PELHAM HIGH SCHOOL

2026-2027

STUDENT HANDBOOK

Mrs. Kelly Holmes, Principal
Mrs. Katie Ralls, Assistant Principal
Mr. Sean Sullivan, Assistant Principal
Mrs. Cheryl Northrup, Special Education Coordinator
Mr. Michael Soucy, Athletic Director
Mrs. Toni Barkdoll, Title IX Coordinator

District Mission Statement: Inspiring Success One Mind at a Time

The Pelham School District, in collaboration with the community we serve, is committed to providing a high-quality, contemporary education in a safe and inclusive environment. Our goal is to educate, prepare, and inspire all students to achieve their full potential as life-long learners, critical thinkers, and contributing citizens to our global society.

Main Office Telephone: (603) 635-2115
College and Career Counseling: (603) 635-2116
Nurses Office: (603) 635-6906
Fax: (603) 635-3994
Website: https://pelhamsd.org/phs

Principal's Message

Hello Pythons,

For those of you who are new to Pelham High School, welcome. To those who are returning, welcome back. I hope you had an enjoyable summer and were able to rest, recharge, and spend time with family and friends. We are excited to begin another school year and look forward to all that lies ahead.

Your academic success, personal growth, and overall well-being are important to everyone at Pelham High School. Each school year brings new opportunities and challenges, and I encourage you to be willing to try. Try new things, ask questions, set high expectations for yourself, and understand that mistakes are a natural part of learning and growth. Bring consistent effort each day and stay focused on your goals and your future. Your teachers, counselors, and administrators are here to support you every step of the way.

I also encourage you to get involved in our school community. Whether through athletics, clubs, band, choir, student government, or any of our many co-curricular activities, there is something for everyone at Pelham High School. If you do not see an activity that interests you, you always have the opportunity to suggest new ideas. Make time to attend school events and support your classmates. The friendships, memories, and experiences you gain through participation will stay with you long after graduation.

This handbook is designed to serve as a resource throughout your time at Pelham High School. It contains important information regarding school expectations, policies, programs, and opportunities. We encourage you to refer to it whenever you have questions.

Our theme for this school year is **#LockIn**. To "lock in" means to focus, eliminate distractions, and fully commit to the goals and responsibilities in front of you. Whether your goals involve academics, athletics, the arts, or preparing for life after high school, we encourage you to lock in, give your best effort, and make the most of every opportunity this year.

We are looking forward to a great year and all that we will accomplish together.

Sincerely,
The PHS Admin Team

TABLE OF CONTENTS

General Information **1**

Purpose 1

Mission Statement 1

Learning Expectations 1

Accreditation Statement 2

Non-Discrimination Statement 2

Communication Protocol 2

Electronic Communications 4

PowerSchool - Student Verification Process 4

School Cancellations/Delayed Opening Policy EBCD 4

PHS 2026-2027 BELL SCHEDULE **5**

2026-2027 School Calendar **6**

ACADEMICS **8**

Academic Protocols and Grading Philosophy 8

Academic Integrity 8

Add/Drop Procedures 9

Advisory 9

Alternative Credit Options and Extended Learning Opportunities Policy IHBH 9

Auditing a Class 10

Competencies 10

Competency Recovery 10

Course Withdrawal 10

Grading of Medically Involved Students 11

Grading System 11

Graduation 12

Homework Protocols 12

Honor Roll 12

Level Changes 13

Parent Conferences 13

Promotion and Retention of Students Policy IKE 13

Report Cards 13

Schedule Change Procedures 13

Textbooks 14

Attendance & Accountability **15**

Philosophy 15

Absences Policy JH 15

Areas off Limit 17

Arrival to School 17
Bathroom Privileges 18
Departure 18
Dismissal from School Policy JHC 18
Student Records Policy JRA 18
Parental Custody 19
Early Release/Late Arrival Expectations 19
Elevator Use 20
Evacuation Procedures 20
Leaving Class 20
Library 20
Lockers 20
Lunch Program Policy EFA 20
Missing Class 21
Pelham School District Wellness Policy Policy JLCF 21
Therapy Dogs Policy IMGB 21
Tardies 22
Student Conduct Policy JIC **23**
Out of School Actions Policy JICDD 23
Out of School Suspension (OSS) Policy JICD 23
Level I 24
Level II 25
Level III 26
Alcohol and Drugs Policy JICH 27
Tobacco Products ADC 27
Personal Searches JIH 27
Procedure for Handling Incidents 27
Self-Referral 28
Student Restriction Policy 28
Suspected Use 28
No Slur School Policy AC-R2 28
Pupil Safety and Violence Prevention (commonly known as the anti-bullying policy) Policy JICK 29
Hazing Policy JICFA 29
Weapons in School Policy JICI 29
Spectator Expectations and Conduct at School Events Policy KFA 30
Dress Code Policy JICA **32**
Co-curricular **34**
Athletics 34
Clubs and Activities 34

Dances 34
Honor Societies 34
Student Government 34
Overnight and Day Trips 34
Health, Safety & Security **35**
Accidents 35
Cameras/Video Surveillance Policy EEAA 35
College and Career Counseling 35
Insurance 35
Medicine 35
Money and Valuables 35
Posting/Distributing of Materials on School Grounds 35
Release of Information 36
Suicide Prevention and Response Policy JLDBB 36
Visitors 36
Technology **37**
Responsible Use of Technology Policy JICL 37
Telephone Use 37
Personal Electronic Devices 37
Chromebook Care and Guidelines 38
Transportation **41**
Bus Procedure EEAE JICC JICC-R 41
Parking Information 41
Notices of Policies **43**
Anti-Harassment 43
Child Abuse/Neglect – Mandatory Reporting Policy JLF 43
Child Find Notice 43
Non-Discrimination Policy Policy AC 44
Policies **44**
Administration and Staff Directory **45**
Administration **45**
Academic Departments **45**
Special Education **46**

General Information

Purpose

The purpose of this handbook is to provide information about Pelham High School. The handbook outlines policies, programs, and organizations. We urge students and parents to read and review this together.

Inevitably questions and concerns do arise; we urge you to discuss them with the appropriate staff members. Our hope is that each of you has a pleasant and rewarding school year.

Mission Statement

Pelham High School is a community of adult and student learners whose actions encourage a collegial atmosphere and whose approaches promote a safe and positive environment. We believe the following:

- Education is a pathway to productive and socially responsible citizenship.
- Students will rise to the levels of expectations that are appropriately challenging in academic, social, and civic settings.
- Students will identify their individual strengths in order to explore and pursue individual goals.
- All students can learn and do so in different ways.

In support of our beliefs, the mission of Pelham High School is to educate our students as life-long learners to meet the challenges of the 21st century so that they may pursue life goals, participate fully as active citizens, and be socially responsible members of the global community.

Learning Expectations

Academic Competencies:

- Skills and Knowledge
- Application of Problem Solving
- Communication

Social Competencies:

- Students will behave appropriately and responsibly with regard to others, to oneself, and to one's surroundings.
- Students will act with integrity and honesty within the school community.

Civic Competencies:

- Students will demonstrate a civic responsibility to work effectively and respectfully to improve the world around them.

Accreditation Statement

Pelham High School is accredited by the New England Association of Schools & Colleges (NEASC), a non-governmental, nationally recognized organization whose affiliated institutions include elementary schools through collegiate institutions offering post graduate instruction.

Accreditation of an institution by NEASC dictates that it meets or exceeds criteria for the assessment of institutional quality periodically applied through a peer group review process. An accredited school or college is one which has available the necessary resources to achieve educational programs, is substantially doing so, and gives reasonable evidence that it will continue to do so in the foreseeable future. Institutional integrity is also addressed through accreditation.

Accreditation by NEASC is not partial but applies to the institution as a whole. As such, it is not a guarantee of the quality of every course or program offered, or the competence of the individual graduates. Rather, it provides reasonable assurance about the quality of opportunities available to students who attend the institution.

Non-Discrimination Statement

The District in accordance with the requirements of federal and state laws, and the regulations implementing those laws shall not discriminate in its education programs, activities or employment practices on the basis of race, color, national origin, age, sex, sexual orientation, gender identity, gender expression, gender transition, transgender status, gender nonconformity, marital or economic status, religion, discriminate against any disability, familial status or creed .

Any person having inquiries concerning the Pelham High School's compliance with Title IX of Section 504 of the Vocational Rehabilitation Act of 1973 is directed to contact the Title IX or Section 504 Coordinator, School Administrative Unit #28, Pelham, NH 03076, who will receive and investigate the complaint.

Communication Protocol

At Pelham High School, we believe the process in developing self-advocacy skills should be developed while students are in high school and following the communication protocol will ensure a timelier response to concerns.

In general, questions should first be addressed by your student with the classroom teacher or the person most intimately involved in the situation. As a follow-up, if parents/guardians have questions it may be discussed with your child's teacher or staff member at a time convenient for the both of you. If you still have concerns, please address them with the Dean of the department prior to calling the main office and requesting to speak with administration. (Please allow 48 hours for response.)

We expect that all forms of communication will be civil and productive. Civil communication follows accepted standards of courtesy and maintains a degree of formality. This standard applies equally to staff and parents in all forms of communication including letters, emails, text messages, phone conversations, social media postings and behavior in meetings and at events.

WHO DO I CONTACT FOR HELP?

To find the best person to answer your questions promptly, following the steps in order presented below will help you get results without delay. Not following the steps in order will result in delays.

Athletics

Coach⇨Athletic Director⇨Principal

Bullying & Harassment

Any staff member⇨Assistant Principal⇨Principal

Safety and Security

Assistant Principal⇨Principal

School Attendance

Front office secretary ⇨ Assistant Principal⇨School Resource Officer

Classroom Discipline

Classroom teacher⇨Assistant Principal⇨ Principal

Student Conduct

Assistant Principal ⇨ Principal

Curriculum

Classroom teacher⇨Department Dean ⇨Principal ⇨Assistant Superintendent

Teacher/Grading Concerns

Classroom teacher ⇨ Department Dean ⇨Assistant Principal⇨ Principal decision is final

Scheduling

School Counselor⇨ Assistant Principal

504

School Counselor⇨ Assistant Principal ⇨ Director of Student Services

Special Education

Case manager ⇨ Special Education Coordinator ⇨Principal ⇨Director of Student Services

Clubs, Co-curriculars

Advisor⇨Assistant Principal ⇨ Principal

Parking Concerns

Assistant Principal ⇨ Principal

Electronic Communications

Pelham High School uses electronic communication as the primary means of conveying information. Parents can expect the following sources of electronic communication:

- PowerSchool Parent Portal: Classroom Assignments, Grades, Attendance, Report Cards
- Google Classroom: Classroom Assignments and Resources
- Email: Through Gmail - @pelhamsd.org (The ability to deliver a message is only as successful as the contact information we have. Please make certain we have the most up-to-date email addresses.)
- School Messenger: Frequent updates from the school administration and the College and Career Guidance Department.
- School Website: Resource materials, news updates, and social media postings

PowerSchool - Student Verification Process

In early August, parents and guardians of all Pelham High School students will receive an email notifying them that the PowerSchool Parent Portal is open for annual information verification. Families will be asked to review and update contact information, emergency contacts, and other important details, as well as complete required authorizations and acknowledgements, including technology use, bullying prevention, media permissions, and the Student Handbook. Student schedules will be released only after the verification process has been completed. If your primary email address changes or you experience difficulty accessing the portal or submitting forms, please contact the main office for assistance.

