

SUN VALLEY HIGH SCHOOL
STUDENT HANDBOOK



2021-2022

Sun Valley Student Handbook

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**SUN VALLEY HIGH SCHOOL
PENN-DELCO SCHOOL DISTRICT**

**2881 Pancoast Avenue
Aston, PA 19014
610-497-6300 X2400**

**STUDENT HANDBOOK
2021-2022**

**Dr. George Steinhoff, Superintendent
Dr. Eric Kuminka, Assistant Superintendent**

Mr. Patrick Sasse
Principal

Mr. Joseph Peleckis
Assistant Principal

Dr. Linda Giles
Assistant Principal

Mr. Pat Rafferty
Athletic Director

Welcome to Sun Valley High School!

The mission of the Penn-Delco School District is to enable all students to achieve, succeed, and excel.

ALMA MATER

KNOWLEDGE, TRUTH AND HONOR

MAY OUR MOTTO ALWAYS BE.

AND TO THEE SUN VALLEY HIGH SCHOOL, BLUE AND GOLD,

WE SHALL LOVE THEE.

AND THROUGH THE YEARS WE'LL LOOK BACK TO YOU,

A LIGHT THAT NEVER SHALL GROW DIM.

A GUIDING HAND YOU WILL ALWAYS BE,

AND WE SHALL BE TRUE TO THEE.

Words and Music:

Joseph P. DeAugustine

Arrangement:

W. Allen Fisher

Sun Valley Colors - Blue and Vegas Gold

Sun Valley Nickname - Vanguard

Sun Valley Mascot - Griffin

TITLE IX

Title IX is the federal statute addressing discrimination on the basis of sex in education programs and activities. The Penn-Delco School District declares it to be the policy of this district to provide an equal opportunity for all students to achieve their maximum potential through the programs offered in the schools without discrimination on the basis of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, pregnancy or handicap/disability.

The Penn-Delco School District is an equal opportunity employer and will not discriminate in its educational programs, activities, or employment practices on the basis of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, veteran status, genetic information, citizenship, handicap/disability or other legally protected classification. The district shall make reasonable accommodations for identified physical and mental impairments that constitute disabilities, consistent with the requirements of federal and state laws and regulations.

This policy is in accordance with state and federal laws, including Title VI, Title IX and Section 504.

The Penn-Delco School District does not discriminate on the basis of sex in the education program or activity that it operates, and the District is required by Title IX and 34 C.F.R. Ch 106 not to discriminate in this manner. The requirement not to discriminate in the District's education program or activity extends to admission (as applicable), and to employment.

COORDINATORS:

Dr. Eric Kuminka ekuminka@pdsd.org ; 610-497-6300 X1314

Mrs. Nina Tyre ntyre@pdsd.org ; 610-497-6300 X1312

Mrs. Regina McClure rmcclure@pdsd.org ; 610-497-6300 X1320

For more information regarding TITLE IX click [HERE](#).

STUDENT INFORMATION

STUDENT CALENDAR



Penn-Delco School District 2021-2022 Instructional Calendar

| JULY 2021 | | | | | | |
|-------------------|----|----|-------------------|----|----|----|
| S | M | T | W | T | F | S |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |
| Teacher Days - 0 | | | Student Days - 0 | | | |
| AUGUST 2021 | | | | | | |
| S | M | T | W | T | F | S |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |
| Teacher Days - 0 | | | Student Days - 0 | | | |
| SEPTEMBER 2021 | | | | | | |
| S | M | T | W | T | F | S |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |
| Teacher Days - 20 | | | Student Days - 18 | | | |
| OCTOBER 2021 | | | | | | |
| S | M | T | W | T | F | S |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |
| Teacher Days - 21 | | | Student Days - 21 | | | |
| NOVEMBER 2021 | | | | | | |
| S | M | T | W | T | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |
| Teacher Days - 20 | | | Student Days - 18 | | | |
| DECEMBER 2021 | | | | | | |
| S | M | T | W | T | F | S |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |
| Teacher Days - 17 | | | Student Days - 17 | | | |

| | | |
|--|--------------------------|--------------------------|
| JUL 5 | District Holiday | All Buildings Closed |
| AUG 24-25 | New Teacher Induction | |
| SEP 1 - SEP 2 | Teacher In-Service | No Students K-12 |
| SEP 3 | Offices Open/No School | |
| SEP 6 | District Holiday | All Buildings Closed |
| SEP 7 | First Day of School | |
| SEPT 24 | ½ Day Teacher In-Service | ½ Day Students K-12 |
| NOV 1-2 | Teacher In-Service | No Students K-12 |
| NOV 22-23 | ½ Day Teacher In-service | ½ Day Students K-8 |
| | Parent Conference | |
| NOV 24 | ½ Day Students | ½ Day Students K-12 |
| NOV 25-26 | District Holiday | All Buildings Closed |
| DEC 23 | ½ Day Teacher In-Service | ½ Day Students K-12 |
| DEC 24 | District Holiday | All Buildings Closed |
| DEC 27 | Offices Open/No School | |
| DEC 28-31 | District Holiday | All Buildings Closed |
| JAN 14 | ½ Day Teacher In-Service | ½ Day Students K-12 |
| JAN 17 | District Holiday | All Buildings Closed |
| FEB 18 | Teacher In-Service | No Students K-12 |
| FEB 21 | District Holiday | All Buildings Closed |
| MAR 10-11 | ½ Day Teacher In-Service | ½ Day Students K-5 |
| | Parent Conferences | |
| APR 11-14 | Offices Open/No School | No Students K-12 |
| Apr 15 | District Holiday | All Buildings Closed |
| APR 18 | Teacher In-Service | Flex Day |
| MAY 13 | ½ Day Teacher In-Service | ½ Day Students 9-12 Only |
| May 27 | ½ Day Teacher In-Service | ½ Day Students K-12 |
| MAY 30 | District Holiday | All Buildings Closed |
| JUN 17 | Last Student Day | ½ Day Students K-12 |
| JUN 20 | Teacher In-Service | No Students K-12 |
| PSSA Testing Window | | |
| ELA: April 25-29, 2022 | | |
| Math, Science & Make-Ups: May 2-13, 2022 | | |
| Keystone Testing Window | | |
| Winter Wave 1 | December 1-15, 2021 | |
| Winter Wave 2 | January 3-14, 2022 | |
| Spring | May 16-27, 2022 | |
| Summer | July 25-29, 2022 | |

| | |
|--|--------------------------|
| | District Holiday |
| | K-12 Teacher In-Service |
| | ½ day Teacher In-Service |
| | Offices Open/No School |
| | Parent Conferences |
| | ½ Day |

| JANUARY 2022 | | | | | | |
|--------------------------|----|----|--------------------------|----|----|----|
| S | M | T | W | T | F | S |
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |
| Teacher Days - 20 | | | Student Days - 20 | | | |
| FEBRUARY 2022 | | | | | | |
| S | M | T | W | T | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | | | | | |
| Teacher Days - 19 | | | Student Days - 18 | | | |
| MARCH 2022 | | | | | | |
| S | M | T | W | T | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |
| Teacher Days - 23 | | | Student Days - 23 | | | |
| APRIL 2022 | | | | | | |
| S | M | T | W | T | F | S |
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |
| Teacher Days - 16 | | | Student Days - 15 | | | |
| MAY 2022 | | | | | | |
| S | M | T | W | T | F | S |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |
| Teacher Days - 21 | | | Student Days - 21 | | | |
| JUNE 2022 | | | | | | |
| S | M | T | W | T | F | S |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |
| Teacher Days - 14 | | | Student Days - 13 | | | |
| Total Teacher Days - 191 | | | Total Student Days - 184 | | | |

2021-2022 BELL SCHEDULE

| Period | Time Range |
|--------|---------------|
| 1 | 7:30 - 8:18 |
| 2 | 8:21 - 9:09 |
| 3 | 9:12 - 10:00 |
| 4 | 10:03 - 10:51 |
| 5 | 10:54 - 11:42 |
| 6 | 11:45 - 12:33 |
| 7 | 12:36 - 1:24 |
| 8 | 1:27 - 2:15 |

GENERAL INFORMATION

ADDRESS OR TELEPHONE NUMBER CHANGES

At any time, your home address changes, proof of residency must be brought to the Student Residence Assistance at the administration building. Phone number additions and changes should be reported to the main office. This is essential for handling emergencies.

ANNOUNCEMENTS

Announcements will be made every morning which consist of the Pledge of Allegiance and a moment of silence. All announcements must be put in writing and submitted to the main office.

PARKING

Due to building renovations, the number of student parking spaces and the opportunity to park in our lot may change and be limited. The following points list the seniority, requirements, restrictions and penalties associated with parking on school property:

1. Parking permits may be offered at a fee of \$25.00, first to seniors, then juniors (if spaces remain available).
2. Students are responsible for all paperwork. No student will receive a parking permit if his/her paperwork is incomplete for any reason.
3. All vehicles **must** be registered and **must** display a valid parking hang tag for the current school year at all times. **Cars not registered with the school and not displaying a valid parking hang tag are subject to towing/booting at the owner's expense.** In the event that the registered car changes, please update your information in the main office. If you do lose your parking hang tag, the student must meet with an administrator.
4. If you choose not to park on school property anymore, please notify the main office.
5. All students may only park in spots designated for students. If cars are parked in other spots the student may lose his/her parking privileges
6. **The speed limit on school property is 5 MPH. The speed limit will be strictly enforced.**
7. Loss of driving privileges may result from any discipline problem.
8. Students will not be permitted to go to their cars during the school day. Only the principal or designee may grant permission.
9. Driving practices considered to be reckless, unsafe, or discourteous may result in the loss of driving privileges. **THERE WILL BE NO WARNINGS.** In addition, violations of local and state laws will be reported to the Aston Police Department.
10. Student drivers are not permitted to drive through the Northley MS/Administration parking lot as a means to access Concord Road. Students found in violation of this directive risk the loss of their on-campus parking privilege for a period of time.

11. Parking fees shall not be reimbursed for those students who lose their parking privileges as a result of this infraction .
12. In the event of a school emergency or evacuation, **students are not permitted to leave school in their vehicle.**
13. The Penn-Delco School District is not responsible or liable for damages, theft, etc., to automobiles parked in the Sun Valley Parking Lot.
14. There may be times when parking in the parking lot is not allowed due to special school events or snow. When such events occur, an announcement will be made in school and on the Penn-Delco website. On such occasions, students that normally drive will have to make other arrangements or use Penn-Delco School District transportation.
15. If reasonable suspicion exists that any contraband, such as weapons, drugs, or alcohol are in a vehicle on school district property, an administrative search will be conducted.
16. The Sun Valley High School parking lot is subject to periodic searches by a certified drug dog throughout the school year.

SNOW DAY/EMERGENCY CLOSING OF SCHOOL

In the event of inclement weather, closing of school will be announced on the radio stations WZCN 1590 and KYW 1060. The school closing number for Penn-Delco is 456. It is also broadcast on 6ABC, FOX, 10NBC. Also, closings can be checked on the Penn-Delco District Channel, channel 11 and at www.pdsd.org. When school is canceled or dismissed early because of poor weather conditions, all school events and activities will automatically be canceled. Please consult the Penn-Delco TV station (Channel 11), Penn-Delco Website www.pdsd.org, or PDS D Twitter feed @PennDelco for information concerning cancellations or dismissals.

