

## STUDENT POLICIES GOALS

Students are the first concern of the district, and must receive the primary attention of the School Committee and all staff members. To fulfill its obligation to students, the Committee will strive to spend most of its time in formulating policy amid considering other matters related to students. A similar commitment is expected of all staff members. In pursuing this primary goal, it is imperative that the good of the individual student be kept paramount.

The School Committee and staff shall work together to establish an environment conducive to maximum learning achievement for each student through meeting the following goals regarding students:

1. To individualize the learning program in order to provide appropriately for each student according to his or her specific background, capabilities, learning styles, interests, and aspirations;
2. To enhance the self-image of each student through helping him or her feel respected and worthy, and through a learning environment which provides positive encouragement aimed at success;
3. To provide an environment of reality in which students can learn personal and civic responsibility for their actions through meaningful experiences as school citizens;
4. To deal with students in matters of discipline in a just and constructive manner in accordance with Committee policy;
5. To provide in every way feasible for the safety, health, and welfare of students;
6. To promote faithful attendance and good work; and
7. To promote and observe the legal rights of students.

{Adoption date}

LEGAL REF: 603 CMR 26:00

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**Hull Public Schools**

## EQUAL EDUCATIONAL OPPORTUNITIES

In recognition of the diversified characteristics and needs of our students and with the keen desire to be responsive to them, the School Committee will make every effort to protect the dignity of the students as individuals. It also will offer careful consideration and sympathetic understanding of their personal feelings, particularly with reference to their race, creed, gender, religion, nationality, and physical and intellectual differences.

To accomplish this, the Committee and its staff will make every effort to comply with the letter and the spirit of the Massachusetts equal educational opportunities law (known as Chapter 622 of the Acts of 1971), which prohibits discrimination in public school admissions and programs. The law reads as follows:

No child shall be excluded from or discriminated against in admission to a public school of any town, or in obtaining the advantages, privileges and course of study of such public school on account of race, color, gender, religion, national origin or gender orientation.

This will mean that every student will be given equal opportunity in school admission, admissions to courses, course content, guidance, and extracurricular and athletic activities.

All implementing provisions issued by the Board of Education in compliance with this law will be followed.

LEGAL REFS: Title VI, Civil Rights Act of 1964  
Title VII, Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972  
Executive Order 11246, as amended by E.O. 11375  
Title IX, Education Amendments of 1972  
M.G.L. 76:5; 76:16 (Chapter 622 of the Acts of 1971)  
Board of Education Chapter 622 Regulations Pertaining to Access to Equal Educational Opportunity, adopted 6/24/75, amended 10/24/78  
Board of Education, Chapter 766 Regulations 10/74 - amended through 3/28/78, 603 CMR 26:00

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***Hull Public Schools***

## **DISCRIMINATION ON THE BASIS OF RACE, ETHNICITY, HANDICAP, RELIGION OR SEX**

### Active Efforts

1. The School Committee shall establish policies, promote regulations and procedures, and implement monitoring and evaluation practices that support and promote affirmative action and stimulate necessary changes to ensure that all obstacles to equal access to school programs for all persons regardless of race, gender, color, national origin, religion or limited English-speaking ability, no matter how subtle or unintended are removed. Such policies shall include a requirement for an annual evaluation of all aspect of the K through 12 school program to insure that all students regardless of race, color, gender, religion or national origin are given an opportunity to develop skills, competence, and experience, and to receive appropriate guidance so that they may be able to participate in all programs offered by the school including athletics and other extra-curricular activities. Special attention shall be given in this examination to schools and programs in which students of either gender or of racial or national origin groups present in the community are markedly under represented;
2. If participation in any school sponsored program or activity has previously been limited to students based on race, color, gender, nationality origin, or religion, then the School Committee shall make active efforts to insure that equal access to all school sponsored programs or activities be provided within the system;
3. It shall be the responsibility of the School Committee and the Superintendent to provide necessary information and in-service training for all school personnel in order to: (a) advance means of achieving educational goals in a manner free from discrimination on account of race, color, gender, religion or national origin; (b) enhance consciousness of the kinds of discriminatory and prejudicial practices and behavior which may occur in the Hull Public Schools;
4. The Superintendent, as an agent of the School Committee, shall promote and direct effective procedures for the full implementation of 603 CMR 26.00, and shall make recommendations to the Committee for the necessary policies, program changes, and budget resource allocations needed to achieve adherence to 603 CMR 26.00;
5. At the beginning of the school year, the Superintendent ... shall be responsible for sending to the parents of all school age children, in their primary language, a notice of the existence of St. 1971 c.622 and its implications. Such notice shall include the information that all courses of study, extra-curricular activities, and services offered by the school are available without regard to race, color, gender, religion or national origin. This notice may be included with other communications sent to parents by the school system. Upon request, the Department of Education shall provide a translation in requested languages to assist the Superintendent in complying with this section. The Superintendent shall inform the community of the existence of the law and of its implications through newspaper releases or radio or television announcements;
6. The Superintendent shall ensure that all students are annually informed in a manner certain to reach them of the existence of St. 1971, c.622 and its implications. Students shall be informed that all courses of study, extra-curricular activities, services, and facilities offered by the school are available without regard to race, color, gender, religion or national origin;

7. The Superintendent shall make certain that employers, who recruit new employees in and through the schools of the district, do not discriminate on account of race, color, gender, religion or national origin in their hiring and recruitment practices within the schools. Before any employer is allowed to recruit at or through any school, the employer shall be required to sign a statement that he/she does not discriminate in hiring or employment practices on account of race, color, gender, religion or national origin;
8. Since adults serve as role models for students, school authorities shall utilize adults in a variety of jobs, and as members of policy making committees, to the extent consistent with their contractual obligations, without regard to race, color, gender, religion or national origin;
9. Adults serving on athletic regulatory boards shall fairly represent the interest of both male and female students;
10. Because selective secondary schools have had atypical student bodies in the past, such selective secondary schools, including but not limited to selective academic high schools, regional vocational-technical schools and trade schools, shall admit qualified applicants of each gender and racial and ethnic groups in numbers proportionate to the existence of members of such class in the secondary school population of the geographic area served by that school. After the period for application to the school has closed, if it is found that qualified applicants of one of the above classes have not applied in numbers sufficient to maintain this proportion, qualified students of the other categories may be selected to fill the remaining openings;
11. Any contributions to a school for activities and monetary awards within or sponsored by the school or for scholarships administered by the school made after the effective date of 603 CMR 26.00 by any person, group or organization shall be free from any restrictions based upon race, color, gender, religion or national origin; and
12. The opportunity to receive guidance and counseling in a student's primary language should be made available to students from homes where English is not the primary language spoken.

LEGAL REF: 603 CMR 26:00  
M.G.L. 76:5

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***Hull Public Schools***

## ATTENDANCE AREAS

Attendance areas for the various schools of the town will be drawn up by the Superintendent and approved by the School Committee. The primary considerations that govern the establishment of a school attendance area are school capacity and transportation considerations. Generally, students will attend the school in the attendance area in which they live.

In establishing an attendance area, the following general guidelines will also be applied:

1. Use of safe walking conditions consistent with the Committee's transportation policies; where possible, major traffic thoroughfares and natural barriers will be used for boundaries; and
2. Honoring community of interest; where possible, school attendance zones will incorporate community patterns.

From time to time an overcrowded condition in an existing school, the development of new residential areas, or the opening of a new school may require the establishment or change of previously established school attendance areas.

The Committee will confer with community representatives prior to setting new attendance lines. However, the Committee's primary basis for judgment must be equality of educational opportunity for all students rather than the personal desires of any one group.

The Superintendent is authorized to make exceptions to attendance lines for individual children in the best interests of the student and/or the school.

