

NORTH ATLANTA HIGH SCHOOL

Home of the Warriors



Student Handbook

2025-2026

North Atlanta High School Mission Statement:

Through a nurturing culture that embraces diversity, promotes academic rigor, and fosters integrity, North Atlanta High School will develop inquiring, responsible, and caring young adults who will graduate ready for college and career.

North Atlanta High School Vision Statement:

North Atlanta High School, through holistic learning and collaboration among students, educators, families, and community, will foster an environment of critical thinkers who are globally and culturally aware.

IB Mission:

The International Baccalaureate aims to develop inquiring, knowledgeable and caring young people who help to create a better and more peaceful world through intercultural understanding and respect. To this end the organization works with schools, governments, and international organizations to develop challenging programmes of international education and rigorous assessment. These programmes encourage students across the world to become active, compassionate and lifelong learners who understand that other people, with their differences, can also be right.

North Atlanta High School

4111 Northside Parkway

Atlanta, GA 30327

(404) 802-4700

This handbook is a living document. Changes will be made as Atlanta Public Schools' policies and North Atlanta High School's rules and/ or schedules change. Please report to a school administrator any discrepancies between this document and APS policies and practices. An up-to-date version of this handbook will be kept on the school website and app:

<http://www.atlanta.k12.ga.us/domain/3442>

North Atlanta High School

2025-2026 Administrative Team

Principal.....Angela Mitchell
Assistant Principal (9th Grade A-L).....Troynelius Waymon
Assistant Principal (9th Grade M - Z).....Byron Barnes
Assistant Principal (10th Grade).....Yamilsa Roebuck
Assistant Principal (11th Grade).....Yvette Yisrael
Assistant Principal (12th Grade).....Jill Stewart
Assistant Principal (Testing).....Venisha Johnson
AttendanceKaliliah Mackall
Athletic Director.....Andre Regan
IB MYP Specialist.....Lily Jenkins
IB DP/CP Specialist.....Danielle Costarides

School Counseling Department

9th Grade.....Shellie Marino
9th Grade Dionne Williams
10th GradeCassandra Jones
11th Grade.....Kaye Boykin
12th Grade.Marc Genwright
12th Grade.....Darryl Robinson
Graduation Coach (10-11).....John Flen

Who to Contact?

Questions about Academics - Please contact your teacher first. If you still need assistance, please contact the administrator over that curricular department, as shown below.

Troynelius Waymon..... ELA and Arts

Yvette Yisrael..... Science

Venisha Johnson.....Math and Special Education

Jill Stewart.....Social Studies

Yamilsa Roebuck.....ESOL, World Languages

Byron Barnes.....CTAE and PE/H

Being an "Inquirer" at NAHS

As **Inquirers**, you're encouraged to be curious and always want to learn more! This means you'll develop skills to find information on your own and with others. We want you to be excited about learning and keep that excitement going throughout your life.

This also means you should:

- **Explore your future:** Look into colleges and career options.
- **Use the Media Center:** It's a great place to do research and learn new things!

Your College & Career Center (CCC)

The CCC is here to help you plan your future!

- **College Visits:** If colleges come to visit NAHS, you need to sign up for those meetings through the CCC.

- **Visiting the CCC During Class:** If you want to go to the CCC when you have class, you need to follow the same rules as going on a "Field Trip" (check the "In-School Activities" section for details).
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Media Center Rules

The Media Center is a resource for everyone, so here are some rules to keep it a great place to learn:

- **Entry:** You can only enter if you're with a teacher, or have a pass from a teacher or the Media Center.
 - **Behavior:** Be quiet and stay focused on your work.
 - **Food & Drinks:** No food or drinks (not even water!) are allowed.
 - **Internet Use:** You must follow the school's Internet Use Policy.
 - **Printing/Copying:** You're responsible for any fees for printing or copying.
 - **Lost/Damaged Items:** If you lose or damage something, you'll be charged for it. Make sure all your debts are paid before you graduate or leave NAHS!
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Becoming "Knowledgeable"

To be **Knowledgeable**, you need to understand ideas across different subjects and connect them to local and global issues. To really learn and master what you're taught, it's super important to:

- **Be in Class:** Attend all your classes.
- **Be On Time:** Arriving late means you miss important info.
- **Participate:** Your grades will reflect how well you understand the material.

Why Attendance Matters: Missing just 5 classes in a semester means you've missed about 11% of that class! If you miss one class a month, you're only there for 89% of the time, and it'll be really hard to get a perfect grade without a lot of extra effort. Make-up work helps, but it can't replace being there for the actual lesson. Good attendance also helps you build positive habits for life!

Attendance & Tardies

Showing up on time and being present in class has a huge impact on your success! We have rules in place to help all North Atlanta High School Warriors be ready for college and careers when they graduate.

Tardies to Class

- **No Excuses:** Don't be late to class without a good reason.
 - **Door Closed:** When the bell rings, teachers will close their doors. If you're late, you must sign the tardy log.
 - **Absence Rule:** If you miss 45 minutes or more of a class, it counts as an absence for that class.
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Tardies to School

According to Georgia law, being late to school is usually unexcused, unless it's for these reasons:

- You're sick.
 - A death in your immediate family.
 - Religious holidays.
 - Court appearances.
 - If it's dangerous to come to school.
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Other Possible Consequences for Missing School/Being Late/Leaving Early:

These are some things that *might* happen if you have unexcused absences, tardies, or leave school early too often:

- Your school transfer could be taken away.
- You, your parents, and school staff might have meetings.
- In-school Suspension (ISS).
- Referral to a School Social Worker.
- Referral to Juvenile Court.
- Referral to Social Service Agencies.
- You could lose your driver's license or learner's permit.

- Your residency might be checked.
- You could lose school privileges (like parking, going to prom, participating in activities).
- You could lose senior privileges.

Make-Up Work for Excused Absences

If you have an **excused absence**, you *must* be allowed to make up any work you missed without being penalized!

- **Time Limit:** You have two weeks from the day you return to school to turn in missed work for full credit.
- **Work Due:** If something was due on the day you were absent (like a quiz, test, project, or paper), and you can submit it online, it's still due then. Otherwise, it's due immediately when you return to school.
- **Your Responsibility:** It's *your* job to make arrangements with your teachers to make up tests, classwork, and other assignments after you've been absent.
- **Teacher Policies:** Always check your teacher's syllabus for their specific make-up work policies.
- **Grades:** Your grades will go down if you don't make up missing work!

Absence Policy

According to state law, you can't be absent from a class without a legal excuse. Try to keep excused absences to a minimum!

Actions Taken for Unexcused Absences:

| Number of Unexcused Absences | Action Taken |
|------------------------------|--|
| 3 Unexcused Absences | A letter will be mailed home to your parents/guardians to let them know. |

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| 5 Unexcused Absences | Another letter will be mailed home, reminding your parents/guardians about possible penalties (like a misdemeanor violation). Your parents/guardians will be asked to meet with the Student Attendance Committee. You'll sign an Attendance Contract. Your senior privileges might be taken away. |
| 8 Unexcused Absences | You might be referred to the school social worker and face consequences for breaking your Attendance Contract (starting from the 6th unexcused absence). |
| 10 Unexcused Absences (Truancy) | You could be referred to Juvenile Court. If you have 10 unexcused absences in a row, you might even be withdrawn from school. |

Excused Absences from School

In Georgia, your absence from school is generally unexcused unless it's for these reasons:

- You're sick.
- A death in your immediate family.
- Religious holidays.
- Court appearances.
- If it's dangerous to come to school.
- To register to vote or to vote in a public election (up to one day per school year).