School Cancellations/Delayed Opening Policy EBCD

In the event of severe weather conditions, the Superintendent may find it necessary to cancel school for that day. Under normal circumstances, a decision will be made by 6 a.m. School delays/cancellations are made on WMUR (Ch. 9). Parents will also receive a “School Messenger'' telephone message if they have signed up to receive these messages. Pelham School District follows a Two-Hour Delay Schedule when needed.

Emergency School Closing or Unexpected School-Time Dismissal

On a very rare occasion it may be necessary to dismiss students early due to an emergency (i.e., power failure, severe storm). The superintendent of schools makes this decision after careful consideration knowing the various ramifications of having students leave the building earlier than anticipated. Please be sure that all your contact information is up-to-date. It is imperative to notify the school office of changes in information during the school year. School Messenger is a communication product that utilizes telephone and e-mail systems. School Messenger allows parents to be informed about emergencies as well as important school events. Parents may choose up to five contacts for emergency messages. The system allows individual schools as well as the district to communicate information in a very rapid manner. The School Messenger system will be used in the event of an unexpected school-time dismissal giving detailed information about procedures. We appreciate your kind attention in following the directives carefully and not contacting the school unless directed in the School Messenger message.

PHS 2026-2027 BELL SCHEDULE

PHS Daily Schedule

	Start	End
Block 1	8:00	9:17
Advisory	9:21	10:00
Block 2	10:04	11:21
Block 3/lunch	11:25	1:05
Block 4	1:09	2:26

Lunch 1 - 11:25-11:48
Lunch 2 - 12:13 -12:36
Lunch 3 - 12:42- 1:05

Early Release Schedule

Block	Start	End
Block 1	8:00	8:50
Block 2	8:54	9:44
Block 3	9:48	10:38
Block 4	10:42	11:32

No advisory

Late Arrival Schedule

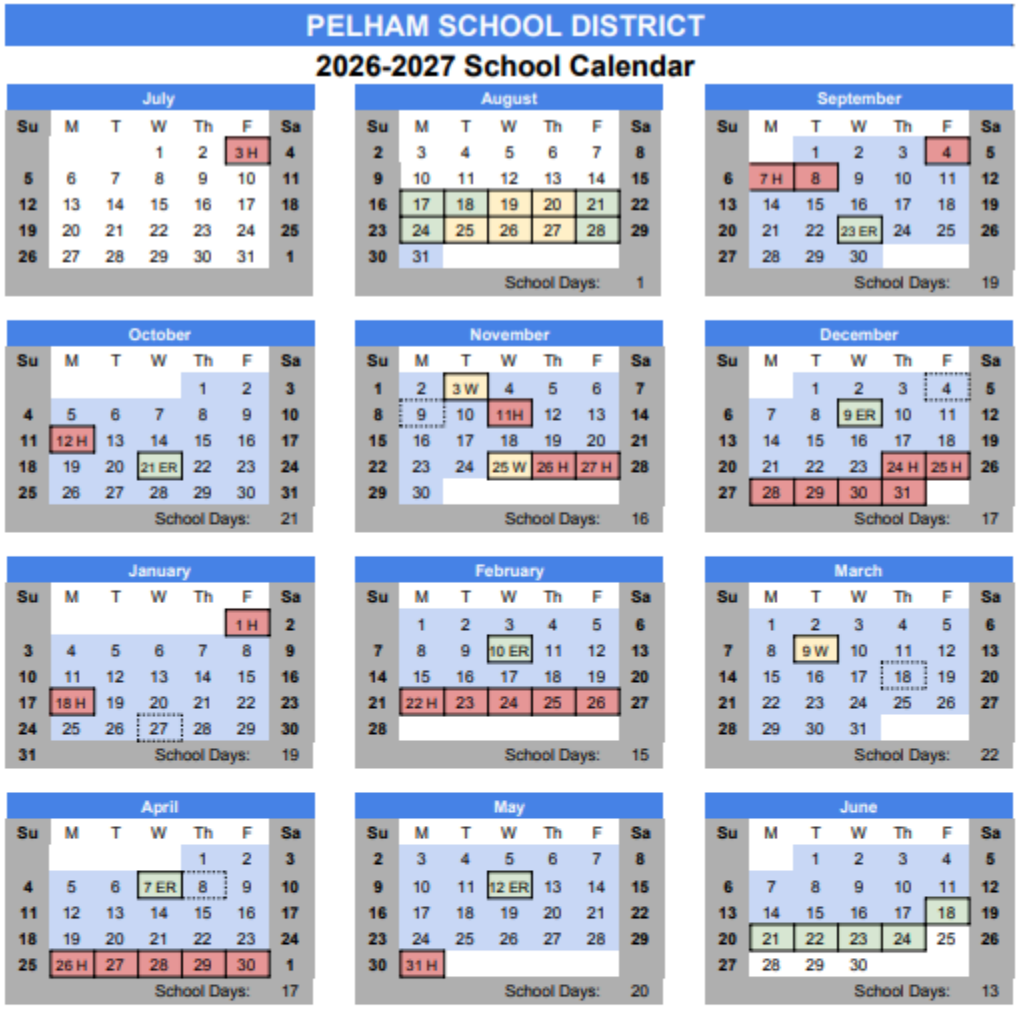
Block	Start	End
Block 1	10:00	10:57
Block 2	11:01	11:58
Block 3	12:02	1:25
Lunch 1	12:02	12:27
Lunch 2	12:31	12:56
Lunch 3	1:00	1:25
Block 4	1:29	2:26

No advisory

Activity Day Schedule

Block	Start	End
Block 1	8:00	9:05
Block 2	9:09	10:14
Block 4	10:18	11:23
Block 3	11:27	12:56
Lunch 1	11:27	11:50
Lunch 2	12:00	12:23
Lunch 3	12:33	12:56
Activity	1:00	2:26

2026-2027 School Calendar



PELHAM SCHOOL DISTRICT

2026-2027 School Calendar

July

Su	M	T	W	Th	F	Sa
			1	2	3 H	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1

August

Su	M	T	W	Th	F	Sa
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

School Days: 1

September

Su	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7 H	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23 ER	24	25	26
27	28	29	30			

School Days: 19

October

Su	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12 H	13	14	15	16	17
18	19	20	21 ER	22	23	24
25	26	27	28	29	30	31

School Days: 21

November

Su	M	T	W	Th	F	Sa
1	2	3 W	4	5	6	7
8	9	10	11H	12	13	14
15	16	17	18	19	20	21
22	23	24	25 W	26 H	27 H	28
29	30					

School Days: 16

December

Su	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9 ER	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24 H	25 H	26
27	28	29	30	31		

School Days: 17

January

Su	M	T	W	Th	F	Sa
					1 H	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18 H	19	20	21	22	23
24	25	26	27	28	29	30
31						

School Days: 19

February

Su	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10 ER	11	12	13
14	15	16	17	18	19	20
21	22 H	23	24	25	26	27
28						

School Days: 15

March

Su	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9 W	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

School Days: 22

April

Su	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7 ER	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26 H	27	28	29	30	1

School Days: 17

May

Su	M	T	W	Th	F	Sa
2	3	4	5	6	7	8
9	10	11	12 ER	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31 H					

School Days: 20

June

Su	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

School Days: 13

Special Days

Total School Days 180

July 3	Independence Day (Offices Closed)
Aug 17,18,21,24,28	Additional Professional Development Options
August 19-20	Workshop - New Teachers Only
August 25-27	Workshop (3 of 6) includes all IAs
August 31	PES Meet & Greet, PMS Gr 6, PHS Gr 9 - Half Day
Sept 1	First Full Day Of School
Sept 4	No School - Labor Day Weekend
Sept 7	No School - Labor Day (Offices Closed)
Sept 8	No School - NH Primary Election Day
Sept 23	Early Release - PD District (1 of 6)
Oct 12	No School - Columbus Day (Offices Closed)
Oct 21	Early Release - PD District (2 of 6)
Nov 3	No School - General Election/Workshop (4 of 6)
Nov 9	Start of Second Quarter (PHS)
Nov 11	No School - Veterans Day (Offices Closed)
Nov 25	No School - Workshop (5 of 6)
Nov 26-27	No School - Thanksgiving (Offices Closed)
Dec 4	Start of of Second Trimester (PES and PMS)
Dec 9	Early Release - PD PEA Collab (3 of 6)
Dec 24 - Jan 1	No School - Vacation (Offices Closed 24, 25, Jan 1)
Jan 18	No School - Martin Luther King Jr. Day (Offices Closed)
Jan 27	Start of Second Semester (PHS)
Feb 10	Early Release - PD PEA Collab (4 of 6)
Feb 15	Presidents Day - School Is In Session
Feb 22-26	No School - Winter Vacation (Offices Closed 22)
March 9	No School - Workshop - Town Election (6 of 6)
March 18	Start of Third Trimester (PES and PMS)
April 7	Early Release - PD PEA Collab (5 of 6)
April 8	Start of Fourth Quarter (PHS)
Apr 26-30	No School - Spring Vacation (Offices Closed 26)
May 12	Early Release - PD District (6 of 6)
May 31	No School - Memorial Day (Offices Closed)
June 17	180th Day of School for Students
June 18-24	Additional Days of School (if needed) or Add'l PD
June 19	Juneteenth National Independence Day

Early Release dates selected to align with Regional CTE Programs.

Approved by Pelham School Board 02/18/2026

ACADEMICS

Academic Protocols and Grading Philosophy

Philosophy: Academic grades will reflect the degree to which a student has met (at the time of reporting) the course competencies—what a student should know and be able to do as well as the timeliness of submitted assignments. Competencies/content for every class will be clearly articulated and distributed to parents and students.

Students will be provided with multiple learning activities and opportunities to learn, to practice, and to demonstrate the knowledge and skills necessary to meet with success. Students will have access to extra/supplemental learning opportunities designed to help them demonstrate mastery of course competency.

