Pike County Ninth Grade Academy

Student Handbook

2026-2027

Please note that the Principal reserves the right to amend

any provision in these guidelines
which he/she deems to be in the best interest of the educational process.
Any updates or changes to this handbook can be viewed on our website at
build.pike.k12.ga.us/ninthgradeacademy

Administrative Team

Lindsay Busby
Principal

Craig McLendon
Assistant Principal

Tanté Colquitt
Counselor

Jennifer Adams
Instructional Coach

7360 US Highway 19 South
Zebulon, GA 30295
Office: 770-567-2960
Fax: 678-359-9885
Build.pike.k12.ga.us/ninthgradeacademy
Facebook: Pike County Ninth Grade Academy

Board Members

Mr. Brian Hubbard, District 1
Mr. Allen Edwards, District 2
Mrs. Emily O'Steen, District 3
Mrs. Marcie Bradberry, District 4
Mr. L. Blaine Hoopes, Jr., District 5
Mr. Floyd Miller, District 6

Superintendent

Mr. Shane Williamson

ALMA MATER

All hail to thee! Pike County High,
The fairest school in all the land.
Our filial love to thee confess,
An ardent, youthful, faithful band.
Our hearts beat firm and strong for Thee
Our voices sing they praise
Thy sons and daughters pledge to Thee
Devotion all their days.

All praise to thee! Our Alma Mater,
We hail the truths that in the lie.
We thank thee for our friends so dear,
For lessons taught, for the hopes made clear.
We sing and lift Thy banners high
For truths and values shown us here,
Our lives will always be as symbols
Of Thee! Pike County High.

School Colors: Red and Gray
School Mascot: Pirates

EXPERIENCING EDUCATIONAL EXCELLENCE

PC Vision:

Provide an education of excellence that values the needs, interests, and talents of all students.

PC Mission:

Developing engaged citizens ready for the work force, enlistment in the military, or enrollment in higher education through engagement in rigorous learning opportunities, balanced with opportunities to apply their learning to real-world contexts.

PC Values:

Seek excellence. Take ownership. Invest in others.

Theory of Action:

At Pike County Schools, we believe that if we equip and empower teachers to design and implement coherent, aligned, rigorous, and highly engaging instruction with a balance of content mastery and application, then students will engage in the learning at high levels as critical thinkers who can solve problems, communicate clearly, collaborate effectively, think creatively, and ultimately as graduates, prepared for employment, enlistment, or enrollment.

It is the mission of the Ninth Grade Academy to help students to maximize their individual potentials by identifying and developing their unique gifts, talents and interests.

In order for all students to maximize their unique potentials, the Ninth Grade Academy staff seeks to increase students' abilities to interact with content, engage deeply with that content, and to connect with future goals and interests beyond high school.

PREFACE

This handbook contains information that will clarify rules and regulations at Pike Ninth Grade Academy. The principal retains the right to prescribe penalties for violations of guidelines not specifically stated here and to alter any assigned penalties as he/she sees fit. Furthermore, the principal reserves the right to amend any provision in these guidelines which he/she deems to be in the best interest of the educational process. Any additional updates or changes to this handbook can be viewed on our web site build.pike.k12.ga.us/ninthgradeacademy

ACADEMICS

HONORS

Academic excellence is recognized in a variety of ways. At the annual Honors Night ceremony held each spring, NGA will award the following:

Top Pirate Award – Teacher choice for overall top performer
Momentum Award – Teacher choice for growth in academic or personal maturity
Compass Award– Teacher choice for student who encourages good citizenship
Outstanding Scholar – Students who maintain a 90% course average or 3.6 GPA through 1st semester.

ACADEMIC DISHONESTY

Any attempt to obtain credit for work done by another is totally unacceptable at Ninth Grade Academy. This includes cheating on tests, copying work of others, using AI beyond expectations of the assignment, copying word-for-word from books, magazines, encyclopedias, technology media, or other acts of plagiarism, (i.e. failing to cite proper documentation or authorship, using someone else's term paper, using electronic devices/internet/other people to translate foreign languages), or other similar activities. Such an infraction may result in discipline, and the student may be required to re-do the assignment, complete an alternate assignment, or receive a 0 grade for the assignment. Those assisting in such activities, even if the credit is for another student, are also considered to be in violation of this and can be held responsible.

VALEDICTORIAN AND SALUTATORIAN

Effective for Students Graduating with the Class of 2027 and Beyond

1. For students entering ninth grade in the Fall of 2023 and beyond.
   To be eligible for inclusion, a student must enroll in Pike County High School before the end of the first six weeks, fall semester of the student's junior year.
2. Class rankings for this purpose shall be computed at the end of the first semester of the senior year. The rankings shall be determined by using the High School Grade Point Average (out to the fourth decimal place (4.1231) of all courses taken in grades 9 through 12 in which high school credit is awarded.

3. A quality point will be added to the final grade for all Advanced Placement and Dual Enrollment Courses.
4. For the purposes of this Administrative Rule:
    1. The Student with the highest High School Grade Point Average shall be the Valedictorian;
    2. The Student with the second highest High School Grade Point Average shall be the Salutatorian.

If there is a tie for Valedictorian, the student with the highest Superscore* SAT will be recognized for that honor and the other student will be named Salutatorian.
*Superscore is defined as the highest score achieved on an individual portion of the SAT regardless of the date or administration. A superscore may be determined by combining a math score from one administration and a verbal score from a different administration.

SAT scores shall be reported to Pike County High School no later than the last school day of the first semester of the student's senior year.
Pursuant to O.C.G.A 20-2-161.3, a student must take at least one course at Pike County High School (on-site) to be eligible for Valedictorian or Salutatorian.

STATE GUIDELINES WILL BE FOLLOWED IN DETERMINING
HOPE SCHOLARSHIP ELIGIBILITY.

STAR STUDENT PROGRAM
In 1958, the Georgia Chamber of Commerce created the "Student-Teacher Achievement Recognition" program--known by its initials, STAR. Today the program is sponsored by PAGE. To qualify as a STAR Student, a student must be in the upper 10% or top 10 scholastically of his/her class at the end of the second semester of the junior year, be a legally enrolled senior (see note below), attend a public or private Georgia high school fully accredited by the Georgia Accrediting Commission, the Southern Association of Colleges and Schools, or meet all standards set by the Georgia Department of Education for Secondary Schools.

NOTE: A dual enrollment student is eligible if the student can meet the criteria of the STAR Program. To determine a dual enrollment student's rank in the senior class, college and high school grades will be averaged together.

The student must take the College Board Scholastic Aptitude Test (national SAT) and the scores for each part must be at least equal to the latest available national average. At Pike County High School, the qualified student who receives the highest score on the SAT (national administration on one test date) will be the High School STAR Student if all other criteria are met. In the event of tying scores, both students will be STAR student. School System STAR students compete against other school systems' STAR for designation as the Congressional District STAR. Likewise, the Congressional STAR competes for designation as the State STAR. STAR Students select their STAR Teacher, who shares the recognition accorded the STAR Student.

FINAL EXAMS

NGA will post its final exam schedule on the school website or Facebook or you may call the counseling office to inquire. Final exams count 20% of the semester grade and are given in each class at the end of each semester. Students who present evidence of a lawful absence during an exam will be permitted to make up the exam, on the make-up day or possibly on a professional learning day. All make-ups must be completed within 3 days unless other arrangements are made with the Principal. No student may take exams early (before the first day of testing).

