

FAYETTE COUNTY  
ALTERNATIVE SCHOOL  
STUDENT HANDBOOK  
2021-2022

A COOPERATIVE EFFORT OF:  
FAYETTE COUNTY JUVENILE COURT  
Honorable David B. Bender  
And  
WASHINGTON C.H. CITY SCHOOL DISTRICT  
Superintendent Thomas Bailey

Fayette County Alternative School  
119 E. East Street  
Washington C.H., Ohio 43160  
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Program Manager/Court Administrator: Julia Hidy  
Director/Teacher: Travis O'Connor  
Teacher: Troi Penwell

## MISSION STATEMENT

Under the auspices of the Fayette County Juvenile Court and through a combined effort with the Washington C.H. City School District, an alternative school for students in grades four (4) through twelve (12) has been established. The mission of the school is to provide a better place for all students who have exhibited chronic or serious disruptive behaviors that hinder the teaching and learning process. This school will comply with all local, state, and federal guidelines.

We believe that all children can learn and have the right to receive their education in an environment devoid of others who would compromise the educational integrity of the classroom.

The school will serve identified students for short periods of time as determined by Washington City Schools, or for longer periods on a case-by-case basis.

The focus of the Alternative School will be to develop a more cooperative attitude in the students who then may be able to function appropriately within their school's guidelines, and develop career choice awareness.

## GOALS

To eliminate the chronic and/or serious behavior of students where they may pose a threat to the educational integrity and/or physical safety of others.

To provide a discipline option to out-of-school suspension or expulsion.

To provide students who strive to learn with an environment more conducive to learning without disruption of peers.

To provide an appropriate education in a learning, therapeutic environment for identified disruptive youth which satisfies state and federal mandates.

## ADMISSION CRITERIA

Some students are unable to conform to and operate within the traditional school setting. They are usually low-achieving and their disruptions are counterproductive to the goals of the school. They establish patterns of class removals, suspension, and consume the school's time. There are other students who feel they socially do not fit into the school environment and, therefore, fail to attend school enough to be successful. As a result, students fall behind academically and need intensive intervention, which is not always available at the home school.

After numerous efforts by school administrators to resolve disruptive and/or uncooperative behaviors, students in grades four (4) through twelve (12) may be referred to the Alternative School by school administrators. These efforts should include consultations with parents, counselors, teachers, and others with vested interests in the student. A clear record of frequent school infractions and attempts to resolve them should be present prior to referral to the Alternative School.

The Judge of the Fayette County Juvenile Court will also have the authority to order a juvenile under the Court's jurisdiction to attend the Alternative School.

### OPERATION

The Alternative School will attempt to separate the younger students from the older ones as much as possible. Total enrollment should be no more than sixteen (16) students. Students who are disruptive at the Alternative School will be referred to the Fayette County Juvenile Court.

To gain the full impact of the school program, students will be required to stay a minimum number of days to be determined by the home school. The length of stay would also be determined in part by the success experienced at the Alternative School. Exit interviews will be held to determine if students are ready to return to the home school. The school will be operated in a structured and disciplined manner with an equal emphasis on building rapport and relationships with the students. These techniques are intended to be very motivational.

### PROGRAMMING

The program will stress education, along with other educational components such as counseling, rehabilitation, career education, and chemical use awareness including drug/alcohol screening. School assignments must be provided by the home school so students may complete their work and stay current. Emphasis will be placed on preparing the student to pass Ohio proficiency tests. Older students may receive assistance to prepare to pass the General Educational Development (GED) test.

### RULES AND REGULATIONS

1. Student selected to attend the Alternative School and their parents should be committed to making this a productive and successful experience. Both students and parents should expect the rules and regulations of the Alternative School to be strictly enforced. Students who violate the rules of the school will be subject to the disciplinary procedures and consequences set forth in the Alternative School Student Handbook.
2. In addition, students who violate the rules of the Alternative School may be referred to the Juvenile Court. Students who are already on probation or diversion with the Court will be subject to any sanctions with the Court's authority including, but not limited to, placement in a juvenile detention facility, if necessary.
3. All students and parents must attend an intake conference prior to admission to the Alternative School. (Exceptions may be short-term students already on probation with out-of-school suspension that allows no class credit to be given)
4. Hours are from 7:30AM to 3:00PM daily Monday through Friday. Students must arrive no later than 7:30AM according to the Alternative School clock. Students may be kept later if there have been discipline problems during the day.