FIELD TRIP

Teachers or class advisors sponsor Field Trips. Students are subject to the rules and regulations imposed by the teacher or administrator for the field trip. All school rules apply.

FINANCIAL RESPONSIBILITIES

Throughout the school year, students might owe money to Sun Valley High School for class dues, fundraisers and extra-curricular activities. Other reasons might include lost or damaged property and returned /stop payment on checks. It is important that payment occur promptly. As always, we are able to address any financial concerns. There does come a time when payments must be made. **On a quarterly basis, the high school will be sending out notices to parents concerning any financial responsibilities.** If a payment plan is not agreed to, participation in extracurricular activities will be suspended. This includes dances, proms, non-instructional class trips, parking privileges and clubs. If the amount is not paid by senior year graduation, your child will not be allowed to participate in the graduation ceremonies.

FIRE DRILLS

Fire drills will be held each month with the objective being to empty the building as quickly and orderly as possible. Students should be 300 ft. from the building. There should be no talking when leaving the building. Each classroom teacher is responsible for his/her students.

HEALTH SERVICES

Accident Insurance

Insurance protection is the responsibility of the parents and is mandatory for all activities. For other activities and during regular school participation, parents have the option to provide their own insurance protection for their son/daughter, or purchase a student accident plan. Forms are distributed at the beginning of each school year.

Emergency Cards

Emergency cards must be completed yearly. The card lists special health problems and designates a responsible person in the event a parent cannot be contacted. Please contact the nurse if telephone numbers or contact person change. No student can be administered any medication without a completed emergency card.

Illness at School

If a student becomes ill in school he/she must secure a pass from the teacher and report to the health suite. If the nurse is not there, he/she must report to the office. Permission from the nurse is required before a student may leave the building. The nurse will contact a parent before a student is permitted to leave. Students (regardless of age) are not permitted to declare themselves ill and sign out without permission from an administrator.

Immunization

Beginning with the 2018-2019 school year, the State of Pennsylvania is implementing new immunization guidelines. The following bullets outline the updated immunization requirements for school age children.

- For attendance in **all grades**, 4 doses of polio (4th dose on or after 4th birthday and at least 6 months after previous dose given).
- For attendance in **all grades**, 4 doses of tetanus, diphtheria and acellular pertussis (4th dose on or after 4th birthday).
- For attendance in **all grades**, 2 doses of measles, mumps, rubella (preferably given as MMR).
- For attendance in **all grades**, 3 doses of Hepatitis B.
- For attendance in **all grades**, 2 doses of Varicella or chicken pox from vaccine or by history of disease.
- For attendance in **7th grade**, 1 dose of tetanus, diphtheria, acellular pertussis (Tdap) on the first day of 7th grade.
- For attendance in **7th grade**, 1 dose of meningococcal conjugate vaccine (MCV) on the first day of 7th grade.
- For attendance **in 12th grade**, 1 dose of meningococcal conjugate vaccine (MCV) on the first day of 12th grade (If one dose was given at 16 years of age or older, that shall count as the 12th grade dose).

We strongly urge you to consult with your child's physician as soon as possible. If your child has already received these vaccinations, please submit a copy of the record from your doctor to your school nurse **IMMEDIATELY**. If your child has not received the required immunization, please schedule an appointment and send in a copy of the documentation as soon as it is completed.

ON THE FIRST DAY OF SCHOOL, unless the child has a medical or religious/philosophical exemption, he/she must have all the required doses listed above or the **child will be excluded from school**.

If the child does not have all the doses listed above, the child must provide a medical plan (red and white card signed by physician) within the first five days of school for obtaining the required immunizations or be excluded from school. State law requires that all students must be immunized against DT, polio, measles, rubella and mumps.

Medication in School

If medication must be given during school hours, whether it is prescribed or over-the-counter, parents must comply with the following procedures:

The medication must be accompanied by a physician's written request, which includes the student's name, diagnosis, and medication dosage, how administered and time to be given. A new physician's note is needed at the start of each school year.

Medication must be in the original labeled pharmacy container with the student's name, name of medication, dosage and date. (Pharmacies, upon request, usually provide a labeled "school" container.) Medication not in an original labeled pharmacy container will not be administered.

Medication, which is ordered "3 times/day", can usually be administered at breakfast, upon return from school and at bedtime. Unless the medication is specifically ordered at mealtimes, there would be no need to administer it during school hours.

A maximum of one month's medication should be sent to school.

Parent/guardian must provide the medication directly to the nurse/aide or to District personnel.

Any change in dosage of medication must be confirmed to the school nurse by the physician and followed-up in writing. The physician's written order may be faxed to the certified school nurse.

Parents must notify the school nurse in writing of any change in the administration schedule of medications.

Medications will be administered as ordered on early dismissal days unless the parent notifies the school nurse in writing. Physician's orders may be faxed to the certified school nurse at each building. Please call for the number.

Physical Examinations

School law requires that a complete physical examination be given to all eleventh grade students. The family physician or the school physician may do this.

Screenings

Yearly screening tests to check height, weight and vision will be performed on all students in grades nine through twelve and hearing tests are conducted in eleventh grade.

Medical Excuses

For a student to be excused from physical education due to medical reasons, the student must submit a written physician's note to his/her teacher PRIOR to the dates for which he/she is to be excused. This note will then be forwarded to the school nurse to be placed in the students file. Doctor's notes MUST include the following information:

- Nature of injury/condition
- Dates to be excused
- Any activity restrictions

Alternative assignments will be provided and graded for medical situations.

Students who warrant an emergency medical excuse for situations beyond their control must produce a physician's note within one (1) week of the excused class. Failure to provide documentation within this time will negatively affect the students overall grade.

MIC

The MIC will be open from 7:30 a.m. to 2:55 p.m. During the regular school day, students must have a pass to come to the MIC and sign in upon arrival. Material is currently on loan for a period of two weeks.

LOST AND FOUND

The main office maintains the lost and found. Unclaimed articles will be donated.

STUDY HALL

Study halls are periods set aside for independent study. Students should come prepared to work in study hall. Class assignments, homework, or books for reading are required. If students wish to see another teacher or administrator, a pass signed by that person must be presented to the study hall teacher or students will not be excused.

TEXTBOOKS

It is the student's responsibility to return textbooks to the teacher who issued the textbook. Please note that all hardback textbooks must be covered. Students are responsible to return the books in the condition in which they received them or a fine will be issued to pay for damages. This is inclusive of returning books with CD's.

VISITORS

Parents and guests are cordially welcome. All Penn-Delco Schools will now utilize the Raptor Visitor Management System to keep our schools safe. Parents, guests, and visitors who plan to visit beyond the main office must have a visitors ID badge generated from the Raptor system. To generate that ID, a valid state issued ID must be scanned upon your first visit to any of our schools during normal school hours. An automatically generated badge will then be shared with you to be worn while visiting the school.

Future visits to your school will not require you to show your ID again. Simply give your name to get a new badge for that visit. Penn-Delco School District continues to make its commitment to safety and security a priority.

PENN-DELCO WEB PAGE

The Penn-Delco web page is a great source of information about the school district and specific schools. Important events, dates, and news will be posted on the site for viewing. The website is www.pdsd.org.

WORKING PAPERS

The Child Labor Law requires that students obtain an employment certificate before beginning full or part-time work. The certificate is necessary until the age of 18 or upon high school graduation. Students must be 16 years old and have a job in order to secure a general employment certificate for full-time work. Students must be at least 14 years of age in order to secure a part-time or vacation certificate for work done after school or during summer vacation. Under the current Pennsylvania Child

Labor Act, if in the issuing officer's judgment, the applicant cannot maintain adequate academic achievement if permitted to work during the school year, the application can be denied. Similarly, an issuing officer may revoke a work permit if it is the issuing officer's judgment that the applicant cannot maintain adequate academic achievement if permitted to work during the school year.

To secure a certificate use the following procedure:

Contact Principal Secretary Mrs. Raymond sraymond@pdsd.org for information on the work permit application process. At the current time all Work permits applications can be completed via Zoom meeting or in person, by appointment. A parent or guardian must be present to secure an application. The student's birth certificate, baptismal certificate, or passport must be presented at that time along with a parent or guardian's driver's license.

Extracts from Child Labor Laws of Employment of Minors

Hours of employment:

Minors 14 and 15 years old

1. During the school term - maximum 4-hours on school days, eight hours on any other day and 18 hours per school week, and only at a time that does not interfere with school attendance.
2. During school vacation - maximum 8 hours per day, 44 hours per week.
3. Night work - no minor under 16 shall be employed before 7:00 a.m. or after 7:00 p.m. except during school vacation (June to Labor Day) when minors may work between 7:00 a.m. and 10:00 p.m. (Minors distributing newspapers may work between 6:00 a.m. and 8:00 p.m.).

At any time, maximum employment is 6 days per week with a 30-minute meal period required, after 5 hours of work.

Minors 16 and 17 years old

1. During the school term - maximum 28 hours per school week. If a vacation day or days fall during a particular week 4 hours may be added for each vacation day up to a maximum of 44 hours.
2. During school vacation - maximum 8 hours per day - 44 hours per week.
3. Night work - no 16 or 17 year old shall be employed between midnight and 6:00 a.m. when enrolled in school. Students may work until 1:00 a.m. on nights preceding a school holiday, or Friday/Saturday nights.

At any time - maximum employment - 6 days per week with a 30-minute meal period required after 5 hours.

AWARDS, HONORS AND SCHOLARSHIPS

Awards, honors and scholarships are presented to members of our senior class. These awards serve as an incentive for our students as they pursue his/her high school diploma. Students have an obligation to submit their applications on time.

Winners of awards are determined in two ways:

- According to the criteria established by the donor, with a selection process operated by the donor.
- According to criteria established by the donor, with the selection being made by a scholarship committee established by the principal.

The Scholarship Committee will be comprised of the Principal, an Assistant Principal, all guidance counselors, the senior class sponsor, and teachers who are presently teaching the senior students. Scholarships awarded directly to students from post-secondary institutions should be reported to the Guidance Department for inclusion in scholarship records. Acceptance letters should also be reported to the Guidance Department.