Attendance during Exams

Final exams are an integral part of course requirements for students in the secondary school. All students will be required to take final exams for courses in which they are enrolled at the time those exams are scheduled. Only those students who present evidence of a lawful absence will be permitted to make up an exam. All make-up exams must be approved by the administration.

Check In/Out during Exams

There will be no check-ins or check-outs during the scheduled final exam period. Students may check in/out only at designated times. A parent may personally come and check the student out of school **at the end of the designated exam time.** Rooms will not be interrupted until the end of testing. **Students are not allowed to check in or out for lunch.** Phone calls for checkouts will not be accepted during this time. Please send a note with your student granting permission to leave school and a phone number where parents can be reached for verification.

Exam Exemptions

Ninth grade students may choose to exempt one final exam each semester. In order to qualify for the exemption, the student must be passing the class on the designated date and must not have accrued more than 4 absences (excused and/or unexcused and/or ISS/OSS) during the semester in that course. Similarly, a student is ineligible to exempt the exam if s/he has accrued more than 4 tardies to or 4 checkouts from the class. Students may not exempt EOC tests which are the required final exam grade for certain courses and grading periods. Exams in AP courses may or may not be allowed an exemption. EOC courses may or may not allow exemptions for 1st Semester. Failure to follow outlined procedures may result in the inability to exempt any exams, as well as possible disciplinary action.

DISSECTION POLICY

Dissection may be a part of Human Anatomy and Physiology and Biology courses at Pike County Ninth Grade Academy. Dissection is one tool of many used to reinforce learning standards and help students develop a deeper understanding of how organisms are different and how structures are adapted to their function. In addition, dissection is used to help students develop the skills necessary to work cooperatively in groups. Students will be offered the following options during dissection.

1. Students who prefer not to actually participate in the dissection will be given the option to be in a group in which they can observe the dissection but not actually touch the specimen.

2. If students prefer, they will be given the option of dissecting virtually and answering all lab questions that go with the dissection except for any specific questions about their specimen (ex. Length of specimen).
3. If a virtual dissection is not available, students will be given the option to write a report about the systems that they would have observed if they had dissected. The report should include all structures and functions of the systems that will be observed.

EDGENUITY GUIDELINES

1. At the end of each semester, including summer school, any unfinished Edgenuity courses will be archived.
2. Tests and assignments will not be unlocked outside of school hours.
3. Courses will be added one at a time. Additional courses will be added only after the completion of a course in Edgenuity.
4. The counselor will archive courses and add/change grades in PowerSchool. Courses that are obtained through Credit Recovery will receive a 70 upon successful completion.
5. If a student requires an EOC, the grade will not be updated/changed in PowerSchool until the EOC score is received.
6. Only seniors will be allowed to sit in an Online Learning class during the school day.
7. Courses that have an available GA option will be used. Only courses with the unit repair option can be customized.
8. All grade change forms and credit recovery/course retake grade change forms will be attached in PowerSchool.
9. New Credit not associated with class failure will be assigned by the counselor.

EDGENUITY USE PROCEDURES

Unit Repair:

Unit repair will be used and assigned at the teacher's discretion. This option is unit specific and is used to repair the grade in a current semester. Unit repair must be completed prior to the completion of the semester.

Procedure: Teacher will send a request to the Counselor that units be set up and assigned to student in Edgenuity. The Counselor will inform the teacher when the repair is complete. The teacher will submit a grade change form to the counseling department no later than 2 weeks after the completion.

Credit Recovery:

Edgenuity-based “credit recovery” is allowed if the student’s final course grade is 60 or higher. Edgenuity will be set in pre-test mode. The failed course must be completed within the next semester. The student’s grade will be entered as a 70 on their transcript after completion. If the credit recovery is not completed in the next semester after course failure, students will be required to retake the course. NCAA does not accept Credit Recovery.

Procedure: A failure report will be pulled at the end of each semester. Students who are eligible for credit recovery will be given a credit recovery application. When credit recovery is completed, the “Credit Recovery/Course Retake Grade Change” form will be completed by the staff administering the credit recovery and turned into the Counselor, who will archive the course in Edgenuity and complete the grade change action in PowerSchool. Courses that are obtained through Credit Recovery will receive a 70 upon successful completion. Credit Recovery courses that are not completed at the end of the semester will be archived in Edgenuity, and students will be required to retake the course.

Course Retake:

The full course must be retaken if the student's final grade is below 60. The student will retake the course in-seat if their schedule allows, otherwise the entire semester course is added in Edgenuity. The original failing grade will remain on the student's transcript and the new course retake grade will be added.

Procedure: No pre-testing, no customizing on course retakes in Edgenuity. Once the student has completed the course in Edgenuity a "Credit Recovery/Course Retake Grade Change" form will be sent to the counselor with the date of completion and final grade. The counselor will archive the course in Edgenuity and add the new grade into PowerSchool.

GRADES

Parents/Guardians and students are encouraged to go to www.pike.k12.ga.us to access PowerSchool (Parent Portal) to keep track of student progress, check attendance, and/or email the teacher throughout the semester.

Students should become familiar with the grading systems of each of their teachers. Students will receive grades on a semester basis as follows:

1. Mid-Term Progress Reports are issued at 9 weeks each semester.
2. Report Cards are generated at the end of each semester - final numerical grade assigned and permanently recorded.

Grade Progressions

To pass from:	Requires:
9th to 10th	**5 units**
10th to 11th	**11 units**
11th to 12th	**18 units**

Twenty-three (23) units are required to graduate in 2026 and beyond

Grading Scale

A= 100-90
B= 89-80
C= 79-70
F= below 70

Class of 2026 and Beyond Graduation Requirements

All students will be required to complete a total of 23 units for graduation. All students will be required to take:

- 4 units each of English, Science, and Math
- 3 units of Social Studies
- 1 unit of health + personal fitness
- At least 3 units of

•Career/Technical/Agricultural **and/or**

•Foreign Language - 2 years of the same language is required for college bound students **and /or**

•Fine arts courses
- At least 4 additional electives

Additional courses strongly recommended for college-bound students include pre-calculus, one additional laboratory science course, a third course in foreign language, a fine arts (art, dance, drama, music, chorus) course, and computer technology.

ATHLETICS

ATHLETIC ELIGIBILITY
Georgia High School Athletic Eligibility for students participating in athletic competition:
• 9th Graders: All incoming 9th grade students are eligible to participate first semester. (must pass 5 classes to be eligible second semester)
• 10th, 11th, 12th graders: must have passed 5 classes the semester prior to participation and earned the minimum number of credits going into each grade (10th=5, 11th=11, 12th=17).
• Any credit gained through credit recovery must be recovered within the first ten days of the semester.
• All Student Athletes must adhere to the Extra Curricular Code of Conduct.

Enrollment
Students must be enrolled in 2.5 credit hours in the current semester and have residency verified.

NCAA Eligibility Requirements
NCAA Eligibility Center is the official Source for all NCAA Eligibility information. www.NCAA.org or 877-262-1492.

No Pass / No Play
In order to participate in competitive organizations such as athletics, fine arts/music productions, class offices and clubs, a student must have passed 5 courses during the previous semester and be on track for graduation. To be considered on track, a 2nd year student must have earned at least 5 units of credit, 3rd year students must have at least 11 units, and 4th year students must have a minimum of 17 units of credit. According to the State Board of Education, this applies to all extracurricular activities except VOCA-CVAE.