5. Transportation to and from the Alternative School is the responsibility of the parent/guardians/custodian and/or the student.
6. The home school of each student will be assigned a specific number of days for the student to attend the Alternative School. The student must complete that specified number of consecutive days without incident. If an incident occurs, the student must begin his or her number of specified days again until the requirement is met.
7. Students will bring a nutritious sack lunch each day unless lunch is provided by the home school. Students may bring one (1) unopened can of pop or approved drink to be consumed with lunch. **No glass bottles** are allowed.
8. Personal items such as magazines, catalogs, makeup, radios, CD players, electronic games, I-pads, I-pods, or any other portable entertainment devices are not permitted. Students are not to possess or carry cellular phones in or around the Alternative School. If any of the above are found, **they will be confiscated.** Only school-issued electronic devices will be permitted.
9. Students will take breaks only at assigned times.
10. If a student is on medication, arrangements must be made with the staff for the medications to be administered.
11. All students will be responsible for maintaining cleanliness of the premises including the bathroom.
12. All coats, hats, and bookbags will be hung in appropriate areas.
13. Any damage or vandalism to the Alternative School property will result in prosecution.
14. The staff recognizes the importance of treating all students equally and fairly. The basic objective is for each student to be successful in the program and to encourage him/her to change his/her own behavior. If it is the judgment of the Alternative School staff and other support personnel (consultation with the student's home school and/or the Juvenile Court) that the student could benefit from additional time in the program, such extensions will be appropriately assigned.
15. **ATTENDANCE IS MANDATORY.** Attendance is an essential element in the success of this program. Excused absences will be very rare. Failure to arrive **promptly** (no later than 7:30AM *according to the Alternative School clock*), will result in a tardy, unruly or truancy complaint being filed against you. The home school will be notified of the tardiness or absence in order to properly track attendance. **In the event a student is ill, he or she must report to the Alternative School to be evaluated by the Teacher or other staff member. Only after a determination that the student is too ill to attend school will a student be given an excused absence.**

16. **STUDENTS WILL BE SEARCHED UPON ENTERING THE PREMISES OF THE ALTERNATIVE SCHOOL EACH AND EVERY DAY OF ATTENDANCE. NO TOBACCO PRODUCTS, LIGHTERS OR MATCHES, WEAPONS, OR OTHER CONTRABAND WILL BE ALLOWED. IF FOUND, THEY WILL BE CONFISCATED.**
17. Upon admittance to the Alternative School, EACH STUDENT WILL BE ADMINISTERED A DRUG SCREEN by one of the Alternative School staff and randomly thereafter as determined by the staff. Results shall be reported to the Alternative School director, home school, parents, and probation or diversion officer if already under the jurisdiction of Juvenile Court.
18. The Alternative School students will also be subject to occasional visits by an officer from either the Washing Police Department or Fayette County Sheriff's Office and their search dog. An officer or deputy and the search dog will inspect all items in areas including the interior and exterior of the building.
19. In the event that the search dog locates any illegal substances upon the person or personal property of a student, the student will be subject to the sanctions imposed by the Student Handbook of their home school.
20. APPEARANCE: The dress code will follow the guidelines in the Washington City Schools student handbook. Students who dress inappropriately will be asked to modify their attire or be sent home to change.
- a. Clothing, hair, personal hygiene and appearance should be clean, neat, and in good taste.
  - b. No head coverings, hats, scarves, bandannas, gloves, hoodies or coats may be worn in the Alternative School.
  - c. Sunglasses will not be worn in the building.
  - d. Undergarments shall not be visible.
  - e. No flip-flop sandals or slippers.
  - f. Clothing with reference to drugs and/or alcohol, weapons, sexual and/or profane messages or violence may not be worn and will result in the student being sent home to change clothes.
  - g. No earrings or items associated with body piercing will be allowed.
  - h. Tattoos shall be covered.
  - i. No watches, rings, necklaces, or bracelets will be worn by any student.
  - j. No purses or wallets. If you drive to school, please leave your driver's license in your vehicle and only bring in your keys to leave with the Teacher.
21. CLASSROOM CONDUCT: In order to enhance each student's opportunity to learn, the following rules are in effect in the Alternative School.
- a. Be on time.
  - b. Have all proper materials – paper, pencils, school-issued electronic device, etc.
  - c. Listen to and follow all directions the first time they are given.
  - d. Raise your hand to be recognized.