Protocols: Course syllabi will be provided to each student for every class. All course requirements, fees, supplies, expectations, and methods of evaluation will be explained.

Grades will reflect a demonstration of course content, skills, and competencies. Information not directly associated with this demonstration will not be incorporated into academic grades. No grades will be given/taken away for non-academic factors. (Ex. not turning in signed documents, book covers, effort, classroom behavior, etc.)

When considering a student's overall grade, teachers' professional judgment, the bulk of evidence a student has produced, and the mean, median, and mode data points should be considered to determine the course average. In all cases teachers need to use the evidence to support a student's grade. Teachers, with administrative approval, may request exceptions to this protocol for purposes of credit recovery for individual students.

Academic Integrity

The Pelham School District is committed to providing a high quality contemporary education to all students. As such we believe that students should complete all work while maintaining academic integrity in all assignments. Academic integrity is the value of being honest, ethical, and thorough in your academic work.

To uphold this level of academic integrity, we believe that students will:

- Take responsibility for the creation and integrity of all their academic work.
- Use honest means, processes, and procedures to demonstrate learning and achieve academic success.
  - This includes, but is not limited to, refraining from giving or receiving aid on academic tasks unless specifically allowed by the teacher
- Only submit work that they know to be their own, unless collaboration is explicitly permitted by the teacher in each instance.
- Ensure that their digital work, unless otherwise specified by the teacher, is created and completed in their school Google account.

- Only use generative artificial intelligence (AI) with the consent of the teacher or overseeing adults.
- Properly credit all sources used, whether quoted, paraphrased, or summarized.
    - This includes, but is not limited to, content created by AI and content generated by others, such as words, ideas, language, opinions, works, images, assignments, and projects.

The consequence for any of the dishonest acts above is a "0" on the quiz, test, homework, or project in question. Students may be given the option of re-doing the assignment for some credit at the teacher's discretion. The teacher(s) in conjunction with administration will make decisions on academic integrity. Students and parents will be notified of the situation and consequences.

Add/Drop Procedures

A student may add/drop a course with parent permission during the first 5 days of a course if the request meets one of the criteria and there is space available. Full year courses may only be dropped during the fall add/drop period. (Note: Wait lists are put in place to ensure fairness in the process, and students must attend the classes on their current schedule until changes have been made and a new schedule is processed by the College and Career Guidance Department.) All requests for schedule changes during the add/drop period must receive administrative approval. During this period, there will be no notation on the transcript, and it would be considered a schedule change.

After the first 5 days of a semester, students who drop a class will receive the appropriate designation of "WP" (withdraw pass) or "WF" (withdraw fail) on their transcript (please refer to course withdrawal procedure).

Advisory

All students will be assigned to a 40-minute advisory, and all have an advisor who will meet with students on a regular basis serving as the student's mentor regarding academic and personal issues. Advisory provides students with the opportunity to meet with their teachers, complete assignments and/or assessments, develop their social/emotional learning skills or participate in enrichment activities. The advisory schedule is developed by a school-based committee, and opportunities will be shared with students and teachers. Additionally, if a student is experiencing academic difficulty, the student may be assigned to meet with a teacher or a staff member during this time. If a student has been assigned a mandatory intervention and does not attend, there may be consequences assigned.

Alternative Credit Options and Extended Learning Opportunities Policy IHBH

Students who are interested in seeking high school credit outside of Pelham High School with the intent to transfer the credits toward high school graduation requirements must obtain administrative approval beforehand. Alternative credit options can potentially be earned according to Policy IMBC Alternative Credit Options. Please speak with your school counselor whenever considering alternative credit options.

Auditing a Class

There are cases in which a student who passed a course wishes to repeat it or a similar course (e.g. chemistry and then chemistry honors). In those cases, the course may be audited. The following conditions apply:

- A seat must be available in the course.
- The student must have approval from the Dean of the department.
- The course is noted on the transcript with an "AUD" and no credit or grade is assigned.

Competencies

A competency is defined as the desired knowledge, skills, and abilities of a student and is used to determine understanding of course material and earning course credit. Each course at Pelham High School will specify the level of knowledge, skills, and abilities required for success as well as the measurement criteria for determining proficiency.

Competency statements identify the overarching and expected outcomes. In each course curriculum there will be identified, measured, and assessed performance indicators, benchmarks, and learning targets. Pelham High School has identified three school wide competencies (see below) that will be measured and assessed for progress and mastery across content areas. These three school wide competencies are outlined and defined on the course syllabus provided to students in all courses at Pelham High School.

Each high school course will include three (3) competencies that students will be expected to master:

Competency #1 (C1) – Skills and Content Knowledge
Competency #2 (C2) – Application and Analysis
Competency #3 (C3) – Communication

Competency Recovery

Pelham High School has a universal competency recovery plan that is made available to students on the course syllabus and on our website. Recovery involves the relearning and reassessment of content and skills. The relearning and reassessment are completed through a partnership between the teacher and the student. Students are required to complete a request form and submit the form to the teacher for approval within one week of the grade being posted. It is important for teachers and students to work together to develop a plan for reassessment. Please refer to the school website and course syllabi for more information.

Course Withdrawal

As an accredited institution, we are committed to accurately communicating a student's academic history for all high school courses attempted. Therefore, after the 5 day add/drop period has expired the student will receive the appropriate designation of "WP" (withdraw pass) or "WF" (withdraw fail) on their permanent transcript. Withdrawals are permitted up until 50% of the course has met. For example,

for a full year course, students can withdraw from the course during semester 1. Once semester 2 has started, students will not be permitted to drop a course. For a semester-long course, students can withdraw from a course during the first 45 days of the course; however, after these 45 days the student will not be permitted to drop the course. All withdrawals will require parent/guardian signature and approval of the administration.

Grading of Medically Involved Students

In order to provide an accurate reflection of a student's current grade, if a student is medically involved, zeroes will be recorded for all assignments that are due and are missing. Classroom teachers will work with the student's school counselor to determine a reasonable plan to make-up missed work. This plan will be communicated in writing with the student's teachers and parent/guardian. A student can request a medical withdrawal at any time.

If a student wishes to medically withdraw from a course, medical documentation is required along with administration approval. A medical withdrawal, "MW" will be recorded on the student's permanent transcript.

Grading System

Grades are always available on the PowerSchool portal for all students and parents. Please check these grades frequently, these grades are intended to indicate a student's academic progress. At the end of a course, PowerSchool will reflect the grade earned. (Note: Report cards are not mailed home; however, if you would like a copy of a report card please contact the College and Career Counseling Department.)

The following are the grades that are distributed at Pelham High School:

Letter Grade	Numeric Range	Non-Leveled	Level I	Honors/College Credit	AP
A+	97-100	4.33	4.66	4.84	5.00
A	93-96	4.00	4.33	4.50	4.67
A-	90-92	3.67	4.00	4.17	4.33
B+	87-89	3.33	3.67	3.84	4.00
B	83-86	3.00	3.33	3.50	3.67
B-	80-82	2.67	3.00	3.17	3.33
C+	77-79	2.33	2.67	2.84	3.00
C	73-76	2.00	2.33	2.50	2.67
C-	70-72	1.67	2.00	2.17	2.33
D	65-69	1.00	1.33	1.50	1.67
F	Below 65	0.00	0.00	0.00	0.00

AUD – Course Audit: No credit or grade is assigned to the course.
I – Incomplete: An incomplete may be given to a student who has extenuating medical, personal or academic circumstances, with the time frame being determined by administration. All

coursework must be completed in 4 weeks. After 4 weeks, incomplete work will be permanently recorded as a zero and the course grade will be finalized. (Note: An incomplete is not considered a graded course for the purpose of determining honor roll.)
F – Fail: Student has failed the class.
MW – Medical Withdrawal: Student has been medically withdrawn from the class.
P – Pass: Student has passed the class.
WP – Withdraw Pass: Student has withdrawn from a class with a passing grade.
WF – Withdraw Fail: Student has withdrawn from a class with a failing grade.

Graduation

In order to participate in the Pelham High School's senior activities, and graduation ceremony, students must meet one of the following criteria:

1. Successfully complete all requirements for a PHS Diploma
2. Successfully complete a PHS Certificate of School Completion per their Individual Education Program (IEP).

Additionally, students must have met all outstanding obligations, such as money owed from lost or damaged textbooks, chrome books, library books, uniforms, or other School District property, in order to participate in senior activities and the graduation ceremony. Items previously thought to be lost, paid for, and then found can only be refunded if a replacement item has not yet been purchased. Administration reserves the right to limit participation in senior activities.

Homework Protocols

Homework is a formative assessment grade and is a normal and expected part of school life at Pelham High School. Formatives typically play one of four roles: checking for understanding, previewing a concept, practicing, or processing concepts. The expectation is that students will study and review course materials as part of a student's academic routine. The amount of homework may vary from course to course; all students, however, along with their parents or guardians, should realize the importance of homework and plan accordingly. Homework must represent the work of the individual student alone. Students who are absent can obtain their homework first by looking at Google Classroom and then by contacting their teachers. It is the responsibility of students, who submit assignments electronically to their teachers, to confirm with their teacher in a timely manner that the work was received.

Honor Roll

Each semester, a student Honor Roll is published on the school's website. All students must carry a minimum of three (3) graded courses to be eligible for the Honor or High Honor Roll. Honor Roll will only be determined based on credit earned.

High Honors: Students who earn a GPA of 3.67 or higher for any marking period.
Honors: Students who earn a GPA of 3.0 or higher for any marking period.

Level Changes

If a student is inappropriately placed in a core course, a request may be considered to change the level of the course. Level changes, when necessary, are considered up until the first 45 days of a course. The grades will be entered for the course the student is withdrawing from and will result in a WP or WF on the transcript. The teacher of the new course will record grades for the remainder of the semester/year and a student's GPA will be calculated based on the weight of the course when credit is awarded.

Parent Conferences

Parents and guardians are encouraged to confer with teachers, counselors, and/or administrators about their son/daughter. Pelham High School will host two parent conferences (one scheduled each semester) and uses an online sign-up system to schedule appointments. The sign-up system is available through the high school's website as the conference days approach. Conferences may also be arranged at a mutually convenient time with any teacher, counselor, or administrator throughout the year.

Parents are reminded that they may call or email the school throughout the school year should they wish to have a conference with any teacher, school counselor, or staff member.

Promotion and Retention of Students Policy IKE

Students complete coursework toward meeting the Pelham High School graduation requirements. Generally, this is a four year process with students promoted at the end of each year to the next grade level. Students are enrolled in individual courses based on their academic preparedness.