What to Do for Excused Absences:

- **Written Excuse:** For any of the above reasons, your parents or guardians *must* give the school a written note explaining why you were absent, and they need to sign it.
 - **Turn it in:** Take your written excuse to the Attendance Clerk when you return to school. They'll give you a pass to class if you need one. You can reach the Attendance Clerk at 404-802-4714.
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Being Counted "Present"

To be counted as present for the whole school day, you need to attend at least half of the school day.

Important Notes:

- **College Visits/Trips:** Visits to college campuses and out-of-town trips are generally **NOT** excused absences. However, you can use up to **2 educational days** for college visits if you have proper proof.
 - **Disciplinary Action:** If you miss school for an unexcused reason, or don't turn in a parent-signed note for an excused reason, you might face disciplinary actions like Administrative Lunch or Detention. If it keeps happening, you'll get more consequences (like more detention or ISS).
 - **No Early Checkouts:** You cannot be checked out of school after 3:00 PM for any reason.
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Cutting/Skipping/Being Out of Place

This means being absent without permission and it's a serious disciplinary issue.

- **Stay Where You're Supposed to Be:** You're expected to be in your assigned area at all times.
- **Hall Passes:** A hall pass only lets you go directly and quickly to a specific place.

Extra Notes on Skipping:

- These attendance rules also apply to students in directed study.
 - If an administrator checks your attendance and finds you've been skipping, you'll get consequences and your parents will be told.
-

Hall Passes

It's your responsibility to have the right hall pass!

- **Permission Needed:** You can't leave a classroom without a signed Hall Pass or a pass showing you have permission.

- **Show Your Pass:** You *must* show your Hall Pass to any staff member, substitute teacher, or anyone else who asks to see it.
 - **Quick Trips:** Minimize the time you're out of the classroom.
 - **Timing:** You can't leave class during the first or last 15 minutes of a class period.
 - **No Verbal Passes:** Your teacher saying "yes" doesn't count as a hall pass – you need a written one!
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Exams

Most classes will have a **Final Assessment**, including courses that have Georgia Milestone Assessment EOC exams. Some classes might also have Midterm exams.

- **Final Exam Schedule:** Finals are *only* given on specific days, usually the last four days of a semester. You **cannot** take them early for any reason, even if you have family travel plans.
- **Length:** Final exams are planned to take about 60 minutes.
- **Missing Finals:**
 - If you miss a Final Exam for an **excused reason**, you can make it up on the next day that school staff are working.
 - If you miss a Final Exam for an **unexcused reason**, you might get a zero for that exam grade.

Common Assessments

- **What they are:** These are tests created by teachers who teach the same grade and subject. In some subjects, the district has created common assessments.
 - **When they happen:** They're given around the 4.5, 9, 13.5, and 18-week marks of each semester.
 - **How they count:** They count just like any other test grade for the course.
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Final Exam Exemption Privilege

You might be able to skip your final exams if you meet certain requirements!

- **1st Semester:** This doesn't apply to any EOC, IB, or AP courses.
- **2nd Semester:** This applies to *all* courses, except for IB classes that aren't testing that year (like Year 1 classes).

To Be Exempt, You Must Meet ALL These Rules:

- Have a weighted grade average of **90% or higher** in the class.
- Be enrolled in the class for at least **75% of the semester**.
- **No ISS or OSS:** If you get In-School Suspension or Out-of-School Suspension during the semester, you lose your exemption for that semester.
- **No Cheating/Plagiarism:** If you get a referral for cheating or plagiarism, you lose your exemption for that semester.
- **No Class Cuts:** You can't have *any* class cuts for *any* class.
- **Few Tardies/No Cuts:** You can have no more than 5 tardies *and* NO class cuts for a class (this includes being late to first period).
- **Few Late Assignments:** You can have no more than 4 late assignments.
- **Exclusions:** This policy doesn't apply to online classes, classes taken at a college/university, or from outside providers.

Your Path to Graduation

To earn your North Atlanta High School diploma, you'll need a total of **24 credits**. Most of these are required classes, but you also get to choose some electives that interest you. If you're starting 9th grade in Fall 2024 or later, keep in mind that 3 of your elective credits need to be from classes in the same career pathway.

What Classes Do You Need?

Here's a quick look at the main subjects and how many credits you need for each:

| Subject | Credits Needed | What You'll Take |
|------------------------------|----------------|--|
| English/Language Arts | 4 | You'll take 9th Grade Lit/Comp , American Lit/Comp , and 2 more English classes (like AP/IB courses). |
| Math | 4 | This includes GSE Algebra , GSE Geometry , GSE Advanced Algebra , and one more math class (like AP/IB). |

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| Science | 4 | You'll need Biology 1, Physical Science or Physics 1 , one of Chemistry 1, Earth Systems, Environmental Science , or an AP/IB science course, plus one more science class. |
| Social Studies | 3 | This covers U.S. History, World History, ½ credit of Economics/Business/Free Enterprise , and ½ credit of American Government/Civics . |
| World Language | 2 | You'll need 2 credits in the same world language . |
| CTAE, World Language, or Fine Arts | 1 | You choose one credit from these areas. |
| Physical Education | 1 | This includes ½ credit of Personal Fitness and ½ credit of an elective PE class . |
| Health | ½ | You'll take ½ credit of Health . |
| Community Service | ½ (75 hours) | You'll need to complete 75 hours of community service. |
| Required Total | 20 ½ | |
| Electives | 3 ½ | Choose classes you're interested in! (Remember the pathway rule for incoming 9th graders in 2024-25.) |
| Overall Total | 24 | That's everything you need to graduate! |

How Grades Work

Our school focuses on helping you truly learn the material. That's why we have policies that allow you to show what you know, even if it takes a second try.

Your Grades at a Glance:

1. Your **official grades** are always in Infinite Campus (our student information system).
 2. Teachers typically enter at least **one grade every 5 school days**. They try to update grades weekly.
 3. If you don't "get it" the first time, your teachers will offer ways to **re-teach and re-assess** so you can master the content.
 4. Things like your **behavior, participation, and punctuality** are important, but they **don't directly affect your class grades**. They're assessed separately.
 5. You'll get **report cards** four times a year: after the 9th, 18th, 27th, and 36th weeks. The 9-week and 27-week reports are "progress reports." Only the grades after the 18th and 36th weeks (semester averages) go on your permanent transcript.
 6. For grades 6-12, your **final grade for each class** is based on all your work for that semester.
 7. You'll get **progress reports** at least four times a year.
 8. Check the student calendar for specific report card and progress report dates.
 9. We'll do our best to communicate about your grades in your parents'/guardians' preferred language.
 10. **No extra credit** is given in any classes.
 11. Teachers can give different assignments that cover the same learning goals.
 12. **Mastery Opportunities (Retakes!):**
 - If you want to show you've mastered a topic, you can **retake summative assessments** (like big tests or projects). "Mastery" means getting an **80%**. The retake will cover the same content.
 - You need to **ask your teacher** for a retake or re-do. Your teacher might give you a different version of the test.
 - You have up to **two weeks** from when you first get the grade back to take the retake. You'll get the higher of the two grades, but the maximum score you can earn on a retake is **80%**.
 13. **Missing Big Tests (Summative Exams):**
 - If you miss a major test, you have a **2-week grace period** to take it and still earn full credit.
 - If you take it after that 2-week grace period, you can still earn up to **80%**, but there will be a **20% deduction** from the score you get.
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Late Work Policy

It's always best to turn in your work on time! For any late assignments or alternate assessments, you should submit them before the 9-week grading period ends. For final exam exemptions, assignments and missing summatives must be completed **5 days before the first day of final exams** each semester.

