

Shorewood High School



Student Handbook

Shorewood **PRIDE**

Together
Be Engaged
Have Integrity
Show Respect
Be Determined

Shorewood Mission Statement:

A **safe, inclusive** community resource committed to **success for every student**, Shorewood High School will provide stellar academic and technical preparation, career readiness and co-curricular activities while supporting **diversity, community responsibility and personal growth**.

Principal: Bill Dunbar
Assistant Principal: Nancy Elder
Assistant Principal: Elaine Swanson
Dean of Students: Genevieve Fernandez
Activity Coordinator: Britt Harris
Athletic Director: Joann Fukuma
College & Career Readiness Coordinator: Marianne Stephens
Business Office: Lorrie Magaoay
Attendance Office: Laura Steiner

Welcome to Shorewood High School
17300 Fremont Avenue N., Shoreline, Washington 98133
Shorewood Main Office Phone Number: 206-393-4372

The purpose of this student handbook is to provide a school specific resource to students. It contains useful information that is both informative and helpful for students.

In addition to the school specific policies and guidelines contained in this handbook, all students are expected to adhere to guidelines, expectations and rules detailed in the Shoreline Public Schools Statement of Responsibilities and Rights of Students, and the Shoreline School Board Policy.

The "Statement of Responsibilities and Rights of Students" was mailed to each family with the district calendar in the early fall, pushed out electronically to student Google accounts during the first week of school and accessed on the Shoreline School District Website under the policy page in multiple languages.

<h2 style="margin: 0;">Campus Safety</h2>

Safety of the students and staff is our top priority on the Shorewood High School campus, which includes the athletic fields and parking lots. All students are expected to be aware of their surroundings and know which areas are OFF LIMITS. Please follow these simple guidelines for your own safety:

- Stay out of closed/locked areas, and do not enter an area without adult supervision
- Report any suspicious persons or items to a school staff member
- Be respectful and follow directions of school staff

Our goal is to foster a sense of responsibility and ownership of our beautiful school building and campus.

General Information

Bags/Backpacks

All students are expected to keep track of their own belongings. Shorewood High School is not responsible for damage, lost, or theft of student possessions including, but not limited to, student bags, purses, or backpacks. Students' bags, purses, and backpacks are subject to inspection or search under the conditions stated in Washington state law, RCW.28A.600.230.

Identification (ID) Card

All students are provided with a student ID card that includes a photograph. This identification is primarily used for checking out books in the library and for entry into student dances. It may also be used for identification at school and other functions. When validated, the ID card becomes your ASB card. Photo ID is required for admittance to school events.

Associated Student Body (ASB) Activity Card

All students are encouraged to purchase an ASB card. General costs of operating the high school are met by school district funds and the ASB is responsible for the expenses of student activities. These expenses include: awards, assemblies, conferences, dances, printing charges, band uniforms, student activities, drama productions, band and orchestra activities, vocal ensembles, newspaper, yearbook, and athletic equipment for all sports. The primary source of fundraising for the ASB is the sale of activity cards. There are benefits to purchasing an ASB card, which include:

- Free admission to all athletic events at Shorewood High School/Shoreline Stadium when we are the home team;
- Reduced-price admission at away WesCo League high school athletic events; • Reduced-price admission to school-sponsored dances (with the exception of major dances like Homecoming and Prom);
- Reduced-price admission to school-based events, such as plays, talent shows and other school activities where a fee is charged;
- Reduced-price for a yearbook when purchased during the month of September.

Cell Phones and Other Electronic Devices:

It is the strong recommendation of the staff at Shorewood High School that students and parents carefully weigh whether or not a student brings personal cell phones, music players, cameras, and/or other electronic devices to school. These items can be disruptive to the learning environment, often create disciplinary problems, and are all too frequently damaged, lost or stolen.

Use of Electronic Devices at School:

1. Cell phones and other electronic devices must be turned off and kept out of sight during class time. Teacher may allow the use of cell phones for instructional purposes. Parents are reminded that in cases of emergency, the main office is the appropriate point of contact to ensure that your child is contacted and assisted in a timely and appropriate manner.
2. Cell phones and other electronic devices must not disrupt classroom lessons with tones, beeping, or vibrating.
3. Cell phones and other electronic devices may not be used in any manner that disrupts classroom lessons.
4. Cell phones, cameras, or other devices should not be used to photograph or film others without their consent.

Care for Electronic Devices:

1. Students who bring cell phones or other electronic devices to school are solely responsible for the safety and security of those devices.
2. The school accepts no responsibility for cell phones or other electronic devices that are lost, damaged, or stolen at, school or while traveling to and from school.

Process for Violation of Electronic Devices Policy:

Students who violate the rules for the use of electronic devices as set forth will be subject to corrective action as described below:

- 1st offense - Device will be confiscated by a staff member. Student can pick up the device at the end of the period. Staff member who confiscated the device may contact parent/guardian.
- 2nd offense - Device will be confiscated by a staff member. Student may pick up at the end of the day. A parent/guardian may be contacted.
- 3rd offense – Device will be confiscated and given to the Dean of Students. Appropriate discipline may follow, and a parent/guardian conference may be requested to retrieve the device.

