

Western Branch High School Student Handbook 2018-2019

An SOL Accredited School



*Through honor and success,
be a Bruin, do your best!*

WBHS Mission & History

WBHS Mission

The mission of Western Branch High School is to prepare students for a dynamic, global world by:

- creating a responsible and respectful student body of critical thinkers
- openly communicating with parents and community members
- promoting excellence in rigor, relevancy, and relationships
- developing the talents of students through extracurricular activities, the fine arts, and athletics

At the core of our beliefs is a commitment to the celebration of cultural diversity, the honoring of our rich traditions and legacy of excellence, and the provision of a vibrant and innovative learning environment.

History of WBHS

Education in the Western Branch area has had a long and vibrant history. Heeding Thomas Jefferson's pleas for public education in Virginia, the 1799 Virginia Assembly established four schools in the state, two of which were in Tidewater. One of these, the Craney Island School, was the direct ancestor of Western Branch High School.

The local name of "Churchland" was given to a school in 1854. This Churchland School, consisting of grades one through eleven, moved in 1922 to a three-story brick structure. By 1950, the area's truck farms had given way to housing developments, and Churchland High School was built to accommodate the expanding school population. In 1961, the City of Portsmouth initiated annexation proceedings for the entire area to form the new corporate City of Chesapeake. This area became the City of Chesapeake by popular vote in 1963. When the final distribution of the area took place in 1968, Chesapeake received the building which was to become the first Western Branch High School. Thus Western Branch High School, comprised of 1,200 students in grades six through twelve, began in the new City of Chesapeake on September 3, 1968.

Further community growth resulted in the need for a larger high school building; the present Western Branch High School building was first occupied in September, 1972. In 1988, an addition was constructed, creating twelve classrooms in order to accommodate the growth of the community. In 1997, a second addition and renovation of the original building were completed. Construction of another addition consisting of 70,000 square feet and renovation of the existing building began in June 2008 and was completed in the Spring of 2011.

Dr. Thomas A. Whitley, a Smithfield native, serves as principal of WBHS. Dr. Whitley has been involved in education as a teacher and administrator for over 30 years. He received his bachelor's degree from Delaware State University, his MS in Educational Leadership from Old Dominion University, and his PHD of Educational Leadership and Policy Studies from Virginia Polytechnic Institute and State University. Dr. Whitley and his administrative staff work hard to promote the following standards for WBHS students: have goals, work hard to achieve them, and be thankful for each new challenge because it will build strength and character.

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For the most up-to-date information
on school activities
and dates/times visit
<http://www.westernbranchhigh.com>

DIPLOMA TYPES

PROGRAM OF STUDIES

Students in grades nine through twelve must obtain at least twenty-two credits of prescribed study in order to graduate from Chesapeake Public Schools. An Advanced Studies Diploma, which requires twenty-six (26) credits of prescribed study, is also available. Both of these programs are designed to ensure that students have a solid background in certain essential areas of study that provide the skills and knowledge necessary to continue to learn after high school.

Diploma Types	Requirements for classes 2019-2021	Requirements for classes 2022 and beyond
<u>Advance Studies</u> <i>*Verified credits—student passes both the class and the SOL</i>	26 Credits— <i>nine must be verified</i> * English—2 Math—2 Social Studies—2 Science—2 Student Selected Test—1	26 Credits— <i>five must be verified</i> * English—2 Math—1 Social Studies—1 Science—1 Industry Credential Test
<u>Standard</u> <i>*Verified credits—student passes both the class and the SOL</i>	22 Credits— <i>six must be verified</i> * English—2 Math—1 Social Studies—1 Science—1 Student Selected Test—1 Industry Credential Test	22 Credits— <i>five must be verified</i> * English—2 Math—1 Social Studies—1 Science—1 Industry Credential Test
<u>Standard</u> <i>(with accommodations)</i>	22 Credits— <i>six must be verified</i> * Has an I.E.P. (see p.5 of the CPS Student Handbook and Course of Study Guide)	22 Credits— <i>five must be verified</i> * Has an I.E.P. (see p.5 of the CPS Student Handbook and Course of Study Guide)