Athletic and Extracurricular Participation Code of Conduct
Interscholastic extracurricular programs are an integral component of the total educational program and a means of developing positive attitudes, knowledge, and skills. Pike County Schools encourages participation in a variety of extracurricular activities. Participation in extracurricular activities, including athletics, is a privilege and not a property right. The purpose of the Code of Conduct is to establish high expectations regarding behavior by establishing minimum and consistent consequences when violations occur.

Violations and Consequences
Students enrolled in Alternative Program = Ineligible to participate in extracurricular activities

Teams may have additional consequences beyond the following.

ISS assignments:
Students are ineligible to participate in their sport or activity until the school day ends on their last day of ISS assignment.

Out-Of-School Suspension:
Students are ineligible to participate in their sport or activity until the school day following their last day of OSS assignment.

ATTENDANCE POLICIES AND PROCEDURES

FULL DAY ATTENDANCE
Students are expected to be in attendance for the full school day.
Students who check in late or check out early should submit a written note from their parent/guardian explaining their absence. Disciplinary action may be taken against students not in attendance for the full school day for reasons that cannot be excused. **A full school day is defined as three consecutive periods and part of another period.**

Board Policy JB: Student Attendance: The parent or guardian shall provide a signed and dated explanation of the student's absence within five school-days of the student's return to school. The student's record shall reflect an unexcused absence if a note is not submitted within the five school-day allowance. Notes excusing student absences will be accepted from parents/guardians/healthcare professionals or other governmental agencies (DDS, DFCS, etc.). Absences will be excused with the parent/guardian note for up to five (5) days per year. Absences may only be considered excused if they align with the state-approved school absences listed in Board Policy JB Section B. Parents/Guardians of students with five (5) unexcused absences in a year will be required to attend an attendance conference with the school, at which time possible attendance barriers, solution-focused problem solving, and potential interventions will be discussed. Court intervention will be reserved as a last resort; however, if **unexcused** absences persist after the required 5-day meeting, the parent/guardian of a student (Kindergarten–16 years of age) subject to O.C.G.A. § 20-2-690.1 may be referred for prosecution in State Court (where available) or Superior Court. Penalties may include misdemeanor charges, fines, and up to 30 days in jail. Parents/Guardians of students with ten (10) unexcused absences in a year will have a complaint filed with the school social worker. If

the matter is not resolved and if prior school-based interventions have not been effective, Parents/Guardians of students with (10) ten unexcused absences in a year will be referred to the Child/Family in Need of Service (CHINS) committee for consideration of other community service-focused interventions.

EXCUSED ABSENCES

The State of Georgia has established guidelines for excused absences from classes. The following situations, when documented by a proper note, may be excused as reasons for absence, check-outs and check-ins:

- verified illness
- funerals - death in family
- court appearance-documented
- medical appointments - documented
- religious reasons - with prior approval
- official Page in the Legislature
- military leave time
- Georgia DDS appointments
- Attending court as a foster care student

After an absence, a student should give his/her excuse to the attendance office. The student has five days to bring the note, or the absence will be counted unexcused. The Principal must approve any exceptions to this policy.

Parental Responsibility When Student Is Absent From School

When a student is going to be absent from school, the parent/legal guardian should contact the school by telephone. The number for the NGA Main Office 770-567-2960. Please send in a written excuse and/or other documentation of the absence upon the student's return to school.

Prearranged Absences

Prearranged absences are applicable only to trips that are considered educational in nature and are limited to one request per semester. The Prearranged Absence Forms will be available in the Main Office. This request must describe the educational nature of the absence(s). The Principal's decision is final on all prearranged absence requests.

CHECK-OUT PROCEDURES

A student who needs to leave campus during the school day should bring a note to the Main Office. The note must include the student's name, reason/time for dismissal, and must be signed by a parent/guardian with a phone number for verification. The student will not be allowed to leave campus unless the note is verified. All check outs will occur in the Main Office. Proper ID is required.

1. Once checked out by a parent/guardian, the student must leave campus immediately and may return the same school day only with bereavement, medical, legal documentation, or a DDS appointment.
2. Checking out or in does not excuse student from turning in assignments due that day. All assignments are due on the assigned day without fail and without excuse.
3. Students involved in extracurricular activities must be present in order to participate in a school activity in the afternoon or evening. The Principal must approve any exception to this policy.
4. Georgia law does not permit an open campus; therefore, ***checking out for lunch is not permitted***.
5. Students who are ill should go to the Clinic prior to check out.

CHECK–IN / TARDINESS TO SCHOOL

Students should arrive on time daily. Students arriving after Tardy Bell will report to the Main Office to check in and receive an admission slip to class. Failure to check in at the Main Office is considered to be a class cut. Records are kept for tardiness. Tardiness that is considered excused includes illness, doctor's appointment, dental appointment, late bus, court appearance, or funeral.

1. Students will be responsible for bringing a note for each excused check-in at the time of check-in.
2. Each semester, students arriving LATE TO SCHOOL (unexcused) will be dealt with as follows:

4th Tardy – Parent Call
7th Tardy – Saturday School / ISS
10th Tardy – Saturday School / ISS

LATES TO CLASS

The school-wide minimum expectation is that all students must be in their classrooms as the bell begins to ring. Consequences for tardiness to class are:

4th Tardy - Saturday School / ISS
7th Tardy - Saturday School / ISS
10th Tardy - 2 days ISS

MAKE-UP ASSIGNMENTS

Students have 3 school days after returning from an **excused absence period** to arrange with the teacher to make up all work missed. **It is the student's responsibility to initiate contact with teachers to schedule make-up work.** Work may be requested by calling the Main Office and may be picked up within 24 hours of request. Once a unit is completed in a course, students may not be permitted to make up work for that unit.

Make Up Tests, Major Projects, Extended Assignments

Make-up tests will be administered for excused absences as follows:

1. A student who is present on the day a test is announced, but absent on the day it is given, will take the test on the first day of his/her return to school unless other arrangements are made with the teacher prior to the absence.
2. It is the student's responsibility to initiate contact with the teacher to schedule make up tests.

Major Projects and Extended Assignments will be submitted as follows:

1. A student who is present during the period of time the project/assignment is being completed/assigned, but absent on the due date, should submit the project/assignment on the day the student returns to school, unless other arrangements are made with the teacher prior to the absence.
2. It is the student's responsibility to make contact with the teacher for submission.

BUS TRANSPORTATION

If students use bus transportation, they must ride their school assigned bus. If a parent would like to request that a student ride home on another bus, that request should be submitted in writing to the Main Office for administrative approval by the start of the school day. Upon verification of the request, the student should pick up the signed, verified note at the end of the day and present it to the driver of the bus upon entry**. If prior approval process is not followed students must ride their normal bus or report to the Main Office for parent pick up.** In case of emergency, contact the transportation department at 770-567-8992. Glass and balloons are not allowed on buses at any time.

CLUBS AND ORGANIZATIONS

Ninth grade students may participate in PCHS Clubs and organizations. A complete and periodically updated list of the clubs and organizations sponsored at PCHS is available on our website at build.pike.k12.ga.us/high-school. Parents and students are encouraged to go to the website for more information. If you do not want your child to participate in a certain club or activity, send your request by email to the school principal Lindsay Busby at BusbyL@pike.k12.ga.us.