School discipline may vary, depending on individual circumstances. **Additionally, teachers may establish and impose policies for electronic use, as outlined in their syllabus.**

Closed/Open Campus Policy

In accordance with Shoreline School District Policy #3242, students in grades 9 through 12 are permitted to leave campus at designated times. Shorewood is a closed campus during instructional time. **Students may not leave campus before or after SAS.** During lunchtime, students are permitted to leave campus, provided they conduct themselves in a responsible manner in the community. Students are not to loiter on private property or along streets adjacent to the campus. Students who violate this policy are subject to discipline under the student discipline code.

Counseling/ Guidance

Counseling and guidance services are available for every student in the school. The most current information can be found on the school website under the "Students-[Counseling Office](#)" tab.

Food & Drink

Food and drink are not allowed in classrooms unless approved by the teacher. Meals should be consumed in the following areas on the First Floor: Commons, Courtyard, and Student Store. Please do not congregate and eat meals on any stairway, stairway landings, or hallways. Food and drinks are strictly prohibited in the Library. Please help take care of this great facility by cleaning up after spaces when you leave and by putting trash and recyclable items in the appropriate container.

Library

The most current library information can be found on the school website under "Students [Library](#)" tab.

Loitering on Campus

All students are expected to be in their scheduled classes during instructional time, unless they have valid hall pass. During **SAS**, students are expected to be in their assigned a classroom unless in another classroom with a valid SAS Pass. Running Start students should arrive on campus as close to their scheduled class time as possible and report directly to their class.

Student Dress Policy

Shoreline School District Policy #3224 - Student dress specifies that school administrators can regulate student dress and appearance when there is a reasonable expectation that a student's dress or appearance presents health or safety problems, or will cause a disruption to the educational process. Additionally, students' dress or appearance must not advertise or display any product or service not legally permitted to minors; and students' dress or appearance must not convey explicit or implicit messages of racism, sexism, immorality, indecency, vulgarity, or gang affiliation.

1st offense: Persons violating the dress code may be offered three choices in order to comply and correct their attire:

1. Change their attire such that it follows the dress code policy;
2. Wear clothing provided by the school; or
3. Call home for a change of clothing.

2nd and subsequent offenses: the Dean of Students or an administrator may impose progressive discipline.

Student Government

Student government is an essential part of Shorewood High School. Student concerns are voiced through elected ASB officers, class senators, homeroom representatives, as well as forums or meetings conducted through the year. Students can also get involved in student government by joining committees. Committees are often open to all students, and sign-ups are announced in the daily bulletin. Information about student government can be found on the [Shorewood ASB website](#).

Absences

Attendance affects academic progress. Missing class can impact on-time graduation. Absences, including tardies, should be kept to a minimum, and always parent/guardian approved through the Attendance Office.

Tardy Policy

Being tardy affects academic progress. Teachers have the authority to impose consequences for excessive tardiness. Any consequence cannot adversely affect the student grade in the course.

1. Upon a student's third tardy to the same class, the student will receive a classroom-based detention to be served with their teacher during a mutually agreed upon time (i.e. break, afterschool, etc). The teacher will also contact parents by email, telephone, or mailed discipline referral form. If a student fails to attend classroom-based detention, teacher will submit an appropriate discipline referral form to the Dean of Students or an Administrator for appropriate follow-up corrective action.
2. Upon a student's fourth tardy to the same class, teacher should submit a discipline referral form to the Dean of Students or an Administrator for appropriate follow-up corrective action.
3. Students who take extended breaks during class without teacher permission may be marked tardy or absent and family notified.

SAS

SAS is a part of the instructional day and is considered a closed campus time. **Students must remain on campus before and after SAS.** As such, attendance at SAS is mandatory, and failure to attend is subject to discipline. Any absence from SAS must be excused through the attendance office, as with any other class. SAS absences will generate an automated phone call and are tracked as part of a student's attendance record. For attendance/truancy purposes, missing 3 SAS periods is equivalent to missing one class period.

Student Drivers and Parking

Students are expected to drive on school property in a safe, non-disruptive manner, and to display a Shorewood Parking Permit on any car they park in designated student parking lots. They are restricted from parking in staff/faculty parking lots, emergency vehicle zones, bus loading zones, and emergency access areas. See Parking Policy and the parking application form for more information. Misuse of the policy is subject to discipline.

Parking Policy

Refer to the parking application form for complete parking information. The Shoreline School District **MUST** provide parking for their employees first, students second. Parking spaces in the student parking lots are available on a **first-come, first-served** basis.

Students may only park on campus with a valid Shorewood or Shorecrest parking permit. Permit cost is \$10, with or without ASB card. Visitor spots are not available at any time. School security staff has the authority to issue parking tickets for inappropriately parked vehicles. Vehicles can also be "booted" or towed at owner's expense, as necessary. Report thefts and vandalism to Shorewood Security. We recommend that students do not leave valuables in plain sight inside their vehicle, and that students keep the vehicle locked at all times.

Students may face corrective action if parking rules are violated

The Shoreline School District is not responsible for vandalism, theft, or accidental damage to vehicles or their contents while the vehicle is parked on school grounds.

