## **New Policies:**

# 1. Tobacco/Cigarette/E-cigarette/Vape possession :

Possession of these materials is not permitted at Woodstock High School. It is a violation of Department of Education policy to use these materials on school property, therefore, carrying these materials inside the building is not necessary. Students will be permitted to store the above items in their locker or vehicle. A suspension will be issued if a student is found with the above on their person.

## 2. Cell Phones.

Cell phones must be shut off and stored in a students' bookbag during class time. Some teachers may choose to collect cell phones and place them in a location in their classroom and this practice is supported by the administration at Woodstock High. When a cell phone is required/beneficial, for instructional purposes, the teacher will give permission for students to take the cell phone from their book bag. If a student has their cell phone out during class time, the student will give the phone to the teacher and a parent will pick up the phone at the office at their convenience.

### 3. Late assignments.

It is the students' responsibility to complete all assigned work on time. When an assignment is late, the teacher will contact a parent informing them of the late assignment. After a parent has been contacted, students will receive a 10% penalty for each day their assignments is not submitted. After 4 days the assignment will now be graded on a pass/fail scale, meaning an acceptable assignment will result in a maximum mark of 60%. Assigned work must be completed within two calendar weeks of the parent contact or a mark of zero will be assigned.

#### 4. Missed tests.

If a student is absent the day they have been assigned a test, a parent/guardian must contact the school (325-4437) on or before the morning of the absence and excuse the student for that day. Please feel free to leave a voice mail message at any time. Unexcused absences will result in a mark of 0% for the test. The teacher will place a copy of the test in the office and the student has one calendar week to report to the "Missed test room" at noon hour to complete the test.