SAFETY & SECURITY

School Safety

One of the top priorities for the administration of WBHS is the safety of students and staff. Our Safe School Plan contains procedures for safe day-to-day operations as well as routine drills to ensure that all students are familiar with routes and actions to take in case of an emergency. The following three emergency plans are a part of our Safe School operations:

1. Level 1—Interior activities function as normal, outside activities are halted (*i.e. stranger in the area, a bank robbery in the community, an animal on campus*).
2. Level 2—Interior activities function as normal, outside activities are halted, and all students in halls move into a secure classroom (*i.e. suspicious/irate person in building or on campus, police situation in close proximity to campus*).
3. Level 3—All activities are halted, students and staff will go into total defense mode (*i.e. imminent threat to students and staff inside the building*).

Fire Exits

Fire drills will be conducted during the school day at least once a month to conform to the fire department regulations. When the fire alarm rings, all school personnel and students must leave the school building as soon as possible. No one may ignore the fire alarm. Fire exit locations are posted in every classroom and activity area, and directions should be followed. Any person who falsely pulls a fire alarm is subject to criminal charges by the Fire Department of the City of Chesapeake and will be subject to disciplinary action by school officials.

Video Surveillance

Video cameras have been placed throughout the building and around the parking lots for student safety. Cameras will be active during both school and non-school hours. Cameras may be used to verify participation in certain actions and serve as evidence (if necessary) in certain incidents.

Permission to Leave School Grounds

Students who need to leave school early must turn in parental note to their home-room teacher, who will then issue an Early Dismissal Pass. Parents or guardians who do not write their child a note must come into the attendance office, present a valid ID, and sign out their child. Once a student has arrived on school grounds, he or she is not to leave without approval until school is dismissed.

Seniors who regularly leave school early due to an early release schedule must have an Early Release Pass issued by the Assistant Principal for Attendance. Both Early Dismissal and Early Release Passes are subject to be checked by any school official or any Chesapeake police officer.

When leaving school grounds early, students must exit through the main door, auditorium doors, or the small or large commons ONLY! Any student who has permission to leave school early MUST exit the school grounds at the approved time and may not return to the school grounds until after the end of the school day. Violators may face disciplinary action or trespassing charges.

SAFETY & SECURITY

Visitors

Students are not allowed to bring visitors to school. Adult visitors to the school must report directly to the security desk at the main entrance, provide a photo i.d. and secure a visitor's pass to be on school grounds. Classroom instruction will not be interrupted at any time for visits with students unless in an emergency situation and the visitor is listed as a contact on the Blue Emergency Card.

Deliveries

To minimize classroom disruptions, instructional time will not be interrupted for visits or non-medical deliveries. Deliveries for students include but are not limited to: flowers, balloons, cell phones, carry-out/fast food or gifts will not be accepted at any time. Items necessary for the educational process such as projects, PE uniforms, books, book bags and homemade lunches will be accepted and will only be **delivered to** the student during non-instructional times; for instance, between bells or during lunches.

Daily Operation of School Hours

Office hours are 8:00 a.m. until 4:00 p.m. Because of security reasons, students are not to be on the grounds or in the building before or after this time without adult supervision. Students who are on school grounds before or after hours without permission may be suspended and/or charged with trespassing.

Reporting Violations of a Safe School Policy

If a student becomes aware of any activity that is against school policies or laws, or is aware of any unsafe actions, he should report it to the proper authorities. These authorities include any teacher, administrator, security monitor or school resource officer. All reports will be kept in the strictest confidence, and no names will be used by those investigating the report. If a student feels that he cannot report an infraction to a school official, he should report it immediately to a parent, who should forward the information to an administrator. This information will also be kept in the strictest confidence.

Drugs

Students, parents, and others should be aware that a program of investigation by the city police department utilizing drug dogs will be conducted at various times during the school year.

Hall Passes

Students are expected to be in class at all times to receive instruction. Any student who leaves the classroom during class time must have an official pass issued by the teacher. The passes will be checked by hall monitors or any school personnel.