DISCIPLINE GUIDELINES/STUDENT CONDUCT

The administration, faculty and staff of Ninth Grade Academy wish to establish a safe, comfortable atmosphere which will ensure that each student can learn and grow as an individual. Each student is expected to control his/her behavior and conduct himself/herself in a mature manner. It is important for students to understand and learn to deal with the consequences of their behavior choices. No student may interfere with the educational process and impede the work of the teachers or other students. Disruptive behavior in any form will not be tolerated by the Ninth Grade Academy educational community. Disciplinary consequences will be administered in a fair and equitable manner, yet progressive in nature as outlined by the Pike County Board of Education Code of Conduct. Please refer to the Code for a more comprehensive description of the expectations and processes.

See Pike County Schools Code of Conduct

DISCIPLINE - POINTS OF EMPHASIS & UPDATES

Please refer to the Code of Conduct Parent Manual for a more complete explanation of the disciplinary process. Generally, students may not exhibit behaviors that are disruptive to the teaching and learning environment of this school.

1. Students may not place any posters, maps, announcements or any articles of information or decorations on walls, lockers, or doors, inside or outside the building, without prior permission from the Principal and Sponsor of the activity.
2. A student is not allowed to participate in any school-sponsored extra-curricular activity, i.e., Jr/Sr Prom, athletic events, Homecoming, etc., in the duration period of an In-School Suspension (ISS) or Out-of- school Suspension(OSS) discipline. (Example: A football game is Saturday, Oct. 15, and ISS discipline is scheduled for Oct. 14, 17, and 18. The student is ineligible to participate in the school activity until after 3:25 p.m. on Oct. 18). OSS discipline carries over to the next school day. (Example: if a student is assigned OSS for Oct. 14, 17, 18, then he/she could not participate until Oct. 19).
3. School/organizations or individuals must have the approval of the Principal prior to the sale of any items on school property or at school activities.
4. As the end of the school year approaches, the ISS room may be closed, meaning that OSS will be utilized instead. Students that miss exams must make them up during teacher post-planning.
5. Vandalism and Pranks. All citizens, especially the NGA student body, should demonstrate respect for school system buildings, property, and other resources provided and owned by taxpayers. Students who participate in "pranks" involving damage to any school property or causing a substantial disruption to the school at any time for any reason will receive severe consequences, including out-of-school suspension, criminal trespass prosecution, and possible referral to a disciplinary tribunal hearing. Students found on school property after hours and without adult supervision are subject to be charged with criminal trespass.
6. Pike County School Properties are smoke/tobacco free environments. In addition to smoke/tobacco products, the following items are also included: Electronic Cigarettes, Vapes, Electronic Nicotine Delivery Systems (ENDS), Liquid solutions (e-liquid), as well as any other items used to simulate smoking or tobacco use are not allowed on campus. This includes, but is not limited to, the above listed products as well as any supplies needed for operation of such a product.
7. Students should not bring these items to school for any reason:
hot sauce, pepper or other spice; lasers; glitter; toys; snap-pops, smelling salts.
8. Upon arrival on campus, students should immediately enter the building. Failure to do is considered being in an Unauthorized Area and can have disciplinary consequences.

DRESS CODE

Students are expected to dress/be groomed to reflect neatness, cleanliness, and good taste in preparation for post-secondary life. Student dress should not distract or cause disruption in the educational program or orderly operation of the school. The principal reserves the right to amend any provision deemed to be in the best interest of the student or the educational process. The following outlines inappropriate dress:

1. Tops: Shirts that show cleavage, midriff, or undergarments, including strapless, halter, racer back, or spaghetti straps (while sitting, standing, or bending)
2. Bottoms: Shorts, dresses, or skirts shorter than mid-thigh. Holes or rips that show skin higher than mid-thigh also aren't allowed.
3. Jeggings and leggings/tights without a top that covers the private areas, front and back
4. Any clothing that defines a student's genital area
5. Exposed undergarments
6. Clothing containing inappropriate theming or language: depiction or references of drugs, tobacco, or sex; suggestive lettering or pictures, violence, signs, symbols, or language which have the effect of disrupting the school's atmosphere.
7. Transparent or mesh clothing without an allowable top or bottom
8. Head coverings that obscure the face or ears (hoods cannot be pulled up on the head)
9. Pajamas and / or house shoes (except on school dress up days); blankets; Every student must wear appropriate undergarments and shoes.
10. Heelys or comparable footwear

**School administrators have final authority in all judgments related to dress.

ELECTRONIC DEVICES

All cell phones and personal electronic devices must be turned off and stored away, not on person, during the bell-to-bell school day. At NGA, this begins at 8:35. Students must turn off and put ALL electronics in their bookbag or locker. This includes, but is not limited to, smartphones, smartwatches, tablets, E-readers, headphones, smart/video glasses, or other devices with functionalities such as wireless communication, internet access, messaging, video recording, gaming, social media access, or data transmission. Cell phones are to be off during the instructional day, 8:35-3:25. They may only be used before and after school. Parents, in case of emergency, you will need to contact the office rather than texting your child. If afterschool activities are cancelled, students will be allowed to use the office phone to notify parents. The office phone is for transportation change or emergencies only.

Internet

Only the Internet gateway provided by the school may be accessed while on campus. Personal Internet connective devices, such as, but not limited to, cell phone hot spots are not permitted to be used to access outside Internet sources at any time.

Security and Damages

Responsibility to keep the device secure rests with the individual owner. Ninth Grade Academy, its staff, or employees, are not liable for any device lost, stolen or damaged on campus. If a device is lost, stolen or damaged, it will be handled through the administrative office similar to other personal artifacts that are impacted in similar situations. It is recommended that skins (decals) and other custom touches are used to physically identify your device from others. Additionally, protective cases for technology are encouraged.

Violations of Electronic Device Policy
Concern exists about research that indicates that the use of electronic devices during classroom instruction for non-academic purposes has negative outcomes in student engagement, performance on assessments, and grade point average. Students have ample time before school and after school to use their electronic devices; therefore, it is expected that there is no use of personal electronic devices during the school day.

In an effort to maximize student learning, we are following these steps for dealing with electronic devices during class time:

1. Give all students warnings about the use of personal devices on the first day of school.
2. Beginning on the second day of school, any unauthorized use of electronic devices will result in the offending student being referred to In-School Suspension for one day. Teachers are expected to follow this policy with fairness of implementation and consistency of practice within their classrooms.
3. Use of electronic devices in ISS will result in automatic 2 days OSS (all remaining ISS time will be served).

ELIGIBILITY TO HOLD OFFICE/HOMECOMING

To be nominated for a school office, a student must have an overall average of C or greater in academics for the current year. After assuming office, the student must maintain an overall average of C or greater. All new freshmen are eligible.

EMERGENCY/DEMOGRAPHIC INFORMATION FORMS

It is extremely important that parents regularly update emergency information for the school. In the event of an emergency, quick action to contact a parent is essential. Parental contact on the school's automatic calling system requires up to date contact information. Please make sure

that you update any changes to your Emergency/Demographic information in the PowerSchool Parent Portal.

FIELD TRIPS

Field trips are considered valuable learning experiences for students. However, students who are failing more than one course may not be permitted to attend field trips until their grades are improved. Additionally, any student with major discipline infractions, on a Chronic Discipline Plan, or with previous misbehavior on a field trip may not be allowed to attend field trips.