LEGAL REFS: M.G.L. 71:37C; 71:37D; 71:37I; 71:37J  
Board of Education Regulations Pertaining to Section 8 of Chapter 636 of the Acts of 1974, Regarding Magnet School Facilities and Magnet Educational Programs, adopted 2/25/75  
Board of Education Regulations Pursuant to Chapter 636 of the Acts of 1974, adopted 9/10/74  
Board of Education Regulations Pertaining to the Preparation of Racial Balance Plans which Involve Redistricting, adopted 4/24/73

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***Hull Public Schools***

## ASSIGNMENT OF STUDENTS TO SCHOOLS

Generally, students will be required to attend school in the attendance area in which they reside, unless the Superintendent has granted special permission.

Special permission may be granted for the following reasons:

1. If the change involves an exceptional child a hardship case or if there are medical considerations;
2. If the change appears to be in the interests of the child of the schools and for disciplinary and administrative reasons;
3. If the legal residence of a child changes from one attendance area to another during the school year and the parents wish the child to remain in his/her former school; permission will not extend beyond the current school year; or
4. To permit secondary school students to take courses not offered in their assigned schools.

School bus transportation will not be provided for students attending schools outside their attendance area unless they can be accommodated on existing bus routes and schedules; or an exceptional child is involved; or unless the School Committee grants specific permission.

LEGAL REFS: M.G.L. 71:37C; 71:37D; 71:37I; 71:37J  
Board of Education Regulations Pertaining to Section 8 of Chapter 636 of the Acts of 1974, Regarding Magnet School Facilities and Magnet Educational Programs, adopted 2/25/75  
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***Hull Public Schools***

## **ENTRANCE AGE**

1. The entrance age to the Kindergarten is 5 (5) years as of September 1. The entrance age to first grade is six (6) years as of September 1;
2. There shall be a pre-entrance age conference between the Kindergarten teacher, parent and child by September of each year; and
3. Direct grade level transfers from other public school systems in will be made for children who have successfully completed kindergarten or are enrolled in the higher grades. Transfers during or upon completion of kindergarten from non public schools will be handled on a case-by-case basis.

Certification of birth and any required physical examinations and immunizations shall be required at the time of registration.

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***Hull Public Schools***

## SCHOOL ADMISSIONS

All children of school age who reside in the town will be entitled to attend the public schools, as will certain children who do not reside in the town but who are admitted under School Committee policies relating to nonresident students or by specific action of the School Committee.

Advance registration for prospective kindergarten students will take place in April. Every student seeking admission to school for the first time must present a birth certificate or equivalent proof of age acceptable to the Principal, proof of vaccination and immunizations as required by the state and the School Committee. Proof of residency of legal guardianship will also be required by the school administration.

The Principal shall notify the Superintendent on a monthly basis of student admissions.

LEGAL REFS: M.G.L. 15:1G; 76:1; 76:5; 76:15; 76:15A  
603 CMR 26:01; 26:02; 26:03

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***Hull Public Schools***

## SCHOOL ADMISSIONS

### Purpose and Construction of 603 CMR 26.00

1. 603 CMR 26.00 is promulgated to insure the right of access to the public schools of the Commonwealth and the equal enjoyment of the opportunities, advantages, privileges and courses of study at such schools without regard to race, color, gender, religion or national origin. 603 CMR 26.00 shall be liberally construed for these purposes; and
2. The obligation to comply with 603 CMR 26.00 is not obviated or alleviated by any local law or rule or regulation of any organization, club, athletic or other league or association which would limit the eligibility or participation of any student on the basis of race, color, gender, religion or national origin.

### School Admissions

1. All public schools in the Commonwealth shall admit students without regard to race, color gender, religion or national origin. This includes, but is not limited to regional vocational-technical schools, elementary, secondary, trade, and selective academic high schools;
2. No school shall discourage in any express or implied manner, applicants for admission because of race, color, gender, religion or national origin. Written materials used by a school to recruit students shall not contain references suggesting the predominant gender of the students presently enrolled or the anticipated gender of the students to be recruited. Pictorial representation, in the agreed, in such material shall depict students of both genders and of minority groups. Reference to only one gender in the name of schools, programs or activities shall not be retained;
3. The national citizenship of any applicant shall not be a criterion for admission to any public school nor shall national citizenship be a factor in the assignment or availability of courses of study or extra-curricular activities;
4. Any standards used as part of the admissions process, including but not limited to testing, the use of recommendations and interviewing, to any public school (as referred to in 603 CMR 26.02 (1)) shall not discriminate on the basis of race, color, gender, religion, or national origin. Limited English-speaking ability (as defined by M.G.L. 71A:1) shall not be used as a deterrent to or limitation on admissions;
5. If admission to any school, including but not limited to selective academic high schools, regional vocational-technical schools and trade schools, is dependent upon the participation or completion of courses or programs which were previously limited to students of one gender or if close scrutiny reveals that access mechanisms or other administrative arrangements have limited the opportunities of any racial, ethnic or religious group of students to participate in such programs, then such criteria must be abolished; and

6. Nothing in 603 CMR 26.00 shall be construed as to control the interpretation of or interfere with the implementation of St. 1965, c. 641, as amended by St. 1974, c. 636, providing for the elimination of racial imbalance in public schools, all rules and regulations promulgated in respect thereto and all court and administrative decisions construing or relating thereto.

LEGAL REFS: M.G.L. 15:1G; 76:1; 76:5; 76:15; 76:15A; 71A:1  
603 CMR 26:01; 26:02; 26:03

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***Hull Public Schools***

## ADMISSION OF RESIDENT STUDENTS

Any school age person who resides in Hull is a "resident student" unless the school staff finds that he or she is residing in Hull primarily or exclusively for the purpose of attending the Hull schools. The following situations, in most cases, shall prevent such a finding:

- C. The person resides with at least one parent or guardian who is a resident of Hull;
- D. The person resides with a brother, sister, grandparent, aunt or uncle over the age of 18 years who is a resident of Hull, and who becomes the legal guardian of that person; or
- E. The person is over the age of 18 years and has established his or her independent residence in Hull.

If the school staff finds that the person is a resident of Hull primarily or exclusively for the purpose of attending Hull Public Schools, the person shall be a "non-resident student," subject to Policy JFAAA, and subject to a tuition charge. Any such finding may be appealed to the Superintendent and then to the School Committee.

A school age person's status as a resident student lasts only as long as he or she continues to meet the requirements of a "resident student." A resident student who becomes a nonresident student during a school year may remain a student on a non-resident basis in Hull school for the remainder of that school year.

LEGAL REF: M.G.L. 76:6

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***Hull Public Schools***

## **EVIDENCE OF RESIDENCY/GUARDIANSHIP**

In the event that a young person residing within the Town or Hull lives with adults who are other than his/her natural parents or legal guardians, the following requirements must be carefully compiled with:

1. Clear evidence that the move to this community has in no way been prompted by previous problems in another school district must be provided. A transcript of record and a statement showing good standing must be filed with the Principal;
2. A legally notarized statement must be provided, signed by the natural parent or certified legal guardian, explaining: (1) the reason (s) why the change in residence has occurred, and (2) the expressed desire of said parent/guardian to transfer the responsibilities of guardianship specifically to these adults with whom the child is to reside;
3. A legally notarized statement from the adults with whom the student is to live certifying (1) that they are bonafide residents of the Town of Hull, and (2) that they willingly accept full responsibility for the care and direction of the young person being given into their charge. They are to file this statement with the understanding that they are to be held responsible for the conduct and well being of said student in all aspects of the student's participation in school programs in this school system.