- "Alternate summative assessments" are things like essays or projects that aren't taken during a single class period.
- If you turn in work late, the highest grade you can earn is **80%**. Starting from the first day it's late, there's a **20% deduction** for every **10 calendar days** it's late.

Late Work for IBDP and AP Classes:

| Days Late | % Off Earned Grade | Max Grade Possible |
|-----------|--------------------|--------------------|
| 1 – 10 | 20% | 80 |
| 11 – 20 | 40% | 60 |
| 21 – 30 | 60% | 40 |
| 31+ | 80% | 20 |

Late Work for Other Classes:

| Days Late | % Off Earned Grade | Max Grade Possible |
|-----------|--------------------|--------------------|
| 1 – 10 | 20% | 80 |
| 11 – 20 | 40% | 60 |
| 21+ | 50% | 50 |

Here's an example of how the 20% deduction works: If you get a 76 on an assignment but turn it in late (within the first 10 days), we'll deduct 20% from 76 (which is about 15 points). So, your recorded grade would be 61 ($76 - 15 = 61$).

Any work you haven't turned in will show up as an "M" for missing in Infinite Campus. Every assignment in the grade book needs a grade or a code.

Our Grading Scale:

- **100 – 90: A**

- 89 – 80: B
- 79 – 70: C
- 69 – 0: F

Class Rank, Valedictorian & Salutatorian

1. Your **class rank** is figured out at the end of each semester.
2. It's based on the numerical grades on your transcript.
3. We calculate class rank two ways: **weighted** (for advanced classes) and **unweighted**. Both might appear on your transcript.
4. The student with the **highest GPA** in the senior class is the **Valedictorian**.
5. The student with the **second highest GPA** is the **Salutatorian**.
6. APS has specific rules for choosing them.

Understanding IB Grades

If you're in an IB class (MYP or DP/CP), your grades will be based on a 1-7 scale, with each number describing your achievement:

| IB Mark | What It Means |
|----------|--|
| 1 | Minimal understanding of the goals. |
| 2 | Very limited understanding. You have trouble with the basics, even with help. |
| 3 | Limited understanding or clear difficulties in some areas. You need support to apply what you've learned. |
| 4 | Good general understanding. You can apply skills effectively in normal situations, sometimes showing analysis. |
| 5 | Consistent and thorough understanding. You can apply skills in many situations, usually showing analysis, synthesis, and evaluation. Sometimes original or insightful. |

| | |
|---|---|
| 6 | Consistent and thorough understanding. You can apply skills in a wide variety of situations. Consistently show analysis, synthesis, and evaluation. Generally original and insightful. |
| 7 | Consistent and thorough understanding. You can apply skills almost perfectly in many situations. Always show analysis, synthesis, and evaluation, and consistently produce high-quality, original, and insightful work. |

Grade Weights for Advanced Classes

If you take **Advanced Placement (AP)**, **International Baccalaureate (IB)**, or **Dual Enrollment classes**, your grades get a boost!

- If you earn a **70 or higher** in one of these classes, **10 points will be added** to your final numerical average.
- This weighted credit only applies to classes clearly labeled as AP, IB, or Dual Enrollment.
- **Honors or Gifted classes** do **not** receive weighted credit.
- Grades in regular classes cannot go over **100**.
- Grades in weighted classes cannot go over **110**.

If You're Struggling Academically

If your teachers notice you're having trouble, they'll reach out!

- Teachers will try to talk with your parents/guardians (in person, by email, or phone) as soon as possible to make a plan to help you. This usually happens by the progress report deadline.
- We'll use **Multi-Tiered System of Support (MTSS) protocols** to help students who aren't meeting expectations.
- If a teacher can't reach your parent/guardian within **5 business days**, they'll make a social work referral.
- If you get a grade below 70 ("Not Yet Meeting Expectations") on your final report card and your teacher hasn't followed up, you might get a temporary **"Incomplete (I)"**. This gives you a chance to reassess and show mastery.

Incompletes

- If you can't show mastery due to a documented medical absence or another reason approved by the principal, you might get a temporary "**Incomplete (I)**" with a written plan.
- You'll need to show mastery and get a final grade within **4.5 weeks**. The principal has to approve all grade changes.

Changing Grades

- If there's an error in a grade or calculation, it can be corrected at any time.
 - If you (or your parents) want to challenge a grade based on clear reasons, you can talk to the principal within **15 days** of the final report card. Any approved changes will be documented and also need approval from the Associate Superintendent.
 - Any "Incomplete" grades must be changed to a numerical grade by the middle of the next 9-week grading period.
 - Your parents/guardians and the Associate Superintendent will be notified if any grade changes are made.
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Joining Mid-Semester (Late Enrollment)

- If you enroll in school for less than 20% of the semester and don't have grades from your old school, you won't be required to have a grade on your report card.
 - If you come from another public or accredited private school, your grades from that school will be combined with your North Atlanta grades.
 - If you start mid-semester without grades from your old school (like from homeschooling or a non-accredited school), we'll look at your situation, check what you know, and make a plan to support you. You might get a temporary "**Incomplete (I)**" if a regular grade doesn't fully show your progress.
 - If you enroll after the deadline without grades from your previous school, you'll get "No Grade – NG" on your report card. You won't earn credit for these courses, and they won't affect your GPA or class rank.
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Taking Classes Online

North Atlanta supports online classes for a few reasons:

- **Credit Recovery:** If you failed a class, you might be able to retake it online to get the credit.
- **Enrichment:** You can take online classes for subjects we don't offer here (like Russian), with counselor approval.
- **Meeting Graduation Requirements:** If an online class helps you meet a graduation requirement that doesn't fit into your regular schedule (maybe because of your pathway classes).

Online Course Rules:

- The online class must be from an **accredited online school** that can grant Georgia high school credit.
 - You need approval from the NAHS Online Learning Coordinator, your counselor, and an administrator **before** you enroll.
 - You are responsible for the online coursework, and it's usually done outside school hours. (The exception is for Atlanta Virtual Academy classes where you have an NAHS teacher or AVA lab time.)
 - Your family is responsible for any fees related to online learning.
 - You have **one semester** to complete each 0.5 credit of online coursework.
 - You must provide official transcripts from your online school to the NAHS Online Learning Coordinator and your counselor within **five workdays** of finishing the course.
 - Your counselor will make sure your completed online courses are added to your APS transcript before the next semester starts.
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Repeating Courses / Credit Recovery

- You **can't retake a class** if you've already earned credit for it.
 - You **can repeat a class** if you earned a grade below 70. Both grades will appear on your transcript and count toward your GPA.
 - **Credit recovery** programs are available through Atlanta Virtual Academy (AVA), Georgia Virtual School Credit Recovery, and APS summer school programs.
 - Georgia Virtual School Credit Recovery charges a fee if you don't pass.
 - If you successfully complete a credit recovery course, both grades will still appear on your transcript and count toward your GPA.
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Testing Info

Some tests might require you to pay a fee.