GUIDANCE

The Counselor is available to students to help plan an individual course of study, to help resolve conflicts or personal problems, and to explore career opportunities and choices. A student needing to see a counselor should stop by the counselor's office and sign up for an appointment, then go to class and return when called to the counseling office. Students seeking more immediate assistance can ask their teacher for permission to go to the counseling office.

SCHEDULE CHANGES

Each year students complete course requests for the following school term. Students have until the beginning of May to submit course change requests. As of the last day of school, no courses can be changed. At Open House, students will receive a printout of their schedules, period by period. Changes should not be requested at this time because the master schedule has been completed based on student requests. Students have been evenly distributed across classes by period, meeting class size restrictions and maximizing state funding of classes. If students are having difficulty with a course or an instructor, the parent should set up a parent-teacher conference. Problems of this nature do not warrant a class/teacher change. Parents, teachers, and students can discuss strategies for the student to succeed in class. For information about the process to drop Honors/Gifted and AP classes at the beginning of the school year, please read the Appeals Process requirements.

Appeals Process

Requests for removal from a class will only be honored in cases of extreme academic hardship in which a student, despite his/her best efforts, is in jeopardy of failing the course.

1. Parents and students must schedule a conference with the subject area teacher, counselor, and administrator. This conference will serve to evaluate the student's current performance and placement. Recommendations for academic assistance will be made.
2. Students who continue to experience academic difficulty (after implementation of assistance strategies) may appeal for possible removal from the course.

Appeal procedures are as follows:

- Student and parent must make an appointment with the subject area teacher, counselor, and administrator. At the appointment, the student should submit a letter

signed by the parent stating specific reasons for removal from the course. The letter should also state what the student has done for additional academic support.

- The student should also submit a current printout of his/her cumulative grade and absences from the course (provided by the teacher).
- The administrator will make a decision about the schedule change based upon the student's ability and efforts.
- Removal from an Honors, Gifted, or Advanced Placement (AP) will be determined by space availability in a newly-scheduled course. Changing the schedule can result in a change in other classes in a student's schedule. Student and parent will sign a request form for removal from Honors, Gifted, and AP courses.

This process will be available for the first four (4) weeks of school and at the completion of the semester.

HALL PASSES

A student in the hall or on any part of the campus during class time must have a pass. Permission to leave a classroom is at the teacher's discretion. Overuse of this privilege may result in disciplinary action.

HEALTH CARE CLINIC

Our School has a Student Health Care Clinic located in the Main Office. The clinic is furnished with an area to care for sick or injured students and faculty. The facility is furnished with a private bathroom and with a cot to accommodate someone who is ill and waiting for a parent. The medicines are kept in a locked cabinet at all times. The hours of operation are from 7:45 a.m. until 3:25 p.m. A child should not be sent to school with diarrhea, vomiting, and/or elevated temperatures, 100 degrees or higher. Your child should be free of vomiting and fever for 24 hours without any type of fever reducing medication before returning to school.

HEAD LICE

Students found to be infected with head lice or nits at school will be sent home by the school nurse or by an administrator. Parents are expected to treat the child's hair with an appropriate solution and to remove the dead lice and/or nits. A parent or guardian must accompany the child to school and allow the school nurse to re-examine the student to verify an absence of nits. Two weeks after a child's return to school, the nurse will do a routine reexamination to ensure that the student continues to be free of lice and/or nits.

LOCKERS

NGA is equipped with lockers with built-in combination locks. Students will be able to rent a locker for a fee of $10. Guidelines for use of school lockers are as follows:

1. Each student should use only one locker. Failure to do so may result in lost books for which students will have to pay.
2. Students may not display any posters, pictures, or other articles on the walls of lockers by any adhesive means including tape and glue.
3. Marking or writing on/in lockers is prohibited.
4. The school is not responsible for losses of books, technology devices, gym clothes, etc., from lockers whether they are locked or not locked. Students are expected to maintain the confidentiality of the combination. Students who steal, use without permission, or give out information as to another student's combination will risk losing his/her locker privilege and face disciplinary consequences.
4. The student should contact the Main Office with locker issues.
5. Lockers that are "pegged" or adjusted so as they do not lock will be considered destruction of school property or vandalism.
6. Once purchased, a locker cannot be refunded.

LOST AND FOUND

Lost or found items should be reported/brought to the Main Office. Students should not bring large sums of money or valuables to school. The school cannot assume responsibility for personal loss.

MEDIA CENTER

COLLAB ROOM / NGA MEDIA CENTER

Students may work and create in the Collab Room when supervised by and at the direction of their teacher only. Misuse or unauthorized use of equipment which results in any damage can result in discipline and the student being required to replace the item in question. The student may not be allowed to return to the Collab Room.

PCHS MEDIA CENTER

The PCHS Media Center offers both print and electronic resources to support and enrich the curriculum. NGA students will have access to the Media Center as needed. The Media Center

also issues textbooks to students. Students must care for and keep up with their textbook until it is returned to their teacher at the end of the semester/year. Fees will be assessed for damages for lost textbooks. All fees and fines must be paid.

The PCHS Library Media Center offers both print and electronic resources to support and enrich the high school curriculum. Our students are encouraged to use the Media Center to complete research and prepare for class assignments. The Media Center has a large selection of reading material (both fiction and non-fiction) for student enjoyment. The Media Center also has computers for student use.

Some helpful tips about our library program:
The Media Center will be open daily for use during school hours, including all lunch periods and usually thirty minutes before and after the regular school day. If it is necessary to limit library use to a special class, group, or program, this will be posted on the library media center door.
To come to the Media Center during any class period, homeroom, or lunch, students must have a pass. Students are expected to sign in at the circulation desk when they enter and sign out when they leave. Students may not eat in the Library Media Center.

Most library materials may be borrowed for two weeks and then renewed as needed. Exceptions are reference books, reserved books and current periodicals. These are overnight materials and are due before the first period of the next school day.

Students may request printouts of documents and/or have copies made if needed. To use the print and copy services, students need to purchase a print/copy card from the circulation desk for $1 per card. After the purchase of student copy/print card, the student's documents will be printed or copied. The cost for black and white printing is .05 cents per page and .50 cents per page for color printing. Photocopies can be made for .10 cents per copy.
Students are expected to be self-disciplined and use their time in the library to read and/or do research. All internet access is governed by the Pike County Board of Education policy. Students and parents must agree to comply with all PCBOE regulations. (See Internet Acceptable Use Policy on PCBOE web page). Students must agree not to use the internet for personal e-mail, chat rooms, games, inappropriate web sites, etc. In short, students are only to use the internet to retrieve appropriate information for class assignments or research. The Media Center is for you; therefore, think of it as a privilege to use and enjoy. Respect each other and each other's property.

The library also issues textbooks to students. The Media Center assigns textbooks to students. Students must care for and keep up with their textbook until it is returned to their teacher at the end of the semester/year. Fees will be assessed for damages for lost textbooks. All fees and fines must be paid.

COMPUTERS AND NETWORK RESOURCES ACCEPTABLE USE POLICY

Purpose

Pike County Board of Education provides Network and Internet access for the purpose of promoting the use of telecommunication and networking technology as a tool to enhance classroom teaching and learning. All employees and students have access to all network

resources, which includes the Internet. Parents may specifically request that their child(ren) not be provided Internet access by notifying the school and Pike County BOE in writing. All use of the network must be consistent with this purpose and be in accordance with this policy in an appropriate and responsible manner. Our goal in providing this service to teachers and students is to promote educational excellence by facilitating resource sharing, innovation, and communication. Pike County Board of Education encourages the use of these media and associated services as a tool to enhance classroom teaching and learning. However, all computer users in Pike County Schools should remember that electronic media and services provided by Pike County BOE are property of the BOE and their purpose is to facilitate and support teaching and learning. All computer users have the responsibility to use these resources in a professional, ethical, and lawful manner.