PENN-DELCO SCHOOL BOARD POLICIES

The below Penn-Delco School Board policies are attached:

Discrimination/Title IX Sexual Harassment Affecting Students-- #103

Attendance - #204

Use of Medications - #210

Student Discipline - #218

Weapons - #218.1

Terroristic Threats/Acts - #218.2

Positive Behavior Support for Special Education Students - #218.3

Dress and Grooming - #221

- Tobacco Use - #222**
- Use of Motor Vehicles - #223**
- Care of School Property - #224**
- Relations with Law Enforcement Agencies - #225**
- Searches - #226**
- Controlled Substances/Paraphernalia - #227**
- Social Events and Class Trips - #231**
- Suspension and Expulsion - #233**
- Hazing - #247**
- Bullying/Cyber-Bullying - #249**
- Acceptable Use of Internet, Electronic Mail and Network Resources - #815**

ACADEMIC INFORMATION

PARENT INQUIRIES

Parents are encouraged to call school if they have questions. In order to help parents get to the appropriate person quickly; a brief schematic is listed below. Usually the quickest and best response will come from beginning with the person who may have the most knowledge about your question.

| | |
|--|-------|
| PDSB Main Telephone #610-497-6300 | |
| SVHS Main Telephone #610-497-6300 X2400 | |
| Athletics | X2352 |
| Attendance | X2375 |
| Counseling | X2365 |
| Office | X2400 |

In most instances, teachers will be in classrooms teaching when incoming calls are made. The district has both an email and voicemail system, which teachers are able to check and return emails and calls. Please understand that teachers may have an obligation after school that day and may not be able to return your email or call until the following day. Please follow the below guidelines for inquiries, suggestions, and constructive criticism.

| | |
|--------------|---|
| First Level | Teacher/Employee |
| Second Level | School Counselor |
| Third Level | Building Principal/Immediate Supervisor |
| Fourth Level | Superintendent or Designee |
| Fifth Level | PDSB Board |

GRADING

Report cards are available every nine weeks and include a mid-semester grade in February and a final grade in June. Grades are reported numerically. The following number grade ranges are listed with their letter grade equivalent.

Final grades for semester courses are determined by averaging all marking period grades and counting the midterm exam as 10% and the final exam grade as 10% for the course. Full year courses are an average of four marking periods plus the final exams.

| Grade | Range | AP | Honors | Accelerated |
|--------------|--------------|-----------|---------------|--------------------|
| A+ | 97.5-100 | 5 | 4.5 | 4 |
| A | 92.5-97.49 | 5 | 4.5 | 4 |
| A- | 89.5-92.49 | 4.7 | 4.2 | 3.7 |
| B+ | 87.5-89.49 | 4.3 | 3.8 | 3.3 |
| B | 82.5-87.49 | 4 | 3.5 | 3 |
| B- | 79.5-82.49 | 3.7 | 3.2 | 2.7 |
| C+ | 77.5-79.49 | 3.3 | 2.8 | 2.3 |
| C | 72.5-77.49 | 3 | 2.5 | 2 |

| | | | | |
|-----|------------|-----|-----|-----|
| C- | 69.5-72.49 | 2.7 | 2.2 | 1.7 |
| D+ | 67.5-69.49 | 2.3 | 1.8 | 1.3 |
| D | 62.5-67.49 | 2 | 1.5 | 1 |
| D- | 59.5-62.49 | 1.7 | 1.2 | 0.7 |
| E/F | 0-59.49 | 0 | 0 | 0 |

GRADUATION REQUIREMENTS BY DEPARTMENT

In order to graduate and earn a diploma from Sun Valley High School, all students must meet the following requirements:

- Successfully complete and earn credit for courses as detailed in the table below.
- Students that do not demonstrate proficiency on the Algebra I, Biology, and Literature Keystone Exams may be scheduled into semester-long, 0.5 credit lab courses to recover content and retake the corresponding Keystone Exam(s).
- Students must complete 8 Career Education and Work standards by May of their Junior year as mandated by the Pennsylvania Department of Education. (Transfer students must complete a minimum of 2 per year).

| | |
|---|------|
| English | 4.0 |
| Social Studies | 3.0 |
| Mathematics | 4.0 |
| Science | 3.0 |
| Careers | .5 |
| Health and PE | 1.5 |
| Arts/Humanities/Electives | 7.0 |
| Total | 23.0 |
| *Participation in the graduation ceremony is a privilege. | |

WEIGHTED RANKING SYSTEM

In computing class rank, courses are weighted on the basis of their academic level.

CLASS RANK DECILES

Class rank shall be computed by the final grade in all subjects for which credit is awarded. A student's grade point average and ranking by decile in class shall be entered on the student's record and shall be subject to Board policy on release of student records. A procedure by which each student is ranked by deciles according to his/her weighted grade point average. Students will be grouped according to deciles (such as 1st Deciles being the top ranking 10% of the class).

FINAL EXAMINATION PROCEDURES

All full year courses must give mid-term and final examinations. A schedule will be developed for these examinations. Skill classes which require specific classrooms, and elective courses, will administer exams during regular class periods. These courses will give exams during the last week of the course.

All other classes will give exams per the exam schedule. Students are required to remain in the exam room for the duration of the exam. Any student who fails to take an exam in a course will receive a zero. Twenty percent of the student's final grade in the course will be determined by the grades on the midterm and final examination.

TRANSFER STUDENT POLICY

Students transferring in credits may not exceed the cumulative weighted grade point average that could have been achieved at Sun Valley High School.

TRANSFER CREDIT DEADLINE

Students transferring into Sun Valley after the first semester are not eligible to earn credits for courses not listed on their current schedules. Students will be placed in a minimum of 6.0 credit classes with the opportunity to earn credits in all previous school district listed classes that align with Sun Valley classes.

PLACEMENT PRACTICES

A student's grade level is determined by the credits the student earns. Participation in class activities is determined by the number of credits earned.

Students are considered:

| | |
|-------------------|--|
| Freshman | Meet requirements of the middle school |
| Sophomore | Successful completion of a minimum of 5 credits |
| Junior | Successful completion of a minimum of 11 credits |
| Senior | Successful completion of a minimum of 16 credits |
| Graduation | Successful completion of a minimum of 23 credits |

GRADUATION REQUIREMENT

To receive a diploma from Sun Valley High School, a student must:

- Earn 23 credits in required courses and electives

Participation in the graduation ceremony is a privilege.

HONOR ROLL

Distinguished Honor Roll

All students who earn an average between 90% and 100% on all courses, with no grade below 90%.

Honor Roll

All students who earn an average between 80% and 100% in all courses, with no grade below 80%.

REPORT CARDS

Students are encouraged to take responsibility for their academic program.

Report Cards are generated quarterly and are available through the Penn-Delco web page.

| Marking Periods | Begins | Ends | Report Cards Available |
|------------------------|---------------|-------------|-------------------------------|
| MP1 | 09/07/2021 | 11/12/2021 | 11/19/2021 |
| MP2 | 11/15/2021 | 01/28/2022 | 02/04/2022 |
| MP3 | 01/31/2022 | 04/08/2022 | 04/18/2022 |
| MP4 | 04/19/2022 | 06/17/2022 | 06/24/2022 |

COURSE SELECTION

During each school year the Sun Valley Course Selection Guide is on-line. This guide is intended to assist students in course selection and college, career and vocational planning. The guide contains descriptions of each course offered and other information related to the academic program.

Student Schedules

At the time of course selection for the subsequent school year, students make very careful selection of courses in cooperation with parents, teachers, and counselors. Students must have a minimum of 6 credits on their schedule.

If a student discovers an administrative error or omission in the student's schedule at the beginning of a semester, the student should report to the Counseling Office where a correction will be made.

PARENTS AND STUDENTS ARE URGED TO GIVE SERIOUS CONSIDERATION TO PROGRAM PLANNING FOR THE FOLLOWING YEAR. ONCE COURSE SCHEDULING HAS BEEN COMPLETED, CHANGES MAY BE PERMITTED ON THE BASIS OF COUNSELOR RECOMMENDATION AND WILL REQUIRE FINAL ADMINISTRATIVE APPROVAL.

COURSE CHANGES

Students are permitted to change their schedule without penalty through the first week of school. Students will need to complete a Course Change form to make this request. Courses will only be approved provided another course is offered at the same time as the course to be dropped. No requests will be processed without a completed Course Change form. Once the change is processed, the School Counselor will notify the student in writing.

Students who requested a class by completing an Override Form are required to remain in the class for the duration of the school year. Override form requests are final once approved by administration.

Any withdrawal from a course beyond the drop/add period will result in a 'W' or 'WF' grade to be placed on the transcript. A student who is passing a class, but is choosing to withdraw from the class with parent approval will receive a "W" on their transcript to indicate the withdrawal. A 'W' will not be calculated against a student's GPA. A student who is failing a class and choosing to withdraw from the class with parent approval will receive a 'WF' to be calculated in the student's GPA as an 'F' and no credit will be awarded.

KEYSTONE TESTING

The Commonwealth of Pennsylvania requires all students to take Keystone Exams in Algebra, Biology, and Literature. Students that do not demonstrate proficiency on the Keystone Exams may be scheduled into semester-long 0.5 credit lab courses to recover content, master skills, and retake the corresponding exam(s).

ADVANCED PLACEMENT REQUIREMENTS

Students must meet the following criteria to be enrolled in the Advanced Placement courses at Sun Valley High School:

- Recommendation of previous year teacher
- Approval of parent
- Students should not have more than 10% (or 10 days absent) absences during the previous school year, unless accompanied by doctor's notes.

In addition, the following are course-specific requirements that must be met for enrollment in Advanced Placement:

| Sun Valley High School AP Course Selection Information | | |
|---|----------------------|--|
| Course | Grade Level/s | Prerequisite/s |
| AP Studio Art | 11-12 | A in Art Foundations |
| AP Economics | 11-12 | A or B in AP or H World or US History; Teacher Rec. |
| AP Environmental Science | 10-12 | A or B in Algebra 1 and A or B in previous science courses. Biology must be taken as a pre- or co-requisite. |
| AP Biology | 10-12 | A or B in Honors Biology; Teacher Rec. |
| AP Chemistry | 11-12 | A or B in Honors Chemistry AND A or B in H Algebra II and teacher recommendation. |

| | | |
|---------------------------------------|-------|---|
| AP Physics | 11-12 | A or B in Honors Algebra II or A in regular Algebra II and teacher recommendation. |
| AP English Language and Composition | 11 | A or B in Honors World Literature; Teacher Recommendation |
| AP English Literature and Composition | 12 | AP Language & Composition; A or B in Honors English with teacher recommendation |
| AP Calculus AB | 10-12 | A or B in Honors Intro to Calculus (or an A in X Intro to Calculus); Teacher Recommendation |
| AP Calculus BC | 11-12 | Successful Completion of Calculus AB or an A or B in Honors Calculus; Teacher Rec. |
| AP Statistics | 11-12 | A or B in Algebra II/ Trig.; Teacher Rec. |
| AP Psychology | 11-12 | Passing 10th/11th AP class or A,B,or C in Honors 10th/11th SS or A in accelerated 10th or 11th SS & English. Any grade lower requires teacher recommendation. |
| AP Government & Politics | 12 | A or B in AP US History or Honors US History; Teacher Recommendation |
| AP World History | 10 | A in Honors Civics and Government (including mid-term exam); Teacher Recommendation |
| AP US History | 11 | A or B in AP World or Honors World History; Teacher Recommendation |

*If a student is missing one of the requirements, the student will schedule a meeting with the AP teacher to request an additional checkpoint (i.e. writing or reading sample, problem set, etc.).

DUAL ENROLLMENT

Students are eligible for the dual enrollment program by completing an application by the date selected by the college the semester prior to the beginning of the course. Registration and transportation are the responsibility of the student. Students must meet the entrance requirements which may include SAT scores or a placement exam as determined by the college. Students are responsible for the cost of the course, books, and other fees. Credits and the college transfer process are the responsibility of the student. Students must be enrolled in a minimum of 6.0 credits at SVHS. Dual enrollment courses are not included on the Sun Valley High School transcript.