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***Hull Public Schools***

## **HOMELESS STUDENTS: ENROLLMENT RIGHTS AND SERVICES**

To the extent practical and as required by law, the Hull Public Schools will work with homeless students and their families to provide stability in school attendance and other services. Special attention will be given to ensuring the enrollment and attendance of homeless students not currently attending school. Homeless students will be provided district services for which they are eligible, including Head Start and comparable pre-school programs, Title I, similar state programs, special education, bilingual education, vocational and technical education programs, gifted and talented programs and school nutrition programs.

Homeless students are defined as lacking a fixed, regular and adequate nighttime residence, including:

1. Sharing the housing of other persons due to loss of housing or economic hardship;
2. Living in motels, hotels, trailer parks or camping grounds due to the lack of alternative adequate accommodations;
3. Living in emergency or transitional shelters;
4. Being abandoned in hospitals;
5. Awaiting foster care placement;
6. Living in public or private places not designed for or ordinarily used as regular sleeping accommodations for human beings;
7. Living in cars, parks, public spaces, abandoned buildings, substandard housing, transportation stations or similar settings;
8. Migratory children living in conditions described in the previous examples.

The Superintendent shall designate an appropriate staff person to be the district's liaison for homeless students and their families.

To the extent feasible, homeless students will continue to be enrolled in their school of origin while they remain homeless or until the end of the academic year in which they obtain permanent housing. Instead of remaining in the school of origin, parents or guardians of homeless students may request enrollment in the school in the attendance area in which the student is actually living. Attendance rights by living in attendance areas, other student assignment policies, or intra and inter-district choice options are available to homeless families on the same terms as families resident to the district.

If there is an enrollment dispute, the student shall be immediately enrolled in the school in which enrollment is sought, pending resolution of the dispute. The parent or guardian shall be informed of the district's decision and their appeal rights in writing. The district liaison will carry out dispute resolution as provided by state rule. Unaccompanied youth will also be enrolled pending resolution of the dispute.

Once the enrollment decision is made, the school shall immediately enroll the student, pursuant to district policies. If the student does not have immediate access to immunization records, the student shall be admitted under a personal exception. Students and families should be encouraged to obtain current immunization records or immunizations as soon as possible, and the district liaison is directed to assist. Records from the student's previous school shall be requested pursuant to district policies. Emergency contact information is required at the time of enrollment consistent with district policy, including compliance with the state's address confidentiality program when necessary.

Homeless students are entitled to transportation to their school of origin or the school where they are to be enrolled. If the school of origin is in a different district, or a homeless student is living in another district but will attend his or her school of origin in this district, the districts will coordinate the transportation services necessary for the student, or will divide the costs equally.

The district's liaison for homeless students and their families shall coordinate with local social service agencies that provide services to homeless children and youths and their families; other school districts on issues of transportation and records transfers; and state and local housing agencies responsible for comprehensive housing affordability strategies. This coordination includes providing public notice of the educational rights of homeless students in schools, family shelters and soup kitchens. The district's liaison will also review and recommend amendments to district policies that may act as barriers to the enrollment of homeless students.

LEGAL REFS: Title I, Part C  
No Child Left Behind Act, 2002

*First reading 2004 revision: December 13, 2004*

*Second reading: January 10, 2005*

*Adoption: January 31, 2005*

*Proposed reconsideration: January, 2010*

*Hull Public Schools*

## **STUDENT WITHDRAWALS**

The Principals shall notify the Superintendent of Schools, on a monthly basis, of the names of students who have withdrawn from the Hull Public Schools.

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*Hull Public Schools*

## ADMISSION TO COURSE OF STUDY

1. Each and every course of study offered by a public school shall be open and available to students regardless of race, color, gender, religion or national origin. Nothing herein shall be construed to prohibit the use of prerequisite requirements that have been demonstrated to be essential to success in a given program. However, if participation in a course or program is dependent upon completion of a prerequisite which was previously limited to students of one gender, or if close scrutiny reveals that access mechanisms or other administrative arrangements have limited the opportunities of any class of students to participate in such prerequisites, then all members of the previously excluded group shall be given the opportunity to acquire the prerequisites or be allowed to enter the program without such prerequisites. If it cannot be shown that a prerequisite is essential for success in a given program, the prerequisite shall be abolished;
2. The determination of what courses or units of study are to be required of any student shall also be made without regard to the race, color, gender, national origin or religion of that student;
3. The scheduling of students into courses or units of study shall not be done on the basis of gender, color, race, religion or national origin;
4. Each student, regardless of race, color, gender, national origin, religion, or limited English-speaking ability, shall have equal rights of access to courses of study and other opportunities available through the school system of the city or town in which the student resides, along with appropriate bilingual instruction and programs or other curriculum offerings of a supportive nature such as appropriate remedial programs; and
5. Nothing in 603 CMR 26.03 shall be construed to prevent particular segments of a program of instruction from being offered separately to each gender when necessary in order to respect personal privacy.

LEGAL REFS: M.G.L. 76:1; 76:5; 76:15; 76:15A  
603 CMR 26:01; 26:02; 26:03

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***Hull Public Schools***

## STUDENT ABSENCES AND EXCUSES

Regular and punctual school attendance is essential for success in school. The Committee does recognize that parents of children attending our schools have special rights as well as responsibilities, one of which is to ensure that their children between the ages of 6 and 16 attend school regularly, in accordance with state law. State law requires the school system to investigate cases of excessive school absence. For this purpose, the Committee defines excessive absence as more than five unexcused absences per five-month semester. All absences (even those authorized by parents) are considered unexcused unless the required documentation is provided.

Therefore, students may be excused temporarily from school attendance for the following reasons:

1. Illness or quarantine (with a doctor's note);
2. Bereavement or serious illness in family;
3. Weather so inclement as to endanger the health of the child;
4. For observance of major religious holidays; or
5. Legal (with documentation from the court, lawyer etc.)
6. Other qualifying event – a student may be excused for other absences with approval from the school administrator.

Documentation for the above absences should be provided to the school principal or designee within five (5) school days of the absence. Documentation provided after 5 school days will require a meeting with the principal or attendance counselor. No documentation for the school year will be accepted after June 30<sup>th</sup> of that year.

Clear communication between parents and the school is imperative to ensure the safety of students and to reinforce a student's understanding of the importance of day-to-day schoolwork. Accordingly, parents will provide a written explanation for the absence and tardiness of a child. This will be required in advance for types of absences where advance notice is possible.

Unexcused absence from school is considered truancy and will be treated as such. This includes absence from any class, study hall, or activity during the school day for which the student is scheduled. It also includes any after-school special help session or disciplinary session that the student has been directed to attend. Disciplinary action shall be taken in such case, beginning with notification of parents. Continued violation may lead to suspension from school.

Unexcused absences in excess of five per semester will require assessment and intervention by the system-wide attendance counselor. Interventions may include contact with parents, school conferences, case management services and service referral. In situations in which attendance does not improve despite intervention by the attendance counselor, one or more of the following actions may be taken by the school:

1. A Failure To Send, Criminal Complaint, against the parent will be sought at Hingham District Court;
2. A 51A for parental neglect will be filed with the Department of Social Services;
3. A CHINS petition will be sought at Hingham District Juvenile Court.

For High School students (in addition to policy stated above):

Credit for courses is awarded on a semester (half-year) basis. Any student who has 8 total unexcused absences during a semester will be denied half of the stated credits for that course, unless the student earns back those days through their participation in a credit recovery program.

Students in the high school may also earn days back by attending Saturday School (a day for a day).

Additionally, high school seniors may be excused for up to two days for college visits. High school juniors may be excused to attend one session of the annual NACAC National College Fair held in Boston. The appropriate documentation from the college visited or college fair will be required in order to receive credit for the days.

