesty

Plagiarism: Using another’s thoughts, words, or work, in portion or entirety, and then representing that foreign material within one’s document as one’s own original work.

- Example: Student copies and pastes someone else’s published work without proper citations.

Collusion: Allowing one’s work to be reproduced, in portion or entirety, without proper and public citation and documentation.

- Example: One student allows another student to copy his/her homework.

Duplication: Submitting another’s work in its entirety as one’s own.

- Example: A student submits his/her sister’s work from two years ago. A student copies off another student’s test.

Invention: Creating information without history, support, or verification, and representing it as fact, either directly or through suggestion.

- Example: A student creates a source.

Manipulation: Refashioning legitimately-borrowed information through any degree of alteration or withholding so that a student’s argument appears more valid.

- Example: A student alters lab data to make it fit their argument.

Expectations of Behavior

Use of Translators: Translators are used to access new knowledge or learning, not to demonstrate what you know in an assessment. Translators should not be used during a test, quiz or writing assignment.

Use of Technology: Use of computers, cell phones, or other assistive technologies are not allowed unless directed by your teacher during a test or quiz. The use of computers for projects and other writing assignments should follow proper citation standards.

Testing Behaviors: Use of note, cheat sheets, classmates’ work, or other unauthorized resources during a test, quiz, lab, or on-demand writing is

not allowed (unless specifically allowed by the teacher). To maintain the integrity of the assessment, students should not share or communicate test materials.

Collaboration Behaviors: Students working in collaborative groups on individual or group projects are expected to submit work demonstrating their own knowledge by following teacher guidelines and project expectations.

Penalties

Academic Dishonesty is considered a Category C in the Student Code of Conduct, and the consequences vary across steps, depending on occurrences and severity of the plagiarism committed. All offenses are subject to the student work in question receiving a zero, immediate parent notification, and a timely office referral. Students will have an opportunity to redo and submit an alternative assessment within a limited time frame. Once students submit the alternative assessment, the zero will be replaced with the score earned on the alternative assessment.

Standardized-External Assessments

All non-Oxford assessments will follow the policies dictated by the externally assessing organization.

ARSON

Intentionally setting a fire that endangers school property and its occupants will not be tolerated. Arson is a felony. Violation of this rule will result in the recommendation of expulsion and a police report.

ASSAULT

Physical Assault on a staff member may result in expulsion. Physical assault on a student, which may cause injury, will result in charges being filed and the student may be suspended and/or expelled. The school will have jurisdiction during the school day, at school activities, and when students are en route to and from school.

BULLYING

Repeated behaviors that are malicious and specific to intimidate or harass another person, which may or may not be because of that person's race, color, creed, religion, gender or national origin, will not be tolerated.

COOPERATION WITH SCHOOL PERSONNEL

School staff is acting "in loco parentis", which means staff is allowed, by law, to direct a student as would a parent. This applies to all staff, not just teachers assigned to a student. If given a reasonable direction by a staff member, the student is expected to comply. Violations of this rule will result in a minimum one-day suspension.

- Students must provide a current Oxford High School ID card to any staff member upon request. Failure to comply with this request will result in a suspension.
- By virtue of being a student of Oxford High School, each student agrees to abide by the rules of the school. All students shall comply with the requests of the administration, teachers and staff employees who have been employed by the Board of Education. Any member of the faculty or staff, whether or not he/she is a direct control of the group, may make a request of any student. When a student does not comply with the law and/or school rules, the privilege of attending school and all school-related activities may be revoked.
- Courtesy for every staff member (teachers, custodians, secretaries, aides, monitors, cafeteria staff, etc.) is expected from each student.

CYBERBULLYING

Electronically sending or posting messages or images which are intended to hurt, intimidate, harass, or embarrass another person, creating a hostile school environment, regardless of where or when the messages were sent may result in a discipline referral.

DAMAGING PRIVATE OR SCHOOL PROPERTY

Vandalism and disregard for school and personal property will not be tolerated. Violations of this infraction will result up to and including suspension and expulsion as well as restitution.

DISRUPTION OF THE EDUCATIONAL PROCESS

Any actions or manner of dress that interfere with school activities and/or disrupts the educational process are unacceptable. Such disruptions also include delay or prevention of classes, assemblies, field trips, and athletic and performing arts events. Violations of this rule could result in a suspension up to expulsion.

