

## General Policies and Information

The information in this handbook is intended to provide students and their parents with an overview of rules and procedures in effect in the Quillayute Valley School District. This handbook is **not** a complete summary of all rules and procedures — students are also affected by classroom rules, verbal staff directives, school district policy, plus various laws. It is a student's responsibility to become familiar with the contents of this handbook, and school and classroom rules. When in doubt, ask someone who knows!

### Activity Participation

Students are urged to participate in extra-curricular activities, as they are extended learning activities. Students must be in attendance at school, as outlined in the Quillayute Valley School District Athletic and Activities Handbook.

### Alcohol/Drugs/Tobacco/Weapons (Policy No. 3240)

The Quillayute Valley School District supports prevention and intervention programs related to tobacco, alcohol, and other drug usage. Response to problems in the area can be accomplished through cooperation and collaboration with public and private agencies, the families, and schools.

In the interest of students' health and well-being, and in accordance with the policies of the District, students will not knowingly possess, use, transmit, distribute, sell, be under the influence of, or show evidence of having used any alcoholic beverages, drugs or narcotics not taken at the direction of a physician or dentist or other substances intended to alter mood:

- On school grounds during and immediately before or after school hours.
- On the school grounds at any other time when the school or school grounds are being used for any school activity, function or event.
- Off the school grounds at a school activity, function or event.

### Athletic and Activities Handbook (Forks Junior and Senior High School)

Any student participating in an activity sponsored by the school district must follow the *QVSD Athletic and Activity Handbook*. Copies are available in the main office.

***We are what we repeatedly do;  
excellence then is not an act,  
but a habit.***

— Aristotle

### Attendance (Policy No. 3121)

The Quillayute Valley School District believes that student attendance is a key ingredient to student success. Regular attendance is a major contributing factor in reaching the instructional objectives of any class. In addition, regular school attendance is a vital part of preparation for being successful in life. We believe in working together with families to encourage the development of responsible attitudes toward regular attendance. We also expect our students to attend each class every day. Regardless of the time of arrival, students arriving to school after the start of the day must obtain a pass from the office in order to be admitted to class.

#### Excused and Unexcused Absences (Policy No. 3122)

Washington State Law (RCW 28A.225.020, RCW 28A.225.025) requires that the school:

- Inform the child's custodial parent/guardian in writing or by telephone whenever the child has failed to attend school after one unexcused absence within any month.
- Request a conference with the custodial parent/guardian and student after two (2) unexcused absences within any month during the current school year at which time a plan must be made to improve the student's attendance.
- File a truancy petition with the county juvenile court not later than the seventh (7th) unexcused absence by a child within any month during the current school year or not later than the tenth (10th) unexcused absence by a child within the current school year.
- Require a health care provider's verification of illness whenever a student is absent for a total of ten (10) or more days in a semester whether these absences are excused, unexcused, or a combination of both.

Excused absences in alignment with Washington State standards are as follows:

- Illness
- Health condition or medical appointment (including but not limited to medical, counseling, dental or optometry);
- Family emergency, including but not limited to a death or illness in the family (incidents involving non-family members would require principal/parent mutual approval);
- Religious or cultural purpose including observance of a religious or cultural holiday or participation in religious or cultural instruction;
- Court, judicial proceeding or serving on a jury;
- Post-secondary, technical school or apprenticeship program visitation, or scholarship interview;