Family vacations are not considered excused absences. Teachers will not be required to provide work prior to a student leaving for vacation. The student will be required to make up all missed work upon their return to school.

LEGAL REFS: M.G.L. 76:1; 76:2; 76:16; 76:20; 119:39E; 119:51A

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***Hull Public Schools***

## STUDENT TARDINESS

Being on time for one's obligations is an essential skill. In a school setting, students who arrive late to class cause a disruption to the learning environment. Therefore, all students are expected to be in their assigned location by the beginning of the school day. The School Committee defines excessive tardiness as more than ten (10) unexcused tardies per school year. All tardiness (even when authorized by parents) is considered unexcused unless the required documentation is provided.

Student tardiness may be excused for the following reasons:

1. Doctor or dentist appointment (with documentation);
2. Illness (with a doctor's note);
3. Bereavement or serious illness in family;
4. Weather so inclement as to endanger the health of the child;
5. For observance of major religious holidays;
6. Legal (with documentation from the court, lawyer etc.); or
7. Other – a student may be excused for other tardiness with approval from the school administrator.

Students who have more than five (5) tardies per five-month semester will require intervention by the school. Interventions may include parent contact, school conferences, referral to the system-wide attendance counselor, and disciplinary action. In situations in which tardiness does not improve despite these interventions, one or more of the following actions may be taken by the school:

1. A Failure To Send, Criminal Complaint, against the parent may be sought at Hingham District Court;
2. A 51A for parental neglect may be filed with the Department of Social Services;
3. A CHINS petition may be sought at Hingham District Juvenile Court.

For High School students (in addition to the policy stated above):

Students who miss more than 15 minutes of a class due to tardiness will be considered absent from that class. More than eight (8) absences per semester will lead to loss of half the stated credit for the course.

Students must be in their first period class by 7:35 a.m. and must remain in school for the entire school day in order to participate in or attend any co-curricular activity for that day. An administrator's pre-approval will waive any penalties. Students who spend a class period in the nurse's office will not be eligible to participate or attend any co-curricular or school events that day.

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**Hull Public Schools**

## EXCLUSIONS AND EXEMPTIONS FROM SCHOOL ATTENDANCE

### Denial of Admission

Denial of admission means the withholding of the privilege of enrolling in a school of the District.

The following shall be the grounds for denial of admission to school or diversion to an appropriate alternative program:

1. Graduation from the twelfth grade of any school or receipt of any document evidencing completion of the equivalent of a secondary curriculum;
2. Failure to meet the requirements of age as fixed by the School Committee as defined in Massachusetts General Laws;
3. Having been expelled during the same school year from the Hull Public Schools or any district in the Commonwealth;
4. Not being a resident of the District and the District has opted not to participate in the School Choice Law; or
5. Failure to comply with the provisions of the Massachusetts School Entry Immunization Law.

LEGAL REFS:           M.G.L. 71:37H; 76:12; 76:12A; 76:12B  
603 CM 26:00

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***Hull Public Schools***

## STUDENT RIGHTS AND RESPONSIBILITIES

The School Committee has the responsibility to afford students the rights that are theirs by virtue of guarantees offered under the federal and state constitutions and statutes. In connection with rights there are responsibilities that must be assumed by students.

Among these rights and responsibilities are the following:

1. Civil rights--including the rights to equal educational opportunity and freedom from discrimination; the responsibility not to discriminate against others;
2. The right to attend free public schools; the responsibility to attend school regularly and to observe school rules essential for permitting others to learn at school;
3. The right to due process of law with respect to suspension, expulsion, and decisions the student believes injure his/her rights;
4. The right to free inquiry and expression; responsibility to observe reasonable rules regarding these rights; and
5. The right to privacy, which includes privacy in respect to the student's school records.

It is the School Committee's belief that as part of the educational process students should be made aware of their legal rights and of the legal authority of the School Committee to make, and delegate authority to its staff to make, rules regarding the orderly operation of the schools.

Students have the right to know the standards of behavior that are expected of them, and the consequences of misbehavior.

The rights and responsibilities of students, including standards of conduct, will be made available to students and their parents through handbooks distributed annually.

LEGAL REFS: M.G.L. 71:37H; 71:82 through 71:86

*Original adoption: January 1996*

*First reading 2006 revision: October 10, 2006*

*Second reading: November 13, 2006*

*Adoption: November 27, 2006*

*Proposed reconsideration: November, 2011*

***Hull Public Schools***

## **STUDENT DUE PROCESS RIGHTS**

The constitutional rights of individuals assure the protection of due process of law. Where possible, the due process procedure shall be followed, but there may be extraordinary circumstances where quick administrative action is required because the safety of others is at stake. This may require the temporary waiver of due process rights, but under normal circumstances this system of constitutionally and legally sound procedure is followed with regard to the administration of discipline in the Hull Public Schools.

1. Notification of alleged violation and disciplinary action that may be taken shall be supplied to the student and/or the student's parent or guardian;
2. The student may defend himself/herself against the charges, gather evidence and present witnesses in his/her behalf or exercise the privilege against self-incrimination;
3. If a student is suspended for more than 10 consecutive days, the student will be given an opportunity to an appeal to the Superintendent if parent/guardian indicates, in writing, the desire for one. A hearing shall be held to allow the student and parent/guardian to contest the facts.

The following procedures shall govern all appeals:

1. Written notice of charges against a student shall be supplied to the parent/guardian;
2. Parent or guardian shall be present at the hearing. This may be waived if the student has reached majority;
3. The student, parent or guardian may be represented by legal counsel;
4. The student shall be allowed to offer testimony, provide witness, as well as to challenge all charges placed against him/her;
5. The hearing shall be conducted by the Superintendent who shall make his/her determination;
6. The Superintendent's decision, shall be reduced to writing and sent to the parent/guardian within a reasonable period of time;

*Adoption: November 27, 2006*

*First reading 2008 revision: November 10, 2008*

*Second reading: November 24, 2008*

*Adoption: December 8, 2008*

*Proposed reconsideration: December, 2013*

***Hull Public Schools***

## **STUDENT INVOLVEMENT IN DECISION-MAKING**

A primary task of the school is to create a stimulating learning climate that develops active involvement of students in their education and develops a spirit of inquiry. This climate is created when students work together with school staffs in such activities as planning and evaluating school programs.

The School Committee believes that students should:

1. Be encouraged to participate in planning classroom activities and in improving courses of studies;
2. Feel free to express, without fear, his or her own opinions, recognizing that every privilege and right has a corresponding responsibility;
3. Be involved in the planning of assembly programs and school-sponsored forums of interest;
4. Be encouraged to participate in student government organizations that provide students with a voice in school affairs; and
5. Be encouraged to participate in a variety of extra class activities to broaden educational experiences.

LEGAL REF: M.G.L. 71:38M

*Original adoption: January 18, 1996*  
*First reading 2006 revision: October 10, 2006*  
*Second reading: November 13, 2006*  
*Adoption: November 27, 2006*  
*Proposed reconsideration: November, 2011*

***Hull Public Schools***

## **STUDENT GOVERNMENT**

The School Committee sanctions and recommends the organization of student government bodies in the secondary schools.

Student government shall be "of the students, by the students, and for the students," representing all students in the school in communications with the administration.

Members to student councils shall be elected democratically. The rights and responsibilities of the council shall be clearly set forth.

All students are to be encouraged to make suggestions for improvement of student life through the Student Councils.