DISORDER/DEMONSTRATION

Students will not be denied their rights to freedom of expression, but the expression may not infringe on the rights of others. Disruption of any school activity will not be allowed. If a student or student feels there is a need to organize some form of demonstration, s/he is encouraged to contact a building administration to discuss the proper way to plan such an activity. Students who cause or disrupt the educational process or school events may be subject to suspension or expulsion.

DISTRIBUTION OF LITERATURE

The school district has a responsibility to maintain the integrity of the educational environment of its schools. Due to this responsibility, students must obtain permission from high school administration before disseminating literature on school grounds. Literature includes pamphlets, books, flyers, posters, etc. Only literature that pertains to school clubs, events, and other school-sanctioned activities and educational opportunities will be allowed to be posted after approval by administration.

RATIONALE FOR DRESS CODE EXPECTATIONS UPDATE

As fashion trends change over time, so must our expectations for appropriate dress wear to maintain a positive educational environment.

DRESS CODE EXPECTATIONS

Oxford High School respects students' rights to express themselves in the way they dress. All students who attend our school are also expected to respect the school community by dressing appropriately for a 9-12 educational environment. Student attire should facilitate participation in learning as well as the health and safety of students and the adults that supervise them. This dress code document is intended to provide guidance for students, staff, and parents.

The Basic Requirements:

1. The bottom of the shirt should touch the top of the pants when standing (cover your belly). **Tops must have shoulder straps.**
2. Rips or tears in clothing should be lower than the middle of the thigh in length.
3. Shoes must be worn at all times and should be safe for the school environment (pajamas, bedroom shoes or slippers shall not be worn, except for school activities approved by the principal).
4. See-through or mesh garments must not be worn without appropriate coverage underneath that meet the minimum requirements of the dress code.
5. **Hoodies** are not allowed to be worn in school.
6. Specialized courses may require specialized attire, such as sports uniforms or safety gear.

Additional Requirements:

1. Clothing may not depict, imply, advertise, or advocate illegal, violent, or lewd conduct, weapons, or the use of alcohol, tobacco, marijuana or other controlled substances.
2. Clothing may not depict or imply pornography, nudity, or sexual acts.
3. Clothing may not display or imply vulgar, discriminatory, or obscene language or images.
4. Clothing may not state, imply, or depict hate speech/imagery targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or any other protected classification.
5. Sunglasses may not be worn inside the building.
6. Clothing and accessories that endanger student or staff safety may not be worn.
7. Apparel, jewelry, accessories, tattoos, or manner of grooming that, by virtue of its color, arrangement, trademark or any other attribute, denotes membership in a gang that advocates illegal or disruptive behavior is prohibited.

The administration at OHS reserves the right to determine what constitutes appropriate dress. Students who do not adhere to these guidelines will not be allowed to attend class. Parents will be called if appropriate clothing is not available or the student refuses dress-code appropriate clothing.

FLEEING FROM SCHOOL PERSONNEL

Any student who flees from school personnel in an attempt to avoid disciplinary action may be suspended from school for a minimum of 10 days.

HARASSMENT

It is a violation of the law and of school rules for any student or staff member to take any of the following actions toward another student of the staff member, or any person associated with the school district while on District property or at any school-related events, on or off District property.

Sexual Harassment

- Verbal: Written or oral sexual innuendoes, suggestive comments, jokes or sexual nature, sexual propositions, or threats
- Nonverbal: Placing sexually suggestive objects, pictures, or graphic commentaries in the school environment or making sexually suggestive or insulting gestures sounds leering, whistling, etc.
- Physical: Threatened, attempted, or actually unwanted bodily contact, including patting, pinching, pushing the body, or coerced sexual intercourse.

Gender, Ethnic, Religious, Disability, Height, Weight Harassment

- Verbal: Written or oral innuendoes, comments, jokes, insults, threats, or disparaging remarks concerning another person's gender, national origin, religious beliefs, etc. or conducting a "campaign of silence" toward a fellow students, staff member, or other person associated with the District by refusing to have any form of social interactions with the person.
- Nonverbal: Placing objects, pictures, or graphic commentaries in the school environment or making insulting or threatening gestures.

- **Physical:** Any intimidating or disparaging action such as hitting or spitting on another person.

Any student who believes that s/he is the victim of any of the above actions or have observed such actions taken by another student, staff member, or other person associated with the District, should promptly take the following steps:

- A. If the alleged harasser is a student, staff member, or other person associated with the District other than the student's assistant principal or principal, the affected student should, as soon as possible after the incident, contact the assistant principal or principal.
- B. If the alleged harasser is the student's principal the affected student should as soon as possible, after the incident, contact the assistant superintendent.