Sex Offender Notification

Virginia law requires schools to provide parents with information regarding registered sex offenders who reside in our locality. The following web address will provide you with this information:

<http://sex-offender.vsp.virginia.gov/sor/index.html>

TRANSPORTATION

Bus Transportation

To ensure safety and comfortable transportation to school, bus transportation is available to students residing in designated transportation zones. Riding the school bus is a privilege. Proper conduct and behavior are expected at all times. Improper behavior on the bus will result in the privilege being revoked. Students who ride their assigned bus to school and must also ride it home unless permission is granted through the main office.

Students must have a written request from parent/guardian to ride a different bus or to go home on an alternate route. The written request must include the bus number and a phone number where the parent/guardian can be reached to verify the request. All written requests must be verified before approval is granted. The written request must be submitted to the main office during homeroom period.

Student Parking

Driving a vehicle and parking in one of the student parking lots is a privilege at Western Branch High School. This privilege may be revoked if any associated behavior creates what is determined to be an unsafe situation, or violates parking regulations. Students may only park in their assigned parking space located in their assigned parking lot.

Parking pass procedures:

During the first week of school, students have the option to submit parking pass applications in the cafeteria during their scheduled lunch period. Students who submit their applications during this time may pick up and pay for their pass the following day during their designated lunch period.

After the first week of school, students may submit a parking pass application in the main office at any time. Once submitted, students may pick up and pay for their parking pass on Wednesday mornings from 8:00—8:30 in the main office.

** Parking pass applications are available in the main office and on the school's website.*

In order to obtain campus parking privileges, a student must:

1. Have all outstanding debts to the school cleared with the bookkeeper
2. Provide a copy of a valid Virginia Driver's license -OR- a valid out-of-state license with a current military ID
3. Provide a completed and signed registration form
4. Pay a \$20.00 registration fee per vehicle (maximum of 2 vehicles)

Students are not permitted to be in the parking lots during the school day for any reason without permission from an administrator.

GENERAL INFORMATION

Guidance Services

Students may use the following services offered through the guidance department:

1. Counseling for scheduling
2. Counseling for personal problems
3. Interpreting test results
4. Conducting conferences
5. Providing information about occupational choices, college admission, and scholarships

Student Records

Each child has a cumulative folder which includes a record of achievement, health information, standardized test results, and other personal data. This folder is updated continuously to reflect the student's growth and development. It is the policy of Chesapeake Public Schools to maintain the confidentiality of student records as provided by law.

Withdrawing from School

The guidance department will issue withdrawal forms to students only upon receipt of parental permission or administrative action. The withdrawing student must obtain signatures and clearance from subject area teachers, attendance clerk, media staff, and bookkeeper. The student returns completed forms to the guidance office. Please return all materials/resources that belong to WBHS (books, calculator, etc.)

Transcripts

Students can access and print their transcripts through an on-line service called Parchment. Please call the guidance office for more information on this procedure. Students who request paper copies of transcripts from guidance will be assessed charges as follows:

Transcripts	Official	\$5.00
Transcripts	Unofficial	\$2.00

Clinic

If a student becomes ill, he or she should report to the clinic after receiving an official hall pass signed by the teacher of the class from which he or she is to be absent. If a student has to leave school because of illness, he or she must check out through the attendance office. Students may not possess or store medication on school property. Medication, including aspirin, may not be administered by the school nurse without written parental permission. If a student needs regular medication, the parent must contact the school so the appropriate arrangements can be made.

Immunizations

All students entering Chesapeake Public Schools for the first time must present a birth certificate and record of immunization for rubella (measles), rubella (German measles), DPT, polio, and mumps. The immunization record should include the day, month, and year each shot was given. Under Virginia state law, students who do not meet these requirements will not be admitted to school.

GENERAL INFORMATION

Media Center Information

1. The media center is open from 8:00 a.m. - 4:00 p.m. on Mondays, Wednesdays, and Fridays and 8:00 a.m. - 3:45 p.m. on Tuesdays & Thursdays.
2. Books are checked out for two weeks and may be renewed once if the materials have not been reserved.
3. Reference books and pamphlets may be checked out for overnight use.
4. No food or drinks will be permitted in the media center.
5. Students must present a pass when entering the media center and must return to class before the end of the block.
6. Students must obtain a lunch pass from a media staff person before school on the day he or she wishes to use media center resources during lunch.
7. A fine of five cents for two-week books and ten cents for overnight books will be charged for each day overdue.
8. Students are expected to take proper care of media center materials and be considerate of other media center users at all times.