Report Cards

PowerSchool reports a student's academic progress on a rolling basis. Report cards are not printed. If you need a paper copy mailed, please call the Counseling Office at 635-2116.

Schedule Change Procedures

During the initial course registration period students are asked to make their course selections carefully since resources are allocated based on student requests. Once the master schedule is developed, course changes are very limited. In the event that a schedule change is necessary, school counselors will be available on select days during the summer to accommodate all requests. Schedule change requests will be taken in a fair and equitable manner, including adding names to wait lists. A sign-up sheet for requests will be available during normal business hours and under no circumstances will requests be taken through an email or phone call. Requests for schedule changes after the two-day schedule change period will not be honored unless extenuating circumstances exist (see below) and will require permission of the administration.

Once the academic year begins, there should be no schedule changes other than for the following reasons:

- Graduation requirements are missing
- Prerequisite requirements have not been met

- Duplication of courses
- Student wants to add an available elective in place of an open block
- College is requesting a specific course
- Student wants to drop a course they did not request for an alternative course in its place

Once school has begun, all requests for schedule changes will fall under the protocols of the add/drop period.

Textbooks

The Pelham School District loans all textbooks needed for coursework through the Department Dean. If books are lost or damaged beyond reasonable wear, the student will be assessed an amount sufficient to cover the loss or damage. Students are reminded that it is their responsibility to notify their teacher immediately if they believe that a book is lost or stolen. Students must meet all outstanding obligations owed from lost or damaged textbooks in order to apply for a parking permit, and participate in senior activities and the graduation ceremony.

Attendance & Accountability

School aged children enrolled in the District must attend school in accordance with all state laws and school board policies. The educational program offered by the district is predicated upon the presence of the student and requires continuity of instruction and classroom participation for the students to achieve academic standards and consistent educational progress. Relevant state legislation includes RSA 193, which can be found on the NH Department of Education website.

Philosophy

The philosophy of Pelham High School is that regular attendance and participation in classroom experiences are an integral part of any meaningful educational program. School attendance is mandated by state law and it is the responsibility of the parents or guardians to assure the punctual and regular attendance of their children.

If the student has had a fever within the previous 24 hours, he or she may not attend school. If the student is not well enough, they should remain at home.

Absences Policy JH

Absences will be deemed excused or unexcused by the office on the daily attendance sheet.

a. Attendance shall be required of all students enrolled in the district during the days and hours that school is in session. The board recognizes that absences from school may be necessary at times. For that reason, the board recognizes two types of absences from school: excused authorized and unexcused unauthorized absence. (Policy JH)

b. Any absence that has not been excused for any of these reasons will be considered an unexcused absence. Skipping school or classes will be unauthorized and make-up work will not be allowed. Suspended students may turn in work for credit immediately upon return to school.

The board considers the following to be excused absences:

- Illness or injury covered by doctor or parent note
- School sponsored or mandated absence
- Required court attendance
- Medical and dental appointments
- Death in the family or close family friend
- Observation or celebration of a bona fide religious holiday
- Planned extended absences (i.e. college visits, etc.)
- Absences approved by the Superintendent under RSA 193:1, 1(c)
- Absences as a result of waivers from the Superintendent for alternative plans under RSA 193:1.1(h)

- Half Day Absences are defined as missing greater than 2 hours of instructional time, but no more than 3.5 hours of instructional time
- Full Day Absences are defined as missing greater than 3.5 hours of instructional time.

PHS Daily Schedule: 8:00am-2:26pm (6hrs 26min total)

If Tardy:

Arrival before **10:00** (Tardy)	T, TU	Tardy, Tardy Unauthorized
Arrival after **10:00** but before **11:30** (Half Day Absence)	AA, AAU	Absent AM, Absent AM Unexcused
Arrival after **11:30** (Full Day Absence)	A, AU	Absent, Absent Unauthorized

If Dismissed:

Leaving before **10:56** (Full Day Absence)	A, AU	Absent, Absent Unauthorized
Leaving after **10:56** but before **12:26** (Half Day Absence)	AP, APU	Absent PM, Absent PM Unexcused
Leaving after **12:26** (Dismissal)	D	Dismissed

If Tardy & Dismissed:

Attended greater than **4 hours and 26 minutes (266 minutes)** (Tardy/Dismissed)	TD, TUD	Tardy/Dismissed, Tardy Unauthorized Dismissed
Attended less than **4 hours and 26 minutes (266 minutes)** but more than **2 hours and 56 minutes (176 minutes)** (Half Day Absence)	AA, AP, AAU,APU	Absent AM, Absent PM, Absent AM Unexcused, Absent PM Unexcused
Attended less than **2 hours and 56 minutes (176 minutes)** (Full Day Absence)	A, AU	Absent, Absent Unauthorized

Excessive Absences and Tardies

- Over ten half days of verified absences (excused or unexcused) or tardies is excessive. (For example, five full days is equal to 10 half days)
- All additional absences will be considered unexcused unless parents provide additional documentation.
- Documentation may include, but is not limited to, doctor's notes, court documents, obituaries, or other documents supporting the claimed reason for non- attendance.
- The Principal or designee determines whether documentation is sufficient.

Pelham High School does not support scheduling vacations while school is in session. Families who find it necessary must take the following steps:

- Bring in a note from the parent/guardian explaining when the absence will take place.
- Acquire a permission form that will be signed by each teacher.
- All forms need to be signed by the parent/guardian and returned to the main office 48 hours prior to the vacation.

After these steps have been completed, the absence will be excused. If these steps are not followed, the absence is unexcused, and no make-up work will be allowed without prior approval of the administration.

Parents must call the PHS Main Office at 635-2115 ext.1126 and leave a message in order to have the absence excused.

Students on antibiotics for a communicable/contagious disease must be on antibiotics for at least 24 hours prior to returning to school. If a student has a fever over 100.4 or is vomiting, they must stay out of school until fever free for 24 hours. The Pelham Schools use the guidance of the NH Department of Health and Human Services to make these decisions.

Areas off Limit

The following areas are off limits to all students unless they are under the direct supervision of a teacher or with permission: unoccupied classrooms, library; cafeteria, gymnasium, locker rooms, teacher's room, nurse's office, storage room, custodian's room, elevators, and auditorium.

Arrival to School

All doors will be locked at 8:00 a.m. Students arriving after the doors have been locked are required to stop in the main office for a pass to class. Once the school day has begun, gaining access to the building other than through the main doors poses a safety concern and is strictly prohibited. Students who attempt to enter the building through a door other than the main entrance may face consequences. Likewise, students who open locked doors for others may face consequences. Students arriving after the start of school will be unable to participate in all co-curricular activities that day. Students with early release/late arrival must sign in and out of the main office. Students who fail to check in to school appropriately will face consequences. ***Students may not leave school grounds after arrival, including going back to their vehicle.***

Bathroom Privileges

Bathrooms are to be used between blocks. Students will be allowed to use the bathrooms during class time with teacher permission only. All students must sign out of class to be in the halls and bathrooms and carry a pass indicating their designated destination. Students are reminded not to abuse this privilege.

Multiple students are not allowed in a single stall. Violations of this rule will be subject to consequences.

Departure

Except for those remaining for extra help, detention, or activities, students must leave the building and grounds at the close of school.

Dismissal from School Policy JHC

All requests for dismissal from school must be communicated to the main office first thing in the morning and students must sign out at the time of departure. Dismissals for medical appointments or emergencies that cannot be scheduled outside of the school day will be excused. The request for dismissal must include the student's name, date, time, reason and parent contact information. Students who are 18 years old may dismiss themselves through the office after following proper procedures.

The administration reserves the right to verify all dismissals. Excessive dismissals will not be allowed.

Students who leave school without following the proper dismissal procedure will receive consequences as outlined in Level II offenses. Parental notes received after a student has left school grounds will not be accepted. Under no circumstances should a student who becomes ill leave school grounds without the permission of the nurse and/or administration.

Student Records Policy JRA

Parents and eligible students have certain rights under State and Federal law and this policy. This includes:
(1) The rights of parents or eligible students to inspect and review the student's education records;
(2) The intent of the District to limit the disclosure of information in a student's record, except:
- (a) by the prior written consent of the parent or eligible student;
- (b) as directory information; or
- (c) under certain, limited circumstances, as permitted by law;

(3) The right of a student's parents or an eligible student to seek to correct parts of the student's educational records which he/she believes to be inaccurate, misleading, or in violation of student rights; this includes a hearing to present evidence that the records should be changed if the District decides not to alter them according to the parent's or eligible student's request;
(4) The right of any person to file a complaint with the United States Department of Education if the District violates FERPA; and
(5) The procedure that a student's parents or an eligible student should follow to obtain copies of this policy. It is available on our website pelhamsd.org

Emergency and Registration Information

Each year, we request current emergency and registration information. It is of the utmost importance that this be completed/updated accurately online in Student Verification promptly in the beginning of the school year. During the school year, you should update this information with the main office when it is necessary (any change in your address or telephone number should be reported). Your child's health may depend on this information. If your child is injured at school, and we feel additional medical treatment is needed, we will try to contact you at the numbers listed. If we are unable to reach a parent or guardian, we will call the neighbors or relatives you have designated. If we are not able to reach anyone, we will call the physician you named in the emergency information, explain the problem and follow his/her instructions. Please ask the persons you designate for their permission to use their names as an emergency contact. Remember that this will be the person we will call if your child is hurt or sick and we cannot reach you.

If both parents are away from home, on vacation or on business, and you leave your children with a friend or relative, please leave a signed letter with them giving them the authority to sign for medical treatment in your absence.

If an emergency involves injury or illness, the Pelham EMT's will be called to transport your child to the nearest medical facility. Many hospital emergency rooms will not render treatment without the consent of a parent or guardian. In case of severe bleeding, breathing problems, or poisoning, they will, of course, give immediate lifesaving treatment. Fractures, minor surgery, etc. will not be done without the consent of parents or guardians.

If you have any questions or if you would like to discuss emergency care plans for your child, please call the school nurse at (603) 635-6906

Parental Custody

A copy of any legal documents verifying any modifications to the custodial rights of either parent must be provided to Pelham High School. This document will be kept in your child's permanent record folder and will provide school staff with a legitimate basis for responding to any situation that may arise regarding custody (i.e., visits, dismissal, etc.).

Early Release/Late Arrival Expectations

The early release/late arrival program is for seniors only. Seniors can use that time for opportunities outside of school that could benefit their personalized educational plan. Students participating in the early release/late arrival program may lose their eligibility if any of the following occur:

- Failing one or more courses
- Failing to display good citizenship
- In school or out of school suspension
- Failing to sign in or out

If a student is interested in early release/late arrival, an application must be completed with parent and administrative authorization. Please note, to earn an Honors with Distinction Diploma or Merit Diploma students will need to earn 32 credits. Students granted early release privileges will not be allowed to reenter the building until after the end of the regular school day. This includes athletes and students participating in afterschool programs and activities.