APPOINTMENTS WITH COUNSELORS

Counselors are available to work with students in meeting their goals in the following areas; Career, Academic, and Social/Emotional. In order to minimize missing class time visits should be scheduled during study hall, lunch, or after school. Students must obtain a pass from Guidance and have it approved by his/her teacher. Upon arrival, and when departing the counseling office, students must sign the appointment book. Cell phone use is prohibited in the counseling office.

Ms. Jillian Foster – Last names A - Da, X2362

Mrs. Francine Im – Last names De - I, X2366

Ms. Erin Judge – Last names J – Me, X2367

Dr. Kathryn James – Last names Mi - Sc, X2370

Mr. Bill Hartwell – Last names Se - Z, & Technical School Liaison, X2369

POST-SECONDARY PLANNING INFORMATION

Naviance

The Sun Valley High School Counseling Office has selected Naviance Family Connection to assist our students in managing the college and career planning process. Family Connection is a comprehensive website that students and parents can use as a tool in planning for their future. We encourage our students to utilize this website throughout their high school years.

Go to the following online website: <https://connection.naviance.com/sunvalleyhs>.

College Representative Visits

Throughout the year representatives from various colleges and trade schools visit Sun Valley to meet with sophomore, junior and seniors students. Dates and times of visits are advertised on the morning announcements and on Naviance.

Real interest in the school must be demonstrated to attend the sessions. Use this opportunity to ask questions about majors, costs, etc.

College Visits

Students will be allowed two excused absences for college visits during their junior year and 2 excused absences their senior year that will not count against the attendance policy. You must return to Sun Valley with a signed note stating that you visited the college. The best time to visit colleges is during the Spring semester of your junior year. The summer between junior and senior year can also be a great time to visit campuses. Call the admissions office or set up a visit on the college's website at least 1-2 weeks in advance to arrange a campus tour, information session, admissions interview and meeting with a financial aid officer. This is your chance to talk to people who attend a college and find out what they like and dislike about it. Meet with a financial aid officer (with your parents) concerning possible financial aid. Eat in the dining hall, talk to the students and ask questions. In order to make a campus visit during a school day, you must fill out a College Visit form from the counseling office and turn it into the attendance office upon your return from the visit.

Transcript Requests

Students and parents (if under 18) must sign a release form in order for the transcript to be sent to any outside entity. The release form is available in the Counseling office. Once the release form has been received by the Counseling office, students will utilize Naviance to request transcripts for all college, career, and scholarship opportunities. Students must request their transcript a minimum of 2 weeks before the application deadline and are solely responsible for managing their own timelines. Students must inform the Counseling Office if your school requires mid-year grades after the first semester report cards have been posted. The Counseling office sends final transcripts after all grades have been finalized and based on your response in your senior survey.

Military Academies

If you have any interest in attending one of the service academies such as West Point, Naval Academy, Air Force Academy, etc. you must begin the application process in the second semester of your junior year. The process includes completing a pre-candidate questionnaire and requesting a nomination from your U.S. Senator, Representative or some other nominating authority.

Notification to Military Recruiter

As a requirement of the No Child Left Behind Act of 2001, military recruiters are entitled to receive the name, address and telephone listing of juniors and seniors in high school. Parents may opt out of this requirement by writing a letter/e-mail requesting to remove their child from this list and delivering it to the high school office.

Financial Aid

Sun Valley High School hosts a Financial Aid Night presentation by a PHEAA representative to offer more information to parents and students every fall. We recommend juniors, seniors and their parents attend. Delaware County Community College offers a FAFSA completion night annually for Seniors.

The Counseling Office also receives information on financial aid and informs students of available scholarships by way of morning announcements and Naviance.

Awards, Honors and Scholarships

Awards, honors and scholarships are presented to members of our senior class. These awards serve as an incentive for our students as they pursue his/her high school diploma. Students have an obligation to submit their applications on time.

Winners of awards are determined in two ways:

- According to the criteria established by the donor, with a selection process operated by the donor.
- According to criteria established by the donor, with the selection being made by a scholarship committee established by the principal.

The Scholarship Committee will consist of the Principal, an Assistant Principal, all school counselors, the senior class sponsor, and a number of invested teachers. Scholarships awarded directly to students from post-secondary institutions should be reported to the Guidance Department for inclusion in scholarship records. Acceptance letters should also be reported to the Guidance Department.

STUDENT SUCCESS

The goal of Sun Valley High School is to encourage academic responsibility and social emotional growth of students. When students are having difficulty in school, several things must first be examined:

- Is the student attending school on a regular basis?
- Is the student keeping a log of all grades in every class?
- Is the student completing all homework?
- Is the student studying for quizzes and tests?
- Is the student asking teachers questions when he/she does not understand something?
- Is the student taking advantage of after school help with teachers? (2:15-2:55) p.m. everyday
- Has the student sought out peer tutoring?

If your child is having difficulty you should contact the teachers via email or phone. In addition, your child's school counselor is available to facilitate meetings.

Tutoring/ Extra Help

The professional staff is available for extra help after school. Students should speak to his/her teacher regarding their after school hours and availability. Teachers will assist any students who choose to take advantage of this help. Also, students in the National Honor Society provide a tutoring service to the entire student body.

Freshman Academy

As students transition from middle school to high school, there are many obstacles that stand in their way to academic success. In order to focus the ninth graders in a crucial year during their education, a freshman academy has been created. Ninth grade students will have part of a wing dedicated to their core classes (English, Math, Social Studies and Science), but will be able to venture out to other parts of the school for their electives. The main goal is to create a supportive environment in which students will achieve. Other goals are to reduce failure rates, improve grades and teach students the expectations that the high school has for them.

Remediation

Students who have failed a course during the school year have the opportunity to attend summer school, and may incur an additional cost. Students will receive the original class credit on their transcript and receive the number grade on their transcript for the remediation course at the conclusion of the summer school session.

In special circumstances where students cannot attend summer school to make up failed courses, approved tutors shall be permitted to provide 30 hours of tutoring to students which will equal one (1) credit towards graduation and/or promotion if a satisfactory mark is earned. Such tutoring shall be paid by the parent or guardian.

Enrichment Courses

Students who have been recommended to move ahead in a subject area may have the opportunity to participate in Summer Enrichment. Students may choose to pay for an online class or do an independent study of the material,

which must be pre-approved by administration. Students' grades will be evaluated by administration at the end of the course to determine level placement in the following academic year. Enrichment courses are not placed on the student's transcript and will not be used in the computation of rank or GPA. Students do not earn credit for enrichment courses.

STUDENT ASSISTANCE PROGRAM

Sun Valley's Student Assistance Program (SAP) is a systemic process for the identification, referral and intervention for students who are struggling academically or are having social emotional issues. This team involves school personnel who are professionally trained to work with these students and can provide in-school education support groups, if appropriate. Students may refer themselves or may be referred by parents, faculty, or peers. Participation in the SAP program is of no cost to families. Referrals are traditionally voluntary in nature unless this involves a policy violation.

Policy Violations

Any student in violation of the Penn-Delco policies can be subject to a mandated Administrative Student Assistance Program (SAP) Assessment for support. This means that the student and parent/guardian must participate in an assessment administered by an outside consultant for the District. This consultant, upon completion of her assessment will recommend appropriate "treatment".

In the event that the SAP assessment and recommendation are not followed through, the student will then be subject to further disciplinary action set forth by the Penn-Delco Administration and School Board. This action could result in an expulsion.

FRESHMAN ACADEMY

As students transition from the middle school, to the high school, there are many obstacles that stand in their way to academic success. In order to focus the ninth graders in a crucial year during their education, a freshman academy has been created. Ninth grade students will have part of a wing dedicated to their core classes (English, Math, Social Studies and Science), but will be able to venture to other parts of the school for their electives. The main goal is to create a supportive environment in which students will achieve. Other goals are to reduce failure rates, improve grades and teach students the expectations that the high school has for them.

HOMEBOUND INSTRUCTION

In the event of extended illness or injury (4 weeks or more) homebound tutoring is available by contacting the Office of Pupil Services in the Administration Building. This procedure requires a physician's certification. Students on homebound are ineligible to attend or participate in all extra-curricular activities, i.e., athletic events, dances, proms and school productions. Homebound students will be evaluated using the standard Sun Valley grading system. Homebound grades will be combined with the preceding or subsequent grades.

HOME SCHOOLING

For more information, please contact the Student Residence Assistant, 610-497-6300, X1324.

REGISTRATION OF NEW STUDENTS

Once registered with Administration, parents will need to schedule an appointment with Guidance. Parents are requested to bring his/her student's transcript, latest report card, standardized test scores and ER/IEP if applicable. Any student registering without the proper information/paperwork will cause a delay in his/her start date.

COLLEGE ENROLLMENT

Students are eligible for the college enrollment program by completing an application by the date selected by the college the semester prior to the beginning of the course. Students are approved based on grades, attendance history and full time attendance at Sun Valley High School (SVHS). Students must be enrolled in a minimum of 6.0 credits at SVHS.

Students must meet the entrance requirements which may include SAT scores or a placement exam as determined by the college.

Students are responsible for the cost of the course, books, and other fees.

Credits and the College transfer process are the responsibility of the student.
Registration and transportation are the responsibility of the student.

DELAWARE COUNTY TECHNICAL SCHOOLS

The Delaware County Technical Schools provide students with career and technical in a variety of programs. Students can remain at Sun Valley and attend Technical School part-time. See the course selection guide for more details.

Application Process

There is a very competitive and rigorous application process in order to gain acceptance into The Delaware County Technical School. Students must complete an application and personal statement explaining why he/she would like to attend Technical School. A multi-disciplinary team carefully reviews all students' applications, grades, attendance, and discipline records. All applicants must be in good academic class standing and must meet all deadlines.

Attendance

All students are expected to attend Technical School classes each day that they are present at Sun Valley. Any scheduled early dismissal or known absence must be cleared through the Sun Valley Guidance Office at least two days in advance. Technical School students who become ill during the school day must see the nurse at Sun Valley or Technical School to be sent home. Students will be following the Technical School calendar throughout the year.

Discipline

Technical School students are representatives of Sun Valley High School and are expected to adhere to all Sun Valley and Technical School rules and regulations. Students must adhere to the Sun Valley and Technical School codes of conduct or risk dismissal from the program.

Grades

Grades earned at Technical School will be incorporated into your Sun Valley report card, GPA and class rank. If a student should earn a failing grade in his/her Technical program, the student will not return the following school year.

Transportation

Transportation is provided to and from the Technical Schools. Any violation of the bus rules may result in a loss of bus privileges to Technical School, and the parent/student will be responsible to provide his/her own transportation. Students are permitted to drive or ride with another student provided they obtain a driving/riding permit. These permits are obtained from the Technical School and must also be approved by and provided to Sun Valley High School. Parents and students must sign the permit form, which lists the rules and regulations for driving/riding to and from Technical School. Failure to comply may result in revocation of driving privileges.

WITHDRAWALS/TRANSFERS

Parents are requested to inform the guidance secretary as soon as they are aware that a student will be withdrawing from Sun Valley. This will enable the office to make arrangements to forward records and initiate closing procedures. No official transcripts will be forwarded until all of the paperwork is properly completed. The telephone number for guidance is 610-497-6300 X2365.