Personal Property (Cell phones, etc.)

WBHS will not be responsible for stolen electronic devices occurring either in the building or on school grounds.

GENERAL INFORMATION

Lockers

All lockers and locker combinations will be assigned by the student's first block, fall semester teacher. Students are responsible for personal possessions they store in their lockers. It is the responsibility of the student to be certain his or her locker is secured at all times. Lockers are subject to periodic searches by school officials, with or without notice. Students should never share their locker's combination with other students.

Student Insurance

The Chesapeake City School Board endorses an insurance policy each year which offers an accident policy for a nominal fee. The policy covers accidents from the time the student leaves for school until he returns home. Students may acquire this insurance for their own protection. To apply for student accident coverage, parents may call 877-444-8014 or access the website at <http://markel.sevencorners.com>.

Any student wishing to participate in school-sponsored field trips must be covered by some form of accident insurance. Families who meet specific low income guidelines may be eligible for other insurance options - see the school nurse for details.

Textbooks & Calculators

Textbooks and calculators are issued to students on a loan basis. It is each student's responsibility to take care of these items. Students who damage, mark in, or lose their books or calculators are responsible for payment.

School Closings

On occasion, school will be closed due to inclement weather or extended power failure. In these cases, the Superintendent will announce the closing of schools. Parents and school employees are notified by the Parent Alert System, Chesapeake Public School radio station, WFOS-FM 88.7, as well as by other local radio and television stations, such as channel 48 on cable.

Student Drop Off

Students should not be dropped off prior to 7:50 a.m. unless he or she has a zero bell .

Student drop—off locations are as follows: auditorium entrance using the drop-off lane in the front of the building, small commons entrance or the large commons entrance.

Students should never be dropped off in the faculty parking lot or the bus ramp. Violators may be subject to ticketing by the Chesapeake Police Dept.