Elevator Use

Elevators are off limits to students at all times. The school nurse may grant elevator access to any student who needs access. Students using the elevator without permission are subject to disciplinary actions.

Evacuation Procedures

Please be aware of the instructions posted in each classroom. Students are to exit the building in a quick and orderly fashion. Fire lanes are designated at all exits and in the rear of the building between the fields and the garage.

Leaving Class

Students must obtain permission to leave a classroom during class time. They must carry the appropriate pass with them in the hallways. No passes will be issued during the 1st 10 minutes of a class and during the last 10 minutes of a class. Students who misuse a pass to go somewhere other than indicated will be subject to consequences.

Library

Students are welcome in the library during advisory. During class time, teachers may write passes for the students in their class to go to the library. Students who do not behave appropriately will lose their library privilege for a specified length of time.

Lockers

Students who wish to have a locker must contact their school counselor to have one assigned. Locker rooms are available for student athletes to store their equipment before 8:00 AM. Student athletes should not leave belongings outside the locker room doors. Student athletes should see the Athletic Director with any questions.

Lunch Program Policy EFA

The Pelham School District participates in the USDA (US Department of Agriculture) national school lunch program. Breakfast will be available. The nutrition service department plans menus that meet the USDA nutrition and sanitation regulations. Menus can be viewed online at pelhamsd.org and click onto Pelham High School. Meal prices are set yearly. Please check the menu for the current price list.

Each family will be provided an application for the free and reduced price meal program. Any family is welcome to apply at any time during the school year. Applications are available at the school office, the nutrition service office and at www.pelhamsd.org. You may also apply online at

https://linqconnect.com/public/meal-application/new?lang=English. If your family received this benefit last year, you will need to reapply by October 1st.

The District uses a point-of-sale computerized meal payment system which has an account for all students. Parents of students who will be purchasing meals using this system are required to establish and maintain a positive balance in the student's meal account.

Payments can be sent into the school with your child. Payment should be in an envelope with the child's name, teacher, bar code number and total amount of the deposit. Cash or checks made payable to Pelham Nutrition Service in any amount are accepted. Parents will be able to view the account online and make payments at https://linqconnect.com/main?identifier=PK8H3U. Please check the school website and monthly menu for that information.

We welcome any questions or concerns you may have. Please contact the nutrition service department at (603) 635-7384. The Nutrition Service Team wishes you a great school year!

Eating and drinking is only allowed in designated areas. Designated areas include the cafeteria and the Family and Consumer Science Room. Lunch must be eaten in the cafeteria. Seniors may eat lunch in senior seating in the main hallways. This is a senior privilege only. Students are permitted to have snacks or drinks in class at teacher discretion. No deliveries of food or beverages are permitted.

Missing Class

Missing a class or classes to finish a school assignment, study for a test, or similar activity is considered an unexcused absence. As such, staff are not required to provide make-up work for the class that was skipped. Students who become ill and cannot attend class must immediately report to the nurse or main office and remain there until dismissed with a pass. Missing a class by spending the period in the lavatory or locker room, etc. due to illness is considered an unexcused absence. Students who cut class will face consequences.

Pelham School District Wellness Policy Policy JLCF

The Board recognizes the importance of proper nutrition and developmentally appropriate physical activity as ways of promoting healthy lifestyles, minimizing childhood obesity, and preventing other diet-related chronic diseases. The Board also recognizes that health and student success are interrelated. It is, therefore, the goal of the Board that the learning environment positively influences a student's understanding, beliefs, and habits as they relate to good nutrition and physical activity. This policy outlines the District's approach to ensuring environments and opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day. This policy applies to all students, staff and schools in the District.

Therapy Dogs Policy IMGB

The Board recognizes that specially trained therapy dogs can serve an important role in our schools, provided that the proper controls are in place. Therapy dogs work with their human handler (often the

dog's owner) in clinical settings, including schools, where they provide comfort and affection in the course of their work. The School Board authorizes the Superintendent or the Superintendent's designee to allow appropriate staff to make a therapy dog available to students during the school day only as provided in this policy. This policy is not intended to, and does not, allow students, parents, or staff to bring emotional support or comfort animals onto District property.

Tardies

Students who arrive after their first period class has started are tardy to school. Tardies to school may be excused with a note from the parent/guardian that explains the illness or emergency. The following rules will apply if the tardy is not authorized:

- 1st, 2nd & 3rd Tardy – Warning
- 4th, 5th, 6th & 7th Tardy – Detention
- 8th Tardy - Extended Day Detention
- Habitual Tardiness (9th or more) may result in In-School Suspension

Tardy notes need to be presented immediately upon entering Pelham High School. Unexcused school tardies will accumulate on a quarterly basis. Any single unexcused tardy of 20 minutes or more will be considered a class cut. Students who are tardy to class should report to the class to gain entry. Teachers have the right to impose consequences for tardiness to their class and may seek additional support for administrative consequences for habitual or egregious tardiness.

Truancies

The administration will address school truancy and contact the parent/guardian of the student, as well as the Pelham Police Department. An unauthorized absence from school is considered truancy and will be treated as such including disciplinary measures. For students with excessive unexcused absences, The Pelham Police Department (SRO) and/or Division of Child, Youth, and Family (DCYF) will be notified. See RSA 193:1, 2, 7.

Student Conduct Policy JIC

The Pelham High School Code of Conduct is founded on the belief that all members of the school community are expected to foster a culture of learning and respect. Consequences for misbehavior are graduated and based on the severity of the infraction. Possible consequences include:

- Teacher Detention-Teachers may assign after school detention for misbehaviors in their classroom
- Lunch Detention-Administration may assign detention to be served during a student's lunch. Students will have access to lunch.
- Extended Day Detention–Administration may assign extended day detention to be served after school on Wednesdays from 2:30-4:00. Transportation is the responsibility of the student. Failure to attend without prior administrative approval, will result in an In School Suspension (ISS).
- In School Suspension (ISS)
- Out of School Suspension (OSS)

Out of School Actions Policy JICDD

Students may be subject to consequences for conduct occurring during non-school hours off campus if the conduct causes or is reasonably likely to cause a substantial disruption to the school.

Out of School Suspension (OSS) Policy JICD

Students who receive an out of school suspension (OSS) may not participate in any school function or school related event for the duration of the suspension. Upon returning from the suspension, the student and their parents will meet with the Assistant Principal for a re-entry meeting to determine a plan to mitigate recurring behaviors and to determine necessary steps to ensure academic growth. Suspensions of less than 10 days may be appealed to the Principal whose decision is final.

The superintendent is authorized to issue a long term suspension which is the extension or continuation of a short-term suspension for a period not to exceed an additional 10 days beyond the duration of the short-term suspension. Only suspensions beyond 20 days may be appealed to the Pelham School Board. The Superintendent's decision regarding an extension of OOS is final.

Level I

Offenses which typically involve minor misbehaviors which impede orderly classroom procedures or interfere with the orderly operation of the school. These infractions can typically be addressed by a staff member and may require the intervention of administration.

Examples (not exclusive)	Staff Action	Disciplinary Options*
Bus Misconduct Damage to Property (unintentional) Deceiving or Lying to Staff Disrespect Disruptive Behavior Dress Code Violation Failure to Comply Forgery Improper use of District Equipment, Facilities and/or Resources Incomplete Homework/Class Work Late to Class Misuse/Missing Hallway Pass Plagiarizing/Cheating Presence in an Unauthorized Area Profanity or Unacceptable Language Pushing/Shoving Tardiness Unsafe Behavior Use/Possession of Personal Electronic Devices without Permission Violations Administration Considers Reasonable to Fall within this Level Wandering the hallways without a pass Loitering in the bathrooms	Verification of Offense Log of Infraction Referral to Administration Notification to Parent Student/Parent Conference with Administrator Referral to School Counselor	Behavioral Contract Detention Extended Day Detention Guidance/Health Services Loss of Make-up Privilege and/or Credit Loss of parking pass/denial of parking pass application Parent Contact Rearrangement of Seating Removal from Activities and/or Restitution for Damage Removal from Class Replacement/Repair of Damaged Property and Restriction of Privileges Special Assignment Suspension Verbal Reprimand Warning

**** The order of listed disciplinary options is not ranked or sequential, nor is it to be considered an all-inclusive list. The type and duration of discipline are within the discretion of the administration, based on the severity of the offense.***

Level II

Offenses include Level I infractions that are cumulative, premeditated or hostile; acts whose frequency or seriousness disrupt the learning climate of the school; acts that may constitute a threat to the health, safety, property, or welfare of students or staff.
Level II infractions generally require the intervention at the administrative level and may also require the intervention of outside agencies, including the police.

Examples (not exclusive)	Staff Action	Disciplinary Options*
Bullying Computer Vandalism/Physical Damage to Computer Resources; Purposeful Deletion of Information Stored by Others Disruption/Threat of Disruption or Harassment Threatening illustrations or images Extortion Failure to Serve Detention or Other Disciplinary Action Harassment/Sexual Harassment Indecent/Obscene Behavior or Possession or Use of Indecent/Obscene Material Instigating/Engaging in, promoting, or attempting to fight including the use of video or photography Insubordination (Failure to Follow Directives) Leaving School Property without Permission No Slur Violation Reckless Behavior/Endangering Others Solicitation without Permission Stalking Theft Threatening by Word or Act Truancy Unauthorized Transmission/Posting of Photo or Video Content Vandalism Violations which the Administration Considers Reasonable to Fall within this Level	Verification of Offense Log Infraction Referral to Administration Notification to Parent Student/Parent Conference with Administrator Referral to School Counselor Police/Agency Referral	Administrative Probation Alternative Education Detention Extended Day Detention Guidance/Health Services In-school Suspension Parent Conference Police/Agency Referral Removal from Class Activities Restitution for Damage (Replacement of Damaged Property) Restriction/Withdrawal of Privileges School/Community Service Suspension

**** The order of listed disciplinary options is not ranked or sequential, nor is it to be considered an all-inclusive list. The type and duration of discipline are within the discretion of the administration, based on the severity of the offense.***

Level III

Offenses include Level I and II infractions which are chronic, continuous, or severe. Level III offenses are acts that result in violent actions directed toward another person, destruction of property, or acts which pose a clear and present threat to the health or safety of others in the school.

Level III offenses are acts that are directed against persons or property that warrant immediate intervention. These acts are considered criminal and require intervention of law enforcement and/or action by the Pelham School Board.