To ensure that all computer users are responsible, the following guidelines have been established for using e-mail, the Internet, personal communication devices, and network resources. No policy can lay down rules to cover every possible situation. Instead, it is designed to express Pike County School's philosophy and set forth general principles when using electronic media and services. All students and employees are required to sign an acknowledgement and acceptance of the Pike County Schools AUP before being allowed access to computers and the network within Pike County Schools.

Software
To prevent computer viruses from being transmitted through the company's computer system, unauthorized downloading of any unauthorized software is strictly prohibited. Only software registered through Pike County Schools may be downloaded. Software Installation Packages from outside the school must be scanned for viruses by an authorized staff member prior to their use on a system computer or the network.**See computers and network Resources AUP policy in the Pike County School System Code of Conduct.*

MEDICINES

Medications should be given at home before or after school hours. However, in the event that medications including prescription and over-the-counter medications must be given during school hours an AUTHORIZATION TO GIVE MEDICATION AT SCHOOL FORM must be completed by a parent/guardian and kept in the Nurse's Clinic with the medication. All medications must be in the original labeled container. Non-prescription drugs, including Tylenol, aspirin, cold remedies, eye drops, and any other over-the-counter medications must also be in the original container and furnished by the parent. Non-prescription drugs, including Tylenol,

aspirin, cold remedies, eye drops, and any other over-the-counter medications must also be in the original container and furnished by the parent. Your Pharmacist will provide duplicate containers upon request. A Parent/Guardian must take the medication to the Main Office/Nurse's Clinic and provide specific instructions before medications can be dispensed at school. Before any student is allowed to carry these items on to school property such as inhalers for asthma, EpiPens for allergic reactions, or glucagons for diabetes an AUTHORIZATION TO GIVE MEDICATION AT SCHOOL FORM must be completed by a parent/guardian and submitted to the school. All Students not in accordance with the guidelines set by BOE on distribution of medicines shall be subject to discipline for more details see Student Handbook/Code of Conduct. Students should pick up any unused medications on the last day of school. Proper disposal of unclaimed medication will be provided at the end of each school year.

OBLIGATIONS

Students who fail to return books and other instructional materials for a class will be responsible for payment of materials not returned. Notices are also sent out for unpaid fees and financial obligations incurred during school (i.e. library fines, rental fees, etc.). Students are responsible for their books, money, valuables, etc., while they are at school. A student should not leave anything of value unattended during the school day. Teachers and staff will not assume responsibility for lost/stolen merchandise on our campus; lockers are made available for rent.

PARKING AND DRIVING

If a student attends Ninth grade Academy and obtains a valid Driver's License, please contact the Main Office for information on driving and parking at school.

Students who drive vehicles to school will park at their own risk and must understand that the school or the Board of Education cannot be held responsible for the vehicle or its contents. Students should adhere to the following guidelines and procedures:

1. The Student Parking Lot will be for students who drive to school. Permits cost $3.00 per day for a temporary permit or $50.00 for the year. Permits will decrease in cost after January 1st to $25.00.
2. Students who request permits will sign a card stating that they have read and understand regulations and expectations for parking on campus. The driver must adhere to these regulations or risk losing his/her permit. For safety reasons all vehicles parked on school property must have a parking permit for identification purposes.
3. Students must park in the student spaces of the student parking lot. Students parking on the grass, in walkways, in staff/reserved parking or not in a space may lose parking privileges.
4. Students should not take up more than one space. Parking in multiple spaces will not be tolerated. Parking spaces are very limited.
5. Permits may be purchased during designated sale periods from the front office. A valid **Georgia driver's license**, tag number and description of the vehicle are required at the time of purchase. **All cars parked on the campus must be registered**. DO NOT leave a note on your car. Vehicles

without permits that park on the campus or those not parked in designated areas are subject to being towed at the owner's expense.

6. Sale or transfer of permits between students is prohibited. Students involved in this practice will be subject to disciplinary action, including loss of driving privileges.
7. Students who drive more than one vehicle must move the parking hang tag to the proper vehicle. Information for all vehicles must be on file in the office.
8. All vehicles are subject to search if, in the opinion of the administration, reasonable suspicion of a violation of a school rule exists.
9. Neither the school nor any staff member will be responsible for any damage to car locks or batteries if a student or parent makes a request for help.
10. For the safety of all students, a **10-mph** speed limit will be strictly enforced on campus. At no time shall a student pass other vehicles. Reckless driving or speeding will result in loss of parking privileges at the school (No warning will be issued).
11. Students are not allowed to ride in the bed of an open pickup truck either for purposes of moving school equipment or for other purposes.
12. When entering the parking lot students must park and exit vehicles. No loitering in the parking lot will be allowed.
13. No stopping or standing in the crosswalk is allowed.
14. Students are not allowed to enter or exit the property behind the Elementary or Ninth Grade Academy or drive the wrong direction at the Primary School.
15. If you purchase a parking permit and then change vehicles that you will be driving on a regular basis, you must stop by the front office and make the necessary changes.
16. Drivers should yield to pedestrians at all times.
17. All students are to park in the student parking area ***only***. No student is allowed to park behind the gym or behind the building. Students are not allowed to park in staff parking areas. This applies to dual enrollment students and all other students when arriving late and or leaving early.
18. Seniors ranked by GPA at the top of their class will have assigned parking spaces in the lot in front of PCHS. ***These spaces are numbered and reserved for those students only.***
19. Students may not cross over painted lines in the parking lot as a shortcut.
20. Drivers with excessive tardies to school will lose parking privilege.
21. Students will be responsible for bringing a note for each excused check-in at the time of check-in. All tardies must have documentation. Each semester, students arriving LATE TO SCHOOL (unexcused) will be dealt with as follows:
    4th Tardy – Administrative detention.
    7th Tardy – Saturday school.
    10th Tardy – Suspend parking pass indefinitely, CHINS referral

21. No warnings are issued for parking/driving violations.

DRIVER'S LICENSE CERTIFICATION

In accordance with state law, **all applicants under the age of 18 must provide proof of school enrollment in order to receive their driver's permit/license.** If a student requests a Certificate of Attendance (DDS-1) from the front office, there is a $2.00 processing fee. **Students should expect to wait 48 hours for confirmation. NGA will be unable to honor "on-demand" requests**. Notarized certificates expire in thirty (30) days. An additional $2.00 processing fee is applicable for re-processing forms. Students with birth dates falling over long holidays must request a certificate in advance.

In addition, all teenagers under the age of 18 must complete and pass the Georgia Alcohol and Drug Awareness Program (ADAP) in order to receive their Class D driver's license. Students take the ADAP course during their Health class. Students who have taken and passed this course at NGA will receive a copy of their ADAP Certificate upon completion of the course.

Students needing a replacement copy will allow the front office staff **48 hours** to process this request and pay a $2.00 cost for a replacement certificate. Students who have failed the test or have missed the opportunity to take the test during their Health class will need to contact the Main Office.