Students are expected to drive on school property in a safe, non-disruptive manner (5 MPH observe all legal, reasonable, and expected precautions concerning speed, safety, and vehicle operation.

Posters and Signage

The Activity Coordinator must approve all posters that will be displayed at Shorewood HS. Posters should reflect good taste and add to the environment in a positive way. A poster should not remain displayed longer than 10 school days. Please use bulletin boards or tack boards to display posters, and do not attach anything to walls, windows, or doors.

Public Display of Affection

Open displays of physical affection are not appropriate at school. Please refrain from such behavior. Repeated disregard for this policy may lead to school discipline.

Skateboards and Bicycles

Skateboards and bicycles may be ridden to and from school, but not on campus. Bicycle and skateboard racks are located around the campus as a courtesy for students to secure their items, however, Shorewood High School does not offer locking devices. Additionally, Shoreline School District is not responsible for vandalism, theft, or damage to personal bicycles or skateboards.

Surveillance Equipment:

Student should be aware that surveillance equipment is in use at all times to maintain the safety of students and safety within the building, on school grounds and surrounding the school buildings.

Visitor Policy

Shorewood High maintains a closed campus during instructional time. All adult visitors should check in the main office. Student visitors are not allowed during the school day, including lunch. Perspective students should contact the main office at 206-393-4372 to arrange visits or tours. Alumni may visit with staff outside of the school day (after 2:35 p.m.).

<h2>Activities</h2>

Shorewood High School ability to hold large group events and activities during the 2021-22 school year will be determined by the School District under the Department of Health Guidelines.

When activities are allowed students have the opportunity to engage in a variety of activities both during and outside of the school day. More information about student activities can be located on the school website.

All students are expected to follow the Shoreline School District guidelines and policies for student behavior at all school related activities. Activity specific expectations for students are detailed below.

Assemblies

Shorewood High School holds several school assemblies throughout the school year. Students are expected to:

1. Attend and remain through the entire program until dismissed.
2. Sit with their grade level or class (if directed to do so), unless seated with a special group (i.e. band, athletic team, etc.).
3. Demonstrate respect and courtesy toward speakers and presenters by giving them their attention and not talking during presentations.
4. Show enthusiasm as appropriate. Use good judgment so that it does not become disruptive.

Dances

Shorewood sponsors several dances throughout the school year, including Homecoming, Winter Ball, and Prom (major dances). All students are encouraged to attend Shorewood dances. Student should know that at dances:

1. All school rules apply, including but not limited to policies related to alcohol, drug and tobacco use, etc.
2. Where there is reasonable suspicion that a student may be under the influence of alcohol or other drugs, the student may be assessed and/or may be turned over to law enforcement officials.
3. Dance admittance requires photo ID; students may not re-enter a dance after leaving nor may they enter after 10:30 p.m.
4. Dress and appearance standards for regular school attendance apply unless special dance apparel has been designated.
5. Student misconduct at dances is subject to discipline.

Dance Guest Pass Policy & Application Procedures

Shorewood High School dances are provided for the enjoyment of our current students. Student safety is our foremost concern. Guests are allowed at (i.e. Homecoming and Prom) under the following guidelines:

1. One guest is allowed per Shorewood student per major dance;
2. A Guest Pass Application for each guest must be completed by the host student and submitted to Shorewood Security within the application window for each dance;
3. Shorewood Security will verify the status of all guests.

Refer to the Guest Pass application form for complete information regarding Dance Guest Pass Policy and persons who may be eligible to attend. Guest Pass Applications can be downloaded from the Shorewood [website](#) during the application window for each respective dance.

Extra-Curricular Activities

Shorewood sponsors a wide variety of activities for students to be involved in or enjoy as spectators. Information about extra-curricular activities can be found on the school [website](#). Students should know that at extra-curricular activities:

1. All school and school district rules apply, including but not limited to policies related to alcohol, drug, or tobacco use, etc.
2. Students who leave the event or activity will not be re-admitted.
3. Where there is reasonable suspicion a student is under the influence of alcohol or drugs, the student may be assessed and/or may be turned over to law enforcement officials.
4. Student misconduct at all extra-curricular activities is subject to disciplinary action.

Stadium Use

A number of school events are held at Shoreline Stadium. Students should know that at school events held at Shoreline Stadium:

1. All school and school district rules apply, including but not limited to policies related to alcohol, drug, or tobacco use, etc.
2. Students must follow the requests of stadium staff and other district personnel.
3. Students who leave the event or activity will not be re-admitted.
4. Where there is reasonable suspicion a student is under the influence of alcohol or drugs, the student may be assessed and/or may be turned over to law enforcement officials.
5. Student misconduct at all extra-curricular activities is subject to disciplinary action.
6. Unless included in the band, flags, drill, or cheer squads, all spectators must stay off the field and track areas at all times.

Internet Resources for Shorewood Students

Link to: [Shoreline Online Grades/Canvas Login Page](#)

Link to: [Shoreline School District Shorewood High School Registration Guide](#)

2018 Link to: [Naviance Family Connection](#)