Level III infractions are in violation of laws or regulations established by various government agencies and will involve the police.

Examples (not exclusive)	Staff Action	Disciplinary Options*
Arson Assault: Verbal or Physical Possession/Use of Drugs or Controlled Substance or Look-alike; Vapes/tobacco products; or Alcohol/Being Under Influence Possession of paraphernalia including but not limited to: rolling papers, pipes, vape juice, hookah pens, or other types of electronic delivery devices, vape chargers, or drug/vape related packaging Possession/Use of Weapon or Look-alike Selling/Distributing/Trafficking Drugs or Controlled Substance or Look-alike; or Alcohol Threatening/Terroristic Statements or Actions Unauthorized Use of Fire Alarm System Unlawful Entry/breaching security Use of Computer Resources for Obscene, Threatening, Violent or Illegal Purposes Violations the Administration Considers Reasonable to Fall within this Level	Student Removal from Situation Referral to Administration Verification of Offense Log Infraction Student/Parent Conference with Administration Student Assistance Team Referral Drug/Alcohol Evaluation Mental Health Welfare Evaluation Police/Agency Referral School Board Hearing	Administrative or Board Probation Alternative Education Expulsion Extended Day Detention Police/Agency Referral Restitution for Damage (Replacement/Repair of Damaged Property) School/Community Service Suspension Withdrawal of Privileges

**** The order of listed disciplinary options is not ranked or sequential, nor is not to be considered an all-inclusive list. The type and duration of discipline are within the discretion of the administration or School Board, based on the severity of the offense.***

Alcohol and Drugs Policy JICH

In accordance with school board policy, the use or possession of alcohol, tobacco/nicotine products are not permitted anywhere in Pelham High School or on school grounds.

Consequences for violations: Any student who possesses, transfers, or uses any drug, alcohol, or vape materials and/or paraphernalia is subject to consequences including a minimum of a 5 day out of school suspension for a first offense. Students who have multiple offenses or who are in possession of a large quantity will be subject to a minimum of a 10 day out of school suspension. The student's suspension may be reduced with successful completion of an action plan developed with the administration, the district mental health clinician, student's counselor, and the parent. The action plan will be documented and include benchmarks the student must meet. Failure to fully complete the action plan may result in the reinstitution of suspension days.

Tobacco Products ADC

State law prohibits the use of any tobacco product, E-cigarette, or liquid nicotine in any facility or upon any grounds maintained by the District. Students and minors are further prohibited from possessing such items in or upon any facility, school vehicle, or grounds owned or maintained by the District

Personal Searches JIH

All students are entitled to a safe and healthy educational environment. The school has the responsibility of trying to protect students from antisocial behavior on the part of irresponsible classmates. Furthermore, the school administrators must take preventative and disciplinary actions that are both swift and informal in order to be effective.

The school district retains ownership and possessory control over student lockers and desks, and therefore, always reserves the right to inspect lockers and desks.

School administrators have the authority to immediately, upon reasonable suspicion, search students, including handbags, backpacks, automobiles, and electronics. Students are expected to cooperate in investigations. Students not willing to comply with administration will be subject to consequences.

The administration of Pelham High School, in cooperation with the Chief of Police of Pelham or other authorized law enforcement officials may individually, or acting in cooperation, employ any technical means, including the use of drug sniffing dogs in announced and unannounced searches.

Procedure for Handling Incidents

For any student involved in taking, dispersing, or possessing alcohol, drugs or tobacco products on or off school property, eligibility to participate in athletics or extra-curricular will be withdrawn for 90 school days from the date of the incident(s). However, a student may apply for reinstatement of eligibility after 30 school days if they have successfully completed their Action Plan developed by their school counselor in conjunction with administration.

Please refer to the PHS Athletic Code for additional student athlete rules and information.

Self-Referral

When a student recognizes that they have a problem with alcohol and/or with drugs and reaches out for help and support, the school will cooperate as fully as possible with the student. No disciplinary sanctions will be imposed provided the following conditions are met:

- There is no immediate or apparent threat of harm to self or to others.
- The student is self-referred and not "caught" in violation of school or legal policies.
- Parent/guardian notification if appropriate.

A student under the influence of alcohol and/or drugs will be allowed one opportunity during their high school career to self-refer to a school counselor, nurse, or administrator prior to the discovery of being under the influence.

Student Restriction Policy

If a student has been suspended, the administration reserves the right to restrict the student from various events. The student and parent will be notified in writing that the student will not be allowed to attend those events that are either after school and are not related to a student's educational program.

Suspected Use

Any member of the school community concerned that a student is harmfully involved with alcohol or other drugs may make a referral to the school counselor, nurse, or administrator. All referrals are confidential.

No Slur School Policy AC-R2

At Pelham High School, we treat each other with respect and a certain level of formality appropriate to an academic setting. Differences are to be celebrated as a way for all of us to grow and learn from each other. To achieve this we need to create a place where differences do not make us outcasts. This requires tolerance and acceptance, understanding and patience.

Malice, hurtful speech, and actions have no place in our community. Pelham High School will not tolerate slurs or other conduct that insults, demeans, intimidates, or attacks another person based on race, color, national origin, age, sex, marital or economic status, religion, disability, familial status, or creed. Prohibited behavior includes written, verbal, physical, or symbolic acts intended to harm or exclude others based on their personal characteristics. It also includes the use of coded or parallel language, gestures, symbols, or other actions intended to indirectly reference or communicate a slur, regardless of whether a student believes such words or actions would be acceptable in another context.

Students who use slurs will be subject to two types of consequences. First, is a disciplinary consequence which can be up to and including suspension. Disciplinary measures will progress depending on the seriousness and context of the violation. Second, students will need to make amends to the person affected and the community. We would prefer that the student identify how to make amends in a way

the administrator can support; however, if that is not possible, the administrator may decide. Possible methods include a written apology, research into the impact of the language used, and/or a conversation with people in the community affected by the person's actions. Prior to returning to class, school, or extracurricular activities, a comprehensive reentry plan may be developed to address the needs of all individuals involved. This plan may include restorative measures, support from school counselors when appropriate, and additional steps to help repair relationships and ensure a successful return to the school community.

Pupil Safety and Violence Prevention (commonly known as the anti-bullying policy) Policy JICK

Bullying is defined as a single significant incident or a pattern of incidents involving a written, verbal, or electronic communication, or a physical act or gesture, or any combination thereof, directed at another pupil which:

(1) Physically harms a pupil or damages the pupil's property;

(2) Causes emotional distress to a pupil;

(3) Interferes with a pupil's educational opportunities;

(4) Creates a hostile educational environment; or

(5) Substantially disrupts the orderly operation of the school.

Bullying also includes actions motivated by an imbalance of power based on a pupil's actual or perceived personal characteristics, behaviors, or beliefs, or motivated by the pupil's association with another person and based on the other person's characteristics, behaviors, or beliefs.

Hazing Policy JICFA

Hazing is prohibited. No student organization operating at, or in conjunction with the Pelham School District, or any person associated with any student organization, operating at, or in conjunction with the Pelham School District, shall engage in or participate in hazing. No student or employee of the District shall participate in or be a member of any secret fraternity or secret organization that is in any degree related to the school or to a school activity.

Weapons in School Policy JICI

Weapons are not permitted in school buildings, on school property, in school vehicles, or at school-sponsored activities. This policy applies to students and members of the public alike. The Board makes the exception that weapons under control of law enforcement personnel are permitted.

Spectator Expectations and Conduct at School Events Policy KFA

Pelham High School believes that athletics, performing arts, and all co-curricular activities are an extension of the classroom. Participation in these programs provides valuable opportunities for students to develop character, leadership, teamwork, and sportsmanship. Accordingly, all school rules and expectations for respectful conduct apply at all school-sponsored events, including athletic contests, concerts, theatrical performances, ceremonies, and other co-curricular activities.

Students, parents, family members, and guests are expected to demonstrate positive sportsmanship and represent Pelham High School in a manner that reflects pride, respect, and integrity. Spectators are to support participants through positive encouragement and recognize that educational activities are intended to promote growth and learning for all students.

In accordance with New Hampshire Interscholastic Athletic Association (NHIAA) expectations, spectators are required to exhibit respect toward players, coaches, officials, performers, and fellow spectators. Unruly, demeaning, threatening, or violent behavior will not be tolerated and may result in immediate removal from the event and the loss of privileges to attend future school-sponsored or NHIAA-sanctioned events.

The following expectations apply to all spectators:

- **Respect Officials and Event Personnel:** Decisions made by game officials, judges, referees, and event staff are final. Shouting at, arguing with, confronting, or attempting to intimidate officials or event personnel is prohibited.
- **Demonstrate Appropriate Sportsmanship:** Spectators are expected to cheer positively for their team or performers and refrain from negative comments directed toward opponents, officials, coaches, performers, or other spectators.
- **Zero Tolerance for Harassment or Taunting:** Vulgar language, personal attacks, racial or ethnic slurs, discriminatory remarks, or any form of taunting intended to demean others are prohibited. Inappropriate conduct remains unacceptable regardless of intent or whether similar behavior was exhibited by others.
- **Artificial Noisemakers Prohibited:** Air horns, amplifiers, drums, megaphones, whistles, and other artificial noisemakers are not permitted at NHIAA regular-season or tournament events unless specifically authorized.
- **Follow Sport- or Event-Specific Guidelines:** Certain activities may have additional spectator restrictions. Examples include maintaining designated viewing areas at golf events and avoiding any conduct intended to distract participants during competition.
- **Respect the Educational Environment:** Students and spectators are expected to conduct themselves in a manner consistent with the standards of behavior expected during the school day.

Failure to comply with these expectations may result in one or more of the following consequences:

- Verbal warning from school personnel or event management;
- Removal from the event without refund;
- Restriction or suspension of attendance privileges for future events;

- Additional disciplinary action for students in accordance with the Pelham High School Student and Family Handbook; and/or
- Further action as permitted under NHIAA regulations and district policies.

Pelham High School appreciates the support of our families and community members and encourages everyone to help create a positive environment that promotes respect, sportsmanship, and a rewarding experience for all participants.

Dress Code Policy JICA

Students are expected to dress for school with a certain degree of formality.

The responsibility for the appearance of the students rests with the parents and the students themselves.

We believe that there is a definite positive correlation between good dress habits, good work habits, self-esteem, and appropriate school behavior. We also believe that the key to being properly dressed is wearing clothing that fits the surroundings, situation, and season.

When the dress of an individual student constitutes a health problem, is unsuitable for school wear, is a danger to any person, or causes a substantial and material disruption or disturbance, the principal shall take appropriate action to correct the situation.