- **SAT (Scholastic Aptitude Test):** Given on Saturdays several times a year. All juniors also get a free school day administration in March/April (check with the district for exact plans). See your counselor for applications and guides.
- **PSAT (Preliminary Scholastic Aptitude Test):** Given on a school day each fall for 9th-11th graders.
- **ACT (American College Testing):** Given on Saturdays several times a year. See your counselor for applications and guides.
- **AP Exams (Advanced Placement):** Taken in May. Register with the AP Coordinator.
- **IB Exams (International Baccalaureate Diploma Program):** Taken in May. Register with the IB Coordinator.
- **ASVAB (Armed Services Vocational Aptitude Battery):** Given to selected upperclassmen each fall. This test helps with career guidance. See your counselor or JROTC teachers for info. Retests are in February and July.
- **GEORGIA MILESTONE ASSESSMENT (End of Course Exam - EOC):** These are given at the end of Algebra 1, U.S. History, Biology, and Literature II. They count for **20% of your final grade** in those classes. If you don't take the EOC, you won't get credit for the course until you do. You might also take other diagnostic tests throughout the year.

Important for Testing Accommodations: If you need accommodations for College Board (SAT, PSAT, AP) or ACT tests, your parents need to request them directly through College Board and ACT. If you have any problems, let the school know.

Be a Thinker (Electronic Devices & Cheating)

We want you to be a critical and creative thinker! Electronic devices can be great tools for learning and projects. But you need to use them wisely and ethically. Don't use them to cheat or to harm others.

Electronic Devices (Including Cell Phones)

Our school has rules about phones and other personal electronic devices (PEDs) to make sure learning isn't interrupted and everyone feels safe and respected.

Fostering a Focused and Equitable Learning Environment: Our Electronic Device Policy

Our school is committed to creating an optimal learning environment where every student can thrive. To support this goal, our electronic device policy is designed to enhance focus, promote academic integrity, and ensure a safe, equitable experience for everyone.

Empowering Learning Through Thoughtful Device Use:

- **Dedicated Learning Time in Classrooms:** To maximize engagement and minimize distractions, we encourage students to fully immerse themselves in classroom activities. Personal electronic devices (PEDs) such as phones, tablets, smartwatches, and smart glasses are to be respectfully put away and out of sight during class time.
- **Essential Tools for Success:** We understand the value of technology in education. Approved calculators are welcome in class, and teachers may also grant permission for other devices when they directly support a specific learning objective.
- **Leveling the Playing Field with District Chromebooks:** To ensure fairness and equal opportunity for all students, all classroom, district, and state assessments will be conducted using school-provided Chromebooks. This ensures every student has access to the necessary technology for testing.
- **Minimizing Distractions for Deeper Learning:** To help students concentrate fully on lessons and discussions, teachers will collect student cell phones at the beginning of each class and return them promptly at the end. This simple practice helps create a distraction-free zone for optimal learning.
- **Upholding Academic Honesty:** Maintaining a fair and honest assessment environment is paramount. During tests, having any electronic device present, even if not in use, is considered a breach of academic integrity. We trust our students to uphold these standards, ensuring that all achievements reflect individual effort and knowledge.
- **Respecting Privacy and Safety:** To protect the privacy and well-being of our school community, taking or sharing photos, audio, or video of students or staff on school grounds or at school events is not permitted. This includes sharing content via text or social media, contributing to a respectful and secure environment for all.
- **Streamlined Communication for Support:** To ensure uninterrupted learning, student cell phone use for personal calls is reserved for before and after school hours. For urgent messages during the school day, parents can easily reach students by contacting the Main Office or Grade Level Office. This system ensures that important communications are handled efficiently without disrupting valuable class time.
- **Responsible Device Use: A Shared Understanding:** Bringing personal devices to campus is a privilege that comes with the responsibility of using them appropriately. We encourage students to be mindful of these guidelines. In instances of unauthorized use in class, devices may be held for safekeeping and returned at the end of the school day. While we encourage responsible device management, the school cannot be held responsible for lost or stolen personal devices.

Why These Guidelines Matter:

These guidelines are thoughtfully designed to **nurture a positive, focused, and equitable learning environment** by:

- **Promoting Academic Excellence:** By standardizing test environments and minimizing distractions, we empower students to demonstrate their knowledge fairly and confidently, fostering an environment of true academic achievement.
- **Enhancing Focus and Engagement:** By setting clear boundaries for device use, we help students minimize digital distractions, allowing them to fully engage with lessons, collaborate with peers, and deepen their understanding.
- **Cultivating a Safe and Respectful Community:** Our commitment to privacy safeguards ensures a secure and respectful atmosphere where all students and staff feel comfortable and valued.
- **Supporting Effective Communication:** By channeling urgent communications through school offices, we maintain the integrity of instructional time while ensuring that students receive critical messages promptly.
- **Ensuring Equity for All:** Providing school-issued Chromebooks for assessments ensures that every student has equal access to the necessary technology, creating a level playing field regardless of personal device ownership.

In short, ALL student electronic devices such as cell phones, smart watches and smart glasses must be powered off and kept out of sight during the school day.

1. Teachers are expected to collect cell phones from students as they enter the classroom.
2. Teachers MAY NOT allow students to use cell phones when they do not have their chromebook. Instead, teachers should have paper copies of the assignment available to hand out.
3. Students should request a pass to an office if they need to call a parent/home.
4. Students may not use personal computers for assessments. They MUST use district issued chromebooks.
5. Students who fail to comply are insubordinate and will result in disciplinary action.

We believe that by working together, we can create a learning environment where every student can thrive and reach their full potential!

For more details, you can check out the Atlanta Public Schools Board Policy JCDAF-R(0): "Use of Electronic Devices by Students."

<https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36031014&revid=ypZzaM9Wo24rCslshWu4z7zDQ==&st=Use%20of%20Electronic%20Devices%20by%20Students&mt=Exact>

Be a Communicator (Dress Code & How We Present Ourselves)

We want you to express yourself confidently! This includes how you communicate verbally, non-verbally, and even through things like posters. You can have dyed hair, different hairstyles, and your own personal clothing style. However, it's important that your clothing is appropriate for

school, just like there are expectations in a workplace. What you wear communicates something about you and your role here. Some clothes are great for the park or mall, but not for school.

Talking to Teachers

If you or your parents email teachers, please know that teachers have **48 business hours** to respond. If it's urgent, talk to your teacher before or after class.

Dress Code

North Atlanta High School respects your right to express yourself through what you wear. We also expect everyone to respect the school community by dressing appropriately for a K-12 learning environment. Your clothes should allow you to participate in learning safely and comfortably. This policy helps guide students, staff, and parents.

Basic Dress Rules:

1. Your clothing must cover the area from one armpit to the other, and go down to about **3 to 4 inches above your upper thighs**. Tops need to have shoulder straps. Rips or tears in your clothing should be lower than this 3-4 inch mark.
2. You must wear **shoes at all times**, and they should be safe for school (no pajamas, bedroom shoes, or slippers, unless it's a special school event approved by the principal).
3. If you wear see-through or mesh clothes, you need to have appropriate coverage underneath that meets the minimum dress code rules.
4. **No hats, hoodies (worn over your head), skull caps, or regular caps** are allowed indoors, unless it's for religious reasons, medical reasons, or a culturally relevant head wrap.
5. Some classes, like sports or labs, might require special uniforms or safety gear.