The student must submit a report in writing and sign it. If the report is made in person or by telephone, the student must follow up with a signed report within two school days. The reporting student should provide the name of the person(s) s/he believes to be responsible for the harassment and the nature of the harassing incident(s).

The report shall be investigated in a timely and confidential manner. While a charge is under investigation, no information will be released to anyone, who is not involved with the investigation, except as may be required by law or in the context of a legal or administrative proceeding. No one involved will discuss the subject outside of the investigation.

If the investigation reveals that the complaint is valid, then prompt, appropriate remedial and/or disciplinary action will be taken immediately to prevent the continuance of the harassment or its recurrence. Discipline may include expulsion, suspension, and verbal or written warning, in-school suspension, restriction of privileges (extra and/or co-curricular).

All students are expected to act responsibly, honestly, and with the utmost candor whenever they present harassment allegations or charges against fellow students, a staff member, or others associated with the District. Some forms of sexual harassment of a student by another student may be considered a form of child abuse, which will require that the student-abuser be reported to the proper authorities.

Any criminal acts taken at or related to the school will be reported to law enforcement officials as well as disciplined by the School. It is not considered double jeopardy (be tried twice for the same crime) when school rules and the law are violated.

HARASSMENT AND/OR BULLYING

All students have the right to feel safe in their school environment. Any behaviors that are malicious and have specific intent to bully, intimidate or harass another person will not be tolerated. Any student who believes they are a victim of harassment should contact the Administration.

INCORRIGIBILITY (SCHOOL)

Any student who repeatedly violates school rules may be recommended for expulsion.

INTIMIDATION

Intimidation includes, but is not limited to, oral or written name-calling, taunting, teasing, insulting, sarcasm, and prejudicial comments. Indirectly, it could also include the spreading of rumors about someone with malicious intent. Violations of this rule will result in a suspension.

OBSTRUCTING AN INVESTIGATION

Any student, who assists another student in violating school rules, can be disciplined and may be subject to suspension or expulsion. Students are expected to cooperate with administration, resist peer pressure and exercise sound decision-making regarding their behavior.

POSSESSION/USE OF A DANGEROUS WEAPON

A weapon includes conventional objects such as firearms, daggers, dirks, stilettos, knives, knives which open by a mechanical device, iron bar, propellants, or brass knuckles. Any such objects on school grounds or at a school-related activity is strictly prohibited. Violation of this rule may result in the recommendation of expulsion and a police report.

POSSESSION OR USE OF EXPLOSIVES OR INCENDIARY DEVICES Possession or use of explosives or incendiary devices which cause or have the potential to cause major physical damage or great bodily harm may result in immediate suspension with the recommendation for expulsion. A police report may be filed. Small, less dangerous objects such as firecrackers, smoke bombs, etc., are also not tolerated and will result in a suspension and possible expulsion recommendation.

PUBLIC DISPLAY OF AFFECTION (PDA)

The inappropriate public display of affection is frequently embarrassing to adults and students. Students are expected to exercise self-control and respect for the reputation of others. Specifically, kissing and inappropriate displays of affection are not allowed. Students failing to respect this policy will be disciplined.

PLAGIARISM AND SCHOOLWORK FALSIFICATION

Forgery and plagiarism are both examples of lying and/or cheating and are not acceptable. Violations of this rule will result in failing the assignment, possible failing of the course, as well as possible suspension.

Representing the work of another individual as one's own is considered plagiarism. Attempting to improve one's performance on tests or other school work through the use of unauthorized materials, by copying from another individual, or by knowingly providing material to be used for

the purpose of cheating is strictly prohibited.

ROBBERY/EXTORTION

Stealing money or property from another individual by force, the threat of force or blackmailing; obtaining or attempting to obtain money, property or favors as a result of intimidation, threat, or force will not be tolerated. A police report will be filed and a minimum of 5-day suspension will result.

SEARCH AND SEIZURE

To maintain order and discipline in the school and to protect the safety and welfare of students and school personnel, school authorities may search a student, student lockers and desks under the circumstances outlined below and may seize any illegal, unauthorized or contraband materials discovered in the search. Student lockers and desks are school property and remain at all times under the control of the school district; however, students are expected to assume full responsibility for the security of their lockers and desks. Students should not expect privacy regarding items placed in school property, because school property is subject to search at any time by school officials. School authorities for any reason may conduct a periodic general inspection of lockers and desks at any time without notice, without student consent, and without a search warrant.