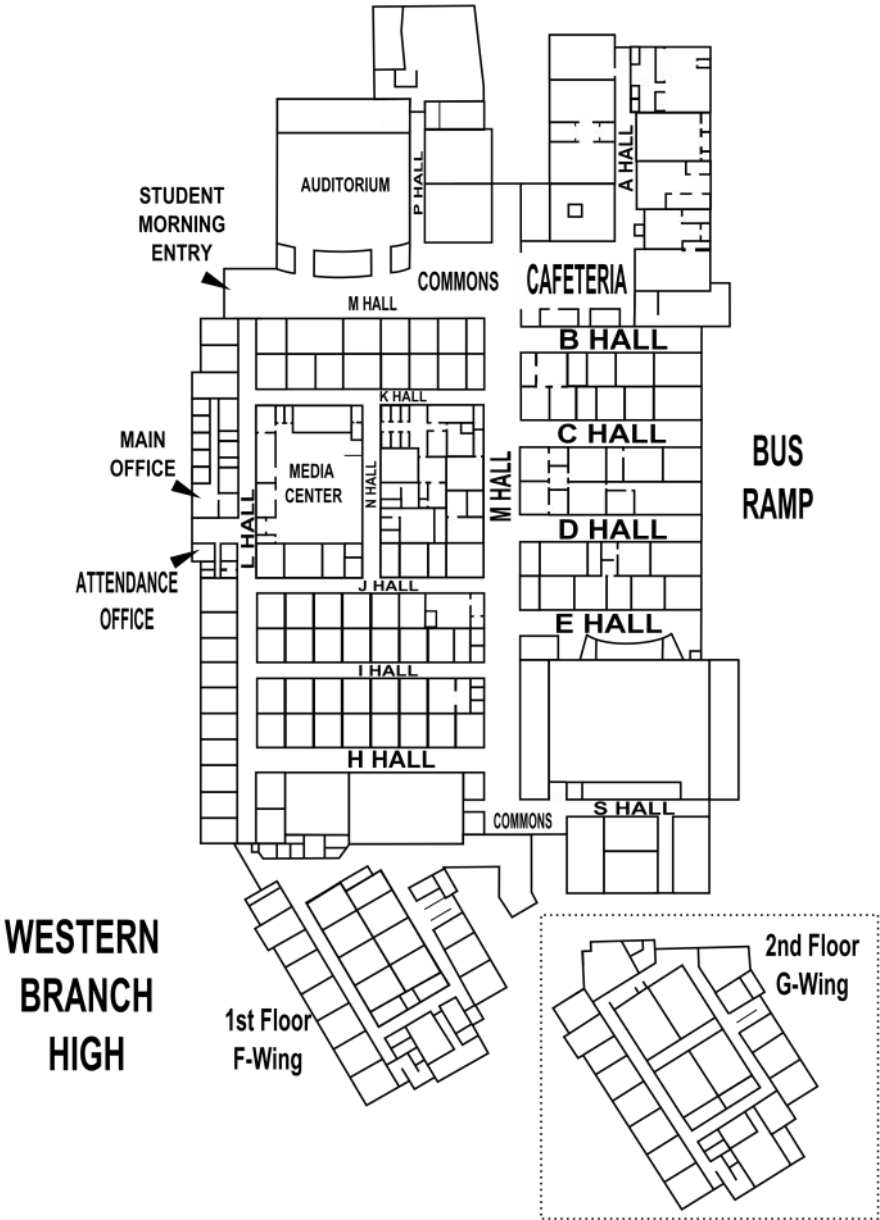
STUDENT ACTIVITIES

Student Activities at Western Branch High School Clubs/Organizations

Western Branch High School offers a wide variety of activities for students. A description of club purposes and events may be found on our school website at <http://www.westernbranchhigh.com>

- Art Club
- Band
- Chess Club
- Chorus
- CHROME
- Color Guard
- Comic Book Club
- Debate Team
- DECA
- Future Business Leaders of America (FBLA)
- Family Career & Community Leaders of America (FCCLA)
- Film Society
- Forensics
- Fully Alive Club
- Future Teachers of America (FTA)
- Gay Straight Student Alliance (GSSA)
- Interact Club
- Japanese Club
- Key Club
- Korean Club
- Literary Magazine
- Marching Band
- Marshals
- National Art Honor Society
- National English Honor Society (Sigma Tau Delta)
- National Honor Society
- National Social Studies Honor Society (Rho Kappa)
- Orchestra
- PEARLS/GAME
- Photography
- Photojournalism
- PTSA
- Red Cross Club
- Student 2 Student (S2S Club)
- Student Council Association (SCA)
- Scholastic Bowl Team
- Spanish Club
- Stage Crew
- Step Team
- Technology Service Association (TSA)
- Theatre Club
- Willett Service Club
- Writing Club
- World Language Club
- Yearbook
- Youth In Government

WBHS MAP



SCHOOL CALENDAR

School Opens	Sept. 4
End of First Grading Period—Term I	Oct. 3
End of Second Grading Period—Term I	Nov. 2
Teacher Work Day	Nov. 5-6
Veterans Day (Schools Closed)	Nov. 12
Early Release Day	Nov. 21
Thanksgiving Holidays (Schools Closed)	Nov. 22-23
End of Third Grading Period—Term I	Dec. 12
Winter Break	Dec. 21-Jan. 1
School Reopens	Jan. 2
Martin Luther King, Jr. Day - Holiday (Schools Closed)	Jan. 21
Exams	Jan. 23-25
End of Fourth Grading Period—Term I	Jan. 25
Early Release Day for Students	Jan. 25
Teacher Workday	Jan. 28-29
Presidents' Day - Holiday (Schools Closed)	Feb. 18
End of First Grading Period—Term II	Mar. 4
End of Second Grading Period—Term II	April 5
Early Release Day for Students	April 5
Spring Break	April 15-19
End of Third Grading Period—Term II	May 14
Memorial Day - Holiday (Schools Closed)	May 27
Senior Exams	June 5-7
Exams	June 11-13
Graduation - 7:30 p.m., TCCC @ ODU	June 12
Exams - Early Release Day for Students - Last Day of School	June 13
End of Fourth Grading Period—Term II	June 13
Teacher Workday	June 14