Other Important Dress Code Rules:

1. Your clothes can't show, suggest, advertise, or promote anything illegal, violent, or inappropriate (like weapons, alcohol, tobacco, drugs).
2. No clothes depicting or suggesting pornography, nudity, or sexual acts.
3. No clothes with rude, discriminatory, or offensive language or images.
4. No clothes that show or suggest hate speech/imagery against groups based on race, ethnicity, gender, sexual orientation, gender identity, religion, or any other protected group.
5. **No sunglasses inside the building.**
6. Don't wear clothing or accessories that could be dangerous to yourself or others.
7. No clothes, jewelry, accessories, tattoos, or grooming styles that, by their look, indicate membership in a gang that promotes illegal or disruptive behavior.

The school administration gets to decide what's appropriate to wear. If you don't follow these rules, you won't be allowed to go to class. Your parents will be called if you don't have appropriate clothes or if you refuse to change.

The Principal can make exceptions for specific reasons. You can find more info in the Atlanta Public Schools Board Policy JCDB: "Student Dress Code."

Posters and Publicity

- Any posters, flyers, or banners you want to put up must get **administrative approval first**.
 - Only put posters in designated areas, using only approved tape.
 - If you get approval to put up posters, you're also responsible for taking them down within **two school days** after the event is over.
 - Make sure your displays have good spelling and grammar, and aren't offensive to anyone.
-

Be Principled (Behavior and Rules)

We expect you to act with honesty, fairness, and respect for everyone. You are responsible for your actions and what happens because of them. When students don't meet these expectations, there are consequences.

Academic Integrity (No Cheating!)

The IB program (and our school) believes in **academic honesty**, which means being truthful and ethical in all your schoolwork. **Malpractice** or **academic misconduct** means doing anything that gives you or another student an unfair advantage.

This includes, but isn't limited to:

- **Plagiarism:** Using someone else's ideas, words, or work without clearly giving them credit. This can be intentional or accidental.
- Copying someone else's work and turning it in as your own.
- Giving your work to another student for them to copy.
- Using or trying to use unauthorized help (like AI, electronic devices, books, notes, old tests) on tests, quizzes, homework, papers, or projects.

- **Having a cell phone or other electronic device** (smartwatch, camera, video recorder) while taking an exam. You're expected to give all devices to your teacher at the start of an exam.
- Writing formulas, notes, etc., on your desk, paper, hands, or clothes to use without permission on tests.
- Talking during a test.
- Giving specific information about a test to someone who hasn't taken it yet.
- Changing a graded test paper, including changing grades or making up notes.
- Using electronic devices to send messages or answers for assignments.
- Using **Artificial Intelligence (AI)** without your teacher's clear permission and without properly citing it.

If we suspect you've violated academic integrity, it will be reported to an administrator.

Important: Cheating won't affect your academic grade for the assignment itself, but it **will lead to disciplinary actions** based on the student code of conduct. You'll still have to show mastery of the content you cheated on, usually under supervision.

Consequences for Academic Dishonesty:

| Offense | First Time | Second Time | Third Time |
|---------------------|----------------------------------|-----------------------------------|--------------------------------------|
| Academic Dishonesty | 1 day In-School Suspension (ISS) | 3 days In-School Suspension (ISS) | 1 day Out-of-School Suspension (OSS) |

Using School Computers

- Using school computers is a **privilege**, not a right, and can be taken away at any time.
- When you use APS computers or technology, you're agreeing that it can be monitored. You have **NO expectation of privacy** when using any APS network or system.
- Suspected violations will be reported to an administrator for possible disciplinary action.

Assemblies

- We have assemblies rarely because instructional time is so valuable.
- Act appropriately for the type of assembly (e.g., be quiet and respectful for guest speakers).
- Talking or other disruptions are not allowed.
- If you're disruptive, you'll be removed from the assembly and sent to an administrator.

Bus Conduct

1. Always follow the bus driver's instructions.
2. Misbehaving on the bus can lead to you being suspended from riding the bus and even from school.
3. You should only ride the bus you're assigned to based on your address.
4. Check the APS Student Code of Conduct for more bus rules.

Changing Your Address or Phone Number

1. You must keep your address and phone number updated with the Registrar. It's required for your enrollment.
2. If your phone number changes, tell the Registrar and your teachers (no paperwork needed).
3. To change your address, you need to bring an electric bill (dated within the last 30 days) and a copy of your lease or mortgage in your parent's or legal guardian's name.
4. If you're illegally attending North Atlanta (e.g., not living in the zone), you'll be reported to the district and could be removed.
5. School mail will always go to the address we have on file.
6. If mail comes back as undeliverable, we'll need to re-verify your address.

Checking Out of School

- All late arrivals and early departures are recorded in the Attendance Office.
- You **cannot check out** without your parent/guardian's permission and permission from the Attendance Office. This applies even if you're 18 or older.
- Once you've checked out, you're expected to leave campus immediately.
- If you return to school the same day, you must check back in with the Attendance Clerk.
- If you're leaving school because you're sick, you must report to the nurse's office. Your parent/guardian will sign you out there.
- Early check-outs end at **3:00 pm**.

Leaving School Grounds

You are **not allowed to leave school grounds** during the school day without permission from your parent/guardian AND the principal or their designee. You must follow the check-in/out procedures. Parental permission alone doesn't let you skip this step.

Consequences for Leaving School Grounds:

| Offense | Consequence |
|---------|-------------|
|---------|-------------|

| | |
|-----------------------------|---------------|
| 1st time | 1 Day of ISS |
| 2nd time | 2 Days of ISS |
| 3rd time and any after that | 1 Day of OSS |

Discipline Procedures (School Rules)

Classroom Expectations:

- Enter class quietly and find your seat.
- Come to class ready to learn with all your materials (books, pencils, paper, etc.) every day.
- Respect yourself, others, and their belongings.
- Follow all directions from staff the first time they're given.
- Follow all rules.

Code of Conduct Violations (see the full APS Student Code of Conduct for more info):

- **Helping with Behavior Violations:** If you cause, encourage, or help with a serious rule violation, you could face consequences as an accessory.
- **Disobeying Rules (Insubordination):** If you don't follow instructions from teachers, administrators, or other school staff, you'll face discipline.
- **Fighting:** Fighting or starting a fight is never okay at school or any school event, on or off campus. Violators will be suspended and might be sent to the APS Student Disciplinary Tribunal.