PHOTOCOPIES

Student may request printouts of educational documents and/or have copies made if needed. Students should report to NGA Main Office for photocopy requests. The cost for black and white printing is .05 cents per page and .50 cents per page for color printing. Photocopies can be made for .10 cents per copy.

PHOTO DISCLAIMER

Students are required to have a picture made by our school photographer on picture/retake day. These photos are used for identification purposes and for the school produced yearbook. Candid photos taken by yearbook staff, newspaper photographers or others may be published on the Pike County or school website, Pike County or school social media sites, Pen and Sword newspaper or in the PCHS Cutlass yearbook**.**

PHOTO OPT OUT

During the course of the year there are many opportunities for students to have pictures and / or information about themselves published (through platforms such as newspapers, newsletters, yearbook, social media, school web site, television, etc.) for the purpose of recognition they may have received, events they have been a part of, and so on. Under the Family Education Rights and Privacy Act (FERPA), parents have a right to deny the publication of such information about their children. If you wish to opt your student out of inclusion in these platforms, please notify the school by notifying the school counselor via email or through the PowerSchool Parent Portal. Failure to submit such a request will be taken as your approval for the publication of your child's picture and other information as described above.

PROM INFORMATION

Students planning to attend the prom should be aware of the following:

1. Prom fees are nonrefundable and not transferable from person to person.
2. All school rules regarding conduct and discipline will be in effect. Be sure that "dates" who are not Pike County High School students understand they will be subject to all school rules and policies.
3. Students serving OSS assignments carrying over from Friday to Monday will not be allowed to attend the Prom.
4. Prom is intended for seniors, juniors, and their dates only. Students are allowed to bring only one date/guest. Any student participating in any buying, selling, or exchanging prom admission after the initial purchase, or any type of deception to enable an ineligible student to

enter the Prom, will be subject to disciplinary action. This may include exclusion from the Prom.

5. Students who anticipate inviting a guest that is not a student at Pike County High School should pick up an application from Ms. Harrison. PCHS Administration reserves the right to deny admission to prom for non-students at its discretion.
6. After a student misses 10 days of school, a CHINS referral is made (Child in Need of Services). If a student does not follow the CHINS recommendations, they will not be allowed to attend prom.

PREGNANT STUDENTS

Pregnant students have the same privileges and carry the same responsibilities as other students with the following provisions:

1. The student shall notify the school nurse and principal immediately upon her learning of her pregnancy.
2. Pregnant students shall be permitted to continue in school in all instances when continued attendance has the written approval of the expectant mother's physician, in which the physician's statement shall specify that in his professional opinion the said student is able to attend school without any danger or detriment to her personally or the unborn child.
3. The student shall be required to present an updated statement from her doctor to the school nurse on a monthly basis during pregnancy stating that the student is still able to attend school without any danger or detriment to the student or the unborn child.
4. A pregnant student attending school will abide the same rules and regulations as any other student.
5. When, in the professional opinion of the student's physician, as evidenced by his written statement on file with the school system that the physical condition of the student is such that she should not continue in school, then the school shall counsel the student of the available options with regard to continuing her education during pregnancy. Said student shall be allowed to reenter school again upon written certification by her physician that her condition has improved to the point where regular school attendance will not present a danger or detriment either to the student of the unborn child.

RESTROOM USE

Students will have ample opportunity to use the restroom during the school day. Instructional time should not be used unless it is an emergency. Students who leave the room during instructional time must have a hall pass, use only the **nearest** restroom available for students, and return to class directly. Students not adhering to this expectation will receive discipline. No restroom passes should be issued in the first 10 minutes or last 10 minutes of class.

RETURNED CHECKS

Occasionally, checks collected by the school are returned. NGA will charge a $25.00 fee for returned checks. In addition, the amount of the check must be paid in CASH to NGA. NGA may refer large and/or extended unpaid obligations to the Magistrate Court for collection. NGA reserves the right to refuse acceptance of checks for payment from those who have had returned checks in the past. *Checks cannot be accepted the last two weeks of school for obligations or payments of any kind.*

SCHOOL DAY PROCEDURES

ARRIVAL

School doors open at 7:30 a.m. for students who need to be dropped off early. Students should not be dropped off any earlier. Students arriving between 7:30 and 8:10 will be expected to engage in quiet, academic activities in a group supervision area. At 8:10, students who need to eat breakfast will be released to the cafeteria. All students arriving between 8:10 and 8:25 a.m. will report immediately to the Cafeteria (if eating breakfast) or the Collab room. Students enter the Main Entrance unless they ride a bus. All students must be in 1st period before the tardy bell at 8:35 a.m. or report to the Main Office for a tardy pass to enter class. Note that student drop off should only occur in the front parking lot. Vehicles cannot stop on Pirate Drive to release students.

END OF SCHOOL DAY

Unless students are under the direct supervision of a teacher who is aware of that charge, a student is expected to leave campus within 15 minutes of the end of school. The building will be secured after this time. Students waiting for transportation are to remain at the Main Office entrance or outside on the front porch. NGA does not provide after school supervision for students waiting for a ride.

TRAFFIC IN HALLWAYS

The hallways of a school are the highways of a school. Students are not to run, loiter, or impede traffic flow. Students are to have a hall pass in their possession anytime they are in the hall with the exception of class change. Students must follow the flow of traffic and help maintain a safe environment.

OFF-LIMIT AREAS DURING LUNCH

The areas where students may be during lunchtime are the cafeteria and the restrooms available for the assigned lunch period. Students are not allowed to eat in the hallways. Students will not "wait" in the main office for deliveries. Students found in off-limits areas will be disciplined. Students with a hall pass during a lunch period that is not their own should report to the location specified on the pass without entering the cafeteria.

STUDENT SAFETY

Students are expected to treat all people – other students, staff, and visitors, as well as themselves – with respect at all times. Any person who means to harm or humiliate one of our own will be dealt with swiftly. Students should report acts of aggression, hatefulness, or bullying to an adult immediately. There are several avenues for these reports to be made:

1. Verbally tell the first staff member or administrator that you see about the incident you have witnessed or heard about.
2. Visit the counseling office and do a written report.
3. **Sandy Hook Promise "Say Something"** is a platform for students and parents to anonymously express their concerns about their students, friends, or classmates with people who can help. Reports can be made at Say Something Tips — Sandy Hook Promise online or through the Say Something mobile app, both of which are completely anonymous. To report a tip, you can use the QR code at right, call 1-844-572-9669, text TIP to 79775, or visit online at saysomething.net.
4. Students should also report to a staff member any person that they see who looks suspicious. As a community, we don't want to live in fear, but we do encourage all members to trust their gut feelings and instincts and report when something is concerning. All doors are closed and locked during the school day, and students should NEVER open a locked door for anyone. Our staff reviews our crisis plan regularly, and we conduct drills, sometimes involving students, with regularity.

SCHOOL RESOURCE OFFICER

Due to the foresight of the Pike County BOE and the Pike County Sheriff's Department, we have a School Resource Officer (SRO) who helps with traffic logistics planning and operation, works with students and faculty in promoting and implementing safe driving programs, serves as guest speaker where his/her expertise is beneficial, and is available for students to discuss problems and questions concerning the law. The SRO has the authority to interview students who may be witnesses to an incident without first contacting a parent/guardian. Students who are suspects in illegal activities may be interviewed by the SRO or any other member of law enforcement with a school administrator present. Parent/Guardian will be contacted prior to or during the interview at the student's request. Otherwise, a courtesy call will be made following the interview by the SRO or Administrator.