ATTENDANCE

Regular attendance at school is an important part of every student's success and is necessary in order to gain the greatest benefit from the educational experience. Students who are frequently absent from school miss direct instruction and regular contact with their teachers. Commonwealth of Pennsylvania law and School Board policy require regular daily attendance. When absences accumulate, it may ultimately result in academic difficulty.

Absences shall be treated as unlawful until the school receives a written excuse explaining the absence. Parents and guardians have 3 days after an absence to submit a written note. A maximum of 10 cumulative, lawful absences shall be permitted during the school year. Request for excusal of absences after 10 lawful absences shall require a written physician's note.

An unlawful absence shall be defined as an event in which a student is absent without a valid, acceptable note. A student is considered habitually truant when he or she accumulates 6 or more unlawful absences.

Upon returning from an absence, your child MUST bring a note to school. Without a note (within 3 days of the absence), the absence will become unlawful. A letter will be sent home if a child accumulates 3 or more unlawful absences documenting truancy. If a child accumulates 6 or more unlawful absences, the school will be required to file a referral for court or a CYS referral.

Please refer to Penn-Delco's Attendance Policy 204.

ABSENCE NOTIFICATION

If your child is going to be absent, you must notify the school by calling the school's attendance line by 8:30 AM. If your child is marked absent and no call is received, an automated caller will call your primary number to verify the absence. Voice mail is available to take your call 24 hours a day. Our attendance line number is 610-497-6300 Ext 2375. Please leave the child's full name, grade, and reason for absence. Electronic notes are also valid as long as they include a parent or guardian signature. The note must be received within 3 days of the absence.

VACATIONS

Vacations should not be planned when school is in session. If a vacation during the school year cannot be avoided, it cannot be considered an excused absence unless requested in writing and pre-approved by the principal. Vacations will not be approved for students during mid-terms, Keystone exams, or final exam periods. The district will approve up to 5 vacation days per student per year. Students will be required to make up classroom work within five days of the student's return unless other arrangements are made with the teacher.

EXCUSED ABSENCES

HALF DAY ABSENCE

A half-day of absence will be recorded for students who miss any three or four periods in one academic day. Students are required to complete at least one half day of school (must be present for at least four academic periods in a day or ½ of their scheduled academic classes if they are taking less than 7 credits) in order to participate in sports, musical programs, or other school sponsored activities. If a student is absent from school, they are not permitted on school grounds that day for an athletic event or activity practice or game without a building administrator's approval. Parents of SV students should call the appropriate attendance line on the morning of the student's absence to notify the school that the student will not be in attendance. Upon the student's return to school, an absence note must be emailed or sent to the school outlining the reason for the absence.

FULL DAY ABSENCE

A full day absence will be recorded for students who miss five or more academic periods in one day.

EARLY DISMISSALS

It is expected that all efforts be made to schedule appointments during non-school hours. However, it is also understood that events occur for which we are unable to prepare. If an early dismissal is needed, requests must be made in written form from a parent/guardian and the note should contain the parent's phone number, time and date of dismissal, and the reason for the dismissal. Students and/or emergency contacts are not permitted to write an early dismissal note.

LATE ARRIVALS

Definitions:

Late: Arrival to first period after 7:30 a.m. When a student is late to school, he or she must report to the office with a note before proceeding to class.

Noncumulative Late: Arrival to First Period after 7:30 a.m. due to illness verified by documentation from a medical professional, death of an immediate family member, required court appearance, religious holidays or extreme emergencies as determined by school administration.

Loss of Privileges:

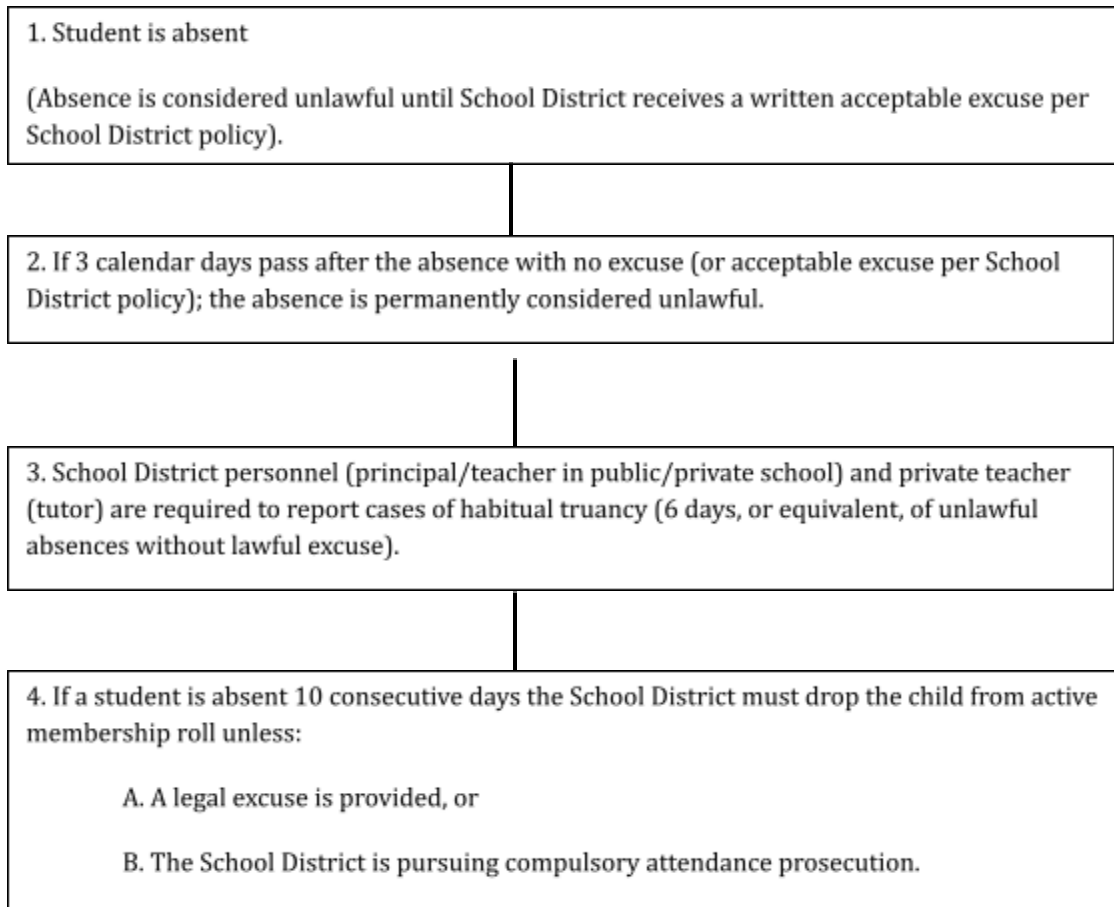
Excessive lateness to school may result in loss of privileges in school. This includes but is not limited to: student parking and attendance/participation in extracurricular events and activities.

MAKE-UP WORK FOLLOWING ABSENCE

When a student is legally absent from school, it is the responsibility of the student to make up for missed work. The school faculty and Guidance Counselors will assist students. **A reasonable guideline is that the amount of time allowed to make up missed work should not exceed the amount of time the student was absent.** For example, if you are out of school for one week, you should have the work made up within a week after you return. Students absent the day of a test may be required to make up the test the day they return. If a student is absent less than a week, he/she should personally contact each of his/her teachers to inquire about assignments missed and the date they are to be completed, students may e-mail their teachers or use online platforms such as Schoology, to see missed work.

With absences of one to four weeks, it is advisable that the student or his/her parents contact the teacher via email or the guidance counselor. The counselor will contact teachers and collect homework and assignments. In the event of a prolonged illness (four (4) weeks or more) parents may request homebound instruction through the Office of Pupil Services. A physician must certify in writing that the student will be unable to attend school for a period of four weeks or longer.

TRUANCY: Overview of Legal Responsibilities



5. Up to 10 cumulative lawful absences during a school year are permitted; all absences beyond the 10 day limit require a physician's excuse.

STUDENT CODE OF CONDUCT

In order to teach the primary goal of quality education for all students, a positive learning climate must be evident. To support the Sun Valley High School community in creating this climate, a comprehensive system of discipline exists to be effective in reducing discipline problems. The Sun Valley High School Code of Conduct contains reasonable rules aligned with Sun Valley High School Board Policies. Students are encouraged to assume responsibility for their behavior and to refine their ability to recognize right from wrong and act accordingly. Each student's rights, as well as those of the entire school community, to participate in and conduct the instructional program must be respected. Appropriate behavior is critical in order to create a healthy and safe school environment.

Students are responsible for their behavior on school grounds, at bus stops, during travel on school district buses, and at school-sponsored activities off school property. To increase school climate and make students more successful, Sun Valley uses a PRIDE motto based on positive behavioral support. The PBS Matrix for students is below:

| Sun Valley High School Expectations | Bathroom Locker room | Cafeteria | Halls | MIC | Classroom | Cafeteria | Assembly | Technology | Parking Lot |
|-------------------------------------|--|---|--|--|--|---|---|--|--|
| Perseverance | Use bathroom only when necessary. | Be courteous to all cafeteria staff and teachers. Maintain an appropriate volume Treat food and other objects as intended | Maintain an appropriate volume. | Maintain an appropriate volume. Be kind. Listen to teacher directions. | Always try your best. Never give up. Maintain good attendance. | Maintain an appropriate volume. Be courteous to all cafeteria staff and teachers | Maintain an appropriate volume. Listen attentively to speakers. Applaud appropriately. | Wait for an appropriate location and time to use your personal technology. | Maintain an appropriate volume. Be courteous to staff as they direct you. |
| Responsibility | Follow the cell phone policy. Keep the area clean. Report messes immediately. Use appropriate language. | Follow the cell phone policy. Practice good manners Let others feel welcome at your table. Use appropriate language. | Follow the cell phone policy. Be mannerly. Use appropriate language. | Follow the cell phone policy. Use appropriate language. | Follow the cell phone policy. Demonstrate good classroom manners. Be prepared. When working in groups, do your share of the work. | Follow the cell phone policy. Use appropriate language. Practice good manners Let others feel welcome at your table. | Follow the cell phone policy. Use appropriate language. | Follow the cell phone and acceptable use policy. Make academics your first priority. Keep track of technology devices. | Follow the cell phone policy. Use appropriate language. Exit and return quickly and quietly. |
| Integrity | Use paper products wisely. | Be on time for lunch. Make healthy food choices. Follow the cell phone policy. | Walk directly to class without stopping. | All exits must remain clear. | Stay on task. Submit your own work. | Report to your table and be seated. Make healthy food choices. | Sit in your designated area. Listen to instructions. | Be positive while using social media Treat others the way you want to be treated. | Report to your designated area immediately. Listen to instructions. |
| Drive Establish GREATNESS | Always practice appropriate hygiene. | Recycle. Place trash into proper receptacles. Keep eating areas clean. | Put items in the proper place. | Keep possession's close. | Plan and prepare daily for your future. Make meaningful contributions to the class. | Recycle. Place trash into proper receptacles. Keep eating areas clean. | Keep our new auditorium clean. Be mindful of safety for self and others while climbing bleachers or descending bleachers | Use technology to further your career goals. Remember posts last forever. | Take all fire drills seriously. Report safety concerns immediately. |

DETENTIONS

Teacher Detention - Teachers may at their discretion detain pupils before, during, or at the end of the school or during the school day. This may include lunch, field trips, and extra-curricular activities.