The dress code within each school shall be administered fairly, consistently, and equally to all students. The dress code shall not be enforced in a manner that discriminates against a particular viewpoint according to the guidelines provided in Pelham School Board Policy JICE or results in a disproportionate application of the dress code in a manner that is discriminatory according to Pelham School Board Policy AC.

Enforcement must accommodate clothing worn by students as an expression of religious beliefs and worn by students with disabilities.

The general administrative policy is that extremes in dress should be avoided. All students are encouraged to appear in clothing appropriate for school use. Personal cleanliness must be exercised by all students.

Violators will be sent to the administration and asked to make appropriate adjustments to comply with the dress code, and/or may be asked to call home to acquire appropriate clothing. Repeat offenders will be issued in-school suspensions.

Students must wear:

- Tops: A shirt/dress with straps that covers the mid-section
  - Tops must cover undergarments
- Bottoms: Pants, skirts, leggings, shorts, etc.
  - Bottoms must cover undergarments
- Clothing that covers the genital areas, buttocks, and chest.
- Shoes or other appropriate footwear.
- Students may wear: caps, hats, and other headgear as long as the wearing does not impact safety or learning.

Students must not wear:

- Clothing shall have no words or artwork that glorifies alcohol, drugs, sex, tobacco, violence, vulgarity or death.
- Hoods
- Sleepwear such as pajamas

- Attire that obscures identity (hoods, face paint, halloween masks, etc.)
- Attire that may damage the property of the school, students, or staff

Please assist the faculty and staff of Pelham High School in creating a healthy learning environment by assisting your child in making good choices about what they wear to school each day.

Students who violate this policy will be given an opportunity to correct the situation by either changing the clothing, removing the clothing (if appropriate), wearing it inside-out, or other means as determined by administration so the student is in compliance with this policy. Students who repeatedly violate this policy may face more severe punishment, including detention, in-school suspension, or out-of-school suspension.

Co-curricular

Athletics

Athletic Handbook

Pelham High School is a proud member of the NHIAA, the governing organization of NH High School Athletics. If you have any questions or concerns, please contact the Athletic Director.

Clubs and Activities

The administration encourages the formation of various clubs and requires a staff member to serve as a club advisor and receive approval from the principal. Please be aware that all clubs, teams and organizations must obtain school board approval for fundraising activities. If a group would like to hold a fundraiser during the school day, permission must be obtained from the principal.

Dances

Dances are for Pelham High School students and their high school age guests. All school rules and policies will be in effect. One guest is allowed per student. Students inviting a guest that does not attend Pelham High School must complete a Guest Form for administrative approval. Guests must be cleared by Administration no later than 1 week prior to the day of the dance and are subject to all school rules and policies.

Students who have not attended school on the day of the dance, or who have been suspended from school will be denied admission. Students who are absent on the Friday before a weekend event will not be allowed to attend.

Students who leave the building during the dance without permission will not be readmitted.

Honor Societies

Pelham High School's eligibility and selection process for honor societies are determined by the appropriate honor society advisor.

Student Government

Student government charter information is available through the Student Government Advisors.

Overnight and Day Trips

Overnight and day trips have been arranged for students who are in "good standing" demonstrated by positive effort in classes, school attendance, and good citizenship in the school and community. Students who fail to meet these requirements will not be allowed to participate in such trips. Students are considered ineligible for overnight trips if they have been involved in any major or repeated violations including but not limited to drug and alcohol violations, weapons violations, or misbehaviors during the previous years. All bags are subject to a search by administration before the trip.

Health, Safety & Security

Accidents

Any injury, regardless of how small or how extensive, shall be reported to the school nurse.

Cameras/Video Surveillance Policy EEAA

The Board authorizes the use of video devices on District property to ensure the health, welfare, and safety of all students, staff and visitors.

College and Career Counseling

The College and Career Counseling Department serves all students in a variety of ways and is designed to meet the academic, career, and personal counseling needs of students at each grade level. Our goal is to assist students to achieve their maximum academic potential and encourage social and co-curricular experiences that promote personal growth. Services are delivered through individual counseling, group counseling, and classroom presentations. When necessary, referral to outside therapeutic personal and/or mental health counseling resources will be made. The school counseling program is available to assist students in making appropriate academic choices while helping students to cope with and manage challenging emotional and social situations. Counselors have an ethical responsibility and a professional duty not to reveal information to others learned in a private interaction with a student except when there are special and compelling circumstances or a legal mandate. Such exceptions include: the student is a danger to self or others; suspicion of child abuse and/or neglect; and/or other behaviors of significant concern to the best interest of the student as outlined by the ethical standards of the American School Counselor Association

Insurance

Students must have accident insurance to participate in intramural or extra-curricular athletics. School insurance is one form that covers this. Proof of insurance is required to participate. A school form for this purpose is available in the main office. Each student must return the envelope with a signature showing the parents'/guardians' wishes in this matter.

Medicine

While in school, students are not allowed to take any kind of medicine unless under direct supervision of the school nurse and with the appropriate notes from both the home and doctor. Students are required to give ALL medications to the school nurse, including over the counter medication.

Money and Valuables

Students are urged not to bring large sums of money to school with them. Pocketbooks, purses, wallets, etc., should not be kept in lockers.

Posting/Distributing of Materials on School Grounds

School related advertisements, announcements, posters, and other materials shall only be posted or distributed on school property with prior approval of the administration. Students are responsible for

removing their materials immediately after their event takes place. Outside organizations are allowed to post materials on the bulletin board near the counseling office.

Release of Information

Sec, 9528 of the Armed Forces Recruiter Access to Students and Student Recruiting Information Act states that the school is required upon request to provide names, addresses, and telephone listings to military recruiters or institutions of higher education. A high school student or his/her parent or guardian may request in writing that the information not be released.

Suicide Prevention and Response Policy JLDBB

Prior to the start of each school year, the Superintendent will designate a District Suicide Prevention Coordinator. The Coordinator will plan and coordinate the implementation of this policy for the School District. Each principal will designate a suicide prevention liasion for their school. This person is the point of contact in each school for issues relating to suicide prevention and policy implementation. The Superintendent and principals can designate additional people to act as points of contact when students are believed to be at an elevated risk of suicide.

District Suicide Prevention Coordinator:	Tara MacDonald, Director of Student Services
	603-635-1145 ext. 5003 tmacdonald@pelhamsd.org
Pelham High School Liaison:	Kelly Holmes, Principal
	603-635-2115 ext. 3001 kholmes@pelhamsd.org
Additional Designated Points of Contact:	TBD, Mental Health Clinician
	603-635-2115 ext. 3054 TBD@pelhamsd.org

Visitors

In order to ensure the safety of students and staff, all visitors must report to the main office to receive their visitor's badge. Our staff has been instructed to question any non-employee seen in the building not wearing a badge.

Technology

Responsible Use of Technology Policy JICL

The Pelham School District has a right to protect its network and technical resources. Therefore, any student who uses the school district's network while bringing their own personal device into the school building is required to adhere to the Responsible Use of Technology Agreement JICL-R .

Telephone Use

Our automated telephone system will allow you to leave a message directly with the staff person with whom you wish to speak or you may speak with one of the secretaries in the main office.

Personal Electronic Devices

Cell phones/personal electronic devices/smartwatches/earbuds or AirPods ARE NOT ALLOWED within any academic classroom setting, in bathrooms, locker rooms, and hallways.

Students WILL ONLY be allowed to use them before school and after school.

Students who need to make a phone call can come to the main office. The main office phone is not available for personal calls except for parent / guardian phone calls. Parents/Guardians are asked to avoid calling their child's cell phone during school hours.If it is an emergency, they can contact the main office to get a message to their child.

Personal Electronic Devices Disciplinary Procedures:

First Offense

- The student's device will be confiscated for the duration of school day
- The device will be returned to the student at dismissal
- An after school detention will be issued

Second Offense

- The student's device will be confiscated for the duration of school day
- The device will be returned to the student's **parent/guardian.**
- An Extended Day Detention will be issued

Subsequent Offenses

- May result in various consequences at the discretion of the administration, including but not limited to: family meeting, turning phone/device in daily, in-school suspension, out-of-school suspension, other interventionary plan, completion of educational modules or counseling referral

The student may not use any device to record, transmit, or post photos/video of other individual(s) without express permission of a staff member. Violation may result in school consequences as well as police involvement. Recording and/or posting and sharing videos or photos of others may constitute bullying or instigating violence and will be treated as such.

No images or video recorded on campus can be transmitted or posted at any time without the express permission of staff and/or participants. (An exception is made for public events such as sporting events, concerts, plays, etc.)

Administration reserves the right to confiscate a cell phone until the end of the school day.

Chromebook Care and Guidelines

Using Your Chromebook at School

Students are expected to come to school with your Chromebook fully charged every day and you will be expected to bring your Chromebook to all classes. The Chromebooks have an 8-10 hour battery charge that should last through a typical day. You may not leave your Chromebook at school to charge.

If a student does not bring their Chromebook to school:

- They may check out a loaner for the day, if one is available.
- If a student fails to bring their Chromebook to school frequently, then this may result in disciplinary action.
- If a student checks out a loaner, they will be responsible for returning the borrowed device to the office before 2:00 p.m.
- If the loaner is not turned in by the end of the school day, administration will be notified.

If a Chromebook needs to be repaired:

- A loaner Chromebook may be issued to students when they leave their school-issued Chromebook for repair due to accident or defects.
- If students are having their devices repaired the loaners can be taken home.
- Students will be contacted via e-mail when their devices are repaired and available to be picked up.

Using Your Chromebook Outside of School:

Students are encouraged to use their Chromebooks at home and other locations outside of school. A WiFi Internet connection will be required for the majority of Chromebook use, however there are some applications that can be used while not connected to the Internet. The district utilizes an Internet content filter in order to maintain compliance with the Children's Internet Protection Act (CIPA) and to protect students from obscene or harmful content. All Chromebooks, regardless of physical location, will have all Internet activity protected and monitored by the District.

Chromebook Care

Students are responsible for the general care of their assigned Chromebook. If a student has a Chromebook that is broken or fails to work properly they will need to bring it to the designated support area within the school as soon as possible so the issue can be diagnosed and addressed. In the first year of ownership, the device will also be covered against all defects in materials and workmanship. The vendor will provide normal replacement parts necessary to repair the Chromebook or a replacement is

warranted. The vendor warranty does not warrant against damage caused by misuse, abuse, or accidents.

In the event of damage to a student's chromebook that is deemed to be the result of misuse, abuse, or has been done intentionally, the student will be responsible for any repair or replacement costs incurred. Additionally, a student will receive a bill for a replacement charger or case. These charges are not to exceed the replacement cost of the items themselves as listed below.