A student's failure to permit searches and seizures as provided in this policy will be considered grounds for maximum disciplinary action. A student's person and/or personal effects (e.g.: wallet, purse, book bag, athletic bag, etc.) may be searched whenever a school official has a reasonable suspicion to believe that a student is in the possession of illegal or unauthorized materials. Such findings shall be turned over to proper legal authorities for ultimate disposition.

SETTING FALSE ALARMS/FALSE REPORTS

Intentionally and maliciously placing 911 emergency calls from school, tampering with a fire alarm, fire fighting equipment or systems; and/or setting off a false fire alarm is dangerous and disruptive to the school process. Violations of this rule may result in a minimum 10-day suspension up to expulsion. A police report will be filed.

THEFT, LARCENY, BURGLARY

The theft of money, school or personal property on school grounds or at a school-related event, will not be tolerated. This includes the theft involving unlawful entry into lockers, desks, cabinets, classrooms, etc. Students are encouraged not to bring valuables to school that is not needed for learning. The school is not responsible for personal property. Violations of this rule will result in a minimum of 3 days suspension and a police report.

UNAUTHORIZED USE OF SCHOOL OR PRIVATE PROPERTY

Students are expected to obtain permission to use any school or private property located on school premises. Any unauthorized use will be subject to disciplinary action up to and including suspension and expulsion.

USE OF AN OBJECT AS A WEAPON

Any object that is used to threaten or harm another may be considered a weapon and is therefore strictly prohibited. Any such objects on school grounds or at a school-related activity is strictly prohibited. Violation of this rule will result in the recommendation of expulsion and a police report.

USE OR POSSESSION OF TOBACCO/E-CIGARETTES

Smoking, e-cigarettes, and other tobacco uses are a danger to a student's health and to the health of others. The School prohibits the sale, distribution, use or possession of any form of tobacco during school or any school activity. This prohibition also applies when going to and from school at bus stops. Violation of this rule may result in Saturday School and police will be contacted.

USE, POSSESSION, DISTRIBUTION OR SUPPLY OF DRUGS

The school has a "Drug-Free" zone that extends 1000 feet beyond the school boundaries as well as to any school activity and/or transportation. This means that any drug-related activity - possession, sale, distribution, or use of drugs, alcohol, fake drugs, steroids, inhalants, inappropriately used prescription drugs, or look-alike drugs is prohibited. This also includes non-alcoholic beers and wines, steroids, etc. If caught, the student may be suspended or expelled and law enforcement officials may be contacted.

VERBAL ASSAULT

Any statement or non-contact action that a staff member, student or other person associated with the District feels to be a threat will be considered a verbal assault as will profanity directed toward a staff member in a threatening tone

VIOLATION OF BUS RULES

A student who becomes a behavior problem on the bus shall be disciplined in accordance with the Student Code of Conduct as well as the

guidelines set forth by the Transportation Department. Riding privileges may be denied for continued and/or dangerous violations.

VIOLATION OF INDIVIDUAL SCHOOL OR CLASSROOM RULES

Each learning environment has different rules for students. Individual rules are for the safe and orderly operation of that environment. Students will be oriented to specific rules, all of which will be consistent with the policy of the school. Violation of rules may result in an office referral.

WEAPONS

In October 1994, the Federal Government enacted the Gun-Free Schools Act. School districts must expel, for at least one year, any student who brings a firearm to school. Effective January 1, 1995, the Michigan Legislature enacted a similar law. School districts must expel any student who has a dangerous weapon in a weapon-free school zone or who commits arson or rape in a school building or on school grounds. A dangerous weapon is defined as, but not limited to, a firearm, dagger, dirk, stiletto, and knife with a blade over three inches in length, pocketknife opened by a mechanical device, iron bar, propellants, or brass knuckles.

SAFETY AND SECURITY

EVOLV ENTRANCE SCANNER

Evolv Express is a security checkpoint screening system placed at student entrances. Students walk through the Evolv checkpoint at a natural pace without stopping or opening bags. The Evolv weapons detection system combines sensor technology with artificial intelligence (AI) to identify weapons placed on a person or in their belongings. Evolv checkpoints are monitored by trained school security and administration.