Regular Detention – After school detention assigned by an administrator (Approximately 45 minutes).

Extended Detention – After school detention assigned by an administrator (Approximately 90 minutes).

Detention during Non-School Days - Detention assigned by an administrator (Time varies).

SUSPENSIONS

Suspension is the most severe sanction that can be imposed on a student and one that cannot be imposed without due process. The Board shall define and publish the types of offenses that would lead to exclusion from school. Exclusions affecting students with disabilities shall be governed by applicable state and federal law and regulations.

In School Suspension - On occasion, in order to maintain greater control and guidance over students who have seriously violated school regulations, in-school suspension may be assigned by the school administrators. Students warranting and in-school suspension will be retained at school during the normal school hours. A suspended student will report each day of his/her suspension to the office with enough class work assignments to constructively occupy his/her time. Students may not attend school functions or participate in school activities while on suspension. Suspended students must assume responsibility for making up all school work missed.

Rules for ISS:

1. Conversations between students are not permitted.
2. All School Rules apply, including: no food, no drinks except water, **no cell phones and no listening devices.** (cell phones will be taken at the beginning of ISS and returned at the end of the day)
3. Students are expected to be seated and working quietly.
4. If a student finishes their work before the school day ends, they are required to read silently. If they choose not to read, the ISS teacher may assign them work.
5. Students are not permitted on school property or allowed to participate in any extra-curricular activities or sporting events while on suspension.

Out of School Suspension - Exclusion from school for a period of one to ten consecutive school days. In the most serious cases of school infractions, or after repeated in-school suspension, students may be suspended from the school by the Principal or Assistant Principal. Students may not attend school functions or participate in school activities while on suspension. Suspended students must assume responsibility for making up all school work missed.

Expulsion - In cases of student behavior where the actions would endanger or impair the safety and welfare of other students, faculty, or school property, the administration will recommend expulsion of the student. Expulsion is exclusion from school by the Board for a period exceeding ten (10) consecutive school days. The Board may permanently expel from the district rolls any student whose misconduct or disobedience warrants this sanction. No student shall be expelled without an opportunity for a formal hearing before the Board, a duly authorized committee of the Board, or a qualified hearing examiner appointed by the Board, and upon action taken by the Board after the hearing.

The below Code of Conduct pertains to the following board policies: 210, 218.1, 218.2, 218.3, 221, 222, 223, 224, 225, 226, 227, 231, 233, 247, 248, and 815.

Level I - These behaviors are those which disrupt stated classroom procedures or interfere with the orderly operation of the school. The list of examples of behaviors and the disciplinary responses are meant to be illustrative and not complete.

| STUDENT BEHAVIOR | DISCIPLINARY RESPONSES |
|---|--|
| <ul style="list-style-type: none"> ● Classroom disturbance ● Classroom tardiness ● Unprepared for class ● Failure to complete assignments ● Abusive language ● Littering ● Cafeteria infractions ● Public display of affection ● Violation of dress code ● Cheating on homework, test, class work or plagiarism ● Minor school bus disturbances ● Parking lot infractions | <ul style="list-style-type: none"> ● Verbal reprimand ● Special assignment ● Teacher counseling, Guidance counseling, or Administrator Counseling ● Detention ● Work detail ● Timeout ● Change of clothing ● Assigned zeros or no credit in class work or test ● Confiscation of items – not to be returned ● Confiscation of items – returned only to parents or student at the end of the semester or school year ● Withdrawal of privileges to school events, bus riding, extracurricular activities, etc. |

Level II - These behaviors are those whose frequency or seriousness tend to disrupt the classroom or school environment. These infractions, which include a continuation of Level I behavior, require the intervention of administrators because of Level I disciplinary options have failed to correct the situation.

| STUDENT BEHAVIOR | DISCIPLINARY RESPONSES |
|--|--|
| <ul style="list-style-type: none"> ● Continuation of Level I behaviors ● Late to school ● Truancy, cutting class ● Violation of tobacco use policy ● Forging of notes or passes ● Disruptive classroom behavior ● Abusive language toward staff or students ● Other forms of disrespect toward students, staff, and support personnel ● Disruptive school bus behavior, etc. ● Continuation of disruptive classroom behavior ● Driving Violation ● Violation of acceptable use technology policy ● Defacing school property | <ul style="list-style-type: none"> ● Continuation of Level I responses ● Behavior contact ● Parent conference ● In-school suspension ● Out-of-school suspension ● Schedule modification ● Referral to outside agency ● Permanent revocation of bus privileges ● Removal from class (short term) ● Rehabilitative compositions ● Truancy notices sent home, etc. ● Revocation of parking privileges ● Revocation of technology use ● Removal from dance or prom ● Removal from extracurricular activity ● Removal from field trip |

Level III - These behaviors take on added seriousness because they involve a violation of the personal or property rights of others. These acts may include criminal acts and the administrative staff will immediately contact law enforcement authorities.

| STUDENT BEHAVIOR | DISCIPLINARY RESPONSES |
|---|---|
| <ul style="list-style-type: none"> ● Continuation of Level I and II behaviors ● Fighting ● Vandalism/graffiti/property destruction ● Stealing ● Obscene language/gesture/or threats ● Tampering with fire alarms/extinguishers ● Intimidation ● Possession and/or distribution of illegal substances ● Pornography ● Hazing ● Use of cell phones or other electronic devices to capture digital images or any electronic recording is strictly prohibited in areas where a normal expectation of personal privacy would ordinarily be in effect. | <ul style="list-style-type: none"> ● Continuation of Level I and II responses ● Restitution of property or personal damages ● Alternative programs ● Removal from class ● Police involvement |

Level IV - These behaviors are those which pose a threat to the safety of others in the school. These acts may include criminal acts and the administrative staff will immediately contact law enforcement authorities.

| STUDENT BEHAVIOR | DISCIPLINARY RESPONSES |
|---|--|
| <ul style="list-style-type: none"> ● Continuation of Level I-III behaviors ● Extortion ● Bomb Threat ● Violations of weapons policy ● Assault/battery ● Theft and/or sale of stolen property ● Arson ● False fire alarm ● Breaking and entering ● Violation of the substance abuse policy | <ul style="list-style-type: none"> ● Continuation of Level I-III responses ● Expulsion ● Alternative placement in/out of district ● Board action |

STUDENT SEARCH POLICY

School administrative personnel have the authority to require students or other persons, under the administrator’s jurisdiction, to submit to a thorough search, including, but not limited to the following: clothing, handbags, wallets, lockers, school bags and cars in order to take possession of any unauthorized materials suspected of being in their possession.

When students under 18 years of age refuses to submit to a reasonable cause search as outlined in this policy, the parents of the student and the police are called immediately. When appropriate, body searches will be conducted by the police. (School Board Policy 226). In addition, Sun Valley High School is subject to periodic impromptu searches by a certified drug dog. The same policies from above apply during these searches. Dogs will search the parking lots as well as the school building.

CUTTING CLASS

Any student who misses a class(es) for any illegitimate reason or who leaves school without proper permission may be considered to be cutting the class.

SMOKING / VAPING

Due to Pennsylvania Act 145 of 1996 and research related to the physical dangers associated with tobacco products, smoking, vaping, and the use of tobacco products are not permitted on school property. There is no smoking/vaping on school grounds.

Any student found smoking, in possession of a cigarette, vaping device, smoking paraphernalia, or any tobacco products anywhere on school property will be suspended for a minimum of 3 days. Length of suspensions may increase based on the number of offenses committed.

In addition to suspension, any student found in possession of tobacco products on school property or in school will be subject to a fine, plus court costs pursuant to the penalties set forth in Pennsylvania Act 145 of 1996.

REFUSAL TO OBEY SCHOOL PERSONNEL

Any student who is asked to leave a class for any reason should report to the office immediately. Students who fail to follow the directives of school personnel or failure to leave in a timely fashion or a failure to leave are considered insubordinate and may result in an automatic suspension.

CAFETERIA REGULATIONS

- Students cannot leave the cafeteria without permission from a lunch monitor.
- During lunch, students needing to use the bathroom are to use the ones adjacent to the cafeteria.
- Students should be in the cafeteria no later than five (5) minutes after the first dismissal bell.
- If a student continually misbehaves, he/she will lose their cafeteria privileges.

VIOLENCE AND/OR THREATENING BEHAVIOR

Threats, racial slurs, harassment and stalking made from student to student, student to teacher, and/or student to staff member will be taken seriously. Such matters will be handled in accordance with the laws of Aston Township, Delaware County, and the Commonwealth of Pennsylvania. Sun Valley works closely with law enforcement officials to ensure a safe learning environment for all students.

BUS CONDUCT

All school rules shall apply during your trip to and from school and on field trips. You should bear in mind at all times that improper conduct on a bus may have more serious consequences. Disruptive behavior may distract a driver and result in a serious accident. No food or drinks are permitted on the bus.

School bus transportation is a privilege, which can and will be withdrawn temporarily or permanently when it is abused. Students are to be at their designated bus stop 5 minutes prior to pick-up time.

WIRELESS COMMUNICATIONS DEVICE

Use of cell phones/electronic device in the 21st century can be a positive tool for communication and production. The goal of Sun Valley High School is to guide students towards appropriate use of a variety of devices. Student cell phone use in Sun Valley classrooms is reserved only for educational purposes that *cannot* be experienced through use of a laptop or Chromebook. Therefore, unless otherwise directed by a teacher, counselor, staff member, or administrator, student cell phones (and ear buds) will be away in a book bag, pocket, or locker during class time. Violations of this expectation will be considered a classroom disturbance.

Use of cell phones/electronic devices to capture digital images or any electronic recording of students and/or staff members is strictly prohibited in classrooms, hallways, and other public areas of the school unless permission has been granted for a school assignment by a member of school personnel.

Use of cell phones/electronic devices to capture digital images or any electronic recording is strictly prohibited in areas where a normal expectation of privacy would ordinarily be in effect, such as bathrooms and locker rooms. Personal privacy violations such as this shall be considered a serious Level III offense, and may result in a referral of

the matter to law enforcement entities if such use involved the collection or dissemination of private images, regardless of any consent by the subject.

The use of cell phones/electronic devices, however, will be permitted in the hallways, at passing time, in the cafeteria during the student's lunch time, before school and after school hours. Students should not call or text others who are in class. Phones will be set to vibrate or silent for use in the hallways and cafeteria.

DRESS CODE

The Penn-Delco School District Board of School Directors recognizes that the legislative authority to provide for a Dress Code Policy has been provided through 24 P.S. § 13-1317.3.

The Penn-Delco School District Board of School Directors hereby adopts the following mandatory Dress Code for all students in grades kindergarten through twelve.

Based upon the legislature's intent and Penn-Delco School District's own experience, the Penn-Delco School District Board of School Directors strongly believes that the following support such a Dress Code.

Such a Dress Code will help to establish and maintain a more positive atmosphere conducive to education.

Such a Dress Code will help to instill student discipline.

Such a Dress Code will help to eliminate peer pressure dealing with student attire.

Penn-Delco School District Dress Code (PDSB Board Policy #221)

The complete School Board Policy #221 Dress and Grooming is attached.