*Original adoption: January 18, 1996*

*First reading 2006 revision: October 10, 2006*

*Second reading: November 13, 2006*

*Adoption: November 27, 2006*

*Proposed reconsideration: November, 2011*

*Hull Public Schools*

**STUDENT MEMBER OF SCHOOL COMMITTEE**

**STUDENT ADVISORY COMMITTEE**

As required by state law, the School Committee shall designate a representative who will meet at least once every other month while school is in session with its Student Advisory Committee or representative, which is composed of five students elected by the high school student body. The Chairperson of the Student Advisory Committee shall be an ex-officio nonvoting member of the School Committee without the right to attend executive sessions unless the School Committee expressly grants such right.

LEGAL REF: M.G.L. 71:38M

*Original adoption: January 18, 1996*  
*First reading 2006 revision: October 10, 2006*  
*Second reading: November 13, 2006*  
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*Proposed reconsideration: November, 2011*

*Hull Public Schools*

## STUDENT CONDUCT

Good citizenship in schools is based on respect and consideration for the rights of others.

Students will be expected to conduct themselves in a way that the rights and privileges of others are not violated. They will be required to respect constituted authority, to conform to school rules and to those provisions of law that apply to their conduct.

Any of the following actions may subject a student to expulsion by the Principal under the terms of M.G.L. 71:37H:

1. Any student who is found on school premises or at school-sponsored or school-related events, including athletic games, in possession of a dangerous weapon ...; or a controlled substance...; and
2. Any student who assaults a Principal, assistant Principal, teacher, teacher's aide or other educational staff [member] on school premises or at school-sponsored or school-related events including athletic games...

Any of the following actions will subject a student to suspension or expulsion, subject to School Committee action, or other disciplinary measures:

1. Intentionally causing or attempting to cause damage to school property; or stealing or attempting to steal school property;
2. Intentionally causing or attempting to cause damage to private property; stealing or attempting to steal private property;
3. Intentionally causing or attempting to cause physical injury to another person except in self-defense;
4. Using or copying the academic work of another and presenting it as his/her own without proper attribution; or
5. Repeatedly and intentionally defying the valid authority of supervisors, teachers, or administrators.

The above-prohibited actions will be printed in a handbook or other publication and made available to students and parents.

School building administrators will not suspend a student, or recommend a student for suspension or expulsion, unless the student has engaged in one of the prohibited actions mentioned above while on school property or taking part in a school activity off school grounds.

LEGAL REF: M.G.L. 71:37H

CROSS REF: Student handbooks

*Original adoption: January 18, 1996*

*First reading 2006 revision: October 10, 2006*

*Second reading: November 13, 2006*

*Adoption: November 27, 2006*

*Proposed reconsideration: November, 2011*

***Hull Public Schools***

## STUDENT DRESS CODE

The responsibility for the dress and appearance of the students will rest with individual students and parents.

They have the right to determine how the student will dress providing that attire is not destructive to school property, complies with requirements for health and safety, and does not cause disorder or disruption.

All students must abide by the following standards:

1. Clothing must be free of offensive language that might include, but not limited to, references to drugs, alcohol or sex.
2. Shirts, blouses, trousers and dresses must be cut conservatively in the front and cover the abdomen and undergarments.
3. Skirts, dresses and shorts must be at a reasonable length.
4. Specific guidelines are detailed in each schools handbook.

The administration is authorized to take action in instances where individual dress does not meet the stated requirements (i.e. send student to nurses office and make every effort to contact parent or lend student appropriate articles of clothing)

This does not mean that student, faculty, or parent groups may not recommend appropriate dress for school or special occasions. It means that a student will not be prevented from attending school or a school function, or otherwise be discriminated against, so long as his dress and appearance meet the requirements set forth above.

SOURCE: MASC Policy

CROSS REF: Hull High School Handbook, Memorial Middle School Handbook, Jacobs Elementary School Handbook.

*Original adoption: September, 2005*

*First reading 2010 revision: June 21, 2010*

*Second reading: June 21, 2010*

*Adoption: June 21, 2010*

*Proposed reconsideration: June, 2015*

***Hull Public Schools***

## **CARE OF SCHOOL PROPERTY BY STUDENTS**

A responsible citizen will assume the care and maintenance of any items on loan from the school. All lost items should be paid for prior to the close of the school year. Lockers and locks are property of the school. They are furnished on loan to the student.

### Textbooks

Students will be held responsible for proper care and return of books issued to them. Textbooks must be covered; students must pay for all books damaged or lost.

### Library Books

Students shall be held responsible for the replacement of library materials charged to them and materials damaged beyond normal wear.

### Sheet Music and Musical Instruments.

Sheet music for instruction and for choruses, bands, orchestras, and ensembles shall be purchased, requisitioned, and loaned to pupils in like manner and upon the same terms as textbooks. Musical instruments for the same purpose shall be loaned to pupils not owning instruments to the extent that such instruments are available. Pupils assigned these instruments shall be responsible for their replacement or damage beyond normal wear.

### Physical Education and Athletic Equipment

Equipment for the physical education and the athletic program may be loaned to students, but students shall be held responsible for replacement of such equipment lost or damaged beyond normal wear.

### Computers

Computers and computer equipment used in the schools are the property of the Hull Public Schools. Students are responsible for the proper care and handling of such equipment while in their use. Students shall be held responsible for replacement of such equipment damaged beyond normal wear during their use.

*Original adoption: January 1996*

*First reading 2006 revision: December 11, 2006*

*Second reading: January 8, 2007*

*Adoption: January 22, 2007*

*Proposed reconsideration: January, 2012*

***Hull Public Schools***

## **STUDENT CONDUCT ON SCHOOL BUSES**

The School Committee and its staff share with students and parents the responsibility for student safety during transportation to and from school. The authority for enforcing School Committee requirements of student conduct on buses will rest with the Principal.

To ensure the safety of all students who ride in buses, it may occasionally be necessary to revoke the privilege of transportation from a student who abuses this privilege. Parents of children whose behavior and misconduct on school buses endangers the health, safety, and welfare of other riders will be notified that their children face the loss of transportation privileges in accordance with regulations approved by the School Committee.

*Original adoption: January 1996*  
*First reading 2005 revision: April 25, 2005*  
*Second reading: May 9, 2005*  
*Adoption: May 23, 2005*  
*Proposed reconsideration: May, 2010*

***Hull Public Schools***

## **STUDENT CONDUCT ON SCHOOL BUSES**

Good behavior in the buses is essential to health, welfare and safety of all passengers. Any act or disregard for the rules that distracts the driver endangers the lives of all concerned. School buses are considered an extension of the school day; all safety rules must be observed.

### Procedures for Drivers and Parents:

1. In case of any misconduct on a bus, the incident will be reported on the proper form to the school Principal. The Principal will report the incident in writing to the parent concerned, with a copy to the Superintendent;
2. In case of a repetition of misconduct by the same student, the Principal will suspend the student's transportation privileges with written notice to the parent to report at once with the child to the Principal's office; and
3. After a second offense and a conference with parents, if any subsequent incident of misconduct occurs, bus privileges may be denied or suspended for the student and the responsibility for transportation will then rest with the parent.
4. Students will not be allowed to change buses.

### Loading and Unloading at Bus Stop:

1. Riders must be on time. Bus drivers will not wait;
2. Riders will enter or leave the bus at regular stops only;
3. Students are to approach the bus in an orderly fashion and only when the bus has come to a complete stop;
4. Orderly behavior and respect for private property will be required; and
5. The riders, when entering or leaving the bus, must follow instructions and directions of the driver, including the assignment of seats when necessary.

### Required Conduct Aboard the Bus:

1. Riders must remain in seats or in place when the bus is in motion;
2. Whistling and shouting are not permitted;
3. Profanity and obscene language are forbidden;
4. Smoking is prohibited;
5. The following disturbances are prohibited:
  - a. Pushing or wrestling
  - b. Annoying other passengers or disturbing their possessions
  - c. Talking to the driver, except in emergencies
  - d. Throwing objects within the bus or out of windows
  - e. Climbing over seats

- f. Opening or closing windows
  - g. Leaning out of windows
  - h. Littering the bus
  - i. Bullying or other abusive behaviors
6. Parents will be held responsible for any defacing or damaging of the bus.