Consequences for Fighting:

| Offense | 1st Time | 2nd Time | 3rd Time or more |
|----------|------------|---|---|
| Fighting | 3 Days OSS | 5 Days OSS and a District Behavior Contract | 10 Days OSS and possible Tribunal Hearing |

Consequences for Verbal Arguments:

| Offense | 1st Time | 2nd Time | 3rd Time or more |
|---------|----------|----------|------------------|
| | | | |

| | | | |
|---------------------|--|-----------|------------|
| Verbal Altercations | 1 day ISS and a referral for SEL Mediation | 1 Day OSS | 3 days OSS |
|---------------------|--|-----------|------------|

Consequences for Vaping:

| Offense | 1st Time | 2nd Time | 3rd Time |
|------------------|--------------|---------------|---------------|
| Vaping/Marijuana | 1 day of OSS | 2 days of OSS | 3 days of OSS |
| Vaping/Nicotine | 1 day of ISS | 2 days of ISS | 1 day of OSS |

- **Gang Activity:** Any gang-related activity (symbols, graffiti, colors, fighting) is not allowed. This means three or more people formally or informally involved in illegal or disruptive behavior. This will lead to discipline.
- **Having or Being Under the Influence of Drugs/Alcohol/Tobacco:** You can't have any drugs, including prescription or over-the-counter meds (unless handled by the nurse). If you have or are under the influence of any mood-altering substance, you'll face discipline.
- **Inappropriate Language:** Swearing or inappropriate language is not okay and will lead to discipline.
- **Vandalism:** If you destroy or damage school property, you and your parents will be responsible for paying to replace it, and you'll face discipline (which might include community service to clean up the school).
- **Weapons:** Having any weapon on school property, at a school event, or on the school bus can result in suspension, arrest, a Tribunal referral, and expulsion.

Behavior That Requires Immediate Office Referral / Administrator Notification:

- Pulling a fire alarm.
- Disorderly behavior that seriously interrupts teaching or learning, or threatens the health/safety of students/staff.
- Cell phone/PED use during the school day or having your PED out
- Refusing to identify yourself.
- Using or threatening force.
- Vandalism.
- Possession of a dangerous instrument or weapon
- Harrassment/Bullying of students or staff
- Sexual contact
- Cheating/Plagiarism
- Having or using drugs or alcohol.

Behavior Off-Campus:

- You are responsible for your behavior while at or participating in school-sponsored activities, even if they're off campus.

Searches:

- The school has the right to search you, your locker, and your car if there's a reasonable suspicion that something wrong has happened or a rule has been broken.
- You might be asked to show what's in your bags, pockets, or containers at any time.

Your Rights if There's a Rule Violation:

- You'll be told what you're accused of.
- You'll have a chance to explain your side of the story.
- The administrator will act fairly and follow the school's rules and goals.

Possible Consequences for Classroom Offenses (unless it's something that needs an immediate office referral):

1. **First time:** Teacher warning.
 2. **Second time:** If the behavior continues, the teacher will try to change your behavior (e.g., move your seat, talk to you one-on-one, assign a class time-out). Teachers are encouraged to contact your parents at this point.
 3. **Third time:** Your teacher might give you **teacher detention** (with parent contact). Different departments or grade levels might hold detentions.
 - Teachers can't keep you after school for detention without written or verbal parent confirmation (they'll document it).
 - You must be told about your detention at least **48 hours in advance**.
 - The teacher decides what you do during detention (e.g., sit quietly, clean, extra work).
 - Your parents/guardians are responsible for arranging your ride home from detention.
 - If you don't go to your scheduled detention, you'll be referred to Administration for further consequences.
 - Teacher detention **cannot** be held during lunch or the regular school day.
 4. **Fourth time:** Your teacher will send an **Administrative Referral** and call your parents to explain the situation. The administration will then give you appropriate consequences.
- Consistent or repeated misbehavior can lead to more serious consequences, including a disciplinary Tribunal hearing and removal from North Atlanta High School.
-

Elevators / Stairs / Floor Access

- When you're going up or down just one floor (like from the 3rd to the 4th, or 2nd to 1st), you must use the **Central Warrior Stairwell**.
 - When you're moving around on your own grade level floor, use your **grade level stairs**.
 - It's **NEVER okay** to be on a floor or in an area where you don't have a class, unless you have a signed pass from a teacher or administrator.
 - Only use elevators if you're traveling **four or more floors**.
 - No more than **15 students** per elevator.
 - Don't move suddenly or jump around in elevators.
 - Don't try to force or hold elevator doors open.
-

Food and Drink

- Check the APS Board Policy JCDA-E(2) for full details.
- You can't have **food or drinks in classrooms**, except for water.
- You are **not allowed to have food delivered** from outside sources (like Uber Eats or DoorDash) during the school day.
 - Any food delivered by someone who isn't an immediate family member (listed as your guardian in our system) will be **taken away and will not be returned** to you or your parents.
 - You might also face disciplinary consequences.
- If you choose to finish your food or drink before class and it makes you late, your tardy will be unexcused, and you'll face consequences.
- You're **not allowed to sell anything**, including food, unless it's part of an official school fundraiser.
- Teachers who want to provide food or drinks to students, especially during class, must get permission from an administrator first. Generally, this is only allowed if it's directly related to what you're learning.

During Lunch:

- You must go to and stay in the cafeteria or other principal-approved area during your assigned lunch time.
- Sit down and stay seated during lunch.
- You're **never allowed to take food or drinks outside the cafeteria** unless an administrator has given you permission.
- Food **cannot be delivered** to students by outside food delivery services during the school day.
- You must pick up all your trash before leaving lunch.
- You are **not allowed to go to your car or leave campus** during lunch.

- Breaking these rules can lead to discipline, including community service to help clean up the school.
-

Graduation Ceremony Participation

- All students, including seniors, must attend school for the full **180 required days**.
 - Seniors must attend school every day, including scheduled graduation rehearsal days.
 - Only seniors who meet **all graduation requirements** by the end of senior final exams can participate in "Visions of the Future" and the May Graduation ceremonies. Senior final exams are usually in the second week of May.
 - You won't get your cap and gown, cords, or diploma cover until you're officially eligible to graduate and have paid all your school fees, whether that's in May or later (like summer graduation).
 - If you're not eligible to graduate in May, you might still be able to participate in some senior activities, depending on the administration.
 - Seniors who don't meet graduation requirements will still receive their yearbooks and any other gifts if they've paid their Senior Dues.
-

End of the School Day

- You must leave campus immediately by **3:45 pm** each day, unless you're staying for tutoring, a school-sponsored club, or an athletic event. Don't go back to your locker or other parts of the building.
 - Staying on campus after hours without supervision is considered **trespassing**.
-

Lockers

- For safety, you are **not allowed to share lockers** or tell anyone your combination.
 - The school is **not responsible** for items left in your locker.
 - You might lose your locker privileges if you use your locker inappropriately.
 - School officials have the right to inspect locker contents to ensure everyone's safety.
-

Morning Arrival

1. Everyone must enter the building through the **metal detectors**.

2. Be prepared for your bags to be searched as you go through the metal detectors.
 3. Breakfast is available in the cafeteria starting at **8:00 AM**.
 4. Breakfast ends at **8:20 AM** for everyone, except bus riders with a late bus pass.
 5. After breakfast, you can go to your grade level floors.
 6. First period starts promptly at **8:30 AM**.
-

Personal Stuff

- Try not to bring valuable personal items to school.
 - The school is **not responsible** for investigating lost or stolen property, including any personal electronic devices.
 - If you or your parents want to file a lost property report or a police report, see an administrator for help.
 - The school or district will **not pay you back** for stolen personal items. If you're found with stolen property, you'll be turned over to the school resource officers.
-

Public Displays of Affection

- Showing affection publicly (like hugging, kissing, or too much physical contact) is **NOT allowed** at school or at school events.
 - This will lead to disciplinary action.
-

Safety Rules

- You are **not allowed to leave campus** at any time without administrator permission.
- No running in the building or in crowded outdoor areas.
- No going into wooded areas on campus.
- No throwing objects.
- Stay on the right-hand side of stairs and hallways.
- No sliding down stairway railings.
- No lifting other students.
- No horseplay of any kind.
- Use safety equipment in lab classes.
- Only use sports equipment under the supervision of a staff member.
- No sporting activities are allowed during lunch.
- Report any safety concerns to an adult immediately.
- Sporting equipment (like lacrosse sticks or golf clubs) must be stored safely during the school day. Skateboards are not allowed on campus or APS buses.