- Students should be well groomed, clean, and neatly attired when in school or at school functions.
- Students are not permitted to wear outer jackets and coats in school.
- Headwear (hats, scarves, bandannas, etc.) is prohibited from being worn in any school building during school hours.
- Sneakers or shoes must be worn at all times- no slippers. Sandals must have a strap or support on the heel in order to be worn in school. Slides are not permitted to be worn in school.
- Clothing that espouses violence, hatred, prejudice, depicts alcohol or drugs, or is found to be offensive such that it creates the risk of disruption is prohibited.
- Students are not permitted to wear extreme fashions (bare midriffs, halter tops, tube tops, tank tops, short-shorts, etc.) and worn-out clothing (holes, torn, rip, etc.).
- Students are not permitted to wear extremes in apparel, jewelry, or grooming which are distracting, disruptive, disrespectful, revealing, or unsafe. For example, chained wallets and spiked jewelry are not permitted.
- Full pajamas or pajama bottoms are not permitted.
- Undue attention to an individual's dress, which detracts from the seriousness of the instructional process, must be avoided. Therefore: Clothing which exposes bare shoulders, armpits, midriffs, and/or cleavage is prohibited. Examples are: halter tops, tube tops, and tank tops.
- Clothing which exposes excessive areas above the knee is prohibited.
- Undergarments should not be exposed
- See-through clothing is prohibited.
- All pants or shorts must be worn at or above the waist. Excessively baggy- style pants or any styles, which expose areas below the waist, are prohibited.
- These examples are illustrative but not necessarily exhaustive.

If, in the opinion of a representative of the Administration or faculty, a student's dress is deemed distracting, disruptive, disrespectful, revealing, or unsafe, the student's parent/legal guardian will be notified, and the student will be removed from the classroom or school function until properly attired.

It is the firm belief of the Penn-Delco School District Board of School Directors that student dress affects attitude, behavior, and accomplishment.

HALL PASSES

Every student has a specific assignment for each class period. During this time he/she belongs only in the room specified on his/her roster. Students are to go to lockers or the lavatory during the three minutes between classes. At any other time a student must have a hall pass from his/her teacher. This includes visits to the office, nurse, guidance center, etc. A hall pass is to be kept with the student and presented when asked. If detained by a teacher, that teacher is to provide a hall pass to the next class. Students should not come to the office to get a pass.

Hall passes must be presented to anybody who asks. Students are not permitted to leave class without a pass or permission from the teacher for any reason. Students leaving class without permission for any reason may face disciplinary action. Teachers will use discretion in allowing students to leave the room for emergency situations. Students with physical ailments who require visits to the nurse or lavatory should provide a written note from the parent describing the nature of the problem. The administration may limit passes for any student who abuses this privilege.

CONTROLLED SUBSTANCES/PARAPHERNALIA (PDSB Board Policy #227)

The complete School Board Policy 227 Controlled Substances/Paraphernalia is attached. Use or possession of illegal substances will be handled in accordance with Penn-Delco School District Policy 227.

ELEVATOR USE

Elevator keys are obtained from the Main Office. Students must have a doctor's note indicating need and a receipt will be given for the key. If the key is not returned, the student will be fined \$10.00.

LOCKERS

Each locker is equipped with a built-in combination lock; no student should divulge the combination to any other student, nor should students share a locker. In the case of a locker search, all persons sharing the locker will be held responsible.

PUBLIC DISPLAY OF AFFECTION

Public display of affection within the educational environment is unacceptable. It is the goal of Sun Valley to establish proper modes of behavior for students throughout the school. Teachers will be instructed to use good judgment when observing students who are involved in a public display of affection. However, if a teacher deems that a particular situation is inappropriate, he/she will bring the problem to the student's attention immediately. Chronic offenders will be subject to disciplinary action such as detentions and suspension.

Keep in mind that this policy is designed to maintain a comfortable environment and to reinforce proper decorum throughout the school. It is not, however, designed to discourage student friendships in an atmosphere of caring among students and teachers. It is our hope that we will be able to establish reasonable limits in a positive climate for the entire school community.

OUT OF BOUNDS

Out of Bounds is broadly defined as any place where a student is not supposed to be during the school day. Out of Bounds is also any unsupervised area where it is known that students are not permitted. Common sense prevails in cases where students are out of bounds. Students with no legitimate purpose for being in an out of bounds location will be considered out of bounds. Some out of bounds areas include but are not limited to: locker rooms, cafeteria at times other than scheduled lunch or study hall, under stairwells, behind doors, unsupervised classrooms, auditorium and gym at unsupervised times, behind the building, in the parking lot, along any unsupervised external perimeter of the building, etc. The administration reserves the right to determine whether an area is "out of bounds". Students caught in out of bounds areas may be subject to disciplinary actions.

WEAPONS (PDSB Board Policy #218.1)

The complete School Board Policy 218.1 Weapons is attached. A weapon includes, but is not limited to, any knife, cutting instrument, cutting tool, nun-chuck stick, brass or metal knuckles, firearm, shotgun, rifle, ammunition, poisons, chemical agent (e.g. mace), slingshot, pellet gun, air gun, explosive device and any other tool, instrument or implement capable of inflicting bodily injury, or causing harm, intimidation or harassment.

Weapons also include look-alike or replica weapons, which are operable and inoperable. Weapons do not include devices authorized by the school for legitimate educational purposes including but not limited to tools, scissors, pencils, and compasses. Any student using an object in a manner-implying harm, intimidation or harassment will be considered to be in possession of a weapon. Violation of this policy may result in suspension, expulsion, and/or prosecution. Any person with knowledge of an individual possessing a weapon is instructed to report this to an administrator immediately.

BULLYING/CYBER-BULLYING (PDSB Board Policy #249)

The complete School Board Policy 249 Bullying/Cyber-Bullying is attached. The Board is committed to providing a safe, positive learning environment for district students. The Board recognizes that bullying creates an atmosphere of fear and intimidation, detracts from the safe environment necessary for student learning, and may lead to more serious violence. Therefore, the Board prohibits bullying by district students.

Bullying means an intentional electronic, written, verbal, non-verbal or physical act or series of acts directed at another student or students, which occurs in a school setting that is severe, persistent or pervasive and where the student is exposed, repeatedly and over time, to negative actions on the part of one or more students. Bullying is further defined as intentional harming of another person where the bully has more power than the victim.

Bullying has the effect of doing any of the following:

1. Substantial interference with a student’s education.
2. Creation of a threatening environment.
3. Substantial disruption of the orderly operation of the school.

Bullying, as defined in this policy, includes cyber-bullying. Cyber bullying includes, but is not limited to, the following misuses of technology: harassing, teasing, intimidating, threatening, or terrorizing another student or staff member by way of any technological tool, such as sending or posting inappropriate or derogatory email messages, instant messages, text messages, digital pictures or images, or website postings (including blogs) which has the effect of:

1. Placing a student in reasonable fear of physical, emotional or mental harm;
 2. Placing a student in reasonable fear of damage to or loss of personal property; or
 3. Creating an intimidating or hostile environment that substantially interferes with a student’s educational opportunities.
- School Setting means in the school, on school grounds, in school vehicles, at a designated bus stop, walking to or from school, or at any activity sponsored, supervised or sanctioned by the school.

STUDENT ACTIVITIES

STUDENT ACTIVITIES

Every student at Sun Valley is encouraged to participate in activities. Faculty sponsors direct students involved in these activities. Membership in one or more of these organizations expresses a willingness to contribute to the betterment of the school as well as an interest in having an enjoyable experience with fellow students.

ELIGIBILITY FOR SCHOOL EVENTS

All school-sponsored events, including but not limited to class dances/proms, volleyball marathon, PRIDE picnic, and attendance at & participation in athletic events and activities are subject to eligibility standards which includes academics (cannot be failing 2 or more classes) and attendance (school privilege may be lost on the 6th unexcused day)

Sun Valley High School Clubs and Honor Societies

| | |
|--------------------------------|---|
| Aevidum | Rho Kappa National Social Studies Honor Society |
| Business Club | Science National Honor Society |
| Cappies | National Spanish Honor Society |
| Chamber Choir | National Tri-M Honor Society |
| Chess | PIRC |
| Class Committee (all grades) | Reading Olympics |
| Debate Team | Robotics & Engineering Club |
| Delco Hi-Q | Science Olympiad |
| FCCLA/ Vanguard Volunteers | Student Senate |
| GSA (Gay, Straight Alliance) | Sun Valley Spectrum |
| National Honor Society | The Empowerment Club |
| National Art Honor Society | Ultimate Frisbee |
| National English Honor Society | Unified Bocce & Unified Track and Field |
| National French Honor Society | |
| National Math Honor Society | |

DANCE/PROM REGULATIONS

Dances are not required but are special additions to Sun Valley High School social life. With privileges come responsibilities. In order to continue having dances, there are rules that must be followed:

All school rules apply to students during the dances.

- Each student is permitted to bring one (1) guest with him/her and they must arrive together.
- All guests must also have a picture I.D. or their high school schedule.
- Students are responsible for the actions of any guests that they bring to school dances. **NO DATES CAN BE 21 OR OLDER TO ATTEND SCHOOL DANCES.**
- No one will be admitted after one (1) hour after the dance begins without prior permission.
- No one is allowed to leave the dance early without prior permission.
- It is the student's responsibility to make sure that a ride home is available at the end of the dance.
- Breathalyzers may be used at all dances, proms or any other time a student is suspected of being under the influence of an illegal substance.
- For Proms, only members of that class are permitted to buy tickets.
- *If a student is suspended from school during the date at which the dance is to be held, that student may not attend.*

CLASS DUES

Class dues will be collected in the junior and senior years only, and will be paid in a lump sum. Class dues covers the cost of the senior yearbook, cap and gown rental, and helps support class sponsored activities. Students must pay class dues by the deadlines established by each class in order to participate in class-sponsored activities. Arrangements may be made with class sponsors if there are situations, which necessitate the delay in payment of class dues. If class dues are turned in after the due date, a late fee will be charged. All payments for class dues and activities are to be by check or money order or cash. Class dues are non-refundable.

CONDUCT OF OUR ATHLETES

All athletes will be held to all conditions of the Sun Valley Student Handbook and its consequences. The athlete may face additional consequences related to the privilege to participate in interscholastic athletics.

ACADEMIC ELIGIBILITY

Grade reporting is completed by teachers on a weekly basis. All grades are updated on Friday at noon. The eligibility report is created and distributed to coaches on Friday. Coaches inform student athletes of any academic deficiencies at that time. The report will identify students that have earned a "D" or "F" in any scheduled class.

A student athlete becomes ineligible when failing more than one subject. The period of eligibility begins on the Sunday following the grade report and continues until that Saturday (7 calendar days). If a student is determined to be ineligible during a period of season break, they will remain ineligible until after the next report.

A student athlete will use this time to concentrate on academics in order to achieve eligible status. Students may practice during this time frame at a coach's discretion. The student may not suit up or participate in any interscholastic games during period of ineligibility.

On the day of marking period grade reports, any student athlete failing more than one subject will become ineligible for a period of fifteen (15) school days. Coaches and administration will monitor the student athlete's grades during this time to determine whether the athlete may participate in practice. Students may not suit up or participate in any interscholastic games during this period of ineligibility.