Failure to comply and cooperate may result in the loss of bus privileges. While on the bus, students are subject to all the rules and regulations of the School Committee.

Whenever parents request that their child board a bus (other than the one assigned) that child must receive a written approval from the Principal. An approval pass will be issued and then shown to the bus driver.

Parents and students will be informed of these regulations at the beginning of each school year, and parents will be asked to return signed forms indicating that the regulations have been received and read.

*Original adoption: January 1996*  
*First reading 2005 revision: April 25, 2005*  
*Second reading: May 9, 2005*  
*Adoption: May 23, 2005*  
*Proposed reconsideration: May, 2010*

## STUDENT PUBLICATIONS

Students will enjoy the constitutional rights of freedom of expression. They will have the right to express their views in speech, writing, or through any other medium or form of expression within limitations comparable to those imposed on all citizens but specifically designed for children and youth in a school setting.

The School Committee will encourage student publications not only because they offer an educational activity through which students gain experience in reporting, writing, editing, and understanding responsible journalism, but also because they provide an opportunity for students to express their views.

All student publications will be expected to comply with the rules for responsible journalism. This means that libelous statements, unfounded charges and accusations, obscenity, defamation of persons false statements, material advocating racial or religious prejudice, hatred, violence, the breaking of laws and school regulations, or materials designed to disrupt the educational process will not be permitted.

The Superintendent will establish guidelines that are in keeping with the above and provide for the review of the content of all student publications prior to their distribution.

Review of content prior to publication is not censorship, but part of the educational process as this concerns student publications. It can be pointed out to students, as it frequently is to journalists, that a publisher (in this case, the school system) enjoys freedom to determine what it will and will not publish.

### Distribution of Literature

Students have a right to the distribution of literature on school grounds and in school buildings, except that the Principal may prohibit the distribution in school buildings of a specific issue or publication if it does not comply with rules for responsible journalism. The Principal may require that no literature be distributed unless a copy is submitted to him/her in advance.

The Principal will reasonably regulate the time, place, and manner of distribution of literature.

LEGAL REF: M.G.L. 71:82

*Original adoption: January 1996*

*First reading 2006 revision: December 11, 2006*

*Second reading: January 8, 2007*

*Adoption: January 22, 2007*

*Proposed reconsideration: January, 2012*

***Hull Public Schools***

## **GANG ACTIVITY/SECRET SOCIETIES**

### **GANG ACTIVITY**

The goal of the School Committee is to keep district schools and students free from the threats or harmful influence of any gang. For purposes of this policy, gang is defined as any group, secret society, organization or association that advocates drug use, violence, ethnic intimidation, or disruptive or illegal behavior. The Principal or his/her designee shall maintain supervision of school premises to deter intimidation of students and confrontations between members of different gangs.

The Superintendent shall establish open lines of communication with local law enforcement agencies so as to share information and provide mutual support in this effort within appropriate legal guidelines.

The Superintendent shall provide in-service training to help staff members identify gangs and gang symbols, recognize early manifestations of disruptive activities, and respond appropriately. Staff members shall be informed about conflict management techniques and alerted to intervention measures and community resources that may help students.

### **Symbols**

The School Committee finds that gang symbols are inherently disruptive to the educational process, and therefore prohibits the presence of any insignia, apparel, jewelry, accessory, notebook or other school supply, or manner of grooming which by virtue of its color, arrangement, trademark, or any other attribute denotes membership in gangs. The School Committee further prohibits any demonstration of gang membership through the use of hand gestures, graffiti, or printed materials. The Principal or his/her designee shall apply this policy as the need for it arises individual school sites. A student may be suspended or expelled for failure to comply with the provisions of this policy.

### **Prevention Education**

The School Committee realizes that students may become involved in gangs without understanding the consequences of such membership. Early intervention is a key component of efforts to break the cycle of such memberships. Therefore, gang violence prevention information shall be made available in the elementary, middle, and high schools as appropriate.

### **SECRET SOCIETIES**

Fraternalities, sororities and/or secret societies shall not receive Hull Public Schools or building recognition in any manner.

A student may be suspended or expelled for failure to comply with the provisions of this policy.

*Original adoption: January 18, 1996*

*First reading 2006 revision:*

*Second reading:*

*Adoption:*

*Proposed reconsideration:*

***Hull Public Schools***

## HAZING

### CH. 269, S.17. CRIME OF HAZING; DEFINITION; PENALTY

Whoever is a principal organizer or participant in the crime of hazing as defined herein shall be punished by a fine of not more than three thousand dollars or by imprisonment in a house of correction for not more than one year, or by both such fine and imprisonment.

The term "hazing" as used in this section and in sections eighteen and nineteen, shall mean any conduct or method of initiation into any student organization, whether on public or private property, which willfully or recklessly endangers the physical or mental health of any student or other person. Such conduct shall include whipping, beating, branding, forced calisthenics, exposure to the weather, forced consumption of any food, liquor, beverage, drug or other substance, or any other brutal treatment or forced physical activity which is likely to adversely affect the physical health or safety of any such student or other person, or which subjects such student or other person to extreme mental stress, including extended deprivation of sleep or rest or extended isolation. Notwithstanding any other provisions of this section to be contrary, consent shall not be available as a defense to any prosecution under this action.

### CH. 269, S.18. DUTY TO REPORT HAZING

Whoever knows that another person is the victim of hazing as defined in section seventeen and is at the scene of such crime shall, to the extent that such person can do so without danger or peril to himself/herself or others, report such crime to an appropriate law enforcement official as soon as reasonably practicable. Whoever fails to report such crime shall be punished by a fine of not more than one thousand dollars.

### CH. 269, S.19. HAZING STATUTES TO BE PROVIDED; STATEMENT OF COMPLIANCE AND DISCIPLINE POLICY REQUIRED

Each secondary school and each public and private school or college shall issue to every group or organization under its authority or operating on or in conjunction with its campus or school, and to every member, plebe, pledge or applicant for membership in such group or organization, a copy of this section and sections seventeen and eighteen. An officer of each such group or organization, and each individual receiving a copy of said sections seventeen and eighteen shall sign an acknowledgment stating that such group, organization or individual has received a copy of said sections seventeen and eighteen.

Each secondary school and each public or private school or college shall file, at least annually, a report with the regents of higher education and in the case of secondary schools, the Board of Education, certifying that such institution has complied with the provisions of this section and also certifying that said school has adopted a disciplinary policy with regards to the organizers and participants of hazing. The Board of Regents and in the case of secondary schools, the Board of Education shall promulgate regulations governing the content and frequency of such reports, and shall forthwith report to the attorney general any such institution which fails to make such a report.

*LEGAL REF: M.G.L. 269: 17-19*

*CROSS REF: Student Handbooks*

*Revision: June 3, 1996*

*First reading 2006 revision: December 11, 2006*

*Second reading: January 8, 2007*

*Adoption: January 22, 2007*

*Proposed reconsideration: January, 2012*

***Hull Public Schools***

## TOBACCO USE BY STUDENTS

Smoking or chewing tobacco by Hull High School participants in co-curricular activities, including athletics, in or out of season, as well as in or out of school is a violation. The use and or possession of tobacco products, including chewing tobacco, has been proven to be detrimental to a student's health and performance. According to Chapter 71, Section 37H of the MGL, the School Committee prohibits the use of any tobacco products within the school building, the school facilities, or on school grounds, or on school buses by any individual including school personnel. In addition, Chapter 71, Section 2A states that it is unlawful for any student, enrolled in either primary or secondary schools in the commonwealth, to use tobacco products of any type on school grounds during school hours.