Chromebook Replacement/Repair Fees: (estimated)
Chromebook: $300.00
AC Charger: $30.00
Case: $20.00

Maximum out-of-pocket (per incident): $350.00

Other damages including, but not limited to, removal of an Asset Tag, adding stickers, graffiti or other markings which cannot be removed may be subject to charge as well. If the entire Chromebook is covered with graffiti, a replacement device may be warranted at the cost listed above.

Loaner Chromebooks:
If a loaner chromebook is deemed necessary, and approved, it may be checked out from the building IT Technician. **Students will only be allowed 1 Loaner Chromebook.** In the event that a checked out loaner is left at home, lost, stolen, or in need of repair due to misuse, abuse or negligence, the student may be sent back to class without a device until the loaner device is located or repaired. Students will still be responsible for all classwork during this time spent without a device.

Chromebook Facts:
We utilize the Google Apps for Education suite of productivity and collaboration tools. This suite includes Google Docs (word processing), Spreadsheets, Presentations, Drawings, and Forms.

General Care and Precautions:

- No food or drink next to your Chromebook.
- Insert cords, cables or thumb drives carefully into the ports on your Chromebook.
- Only approved Skins or removable decals may be applied to your Chromebook. Your Chromebook must be free of any writing, drawing, or stickers that cannot be removed.
- Never carry a Chromebook by the screen. Always be sure the Chromebook is closed when carrying in the classroom
- Your Chromebook will come with a protective case and a charger. When traveling between classes or storing your Chromebook in your locker, **it must be protected and carried in the case**. Do not leave your Chromebook unattended.
- Do not loan your Chromebook to other students or individuals.

- Do not place objects on top of the Chromebook. The screen can be damaged.
- Only clean the screen with a soft, dry microfiber cloth and anti-static cloth.
- Do not tamper with the blue asset tag on the back of the Chromebook. If you notice it is peeling off, please return your Chromebook to the designated support desk for assistance. The district will maintain a log of all Chromebooks that includes the Chromebook serial number, asset tag code, and name and ID number of the student assigned to the device.

Transportation

Bus Procedure EEAE JICC JICC-R

Students must have regard for the safety and comfort of all students on the bus and have respect and consideration for the bus driver in exercising his/her job. The following guidelines suggest the role for students and parents as they relate to pupil transportation: Riding the school bus is a privilege. This privilege may be temporarily denied or permanently revoked if misconduct of the student jeopardizes the safe operations of the school bus or the safety of the children riding this bus, per School Board Policy EEA-R. Video and Audio taping on school buses has been authorized per School Board Policy EEAA.

Pupils transported on a school bus shall be under the authority of the district and under control of the bus driver. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reasons for a pupil to be denied the privilege of transportation in accordance with School Board Policy EEAE.

Bus Discipline

Students who do not follow the guidelines set forth by the bus driver will be written up and referred to administration. Disciplinary action will be determined on a case by case basis and relative to the severity and/or repetitive nature of the infraction.
Possible Consequences:

- Meet with an Administrator to process the situation and make a plan for improved behavior.
- Phone call to parents/guardians
- Lunch detention
- Administrative detention
- Suspension from riding the bus - length to be determined on a case by case basis
- Meeting with parents

Parking Information

Pelham High School agrees to provide the privilege of parking a vehicle to a registered student on its property for the following considerations which are always subject to the regulations indicated herein. Vehicles parked on school property are subject to search based on Pelham School District policy.

Parking at Pelham High School is for juniors and seniors, and by permission only. All vehicles not displaying the proper permit will be towed at the owner's expense. Students are granted the privilege to drive a motor vehicle to school provided they meet the criteria. Permission may be obtained from the Assistant Principal's office in accordance with announced dates, times, and requirements. Students must register any vehicle they drive to school and display the issued parking permit.

Parking Permit Criteria:

- A VALID driver's license.
- A current UP TO DATE registration.
- Proof of UP TO DATE insurance.
- SIGNED parking contract (will be attached to the email you receive over the summer).
- $20 cash or check (made payable to Pelham High School).

- No outstanding materials including library books, textbooks, and uniforms.
- Required hours of community service completed:
    - Minimum of 20 hours for Juniors
    - Minimum of 30 hours for Seniors

Students attending block 1 CTE Programs will be eligible to apply for a parking permit.

Seniors will be given first preference on parking. Juniors will be eligible for any remaining spots through a lottery system beginning in September. Juniors will receive an email with instructions for the lottery in September. Only juniors who complete the criteria will be considered for the lottery. Student parking permits are non-transferable.

Students who park on campus without a valid permit risk having their vehicle towed and will face consequences including detention and potential denial of future parking privileges.

The school is not responsible for the automobile or its contents and does not assume liability for damage or lost/stolen items. Vehicles should always be locked. Cars should not be driven in excess of 10 miles per hour on school grounds.

Notices of Policies

Anti-Harassment

The Pelham School Board expects all employees and members of the school community to conduct themselves in an appropriate and professional manner, with concern, dignity and respect for their fellow employees and the students. Harassment is a form of employment discrimination that violates Title VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act of 1967 (ADEA), the Americans with Disabilities Act of 1990, and RSA 354-A.

Child Abuse/Neglect – Mandatory Reporting Policy JLF

Statutorily Mandated Reporting – All Persons. Under New Hampshire law (RSA 169-C:29), every person who has "reason to suspect" that a child has been abused or neglected is required to report that suspicion to DCYF (Division of Children, Youth and Families of the New Hampshire Department of Health and Human Services) or directly to the police. Under RSA 169-C:30, the initial report "shall be made immediately via telephone or otherwise." The requirement to report is not dependent on whether there is proof of the abuse or neglect, nor is it dependent upon whether the information suggests the abuse or neglect is continuing or happened in the past. Any doubt regarding whether to report should be resolved in favor of reporting. Failure to report may be subject to criminal prosecution, while a report made in good faith is entitled to both civil and criminal immunity. Additionally, a "credential holder", as defined in New Hampshire Department of Education Rule 501.02(h), who fails to report suspected abuse or neglect risk having action taken by the New Hampshire Department of Education against his/her credential. See N.H. Code of Conduct for Educators, Ed. 510.05 (e). The report should contain: a. the name and address of the child suspected of being abused or neglected, b. the person responsible for the child's welfare, c. the specific information indicating neglect/abuse or the nature and extent of the child's injuries (including any evidence of previous injuries), d. the identity of the person or persons suspected of being responsible for such neglect or abuse; and e. any other information that might be helpful in establishing neglect or abuse. To report child abuse or neglect to DCYF, call 24/7 (800) 894-5533 (in-state) or (603) 271-6562. In cases of current emergency or imminent danger, call 911.

Child Find Notice

Under the Individuals with Disabilities Education Act, the Pelham School District is committed to providing all educationally disabled children between the ages of three (3) and twenty-one (21) years, who live within the District, with a free and appropriate education.

Eligible students who have left school prior to graduation have a right to return to receive special education until graduation or until they reach the age of twenty one (21) years. A disabled student who does not qualify for services under the IDEA may qualify for accommodations under Section 504 of the Rehabilitation Act of 1973. To make a referral, or for further information, you may contact the building Principal or Director of Special Education.

Non-Discrimination Policy Policy AC

The District in accordance with the requirements of federal and state laws, and the regulations implementing those laws shall not discriminate in its education programs, activities or employment practices on the basis of race, color, national origin, age, sex, sexual orientation, gender identity, gender expression, gender transition, transgender status, gender nonconformity, marital or economic status, religion or disability. The District will not discriminate against any employee who is the victim of domestic violence, harassment, sexual assault or stalking. Name, office address, email address, and telephone number

This Policy implements Titles VI and VII of the Civil Rights Act of 1964, the Age Discrimination Act of 1967, Title IX of the Education Amendment of 1972, Section 504 of the Rehabilitation Act of 1973, RSA 354-A, RSA 275:71, and RSA 186:11, XXXIII.

Any person having inquiries concerning the District's compliance with this Policy and the applicable laws and regulations may contact the Superintendent of Schools or the TItle IX Director, Mrs Joan Cote.

Policies

All up to date district policies are available online at www.pelhamsd.org

Administration and Staff Directory

Administration

Principal	Kelly Holmes
Assistant Principal	Katie Ralls
Assistant Principal	Sean Sullivan
Athletic Director	Michael Soucy
Special Education Coordinator	Cheryl Northrup
Title IX Coordinator	Toni Barkdoll
Administrative Assistant	Kristine Forbes
Assistant Principal's Secretary	TBA
Main Office Secretary	Sarah Costa

Academic Departments

Business	**Nora Detellis, Academic Dean** Cindy Brunelle
English	**Krista Day, Academic Dean** Alison Bowman Quinn Boyce Deb Jarvis Jennifer Nugent Jessica Parent Peter Waters
Family and Consumer Science	Lindsey Young
Fine Arts and Music	**Daniel Jones, Academic Dean** Catherine Kavarnos, Music Taylor Kudalis, Art Casey Locke, Art Kristen Rooney, Art Ryan Shumway, Music
Health and Physical Education	**Amy Simberg, Academic Dean** Rick Morgan Mark Searles
Mathematics	**Deborah Leondires, Academic Dean** Rich Davis Conor Gannon Jessica Makara Pam Sylvain Diane Tandy

Science	**Michelle Fox, Academic Dean** Janet Holden Tim Jozokos Kaleigh Martins Katherine Orletski
Social Studies	**Tristan Husby, Academic Dean** Ryan Clark Steve Charbonneau Darrin Coleman Leo Fitzpatrick David Torrisi
Technology	**Nora Detellis, Academic Dean** Jeanna Wagner, Integration Specialist
World Language	**Allison Laliberte Academic Dean** Audra Nolin Leigh Ann Rosse

School Services and Resources

In-School Suspension	**Robert Hailey**
College and Career Counseling	**Heather Kress, Academic Dean** Heidi Ritchie, Registrar Holly Emmett, School Counselor Erica Erelli, School Counselor Lisa Massahos, School to Career Admin. Assistant
IT Department	**Keith Lord, Director** Chis Curtin, Network/System Administrator Karen Churchill, Secretary Steven Mott, Technician
School Resource Officer	Corporal Brian Kelly
Media Center	Aubrey Carr
Health Services	Julie Phelan

Special Education

Case Managers	**Cheryl Northrup, Special Education Coordinator** **Lara Hoge, Academic Dean**

Instructional Assistants

Cheryl Northrup, Special Education Coordinator

Irene Scanlon
Lorrie Martin
Bernard Sanchis