FIRE, TORNADO, EMERGENCY, AND CRISIS DRILLS

Periodic drills are held at regular intervals during the school year. The purpose of these drills is to make you acquainted with standard procedures in case of an emergency. Become familiar with the rules and the proper exit from each building area. Each room has a poster that gives directions. The teacher in each classroom will review instructions with students. A student failing to follow emergency procedures or teacher requests will be disciplined by administration. Students who set off false fire alarms or tamper with fire extinguishers could endanger someone's life and will be held liable for any damage or costs incurred by the Oxford School District. Also, students will be disciplined according to the Code of Conduct by school administration and law enforcement agencies will be contacted.

ALICE PROCEDURES

Active shooter training for schools, workplaces and other communities. It empowers people to make good survival decisions. We will be taking a trauma-informed approach to drills as evidenced by transparent communication about timing, time for debriefing, slow and deliberate introductions of processes/technology.

ALICE stands for:

- Alert
- Lockdown
- Inform
- Counter
- Evacuate

GAGGLE

A web detection software program which monitors outgoing student activity and automatically alerts school officials with possible safety and student well-being concerns.

GoGuardian

A web detection software program which monitors incoming online student activity, filter content, and automatically alerts school officials to possible suicidal or self-harm ideations.

Ok2Say and Student Reporting

We strongly encourage our students to download the OK2SAY app on their phones. OK2SAY is the student safety program which allows students to confidentially report tips on potential harm or criminal activities directed at students, school employees, and schools. It uses a comprehensive communication system to facilitate tip sharing among students, parents, school personnel, community mental health service programs, the Michigan Department of Health and Human Services, and law enforcement officials about harmful behaviors that threaten to disrupt the learning environment. We also encourage our students to help keep OHS safe by reporting any concerns to our staff about other individuals or situations that make them feel unsafe or draw concerns. We also encourage our students to report any individuals or situations to OHS staff regarding bullying, harassment or mental health concerns of others or themselves.

STUDENT IDENTIFICATION CARDS

NEW Student ID cards are provided each year. **Students will need to scan their ID to enter the school building daily.** Each student MUST get a new card each year. There is a small charge for the replacement of a lost ID card. Many school activities will require you to show your ID card for admission. Any staff members may also ask you for it. Please carry it with you at all times.

SRO: SCHOOL RESOURCE OFFICER

Law enforcement officers trained in school-based law enforcement.

ZERO EYES: WEAPONS DETECTION SOFTWARE

A proactive A.I. (artificial intelligence) weapon detection software program that integrates into existing Oxford High School security cameras and alerts front office staff and local police dispatch if a weapon is detected.

SECURE FIREARM STORAGE AWARENESS

The safety and wellbeing of our students and staff is a top priority. Across the country, lawmakers, community members and local leaders are working together to raise public awareness about secure gun storage practices.

Unsecured guns in the home pose a risk to students beyond gun violence in schools. Every year, 350 children under the age of 18 [unintentionally shoot](#) themselves or someone else. That's roughly one unintentional shooting per day. More than 1,200 children die by gun suicide each year. In the overwhelming majority of these incidents, the gun used was one that belonged to someone in their home.

One study found that 70 percent of parents believe their teen cannot access the gun(s) in their home. Yet, the study also found that half of teens said they could gain access to a loaded gun in their home in under an hour, including one-third who said they could do so in under five minutes. Research shows that [secure firearm storage practices are associated with up to an 85 percent reduction](#) in the risk of self-inflicted and unintentional firearm injuries among children and teens. [Storing firearms securely](#) protects any child in the home as well as students throughout the school district and community.

Studies of all types of school based gun violence across decades all point to the same significant point of intervention—**addressing students unauthorized access to guns in the home.** For example, a recent Secret Service National Threat Assessment Center study of targeted school violence incidents from 2008 to 2017, found that 76 percent of the firearms were obtained from the home of a parent or close relative. Currently, the state of Michigan does not have a law requiring safe storage of a gun. To help keep our children safe, the School Board and our administration are raising awareness on secure storage by helping to spread information on this topic to our school community.

You can [learn more](#) and download helpful resources; including a secure storage fact sheet, talking to your children about guns, and facts and resources on child firearm suicide, at BeSMARTforKids.org/resources.

Please educate yourselves on the importance of secure firearm storage in your home and the importance of asking about secure firearm storage in the homes that your child visits.