If a student is found to be in possession of a tobacco product while on school grounds or while at a school-related event, the tobacco product will be confiscated, parents will be notified and the student will receive a one-day co-curricular suspension. Subsequent offenses will result in confiscation of the tobacco product, a one-day suspension from school and a co-curricular suspension of 15 calendar days.

If a student is found to have used a tobacco product while on school grounds or while at a school-related event, the tobacco product will be confiscated and the student will receive a one-day suspension from school and a 15 calendar day co-curricular suspension. Subsequent offenses will result in a minimum 2 days suspension from school and 15 consecutive days of social probation and co-curricular suspension.

LEGAL REF: M.G.L 71:37H

CROSS REF: Student Handbook  
ADC, GBED, KF

*Original adoption: May, 2005*

*First reading 2010 revision: June 21, 2010*

*Second reading: June 21, 2010*

*Adoption: June 21, 2010*

*Proposed reconsideration: June, 2015*

***Hull Public Schools***

## **DRUG AND ALCOHOL USE BY STUDENTS**

In view of the fact that the use of illegal drugs and/or alcoholic beverages can endanger the health and safety of the user, and recognizing the deleterious effect the use of illegal drugs and alcoholic beverages can have on the maintenance of general order and discipline, the School Committee prohibits the use of, serving of, or consumption of illegal drug and/or alcoholic beverage on school property or at any school function. An illegal drug is defined as any drug that is not prescribed to the individual who is consuming it.

Consumption of alcohol to anyone under 21 is an illegal act. Additionally, any student, regardless of age, who is determined to be under the influence (a reading of .02 or higher in the breathalyzer test) or to have consumed illegal drugs or alcohol upon arrival at, or participation in, a school-sponsored activity, will be barred from that activity and subject to disciplinary action.

Students exhibiting signs of having consumed alcohol or illegal drugs, including, but not limited to glassy eyes, slurred speech, unsteadiness on the feet or emission of an alcoholic odor may be requested to submit to an Alcohol Observation Checklist – Policy JICH-E. If, after reviewing the observation checklist, the administrator suspects the consumption of alcohol the student will then be requested to take a Breathalyzer test (explained in the Breathalyzer Testing Policy – JICHA). In the event that the student refuses to take the test they will be required to leave the premises, in which case a parent/guardian must be called to take the child home. If test results are negative, no action shall be taken. If a student tests positive for alcohol he or she will receive one additional opportunity to take the test. Students who test positive for alcohol or students who refuse to take a Breathalyzer test upon reasonable suspicion to suspect they have consumed alcohol, will be subject to all school rules relating to the use and/or possession of alcohol. Additionally, if a student is determined to be otherwise disruptive or impaired they may be required to leave the premises.

A detailed explanation of the Drug and Alcohol Prevention Policy, JICH-R, approved by the School Committee is available in the main office.

The School Committee will be informed of the method(s) used for testing and a trained administrator will fill out the Alcohol Observation Checklist in the presence of a witness. A school administrator who is trained by a Hull Police officer on Breathalyzer testing will be responsible for administering the test to students who exhibit signs of consumption. If a student is deemed to be visibly impaired and turned away from an event the administrator is responsible for contacting the student's parents/guardian to insure that the student has a ride home. If a parent/guardian cannot be reached the student will be placed in protective custody by the police department in the town where the event is located until a parent/guardian can pick up the student.

Consequences for students involved in school related policy violations in or out of school, including transporting, possessing and consuming illegal drugs and/or alcohol will be as follows:

- A student who has been found in violation of the Hull High School Drug and Alcohol Policy in or before school or at a school-related activity is subject to exclusion or expulsion by the principal and will be unable to participate in co-curricular activities, including sports. The student will face a minimum 10-day exclusion from school, a 30 consecutive calendar day co-curricular suspension, and 60 consecutive calendar days social probation.
- A student who has been found in violation of the Hull High School Drug and Alcohol Policy in or before school or at a school-related activity is subject to exclusion or expulsion by the principal and will be unable to participate in co-curricular activities, including sports. The student will face a minimum 10-day exclusion from school, a 30

- consecutive calendar day co-curricular suspension, and 60 consecutive calendar days social probation.
- Co-curricular and school sponsored activities include, but are not limited to; sports, clubs, all school organizations, dances, proms, class trips, overseas trips and graduation activities.

The administration reserves the right to grant permission to attend some co-curricular events and to deny participation in others during that period.

Subsequent Offenses

Subsequent offenses will result in a hearing before the Superintendent of Schools and possible exclusion or expulsion from school. Mandatory drug or alcohol counseling at the student's expense may be required as a condition of returning to school. The suspension period from all co-curricular activities will be a period for up to 60 consecutive school days.

LEGAL REF: M.G.L. 272:40A

*Original adoption: May, 2005*  
*First reading 2010 revision: June 21, 2010*  
*Second reading: June 21, 2010*  
*Adoption: June 21, 2010*  
*Proposed reconsideration: June, 2015*

**Hull Public Schools**

## **DRUG AND ALCOHOL PREVENTION POLICY**

- I. Purpose - The primary purpose of this policy is to provide students, parents, staff and community with clear, comprehensive, and consistent rules for governing disciplinary action related to drug and alcohol violations.
- II. Policy Statements
  - A. Prohibition - In the interests of ensuring the health and safety of every student, the School Committee prohibits the use, distribution, and possession of drugs and alcohol on all school premises and in connection with all school programs, services, and activities.
  - B. Violations - Immediate and firm discipline measures will be taken regarding any violation of this policy to include school suspension and/or expulsion. Violators may also be subject to police arrest and subsequent court prosecution.
  - C. Rehabilitation - In recognizing its responsibility to help students achieve maximum potential, the School Committee requires that all violators of this policy be referred to school health specialists and/or health agencies for appropriate rehabilitation services.
  - D. Notification - The School Committee and Hull Police Department will be notified immediately in writing of all violations. Any drug or alcohol substance obtained by school authorities shall be delivered to the Hull Police Department for disposition.
  - E. Dissemination - The responsibility for disseminating the provisions of this policy is delegated to the Superintendent of Schools.
  - F. Coordination - The cooperation of the school department, police department, parents, and community is vital to achieving a successful Drug and Alcohol Prevention Program.
- III. Procedure – Student Use of Drugs and Alcohol
  - A. Possession, Distribution or Sale of Drugs and Alcohol - Whenever a teacher or administrator has reason to suspect that a student is in possession, distributing, or selling an illegal drug or alcohol in school or at school related activities, the incident should be referred as soon as possible to the Principal or his/her designee. Any substance related to the violation that is obtained will be confiscated by the Principal and turned over to the police for analysis and disposition.
  - B. School Property - School Hours - If a student is alleged to be under the influence of drugs or alcohol, the student shall be escorted to the nurse to determine if a medical emergency exists. The student is to be escorted to the Principal or designee if the nurse is not available.
    1. Medical Emergency - The parent or guardian is to be notified immediately and requested to provide direction regarding a medical referral. If the parent/guardian cannot be contacted, an ambulance shall be called to transport the student to the South Shore Hospital or Hull Medical Center.
    2. No Medical Emergency - The student shall be apprised of the possibility of disciplinary action. The parent shall be immediately notified and a hearing will be scheduled with the Principal to consider the possibility of disciplinary measures and a rehabilitation program.