PHYSICALS, CONCUSSION TESTING & SUDDEN CARDIAC ARREST INFORMATION ACKNOWLEDGEMENT

All Sun Valley students wishing to participate in interscholastic athletics must have passed an initial physical examination performed by a licensed physician of their choice.

The Pennsylvania Interscholastic Athletic Association (PIAA) has mandated their Comprehensive Initial Pre-Participation Physical Evaluation (CIPPE) form as the only physical form to be accepted. PA Department of Education physical exam forms cannot be accepted.

The required CIPPE forms are available online at the Sun Valley Athletic Page website under the "Physical Forms" link. They are also available from the PIAA website (www.piaa.org).

All physical exams must be dated after June 1st and before the start of the practices each school year before an athlete can participate. Parents/Guardians are encouraged to schedule annual check-ups/physicals within the June 1 - August 1 window in order to avoid potential insurance limits and co-pays. By doing so the physical exam is good for the entire school year - not calendar year, barring an injury or illness after the initial physical exam.

Athletes must turn in all required, completed forms to their coach on the first day of practice. Do NOT fax forms! We must have the original forms with signatures for our files. Copies cannot be accepted.

The Athletic Department will keep the forms on file the entire school year; however, we recommend you keep a file at home for your records. Please be reminded that all sections of the CIPPE form must be completed correctly and returned prior to participation.

All student athletes will be administered the Concussion Vital Signs baseline examination prior to competing in interscholastic sports. Athletes will be tested every two years.

In addition, students and parents must read, review and sign sections 3 and 4 of the PIAA CIPPE regarding Concussion Management and Sudden Cardiac Arrest information. Both forms must be signed by parents/guardians and student athlete in order to participate.

SPORTS ATTENDANCE RULES

Practices are essential for proper conditioning, improvement and teamwork. Therefore athletes are required to attend scheduled practices. Students are required to complete at least one half day of school (must be present for at least four academic periods in a day or ½ of their scheduled academic classes if they are taking less than 7 credits) in order to participate in sports. If a student is absent from school, they are not permitted on school grounds that day for an athletic event or activity practice or game without a building administrator's approval. Parents of SV students should call the appropriate attendance line on the morning of the student's absence to notify the school that the student will not be in attendance. Upon the student's return to school, an absence note must be emailed or sent to the school outlining the reason for the absence. Doctor's notes, pre-approved excused absences from administration (i.e. college visit) and funeral attendance are the exceptions to this requirement. Parent's notes do not take the place of a doctor's note. If you are absent from school during a semester for a total of 20 or more school days, you will lose your eligibility until you attend school for a total of 45 school days following your 20th day of absence.

ATHLETIC BUS POLICY

Athletes must ride on team buses to and from all athletic events away from the Sun Valley campus. A student may ride home with a parent/guardian only after having completed the transportation waiver form provided at the beginning of the athletic season. The waiver form must be signed by the parent/guardian and returned to the coach and athletic office. This waiver form only covers the immediate season. A new waiver form must be completed for each subsequent season. After the waiver form is on file, the parent/guardian must inform the coach in person when they will be transporting them after an athletic contest. Student athletes may only be transported by parent/guardians. Failure to follow the athletic bus policy may result in loss of participation privilege in the next athletic contest.

UNSPORTSMANLIKE CONDUCT

Unsportsmanlike conduct is not tolerated and will be dealt with by the Sun Valley administration swiftly. Consequences may vary from extra physical activity, loss of playing time, suspension, or dismissal from the team, depending on severity and number of occurrences. Each incident will be dealt with on a case by case basis.

ALCOHOL AND ILLEGAL DRUGS

Players are subject to the SVHS Student Handbook and Penn-Delco Board policies regarding alcohol and illegal drugs. Use of drugs, tobacco and alcohol impairs the student athlete's physical ability and reaction time, placing teammates, opponents and themselves at risk. Any violation of these policies will result in dismissal from the team and possible loss of athletic privilege for the year.

GAME MISCONDUCT

A student receiving a red card during interscholastic competition is automatically suspended from the next contest. If it is the last game of the season and the student participates in the next sports season, they will miss that first interscholastic game. A red card received in the last game of the spring season will result in missing the first game of the next school year (if the player is an underclassman). Repeated red cards will result in administrative discipline, suspension from team, or dismissal from the team.

GROSS MISCONDUCT

Defined as, but not limited to, stealing, extortion, vandalism, harassment, fighting, intimidation, bullying and repeated disrespect of faculty and staff. Students are suspended from school and will receive additional consequences from the athletic department, including suspension, dismissal from team or loss of athletic privileges for the entire school year.

NCAA CLEARINGHOUSE

The NCAA initial-Eligibility Clearinghouse must declare student-athletes wishing to participate and be eligible for athletic scholarships/participants at the Division I and II level during their senior year. It is imperative that the student and/or parent notify the guidance counselor regarding applying to the NCAA clearinghouse so that appropriate scheduling can be maintained. Registration is required during the student's junior year. More details and information may be obtained through the NCAA website.

EXTRACURRICULAR ACTIVITIES

In order to participate in a practice session, scrimmage or game the student must be in school during the day of the event. Students are required to complete at least one half day of school (must be present for at least four academic periods in a day or ½ of their scheduled academic classes if they are taking less than 7 credits) in order to participate in sports. If a student is absent from school, they are not permitted on school grounds that day for an athletic event or activity practice or game without a building administrator's approval. Parents of SV students should call the appropriate attendance line on the morning of the student's absence to notify the school that the student will not be in attendance. Upon the student's return to school, an absence note must be emailed or sent to the school outlining the reason for the absence. Students who exhibit inappropriate behavior at an extracurricular activity or event may be asked to leave the event. Those students may also be given detentions and/or be suspended at the discretion of administration. Offenders may be prohibited from attending extracurricular events.

Any student receiving Homebound Instruction or Instruction in the Home, or is placed elsewhere for administrative/discipline reasons may not participate in any extracurricular activities associated with Penn-Delco School District unless otherwise approved by the Penn-Delco School District administration. This includes but is not limited to sporting events, dances, evening programs, class trips and proms. Any student suspended for any reason may be restricted from any and all extra-curricular activities as well as participation in class trips at the discretion of the administration.

CLASS TRIPS

Any student suspended out of school may be restricted from participation from class trips.

CLASS SPONSORED ACTIVITIES

Participation in all class-sponsored activities is a privilege not a right.

All class activities are coordinated and directed by the class officers and their sponsor with administrative approval. Dances, floats, dues collection, fundraising, trips, class meetings, and senior activities are all the responsibility of class officers. Officers consist of President, Vice President, Secretary, Treasurer, and Historian.

During any campaign, all class office candidates must receive administrative approval of all posters/signs, etc. prior to any public posting.

Any class officer receiving more than one suspension or being academically ineligible at the end of any marking period may be removed from his/her elected office.

Any class officer whose integrity is questioned due to inappropriate behavior unbecoming a Sun Valley student may be removed from their office and will not be allowed to hold an office during the current year or the next year.

We encourage all payments for class activities to be paid by check or money order. Cash will be accepted for any payment under \$150.00. Any cash payment over \$150.00 will be paid in the office.

All activities must receive prior administrative approval.

NATIONAL ART HONOR SOCIETY

Members are selected from the art majors classes based on their talent and love of art. An induction ceremony is held, artwork is displayed, and officers are elected from the membership.

NATIONAL ENGLISH HONOR SOCIETY

The requirements to be eligible as a member are as follows:

3.4 overall GPA (found on Naviance); 85% end of year grade in all English classes and English electives from current and previous years; 3 Teacher Signatures (on application)

Throughout the year, members of the NEHS will help plan, organize, and run a variety of events from school-based to community-based. In order to maintain your membership in the organization, you will be expected to participate in activities, as well as plan and organize other activities that promote the study of English through both writing and literacy. Activities could include, but are not limited to, peer tutoring, field trips, "meet the author," reading with elementary students, etc. In addition, membership requires maintaining the minimum overall GPA.

NATIONAL FRENCH HONOR SOCIETY

Community service is mandatory for the organization, as well as a high grade point average overall (at least a B average in all other courses), in addition to an A in French classes during the semester of selection.

NATIONAL HONOR SOCIETY

Membership in the National Honor Society is based upon the following criteria:

Scholarship:

To be eligible for membership, candidates must be entering their junior or senior class at Sun Valley High School. Candidates shall then be evaluated on the basis of service to community and classroom, leadership skills, social and academic character.

Leadership:

Students must be resourceful in proposing solutions to new problems, applying principles and making suggestion demonstrating initiative in promoting school activities, and upholding the traditions of the National Honor Society.

Service:

This includes actions undertaken by the student, which are done with or on behalf of others without any direct financial or material compensation. Volunteers and mentors should cheerfully render service to the school or the community.

Character:

Students must demonstrate the following six qualities: respect, responsibility, trustworthiness, fairness, caring, and citizenship.

Selection of Members:

Students who meet the academic scholarship requirement will be asked to complete an application to the National Honor Society. A faculty council meets to review the applications and selects individuals for membership. Students who drop below National Honor Society standards will be placed on probation and cases reviewed by the sponsor and administrators. The potential to be removed from the National Honor Society exists if the student fails to maintain the required academic standards in 3 out of 4 marking periods. NHS Officers are elected yearly. Members are required to participate in a number of service projects during the school year and to attend monthly meetings.

NATIONAL MATH HONOR SOCIETY

The Math Honors Society, Mu Alpha Theta, is a national club for superior math students throughout the United States. The club provides the opportunity for students who have excelled in Algebra 1, Geometry, and Algebra 2 to compete in math contests against other schools. The students also provide peer tutoring for students currently enrolled in Algebra 1, Geometry, Algebra 2, and Intro to Calculus, Calculus, and Statistics.

RHO KAPPA SOCIAL STUDIES HONOR SOCIETY

Students are eligible to join Rho Kappa in their junior and senior years. Eligible students must have over a 3.0 GPA (unweighted) and have earned an A average in on-level Social Studies courses or a B or higher average in Honors/AP Social Studies courses.

SCIENCE NATIONAL HONOR SOCIETY

Sun Valley established the National Science Honor Society during the 2016-2017 school year. The SNHS is an academic nationwide honor society that empowers youth with interests in the sciences. Each member has demonstrated an interest in the field of science by taking one or more AP science classes, including AP Biology, AP Chemistry, or AP Physics. Members are required to participate in peer tutoring for science. They participate in the annual Sun Valley Science Night and Science Fair. Members attend monthly meetings designed to discuss scientific opportunities, field trips, and other initiatives students want to bring to SV. Students must participate in a minimum of 10 hours towards the required activities or initiatives to wear the cord at graduation.

NATIONAL SPANISH HONOR SOCIETY

A regularly enrolled student of a secondary school (grades 9-12) who has maintained an honor average in the study of Spanish or Portuguese for at least three semesters is eligible for membership in the Society. Sponsors should also include character, leadership, and seriousness of purpose, cooperation, honesty, service and commitment to others in the criteria for selection into the Society. The student must be enrolled in the study of the language at the time of initiation.

NATIONAL TRI-M MUSIC HONOR SOCIETY

The Tri-M Music Honor Society is the international music honor society for high school students. It is designed to recognize students for their academic and musical achievements, reward them for their accomplishments and service activities, and to inspire other students to excel at music and leadership.