- e. Stay in your assigned seat.
- f. Do not speak out of turn.
- g. Do not disturb others.
- h. Complete all assignments.
- i. No eating or drinking during class.
- j. No cell phones.
- k. No chewing gum or candy.
- l. No sleeping in school.
- m. Use of unauthorized websites and/or abuse/misuse of computers will result in the student being sent back to their home school for discipline.
- n. In general terms:

**1<sup>st</sup> Offense:** at the staff's discretion, you will do one or more of the following:

- a. Receive a warning
- b. Stand in the corner for 15 minutes
- c. Apologize, if necessary, either by written letter or orally

**2<sup>nd</sup> Offense:** at the staff's discretion, you will do one or more of the following:

- a. Apologize, if necessary, either orally or by written letter
- b. Be separated from the class so as not to disrupt further, but continue schoolwork
- c. Receive an extra assignment per the teacher's direction (to coincide with current school work, or read a book and do an oral report, etc.)
- d. Receive a warning that a 3<sup>rd</sup> offense will not be tolerated

**3<sup>rd</sup> Offense:** unruly complaint will be filed with the Juvenile Court

- a. All discipline imposed after warning should be recorded in discipline book as well as individual behavior sheets.
- b. ANY student who receives a time-out during the school day will lose the privilege of the next free time outside.

- 22. A student will not use any form of sexual, racial, or ethnic harassment against another student, staff member, or visitor.
- 23. A student will not use profanity or obscene language, written or verbal, in communicating with any fellow student, school staff, or school guest while under the jurisdiction of the Alternative School. Included in this prohibition would be the use of obscene gestures, signs, pictures, or publications.
- 24. A student will not disrupt the education process in the classroom and/or violate established classroom rules.
- 25. A student will not engage in physical contact for the purpose of inflicting bodily harm or annoying another person. Words can constitute provocation.
- 26. A student will not refuse to accept the discipline that has been determined as proper by the Alternative School personnel.

27. Students will abide by all rules and regulation of the program with an appropriate positive attitude.
28. In the event of bad weather, the student shall follow the Washington C.H. City School's announcements for school delays or cancellation.
29. When the student's home school is delayed or canceled due to a faculty meeting, the student is still required to attend the Alternative School and arrive at the normal time.
30. The student and a representative from their home school must participate in an exit interview prior to leaving the Alternative School, with their parent present if possible.
31. Teacher may add to these rules in order to operate an effective classroom (**this includes assigning homework**). All rules should be reasonable and consistent with the policies and procedures of the Alternative School.

ACKNOWLEDGEMENT

By signing below, I acknowledge receipt of a copy and my understanding of the policies and procedures of the Alternative School. I hereby agree to abide by such policies and procedures while the youth is assigned to the Alternative School. I understand that my child will be administered a drug screen upon admittance to the school. Further, I understand the Washington Police Department or Fayette County Sheriff's Office may make unannounced visits with the search dog, and that the personal belongings including, but are not limited to, coats, lunches, book bags, back packs, desks, or any other personal property of each student as well as the interior and exterior of the building will be subject to search.

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent / Guardian

Telephone number where parent or guardian or person responsible for student during school hours may be reached:

Home Phone Number: \_\_\_\_\_

Alternate or Cell Number: \_\_\_\_\_

Name of Person Responsible: \_\_\_\_\_

Relationship to Student: \_\_\_\_\_