- C. School Related Activities - Non School Hours -If a student is believed to be under the influence of drugs and/or alcohol, the parent or guardian shall be contacted and requested to remove the student immediately from the school function to the home. If the parent is not contacted, the police will be requested to transport the student home.
1. If an apparent medical emergency exists, an ambulance shall be called and requested to transport the student to a medical facility. Students engaged in prohibitive conduct at school related activities during non-school hours are subject to the same disciplinary measures established for prohibitive conduct occurring during school hours on school property.
- IV. Violations - Students have the right not only to know the standards of behavior that are expected of them, but they should be informed of the disciplinary measures that could be exerted if violations occur.
- A. Use and Possession - Any student suspected of using or possession drugs or alcohol will be referred to the Principal or designee. If the student is determined to be in violation, the student will be suspended from school and participation in all school extra curricular activities and all school privileges for a period of up to (20) days with re-admission through the Principal or designated administrator. The Superintendent, parents and police will be notified.
- A second offense may result in expulsion for up to the remainder of the school year and police will be notified.
- B. Distribution - A student suspected of distributing illegal drugs or alcohol will be referred to the Principal and notification given to the Superintendent and police. If the student is determined to be in violation, the student will be suspended from school for a period of up to 20 days or be recommended for expulsion from school for up to the remainder of the school year.
- V. Related Roles
- A. Parents - One important effort that all parents can make is to educate their families about the proper use of drugs. Parents should stress that drugs have a legitimate purpose, but the abuse of drugs is both detrimental and illegal. The purpose of such an educational effort should be to promote an open family discussion on drugs - their use and misuse. An open and frank discussion of drugs can be helpful in establishing lines of communication to recognize that good listening is often the most important element in good human communication.
- B. Students - Students should exert every effort to assist their fellow students by seeking help; for them through one of the various sources available, e.g. guidance, school doctor or nurse, or drug counseling agencies.
- C. Professional Staff - Since they are the first to recognize significant changes in behavior or appearance, teachers, as well as any other professional staff should make every effort to stay abreast of current literature and materials on the matter of the use and abuse of drugs and alcohol involvement.
- D. Principal - In all matters pertaining to the management of the school, the Principal will assume full responsibility. In each case of student drug or alcohol involvement that is brought to his/her attention, the Principal will determine its proper disposition. Following School Committee policy, the Principal will interpret each situation as it

arises, and consult with appropriate members of his/her staff. Once appropriate remedial steps have been proposed to assist the child, the Superintendent will be consulted for his/her review and approval of a suggested prescriptive program.

- E. Superintendent - As the Chief Executive Officer of the school system, the Superintendent will disseminate to the community and the professional staff all School Committee policies pertaining to student drug or alcohol involvement and/or drug/alcohol education programs. In addition, the Superintendent will maintain an awareness of all cases of drug/alcohol involvement within the schools, will serve as a source of pertinent information to the School Committee, and will initiate disciplinary action according to the policies established by the School Committee.
- F. School Committee - In matters of student drug or alcohol involvement, as in all other issues, the School Committee will enforce the established policy.

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*First reading 2004 revision: September 27, 2004*  
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*Proposed reconsideration: May, 2010*

**ALCOHOL OBSERVATION CHECKLIST**

This checklist is to be completed by a school administrator prior to the Breathalyzer being administered.

**OBSERVATION OF STUDENT**

Name: \_\_\_\_\_ Date & Time: \_\_\_\_\_ Event/location: \_\_\_\_\_

*Please check all that apply:*

**1. Walking**

\_\_\_ normal \_\_\_ stumbling \_\_\_ staggering \_\_\_ falling \_\_\_ unsteady

**1. Speech**

\_\_\_ normal \_\_\_ shouting \_\_\_ slurred \_\_\_ incoherent \_\_\_ whispering

**3. Demeanor**

\_\_\_ normal \_\_\_ sleepy \_\_\_ crying \_\_\_ fighting \_\_\_ overexcited \_\_\_ agitated

**4. Eyes**

\_\_\_ normal \_\_\_ bloodshot \_\_\_ glassy \_\_\_ watery \_\_\_ dilated

**5. Personal conduct**

\_\_\_ normal \_\_\_ profanity \_\_\_ hostile \_\_\_ erratic

**6. Breath**

\_\_\_ normal \_\_\_ alcoholic odor \_\_\_ faint alcoholic odor

**7. Other observations:** \_\_\_\_\_

**Questions:**

Are you feeling ill?  Yes  No If yes, please describe: \_\_\_\_\_

Are you taking any medication?  Yes  No

If yes, would you care to tell us what it is? \_\_\_\_\_

Have you consumed alcohol today?  Yes  No How did you get here? \_\_\_\_\_

Disposition/conclusion: \_\_\_\_\_

Next action: \_\_\_\_\_

Contact parents:  Yes  No

Breathalyzer test results attached:  Yes  No

Administrator name: \_\_\_\_\_ Witness: \_\_\_\_\_

*First reading: September 27, 2004*

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**Hull Public Schools**

## **BREATHALYZER TESTING**

In view of the fact that the use of illegal drugs and alcohol can endanger the health and safety of the user, and recognizing the deleterious effect the use of illegal drugs and alcoholic beverages can have on the maintenance of general order and discipline, the School Committee prohibits the use of, serving of, or consumption of illegal drug and/or alcoholic beverage on school property or at any school function. An illegal drug is defined as any drug that is not prescribed to the individual who is consuming it.

Consumption of alcohol by anyone under 21 is an illegal act. Additionally, any student, regardless of age, who is determined to be under the influence or to have consumed illegal drugs or alcohol upon arrival at, or participation in, a school-sponsored activity, will be barred from that activity and subject to disciplinary action.

### Breathalyzer testing

Students exhibiting signs of having consumed alcohol, including, but not limited to glassy eyes, slurred speech, unsteadiness on the feet or emission of an alcoholic odor may be requested to take a breathalyzer test administered by a school administrator. If test results are negative, no action shall be taken. If a student tests positive for alcohol he or she will receive one additional opportunity to take the test. Students who test positive for alcohol (a .02 reading on the breathalyzer test) or students who refuse to take a Breathalyzer test upon reasonable suspicion to suspect they have consumed alcohol, will be subject to all school rules relating to the use and/or possession of alcohol.

### Protocol for Use of Breathalyzer

1. The Breathalyzer can be used at all school-sponsored activities including but not limited to; dances, proms or other extra curricular activities.
2. The Breathalyzer is administered to any student who is suspected of being under the influence of alcohol using the approved checklist.
3. The Breathalyzer will be administered by a school administrator only. Any administrator who administers the Breathalyzer must have been previously trained by a Hull Police Officer.
4. There will always be two people present when the observation checklist is completed and the Breathalyzer is administered (either another school administrator or a teacher.)
5. The Breathalyzer will be administered in a private area, away from other students.
6. The student will have two opportunities to take the Breathalyzer. The initial test will be conducted fifteen minutes after the request has been made. If a second test is requested it may be administered at any time. The results of the Breathalyzer test/s will be documented and attached to the observation checklist.
7. If a student does not pass the Breathalyzer, his/her parents will be notified and must come to pick them up. If a parent/guardian cannot be reached the student will be placed in protective custody by the police department in the town where the event is located until a parent/guardian can pick up the student. The Hull Police are notified but will take no action unless the student is still in possession of alcohol.
8. Students who test positive for alcohol or refuse to take the Breathalyzer test upon determination that there is reasonable cause to suspect that they have consumed alcohol will be subject to all school rules relating to the use and/or possession of alcohol. Student handbook: "Any student suspected of using, possessing or distributing drugs or alcohol will be referred to the principal or designee. If the student is determined to be in violation, the student will be suspended from school and/or co-curricular activities for a period of up to (20) days. The Superintendent, parents and police will be notified."

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***Hull Public Schools***