Suspensions

- **In-School Suspension (ISS):**
 - You come to school during regular hours but don't go to regular classes, lunch, or events.
 - You are **NOT allowed** to participate in or attend any APS after-school activities or be on campus after school on days you have been assigned your ISS.
 - You will be allowed to make up the classwork you missed.
 - **Out-of-School Suspension (OSS):**
 - You are **not allowed on campus** at all for the entire suspension.
 - You are not allowed to participate in or attend any APS activities during your OSS.
 - You will be allowed to make up the classwork you missed.
-

School Debt

1. If you owe the school money for any reason, you need to pay it on time.
 2. Seniors or students transferring out won't get their diplomas or official transcripts until all debts are paid.
 3. You'll be expected to pay debts before getting things like parking passes or tickets to prom.
-

Student Parking

1. If you want to drive to school and park, you **MUST** fill out the online application and upload a copy of your current driver's license and insurance showing valid coverage for the car you're registering.
 2. A parking permit costs **\$75** for the full school year.
 3. You must agree to all rules about driving and parking on campus.
 4. If you don't register your car, park improperly, or drive unsafely, your parking privileges could be taken away for up to a year.
-

Your Responsibilities as a Student

1. Come to school every day.

2. Act responsibly and be polite to others.
 3. Be on time for class, ready to learn.
 4. Cooperate with all staff and follow instructions.
 5. Contact your teachers for any make-up work.
 6. Complete all work assigned by your teachers.
 7. Follow attendance procedures for being late, leaving early, and absences.
 8. Contact the school if you have questions about your attendance, grades, or transcripts.
-

Textbooks

- Textbooks belong to Atlanta Public Schools and are loaned to you.
 - Some classes don't use textbooks, and others might use additional books.
 - If you lose or damage a textbook, workbook, or electronic media, you'll have to pay for it.
 - You can check your book balance anytime through MyBackPack.
-

Be Open-Minded (Accepting Differences)

We want you to appreciate your own background and also respect the values and traditions of others. We encourage you to seek out different viewpoints and be willing to grow from new experiences. We're proud of our diverse student body, and we want you to celebrate your own cultures and traditions. Our school is a "No Place for Hate®" zone! We expect you to be mature and understand that other people, with their different ideas, can also be right.

Sexual Harassment and Bullying

- **Sexual harassment and bullying are not tolerated** at North Atlanta High School and will lead to disciplinary action.
 - **Cyberbullying** (bullying using technology) in any form is also not tolerated.
 - North Atlanta can discipline students for actions taken off-campus if they affect another student in school or negatively impact a student's safety and well-being at school.
-

Be Caring and Balanced (Involvement & Well-being)

We want you to show empathy, compassion, and respect. We're committed to service and want you to make a positive difference in the world. It's important to balance all parts of your life—school, physical activity, and emotions—to be well. We're all connected!

You need to complete **75 hours of community service** to graduate. Also, many academic programs, honor societies, and sports teams encourage or require community service. Our parents are important partners in your education. We encourage you to get involved in sports, clubs, and field trips. We also want you to avoid unhealthy activities that could harm yourself or others.

After School Activities

- You're expected to leave campus promptly by **3:45 pm** each day, unless you're staying for tutoring or a school-sponsored club or athletic event.
 - Extra-curricular activities are a great part of high school! But participating is a **privilege** that can be taken away if you don't follow rules.
 - After-school activities usually start around 3:45 pm or after the buses leave.
 - You must arrange your ride home **before** staying after school.
 - After your activity ends, you must leave campus immediately. Don't go back to your locker or other areas.
 - If you stay on campus without permission, it's considered **trespassing**, and you'll face discipline (like being banned from activities, suspension, or even being referred to a social worker or arrested by school police).
 - If you're a car rider, exit at the parent drop-off/pick-up side. If you're a bus rider, exit on the bus loop side. No one is allowed to re-enter the building once they've left.
-

Sports Involvement

School sports are a big part of our school.

To be eligible to play:

- You need a school-approved **physical exam** before your first practice.
- You must be in **good standing** with the school.
- You must have **passed five (5) classes** in the previous grading period.
- You must be enrolled in **eight (8) classes**.
- Being involved in sports depends on you having good behavior. Getting administrative referrals (being sent to the office) is **NOT** good behavior.
- If you're absent from class, you can't participate in workouts, practices, or competitions that day.
- Talk to the Athletic Director and coaches for more information.
- The Sports Booster Club helps raise money for our teams and boosts school spirit!

Sports Available at NAHS:

| Sport | Teams | Season |
|---------------|-------|----------|
| Baseball | Boys | Spring |
| Basketball | Both | Winter |
| Cheerleading | Both | All Year |
| Cross Country | Both | Fall |
| E-Sports | Both | Winter |
| Football | Boys | Fall |
| Golf | Both | Spring |
| Gymnastics | Both | Spring |
| Lacrosse | Both | Spring |
| Riflery | Both | Winter |
| Soccer | Both | Spring |
| Softball | Girls | Fall |
| Swimming | Both | Winter |
| Tennis | Both | Spring |
| Track | Both | Spring |
| Volleyball | Girls | Fall |
| Wrestling | Boys | Winter |

Community Service

- You must complete **75 hours of community service** to graduate.
- You must submit your community service proposal and then get hours approved on **TierSphere** which is found in **MyBackPack**. Your counselors can give you a list of organizations where you can volunteer.

- With administrator approval, teachers can award community service hours for activities done outside of instructional time (like tutoring before or after school).
 - You **cannot get paid or earn credit** for volunteer work.
 - If you're an IB Diploma candidate, you need to complete **150 CAS (Creativity, Action, and Service) hours** during your 11th and 12th grades.
 - If you're an IB Career-related Programme (CP) student, you need to complete **50 hours of Service Learning** during your 11th and 12th grades.
-

Field Trips and In-School Activities

- You'll get permission slips for field trips to take home for your parents/guardians to sign.
 - Turn in your signed permission slips to the staff member organizing the trip at least **ONE WEEK before** the trip.
 - If you don't turn in a signed permission slip at least a week in advance, you **CANNOT PARTICIPATE** in the trip or activity.
 - If you go on a field trip or participate in an in-school activity, you're responsible for making up any work you miss.
 - All school and district rules, including those for electronic devices and dress code, apply when you're on field trips.
-

PTSA (Parent Teacher Student Association)

1. The PTSA helps support our school – both inside (administration, teachers, students) and outside (families, community).
 2. You can sign up for their regular email updates at www.warriorfam.org.
-

Student Clubs and Organizations

- North Atlanta High School has tons of clubs to help you develop leadership skills, organization, and initiative.
- Some clubs might have specific requirements to join.
- Club officers are elected by members and approved by the administration.
- Every club meeting must have an adult sponsor present.
- You must leave the building immediately after any meeting or activity (see "After School Activities").
- Any fundraising activities will follow APS Board Policy.
- If you want to start a new club, get a club interest form from the Main Office.