SCHOOL DETECTION AND DETERRENCE PROGRAM

This program reduces the presence of drugs, alcoholic beverages, abused medications, and weapons on school grounds. Random and unannounced visits, using highly trained detection canines, are escorted/observed by school personnel. Normal inspections include: lockers, gym areas, common areas, vehicles, vacated classrooms, and perimeters of school property.

OPEN GATE WEAPONS DETECTION SYSTEM

Pike County Schools have implemented the use of the OpenGate Weapon Detection Systems (WDS) in the Middle School, Ninth Grade Academy, and High School. All students and guests must pass through the WDS as they enter these buildings. Students and guests that trigger the alarm will be required to present whatever article is in their possession that causes the alert. Any item that is inappropriate for school buildings will not be allowed in the building. If possession of the item is a violation of the law, then the school administrator will advise the School Resource Officer who will take appropriate action. Students who attempt to bring a prohibited item onto campus will be subject to school disciplinary action consistent with the Code of Conduct as well as any legal consequences if the item is a violation of the law.

STANDARDIZED TESTING

Standard tests administered are:

- Georgia Milestones: Lit/Comp 2, Algebra, Biology, U.S. History.
- PSAT (required in 10th grade),
- Optional: SAT, ACT, Accuplacer, and ASVAB
- Optional: Advanced Placement (AP) tests. Passing scores may earn credit at post-secondary schools.

Required tests are given free of charge; optional tests are taken at the student's expense. CTAE EOPA will be administered during the school year. See your counselor for test dates, deadlines, and testing locations.

STUDY SKILLS / RtI

This class period will serve as an opportunity for enrichment, acceleration, or remediation for students.

TELEPHONE MESSAGES & OTHER DELIVERIES

Classes will not be interrupted for messages or deliveries (except verified emergencies). The school cannot guarantee receipt of non-emergency messages. Deliveries for students on special occasions may be picked up at the Main Office after school. Efforts will be made to ensure delivery; however, NGA staff is not responsible for items not delivered. Items delivered to the school are subject to administrative discretion as to the school appropriateness. No glass or balloons are allowed in schools or on buses at any time. Food may not be delivered to students during the school day by food delivery establishments, including but not limited to UberEats,

DoorDash, or GrubHub. Lunches brought to students by a family member must be delivered to the front office for student pick up, before their designated lunch period.

TEXTBOOKS

The Pike County Board of Education has made a financial commitment to provide each student a textbook and other required materials to complete course requirements. These materials will be checked out directly to each student. It is the responsibility of each student to keep track of these materials (school lockers are available) and maintain them in good condition. The school will charge fines for damage and replacement costs (cost + 10%). The average cost of a text book is $75.00. Please take the necessary steps to ensure the proper care of these items. Students are responsible for all issued textbooks regardless of theft or other circumstances where damage to the book is incurred. Please follow these procedures regarding books:

1. Textbooks will be issued electronically to each student through the Media Center. The name of the student to whom the book is issued should be clearly written in the appropriate place in ink.
2. Do not write in your textbooks (other than your name).
3. If a book is damaged or the bar code or student name is altered; the student will be obligated to pay for the book.
4. No textbooks or instructional materials will be reissued until payment is received for the item(s).
5. Textbooks that are lost and found will be returned to the Main Office.

TRANSCRIPTS

When applying to colleges/employment, a copy of your transcript (record of your grades) is usually required. Transcripts are provided at no charge for current students. Please allow 48 hours for all transcript requests. After graduation, students should visit the Pike County Schools web site at pike.k12.ga.us and click on the “Transcripts and Verification” button to electronically request transcripts. After graduation, students should visit the Pike County Schools’ Website at pike.k12.ga.us and click on the “Transcripts and Verification” button to electronically request transcripts.

VENDING MACHINES

Use of vending machines is at your own risk. Ninth Grade Academy does not issue refunds of product or money. Any form of abuse to these machines will result in disciplinary action as well as repayment of damages incurred to the machine by the student. It is not the responsibility of the school to provide change.

VISITORS

Ninth Grade Academy is equipped to provide only for its own students, not those from other schools/communities. Friends or relatives not in school, and other non-students will not be allowed to visit during school hours. Adults from various organizations are allowed at the discretion of the administration. Parents are always welcome. Parents who visit their student for lunch will be seated in a separate area and seated with their student only, separate from other students. Students are expected to be courteous to parents and special guests who are on campus. **All visitors are required by law to register in the Main Office and will be issued a visitor badge to be worn while on campus**. **Persons cited for trespassing will be prosecuted to the fullest extent of the law.** Parents who visit their student for lunch will be seated in a separate area and seated with their student only.

WEB RESOURCES

You may view Ninth Grade Academy's web page at build.pike.k12.ga.us/ninthgradeacademy or follow us on Facebook: Pike County Ninth Grade Academy

WITHDRAWING FROM SCHOOL

Any student wishing to withdraw from school must have a conference with his/her guidance counselor who will explain the withdrawal procedure and obtain parental approval and secure parent signature.

WORK PERMITS

Employment certificates for minors 15 years old and under may be initiated by the minor and completed by the employer at www.dol.georgia.gov. Once a Minor Security Key is issued, you may bring it to Ms. Robin Kempson for completion. **Students should expect to wait 48 hours for completion**. NGA staff cannot honor "on demand" requests. This information must be entered on State Department websites.

YEARBOOK

NGA students appear in The PCHS Yearbook, The Cutlass, published by Herff/Jones and produced by the PCHS Yearbook Staff. Copies are purchased through the faculty sponsor. A fee is charged for this publication. Students will be held accountable for any behavior in photos and in print in this publication. The Yearbook is created by students for students; therefore PCHS makes no guarantees in regards to the content of the Yearbook.

Please note that the principal reserves the right to amend any provision in these guidelines which he/she deems to be in the best interest of the educational process.
Any updates or changes to this handbook can be viewed on our website at www.pike.k12.ga.us

Student School Calendar
2026-2027

August 10	Open House
August 13	First Day of School
September 7	**Labor Day Holiday (school closed)**
October 12-16	**Fall Break (school closed)**
October 19	**Teacher PL Day (student holiday)**
October 20	Students Return
November 23-27	**Holiday Break (school closed)**

November 30	Students Return
December 18	**Early Release Day**
December 21 – January 1	**Holiday Break (school closed)**
January 4-5	**Teacher PL Days (student holiday)**
January 6	Students return
January 18	**MLK Holiday (school closed)**
February 15-19	**Winter Break (school closed)**
February 22	**Teacher PL Day (student holiday)**
February 23	Students Return
March 26	**Teacher PL Day (student holiday)**
April 5-9	**Spring Break (school closed)**
April 12	Students Return
May 28	Last Day of School, Early Release, & Graduation

Bell Schedule

8:25	**Dismiss to Class**
8:35	**Tardy to School**
8:35-9:30	**1st Period**
9:35-10:30	**2nd Period**
10:35-11:30	**3rd Period**
11:35-11:50	**Homeroom (4th period Teacher)**
11:50-1:15	**4th period/Lunch**

(Lunches: 1st-11:50-12:15, 2nd-12:20-12:45 3rd-12:50-1:15)

1:20-2:20	**5th Period**
2:25-3:25	**6th Period**