- Joining clubs and activities is a **privilege** that can be taken away if you break school or district rules.
 - All new clubs have to go through an application process handled by the school athletic director.
-

Student Medical Needs

- The school nurse is in the clinic to help with your medical needs during the school day.
 - You need a teacher-signed pass to go to the clinic.
 - The nurse can give you first aid and a place to rest if you're not feeling well.
 - **ALL your medications**—prescription and over-the-counter—must be kept in the clinic and given to you only by the nurse.
 - You'll need a doctor's note for the nurse to keep your medications.
 - If you're sick and need to go home, the nurse will call your parent or guardian.
 - You must have an updated Clinic Card on file.
-

Tobacco, Alcohol & Drug Use

- North Atlanta High School is a **drug-free school zone**.
 - **Electronic cigarettes, vapes, Juuls, etc., are strictly forbidden.** If you have any part of one, you'll face disciplinary consequences.
 - Having or using any tobacco products, alcoholic beverages, or drugs on school grounds, on the school bus, or at any school activity is **strictly forbidden**.
 - Disciplinary action can include arrest and being referred to a disciplinary tribunal.
-

Be a Risk-Taker and Be Reflective (Learning & Support)

We want you to try new things, challenge yourself in classes, and be determined! We encourage you to work independently and with others to explore new ideas. Be resourceful and resilient when things are tough. Think about the world and your own experiences, and understand your strengths and weaknesses to help your learning.

We expect you to keep an eye on your grades throughout the semester and go to tutoring if you need it.

Counselors

- Each student has a counselor assigned to their grade level.
 - Your counselor can help you with personal issues, academic advice, and planning for your career.
 - You need an **appointment and a Hall Pass** to see your counselor.
-

Infinite Campus Parent Portal

1. We strongly encourage both students and parents to use the Infinite Campus Parent Portal to keep track of attendance and grades.
 2. Parents can get their first login and password from the Registrar's Office (if you had a login from another APS school, it still works here).
 3. If you have problems with the portal once you're logged in, talk to the Registrar.
 4. The Infinite Campus website is: <https://ic.apsk12.org/campus/portal/atlanta.jsp>
-

Schedules and Schedule Changes

- Your teachers, counselors, you, and your parents work together to make sure your class schedule is correct and helps you meet your goals.
 - Everyone involved is expected to know the graduation requirements and help you plan your four years of high school.
 - You can only request schedule changes for these reasons:
 - You've already passed the course.
 - You've been placed in the wrong class.
-

Student Support Team (SST) Procedures

1. If a teacher or parent is worried about your grades, behavior, health, or social skills, they can ask for help from the school's MTSS (Multi-Tiered System of Supports) team.
2. The MTSS Team can include:
 - Classroom teachers
 - Counselor
 - School social worker
 - School psychologist
 - Administrator
 - Other specialists in the school (like ESL, Reading, Speech Pathologist).
3. The MTSS process is the first step if you need a Section 504 Accommodation Plan or Special Education services.

4. Accommodations given for school **don't automatically transfer** to national or international tests like the PSAT, SAT, AP, or IB.
-

Tutorials

1. All teachers will hold at least **one tutorial session per week**. Check your teachers' syllabi for details.
 2. Teachers might also hold extra sessions before or after school.
 3. **No tutorials** will be held on Tuesday afternoons.
 4. You must leave the building immediately after tutorial.
 5. No students are allowed above the 3rd floor after **5:00 pm**.
-

General Safety

Power Outage

- If the power goes out, stay in your classroom or go to your class immediately.
 - Stay in the classroom until an administrator gives further instructions.
-

School Closing

- Sometimes, the APS Superintendent decides to close school for safety.
 - WSB radio and local TV stations WSB (ABC), WGCL (CBS), WAGA (FOX), and WXIA (NBC) are the official places for APS to announce school closings.
-

School Telephones

1. With permission, you can use school telephones if you need to contact a parent or guardian.
 2. Parents or guardians can leave messages for you with the Main Office.
 3. You won't be interrupted during class time unless it's an emergency.
-

Tornado & Fire Drills

- We'll have tornado and fire drills throughout the school year.
 - When you hear the alarm, everyone will move to their assigned safe areas.
 - Fire drill routes are posted in every room.
 - Stay in your assigned area with your teacher during the drill.
 - When you hear the bell, move quietly back into the building and go straight to your classroom.
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Visitors

- All visitors must report immediately to the **Main Office** and get a visitor's badge.
 - You are **not allowed to bring friends, family members, children, or any other visitors** to school.
 - If you prop doors open to let people in or help unauthorized visitors enter the building, you'll face disciplinary consequences.
 - All school-aged children must be with an adult at all times while on campus.
 - Student visitors are not allowed without administrative approval.
 - The principal can decide whether to allow classroom or school visits, and for how long.
 - Former students or staff can't enter classes or visit staff during the school day without proper permission from an administrator.
 - Visitors can't stay on campus after school hours without administrative approval and supervision.
 - School staff have the right to tell trespassers to leave. If they refuse, they can be prosecuted.
 - Parents should make an appointment to see a teacher, principal, counselors, or to visit classes.
 - Classroom visits require **24 hours prior approval** by the principal or a grade level administrator.
 - If permission is given, the visit time and date will be confirmed with the teacher and the person requesting the visit.
 - Unless it's part of a behavior plan, classroom visits are usually allowed for up to one class period, as long as they don't interrupt teaching.
 - Visitors generally can't help school staff with students unless the principal gives specific permission (like for field trips).
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Visiting International Students

As an International Baccalaureate World School, North Atlanta wants to help everyone understand and respect different cultures.

- North Atlanta accepts international students who are visiting as part of a formal exchange program, as long as all district rules and permissions are met. These exchanges can be for two weeks, a semester, or a whole school year.
 - International students who are **not** part of a formal exchange program cannot attend North Atlanta for any length of time.
 - International students might be allowed to **shadow** a current North Atlanta student if the principal approves.
 - Shadowing is limited to **two (2) days**.
 - They can't shadow on certain days, like test days.
 - They must provide a letter of recommendation from their home school.
 - All international students, whether enrolled or shadowing, must agree to follow all North Atlanta and Atlanta Public Schools rules. The school and district are not responsible for these students beyond the usual care given to any student.
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ACCA

- If you miss the bus, go to the media center. If the media center is being used for testing, go to the cafeteria.
- If you repeatedly miss the bus, you may be removed from ACCA.

Seniors with Minimum Day:

- If you have a minimum day, you **MAY NOT be on campus** during that period. This is a privilege for a shorter school day, not a "free period" to hang out.
- You must enter and exit through the main lobby when coming in for 2nd period or leaving after 3rd period. You also need to follow the sign-out process your counselor gives you.
- If you're found on campus during your minimum day period for the **3rd time**, your minimum day privilege will be taken away, and you'll be placed into a class for the rest of the semester/year.

Seniors with Directed Studies:

- If you're in "Directed Studies," it means you've been approved to work as an office aide or intern with a professional at the school.
 - This is a privilege for mature students, not a free period.
 - You must attend and not be tardy. You'll get a grade for your work in this role.
 - Seniors can only be assigned to a teacher for Directed Studies with special permission.
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